# 2018 Construction Management Project Achievement Awards

The Construction Management Association of America Northern California Chapter is pleased to announce its 2018 Project Achievement Awards Program to recognize outstanding achievement in the practice of construction management. This program was created in accordance with our Chapter By-laws and our mission to promote excellence and professionalism in construction management. We look forward to another group of outstanding applications and are excited to give recognition to those projects that demonstrate exceptional achievement in the practice of construction management.

We will award the TOP project in each category and we will also ANNOUNCE the

-- PROJECT of the YEAR -- at the Awards Gala in May, 2018.

**PURPOSE**

The program is designed to recognize and promote professionalism and excellence in the management of the construction process. Awards will be given to the projects that best reflect this mission.

**CRITERIA**

* The competition is open to all CMAA Northern California Chapter members.
* Submission must be made by or for a current CMAA Northern California Chapter member. The award recipient may be a non-member.
* Nominated projects must have been substantially completed between **January 1, 2017 and** **December 31, 2017.**
* Projects must be within the Northern California regional area; Multiple submissions are welcome.

**AWARD CATEGORIES AND SIZES**

The CMAA Northern California Chapter will recognize performance of outstanding Construction Management or Program Management services for public or private project completed in the Northern California Chapter regional area in the following Market Sector Categories:

* TRANSPORTATION (includes highways, transit, ports, airports)
* PUBLIC WORKS (includes water, wastewater, flood control, parks, utilities)
* BUILDINGS for New Construction
* BUILDINGS for Renovation / Modernization / Retrofit
* PROGRAM MANAGEMENT (for delivery of multi-project CIP)

Constructed Value ranges to determine the winners will be broken down and determined based upon received submissions.

**EVALUATION**

The criteria for evaluating nominations focuses on outcomes, overall management, safety performance, quality management, cost management, schedule management, complexity, innovation and creativity, and client service/satisfaction.

This is a competitive process. Only the best project in each category and subcategory (cost range) will be selected. Honorable Mention awards may be presented.

Only nominations that follow the format defined in the Project Nomination Form will be evaluated. Project Achievement Awards Committee shall be composed of members (owners and professional construction managers) of the CMAA Northern California Chapter.

**SUBMISSION INSTRUCTIONS**

Entry this year, like last year will be an electronic format. Each entry nomination project package must follow these guidelines:

* Read the Project Nomination Form carefully. Any additional items not specifically requested in the application will not be considered in the evaluation and scoring. Any missing information will have an adverse effect on your score. Indicate “N/A” if a question is not applicable.
* Write all narrative clearly and concisely. Provide information that best illustrates the merits of the entry with respect to the criteria.
* Page format shall be 8-1/2” by 11” portrait size, minimum 10 font, with 1” margins
* Insert **Project Achievement Award Entry Form** as page 1 of nomination package.
* Nominations must not exceed twelve (12) one-sided single spaced typed pages in total (the Entry Form is NOT included in the page count).

* Supporting materials are encouraged to supplement the entry, such as press reports, awards information and recognition, letters from clients, and newspaper clippings, should be scanned and incorporated into PDF format. Photos should be provided as separate JPG files (include full credit information.) Supplemental materials submitted in Appendix will not be evaluated in the scoring and are not included in the maximum page limits stipulated for tabbed section.
* **Please submit two (2) electronic copies of the complete application in a PDF file format. You can mail both copies on a single CD / flash drive. Check that download to CD/flash drive was complete and not corrupted. OR you can send via a dropbox or compatible large file format transfer (just accompany with an email to confirm receipt).**
* Submission Deadline **DUE March 2, 2018, Friday at 4:00pm.**
* Please enclose your entry fee of **$200** per project submitted. Make check payable to “CMAA Northern California Chapter.”
* All entries become the property of CMAA Northern California Chapter and will not be returned. The information and images submitted may be used for promotional purposes by CMAA.
* **If mailing, send nomination application to:**

CMAA Northern California Chapter

Attn: Jill Teplin, CCM/PMP, Awards Committee Chair

c/o Brown and Caldwell

11020 White Rock Road, Suite 200

Rancho Cordova, CA 95670

* **If sending electronically, send nomination application to:**
  + **jteplin@brwncald.com**

**If you have any questions, please feel free to contact Jill at 415.806.4534 or jteplin@brwncald.com**

**PRESENTATION**

The winners will be contacted directly after the Awards Review Committee has made its final decision so that awardees can make arrangements for the project team participants to be present at the awards ceremony. Note that the Project of the Year winner will not be announced until the Gala, but all winners will be notified in advance. Winners from the Northern California Chapter Project Achievement Awards competition are encouraged to submit to the CMAA National Project Achievement Awards Program.

As with last year’s program, the awards will be presented in conjunction with our Annual Gala. One award will be presented for each winning project. Additional awards will be available for purchase. ***All winners will need to prepare a 1 minute video or 1 minute power point presentation to be submitted to CMAA Northern California Chapter no later than May 4, 2018.***

This annual event presents scholarships to local students who have met the chapter standards for excellence in their fields of endeavor, and who have qualified to receive both recognition and a stipend for their continued professional education.

# The 2018 Project Achievement Awards & Scholarship Gala date and location are still being finalized and will be announced soon. We look forward to seeing you all at this rewarding function to celebrate both the achievements of our peers and the success of those individuals who will someday soon be working with us.

# 2018 Construction Management Project Achievement Awards

**Project Nomination Form**

**Cover: Project Achievement Award Entry Form and Affirmation**

**(not included in page count)**

**12 Page Maximum Tabs 1 through 4**

**Tab 1: Team Information**

* **Project Information**
  + Name of project
  + Location
  + Date Started
  + Date Completed *(Project must be completed by December 31, 2016)*
* **Project Team:** *(Name, Address, Phone, and e-mail for each individual)*
  + Owner / Client
  + Construction Management Firm(s), Partners, Joint Venture
  + Architect / Engineer
  + Builder / Contractor
  + Design Builder
  + Other Key Stakeholders

**Tab 2: Project Description**

* **Delivery Method** *(Design –Bid –Build, Design-Build, CM Multiple Prime, CM @ Risk, Staff Augmentation, other)*
* **Project Type** *(New construction, Retrofit, Modernization, other)*
* **Market Sector** *(Transportation, Public Works, Buildings, Program Management)*
* **Final Construction Cost** *(Was project/program completed within budget? If not, please explain)*
* **Schedule Performance** *(Was project/program completed within schedule? If not, please explain)*
* **General Project Description:** *(Provide a brief narrative of project scope, types of construction)*

**Tab 3: Overall Project Management**

* **Overall Project Management Efforts:** Describe team roles and responsibilities (including CM); lines of communication; approach to conflict resolution; partnering; breakdown of CM staff, etc., during all phases of services contracted for i.e. pre-design, design, construction, etc.
* **Safety Performance:** Describe the project’s approach to safety (contractor, owner, and CM). Provide the following metrics:
  + Total hours worked – Contractor (include subs) + CM + Owner
  + # of Recordables
  + TRIR - Total Recordable Incident Rate (*(# of Recordables x Work hours) / 200,000*)
  + DART – Days Away from Work, Day of Restricted Work Activity, or Job Transfer
* **Quality Management:** Describe approach to quality control / quality assurance during all phases of services contracted for i.e. pre-design, design, construction, etc.
* **Cost Management:**  Describe approach to cost controls during all phases of services contracted for i.e. pre-design, design, construction, etc.
* **Schedule Management:** Describe approach to schedule control during all phases of services contracted for i.e. pre-design, design, construction, etc.
* **Project Complexity:** Describe unique characteristics of the project, i.e. challenges, restraints, and solutions to problems and achievements.
* **Innovation & Creativity:** Describe innovation and creativity employed by the CM in this project, i.e. use of new technology, unique means and methods, unique way of resolving problems or project conflicts, electronic / Web based project management systems, etc.
* **Customer Service and Satisfaction:** Identify any special or unique client needs addressed by the CM firm for this project. Briefly summarize in what specific ways the nominated project is an example of the successful application of CM services, principles, and standards of practice in meeting the needs of the owner / client. Provide any letters received by the client, A/E, users, and other key stakeholders in Appendix (not included in page count)**.**

**Tab 4: Outcomes**

* **Schedule** (include the following)
  + Design Start and Completion Dates
  + Original Construction Duration (calendar days)
  + Construction Start Date
  + Construction Completion (planned date, actual date, +/- calendar days)
  + Discussion of schedule success, including changes in the original schedule (reasons for delay or acceleration).
* **Cost** (include the following)
  + Engineer’s Estimate and Contract Bid Amount (initial contract amount)
  + Final Construction Cost
  + Initial construction contract amount variance from original budget (+/- %)
  + Value of Change orders ($ and % of Original Contract Bid)
  + Was this project completed within budget? If not, please explain.
  + Describe change order growth, addressing % owner changes, % differing site conditions, and % errors and omissions.
  + Original and Final CM contract amounts
  + Describe any variance in CM cost and reasons why
* **Overall Outcomes**

Identify the successful portions of the project as well as the challenges faced. Specifically outline these challenges and how the project team overcame them.

* **Claims**
  + Identify claims, if any, and mitigation efforts and results.
* **Sustainability (Optional)** 
  + If you are seeking recognition for sustainable or “green” construction, please provide a supporting statement of 200 words or less.

**Tab 5: Appendix (Optional for supplemental information only; not included in scoring tabulation)2018 Project Achievement Award Entry Form**

Complete and submit this form as Page 1 of the entry nomination package. Deadline for receipt of entry nomination package: **Friday, March 2, 2018, 4:00 p.m.**

**General Information on Entry**

Mark the appropriate box for this entry:

 Transportation  Public Works  Buildings New  Buildings Renovation  Program Management

Name of Project / Program

CM Firm(s) / Partners / Joint Venture

**Payment Information**

Fee per entry / nomination is $200.

* Check Enclosed (Payable to: “CMAA Northern California Chapter”)

**Affirmation**

Nominators Name, Title, and CMAA Member Number

Name of Submitting Firm/Partners/Joint Venture and Mailing Address

Phone and Email Contact

In submitting this nomination, I affirm that to the best of my knowledge the information provided in this nomination is accurate and correct. I further agree that the information and images provided by my firm may be used by CMAA as it determines for promotional purposes.

Authorized Signature Date