

**2017 ABC Central Texas  
Excellence in Construction Awards  
Project Entry Requirements and Forms**



Associated Builders and Contractors Central Texas Chapter invites your company to enter its best projects in the 2017 ABC Excellence in Construction Awards competition.

**Contents**

- Program Overview
- Entry Requirements
- Overview of Award Categories
- Judging Criteria
- Project Information Form
- Project Award Category Form
- Project Safety Form
- Project Entry Qualifications, Rights and Agreement
- Entry Checklist

## Program Overview

Your company has the opportunity to compete for honors in the construction industry's premier annual awards program – the ABC Central Texas Excellence in Construction Awards competition – that recognizes the outstanding merit shop projects of the year. Use this application and the enclosed forms to enter your company's best project(s).

All award winners will be recognized at an annual Excellence in Construction Awards Banquet scheduled for Wednesday, October 11, 2017 at the JW Marriott Hotel. The ceremony will feature a multimedia presentation highlighting the Eagle and Merit winners.

## Entry Requirements

Each entry must follow the entry requirements outlined in this award application. You may email questions to [amy@abccentraltexas.org](mailto:amy@abccentraltexas.org) or call 512-719-5263.

### ABC Membership

Only ABC contractor members are eligible to enter. Projects completed through a joint venture must include a document outlining the ownership percentage and responsibilities of each partner. Include the document with the Project Information section. If the majority partner is an ABC member but not all partners are ABC members, only the majority contractor is eligible to enter.

### Safety Policy

A company that experiences a safety-related fatality of a direct employee in the United States within the current program year (Oct. 16, 2016-Oct. 15, 2017) is NOT eligible for an Excellence in Construction Award. If a subsidiary is a direct ABC member versus part of a larger holding company member, then the subsidiary with a safety-related fatality is not eligible, but another subsidiary of the same holding company may be.

No project that involves prime, multi-prime or sub-trade contractors with a safety-related fatality is eligible to be considered for an award.

If there is a question regarding this policy and application requirement, the applicant may request clarification from the EIC Committee by emailing [amy@abccentraltexas.org](mailto:amy@abccentraltexas.org) prior to submission of the project.

### Project Entry Deadlines:

#### Completion of Project Requirement

To be eligible for award consideration, the project must be completed by Wednesday, August 30, 2017.

#### Project Entry Steps

- 1. Project Binder with Application Forms** – All project binders including application forms must be received at the ABC Central Texas office by August 30, 2017. Only one copy of the binder is required.
- 2. Project Entry Fee** – Each project binder must be submitted with a \$325 check made payable to ABC Central Texas. Payment must be received on or before Wednesday, August 30, 2017.

### Entry Deadlines

Absolutely no extensions can be made to the indicated deadlines.

### Mailing Address for Payment

Associated Builders and Contractors  
2600 Longhorn Blvd., Ste. 105  
Austin, Texas 78758

### More Information

Specific questions may be directed to the ABC office by sending an email to [amy@abccentraltexas.org](mailto:amy@abccentraltexas.org) or calling 512-719-5263. Frequently asked questions are listed at [abc.org/eic](http://abc.org/eic). Additionally, tips on applying may be found on the website.

## Overview of Award Categories

Awards may be presented in 50 categories. The 31 categories for General Contracting/Construction Management are outlined on page 6 of this document. The 19 categories for Specialty Contracting are outlined on page 7 of this document. For further descriptions of each category, visit the Excellence in Construction webpage at [abc.org/eic](http://abc.org/eic).

### Eagle Award

A total of 50 first place Eagle Awards may be presented. Award winners will receive a large specially designed eagle sculpture to signify construction's highest honor.

### Merit Award

A total of 50 second place Eagle Awards may be presented. Award winners will receive a small specially designed eagle sculpture to signify construction's highest honor.

## Judging Criteria

### Read each section carefully.

The panel of judges represents a cross section of construction industry experts, including owners, architects, engineers and other industry leaders. The competition is comparative, using a point system to assist in the comparisons. A project entry can earn a total possible score of 100 points. The different evaluative sections and their point values are listed below. Answers to questions should be clear and succinct, as directed; the quality of an entry's presentation will have a great impact on its opportunity to win. Use the checklist at the end of this document to review your entry prior to submittal.

### Overall Presentation and Conformance to Entry Requirements

(5 points)

- Entry must be in a three-ring binder not to exceed 12 X 12 inches.
- Use tabs with a label for each of the sections 1 through 8 below.
- Indicate the following on the spine and cover of the binder: company name, project name and entry category.
- Include the **1) Project Information Form, 2) Project Award Category Form, 3) Up to 25 Word Statement describing what makes this project special, and 4) Safety Form in the binder.** Each form is available in this document, except the Up to 25 Word Statement page describing what makes this project special, the submitter provides this.
- All documents included in the binder must be on single-sided 8 ½"x11" sheets. No oversized paper is permitted.
- Do not send videos, DVD presentations or oversized documents.
- Do not include a table of contents or cover letter.

### Contracted Scope – Tab Section 1

(10 points)

- Include up to one full page, ensuring legibility when selecting font design and size.
- Provide a description of your scope for this project including the following information:
  - type of construction
  - size of project
  - contract value
  - length of project
  - percentage of labor that is self-performed
  - Provide a company list of any subcontracted work performed by fellow ABC members, suppliers or associates/industry professionals, if applicable.
- Describe the opportunities you provided to the construction community to participate based on merit.

\*\*Samples of Contracted Scopes may be viewed online at [abc.org/eic](http://abc.org/eic)\*\*

### Project Narrative – Tab Section 2

(30 points)

- Include up to four **single-sided** pages, ensuring legibility when selecting font design and size. Four pages are highly recommended and photos/images may be incorporated. There is no limitation on the number or size of the photographs, although less than 8 total photos are recommended to ensure focus is on the written narrative.
- Provide a written narrative indicating why this project is special and why it qualifies for a Central Texas award. The focus of the narrative should be the construction (i.e. erection, installation, modification, grade footprint, etc.) of the project. **Be sure to include the following items:**

## • Judging Criteria (continued)

- Describe any innovative programs relating to quality control.
- Describe any innovative programs relating to scheduling.
- Describe any value analysis/engineering process used on the project.
- Indicate any special obstacles you overcame in completing the project.
- Describe any difficulties or extenuating circumstances encountered in completing the project.
- Describe any innovative programs or methods related to productivity.
- Projects entered into the Community/Public Service categories may include one additional page (for a total of five pages) dedicated to describing why the project qualifies for the category. Include a detailed description of the resources donated by your company.

### Photographs – Tab Section 3

(8 points)

- Submit photographs of the project on no more than 10, **single-sided 8 ½” by 11”** sheets. There is no limitation on the number or size of the photographs for the 10 pages, although 5-10 total photos are recommended.
- To obtain maximum points, all projects should include “in progress” photos in addition to the completed project. Restoration and Renovation projects should include “before and after” images.
- It is recommended to include photos that are relevant to the challenges and solutions outlined in the narrative.
- Provide a descriptive caption for each printed photograph, but keep the electronic images on the CD or flash drive clear of any labels or captions.
- A CD or flash drive with your digital photos saved at a minimum of 300 dpi resolution is required. Include the CD or drive in a vinyl sleeve, **properly labeled** and **securely fastened in the binder**. The label should include the company name and the project name.
- Single jpg files may include up to two photographs, but no more than four files should include split images.
- Ensure the photographs do not include any safety violations.
- The photographs must not be submitted within a software program such as PowerPoint or Acrobat and must not include any text or framing that affects the photo.
- Absolutely no videos are accepted.
- **Photographer’s Use Authorization:** If any photos being submitted were taken by a third-party photographer, the photographer’s written authorization to use the photos is required. There are two ways to comply: (1) the photographer can sign and date the licensing agreement included in this document, or (2) the applicant must submit a letter from the photographer giving ABC authorization to use the photos, which must follow the licensing agreement in this document. No changes are allowed to this document. The letter may be emailed to [amy@abccentraltexas.org](mailto:amy@abccentraltexas.org)

### Project Safety – Tab Section 4

(31 points)

- No project that involves a prime, multi-prime, subcontractor or any trade-related work (regardless of the type of contract) with a safety-related fatality is eligible for an Excellence in Construction Award.
- No company that experiences a safety-related fatality of a direct employee within the current program year (Oct. 16, 2016-Oct. 15, 2017) is eligible to submit a project. Additional details follow on the Safety Form.
- Complete the separate Project Safety form on page 8 and 9 of this application and include it in the Project Safety section of the project’s entry. Place this form as the first page behind the safety tab of the entry.
- You must include your company’s OSHA Form 300A (project specific, if available) for the year(s) the project was under construction.
- You must also include your company’s OSHA Form 300 (project specific, if available) for the year(s) the project was under construction, **with personal information redacted**.
- Include the additional documents requested on the Project Safety Form.
- In order to be eligible to win an award, the company must sign the Drug- and Alcohol-Free pledge found at [drugfreeconstruction.org](http://drugfreeconstruction.org).
- In order to be eligible to win an award, the company must have a written Safety and Health Policy Manual.

## Judging Criteria *(continued)*

### References – Tab Section 5

(10 points)

- Include letters of recommendation from third parties involved with the project, such as the owner and design team. If the owner is unable to provide a letter of recommendation due to company policy, include a letter from the owner on its letterhead stating it is unable to provide a reference (this letter will qualify for only 5 points).
- General contractors must submit letters from at least the owner (or the general contractor's prime contracting entity, if not the owner) and the architect. If submitting in an industrial category, general contractors must submit letters from at least the owner (or the general contractor's prime contracting entity).
- Specialty contractors must submit a letter from at least the general contractor, if working under a general contractor. If not working under a general contractor, specialty contractors must submit a letter from at least the owner. Second- and third-tier subcontractors must at least submit a letter from their prime contracting entity.
- Letters will be assessed for their level of quality (content and position of author). In some cases, a single letter could earn the maximum number of points; however, additional letters are highly recommended.
- Provide a short description in the text box provided of how the author of each letter was involved in the project.

### Supplemental Materials – Tab Section 6

(2 points)

- Submit Up to five **single-sided** 8 ½" by 11" pages.
- Provide any miscellaneous supporting materials such as diagrams and other graphics, media coverage, awards and promotion.

### AQC Contractor *(optional)* – Tab Section 7

(2 points)

- If your company is designated as an ABC 2017 Accredited Quality Contractor (AQC) member, include a copy of the company certificate. AQC status is not required to submit a project for an Excellence in Construction award. If necessary, a copy of the certificate may be requested by emailing [aqc@abc.org](mailto:aqc@abc.org).
- The certificate must indicate the chapter through which you are submitting your project because AQC membership is chapter specific.

\*For more information about AQC and to download an application, visit [abc.org/aqc](http://abc.org/aqc)\*

### STEP Participants *(optional)* – Tab Section 8

(2 points)

- If your company is a Safety Training and Evaluation Process (STEP) participant, include a copy of the company certificate from the year(s) the project was performed or from the current year. STEP participation is not required to submit a project for an Excellence in Construction award. If you do not have a copy of your certificate, contact your chapter, or email [safety@abc.org](mailto:safety@abc.org).
- The certificate must indicate the chapter through which you are submitting your project because STEP participation is chapter specific.

\*For more information about STEP and to download an application, visit [abc.org/step](http://abc.org/step)\*

# Project Information Form

Provide the requested information exactly as it should appear in award-related materials and on the award. Include this form as the first page of the project's entry binder before tabs 1-8. Note that each project submitted requires a completely separate entry form and binder. If you have any questions regarding this application, please call the ABC office at (512) 719-5263 or email [amy@abccentraltexas.org](mailto:amy@abccentraltexas.org) **Do not alter or recreate this form in any way.**

### Contractor Information

Name of contractor firm: \_\_\_\_\_

Company principal and title: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Indicate if you are a women- or minority-owned business: \_\_\_\_\_ WBE \_\_\_\_\_ MBE

### Social Media

Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

LinkedIn: \_\_\_\_\_ YouTube: \_\_\_\_\_

Instagram: \_\_\_\_\_

### Primary Contact Information

Contact name and title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Project Information

Name of project: \_\_\_\_\_

Project location (city/state): \_\_\_\_\_ Final contract amount: \$ \_\_\_\_\_

Award entry category, including volume range (see pages 6 and 7): \_\_\_\_\_

*Be sure to contact ABC at [amy@abccentraltexas.org](mailto:amy@abccentraltexas.org) if the award category has changed since the project was submitted.*

Primary architect (official firm name and contact): \_\_\_\_\_

Primary engineer (official firm name and contact): \_\_\_\_\_

General contractor, if applicant is a specialty contractor (official firm name and contact): \_\_\_\_\_

Client/owner (official firm name and contact): \_\_\_\_\_

Starting date of construction: \_\_\_\_\_ Substantial completion date of construction: \_\_\_\_\_

### ABC Chapter Information

Chapter through which this project is being submitted: \_\_\_\_\_

Does this chapter have an awards program? \_\_\_\_\_ Yes \_\_\_\_\_ No

Has this project won an ABC chapter award? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, indicate the award category and level: \_\_\_\_\_

### Other Project Information

Was this a design-build project, with design and construction services under one contract with a single point of responsibility? \_\_\_\_\_ Yes \_\_\_\_\_ No

Was this a Leadership in Energy and Environmental Design (LEED) project through the U. S. Green Building Council? \_\_\_\_\_ Yes \_\_\_\_\_ No

If it was a LEED project, circle the status of the LEED certification below:

Under Review

Certified as \_\_\_\_\_ Level

Did not Submit

## Project Award Category Form – General Contracting/Construction Management

**Circle only ONE category indicating the dollar amount of the contract for the project.** There are 31 project award categories for companies that perform general contracting or construction management services.

Include this form as the second page of the project's entry binder, immediately behind the Project Information Form before tabs 1-8.

**Provide a statement (up to 25 words) on a separate sheet of paper describing what makes this project special. Include this statement as the third page immediately behind this form in your binder. This description may be incorporated in the EIC program description if the project wins an Eagle Award.**

ABC reserves the right to change an entry's original category if it determines that a project's opportunity to win will be enhanced by the change to the new category. ABC also reserves the right to redistribute the contract volume levels within a category.

### **Mega-Projects**

All projects regardless of type

- More than \$100 million

### **Commercial**

Office buildings, banks, retail facilities, hotels and mixed use

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$100 million

### **Community/Public Service**

Philanthropic projects that enhance the community, using substantial resources donated by the contractor

- All contract amounts up to \$100 million

### **Federal Government/Military**

All projects owned by the federal government, with the exception of transportation infrastructure and utilities

- Less than \$10 million
- \$10 to \$100 million

### **Health Care**

Hospitals, assisted living, nursing homes and other licensed medical facilities

- Less than \$10 million
- \$10 to \$25 million
- \$25 to \$100 million

### **Historical Restoration/ Renovation**

Restoration of buildings registered as historical, or eligible to be registered as historical

- Less than \$25 million
- \$25 to \$100 million

### **Industrial**

Manufacturing plants and facilities, refineries and similar types of construction

- Less than \$5 million
- \$5 to \$15 million
- \$15 to \$25 million
- \$25 to \$100 million

### **Infrastructure: Heavy**

Streets, highways, parks, dams and bridges

- All contract amounts up to \$100 million

### **Institutional**

Projects owned by schools, churches and local governments, with the exception of health care facilities.

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$100 million

### **Pre-Engineered Building**

Institutional, shopping centers, banks and manufacturing plants

- All contract amounts up to

\$100 million

### **Public Works/Environmental**

Water treatment plants and sewage treatment plants

- All contract amounts up to \$100 million

### **Renovation**

Non-historical, existing buildings where more than 50 percent of the contracted dollar value was used for renovation or restoration

- Less than \$4 million
- \$4 to \$10 million
- \$10 to \$100 million

### **Residential**

Residential, including independent living retirement communities

- Single-family projects up to \$100 million
- Multifamily and condominium projects up to \$100 million

### **Other Construction**

Construction not specifically referred to in the above categories. Examples include theme parks, zoos, skate parks, water parks and other unique types of projects

- Less than \$2 million
- \$2 to \$100 million

## Project Award Category Form – Specialty Contracting

**Circle only ONE category indicating the dollar amount of the contract for the project.** There are 19 project award categories for companies that perform specialty contracting and do not act as the general contractor or construction manager.

Include this form as the second page of the project's entry binder, immediately behind the Project Information Form before tabs 1-8.

**Provide a statement (up to 25 words) on a separate sheet of paper describing what makes this project special. Include this statement as the third page immediately behind this form in your binder. This description may be incorporated in the EIC program description if the project wins an Eagle Award.**

ABC reserves the right to change an entry's original category if it determines that a project's opportunity to win will be enhanced by the change to the new category. ABC also reserves the right to redistribute the contract volume levels within a category.

### **Community/Public Service**

Philanthropic projects that enhance the community, using substantial resources donated by the contractor

- All contract amounts

### **Electrical**

All projects

- More than \$10 million

### **Electrical: Commercial**

Schools, hospitals, outdoor lighting, institutional, shopping centers

- Less than \$2 million
- \$2 to \$10 million

### **Electrical: Industrial**

Manufacturing plants, processing plants, instrumentation and testing facilities involving motor control

- Less than \$2 million
- \$2 to \$10 million

### **Mechanical**

All projects.

- More than \$10 million

### **Mechanical: Commercial**

Manufacturing plants, processing plants and pneumatic controls

- Less than \$2 million
- \$2 to 10 million

### **Mechanical: Industrial**

Manufacturing plants, processing plants and pneumatic controls

- Less than \$10 million

### **Exteriors**

Masonry, precast or stone

- All contract amounts
- All other exterior finishes
- All contract amounts

### **Interiors**

Acoustical, drywall, millwork or plaster

- All contract amounts
- All other interior finishes
- All contract amounts

### **Sitework/Landscape/ Hardscape**

Interior/exterior, landscaping and parking lots

- All contract amounts

### **Other Specialty Construction: Commercial**

Commercial construction not specifically referred to in the above categories

- Less than \$10 million
- More than \$10 million

### **Other Specialty Construction: Industrial**

Industrial construction not specifically referred to in the above categories

- Less than \$10 million
- More than \$10 million

## Project Safety Form

Complete this form and include it as the first page of the Project Safety section (tab 4) of the project's entry binder.

A company that experiences a safety-related fatality of a direct employee in the United States within the current program year (Oct. 16, 2016-Oct. 15, 2017) is NOT eligible for an Excellence in Construction Award. If a subsidiary is a direct ABC member versus part of a larger holding company member, then the subsidiary with a safety-related fatality is not eligible, but another subsidiary of the same holding company may be.

No project that involves a prime, multi-prime, subcontractor or any trade-related work (regardless of the type of contract) with a safety-related fatality is eligible for an Excellence in Construction Award.

If there is a question regarding these application requirements, the applicant should request clarification from the EIC Committee prior to submission by emailing [amy@abccentraltexas.org](mailto:amy@abccentraltexas.org)

- Did this project have a safety-related fatality? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, this project is not eligible.
- Did the applying company have a safety-related fatality within the current \_\_\_\_\_ Yes \_\_\_\_\_ No  
program year (Oct. 16, 2016-Oct. 15, 2017)? If yes, your company is not eligible.
- Include copies of the OSHA Form 300 and OSHA Form 300A for your company (project specific, if available) for the year(s) the project was under construction **with personal information redacted**.  
If omitted, your company is not eligible.
- Has your company signed the Construction Coalition for a Drug- and Alcohol-Free Workplace's pledge at [drugfreeconstruction.org](http://drugfreeconstruction.org)? If no, your company is not eligible. \_\_\_\_\_ Yes \_\_\_\_\_ No
- Does your company have a written Safety and Health Policy Manual? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, include its table of contents or provide a one-page summary. If no, your company is not eligible.
- Indicate the following details and then calculate the project's Total Recordable Incidence Rate (TRIR)\*:
  - Total man-hours for all disciplines included in your contract on this project: \_\_\_\_\_
  - Company NAICS and SIC codes: \_\_\_\_\_
  - Number of OSHA-recordable accidents on this project: \_\_\_\_\_
  - Number of OSHA job transfer or restriction cases on this project: \_\_\_\_\_
  - Number of OSHA days away from work cases on this project: \_\_\_\_\_
  - Compute the project's Total Recordable Incidence Rate:  
TRIR = Number of recordable accidents x 200,000 / total man-hours for the project: \_\_\_\_\_
- \*General contractors and construction managers must also include all specialty contractors' hours and recordables on this project.
- If a general contractor or construction manager, do you require accident reports from the specialty contractors?  
If yes, provide information on the process. \_\_\_\_\_ Yes \_\_\_\_\_ No
- Were toolbox safety meetings held with employees? \_\_\_\_\_ Yes \_\_\_\_\_ No  
Were these meetings documented? \_\_\_\_\_ Yes \_\_\_\_\_ No  
Frequency of meetings: \_\_\_\_\_  
Include a one-page summary or an example up to two pages.
- Did your company regularly establish pre-task safety planning prior to \_\_\_\_\_ Yes \_\_\_\_\_ No  
beginning work on this project? If yes, provide at least one example.
- Was a site-specific Safety and Health Policy Manual developed for this project? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, include its table of contents or provide a one-page summary.

## Project Safety Form continued

- Did your company record near-miss cases on this project? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, provide an example of how your company uses this information.
- Does your company have a written substance abuse policy? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, provide a copy of the table of contents and explain how it is implemented on the project.
- Was specialized training conducted on this project? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, indicate types on a separate page.
- Does your company conduct a new employee safety orientation? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, include a copy of the agenda.
- Provide the project's organizational chart identifying the person responsible for safety.
- Additional information regarding any innovative safety and health programs used on this project or the company's overall safety program may be included.

Provide the below information about the person responsible for safety on this project and attesting to these accident rates:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

## Project Entry Qualifications, Rights and Agreement

### Property

All entries become the property of Associated Builders and Contractors (ABC).

### Entry Category Reassignment

ABC reserves the right to change an entry's original category if it determines that a project's opportunity to win will be enhanced with a different category. ABC also reserves the right to redistribute the contract volume levels within a category.

**Photographs** (This section may be copied to a separate page for ease of gaining signature. No amendments will be accepted.) Photographs submitted with the application have been licensed by the photographer to be used by ABC. Applicant has obtained the signature of any third-party photographer to reprint the photographs without limitations.

**License to Use:** The undersigned photographer hereby grants Associated Builders and Contractors ("ABC") a non-exclusive license regarding my photographs submitted by applicant in support of its entry in the ABC National Excellence in Construction Awards competition ("Competition"). This license grants ABC an unlimited right to use, reproduce, crop, resize, publicly display, distribute and transmit electronically including on the Internet, my photographs in connection with the Competition including but not limited to the promotion of the Competition and the announcement and promotion of any awards, without payment of any royalty or license or other fee by or from ABC or applicant or agent or other representative of ABC or applicant. ABC will provide photo credit whenever possible.

Photographer's Name (signature): \_\_\_\_\_ Date: \_\_\_\_\_

Photographer's Name (print): \_\_\_\_\_ Phone/Email: \_\_\_\_\_

### Grant of Rights

The applicant hereby grants to ABC the following non-exclusive rights: the right to reproduce and distribute copies of the work throughout the year as part of the competition materials described above, including the right to reprint the work, or any part thereof, whenever necessary and to license the use of the work, or any part thereof, in any medium or form of communication; and the right to use the applicant's name, photographs and biography in connection with the work. The applicant reserves all rights not specifically granted herein.

### Safety Provision

No project that involves a prime, multi-prime, subcontractor or any trade-related work (regardless of the type of contract) with a safety-related fatality is eligible for an award.

### Warranty

The applicant warrants that the work is original, that its publication will not infringe on the rights of others, and that it has the full power to make this grant.

### Notification

ABC Central Texas Excellence in Construction Award frontrunners will be notified within weeks of the September judging process. Winners will be announced at the awards ceremony that takes place on October 11, 2017 in Austin, TX at the JW Marriott. Until that time the winners' information is embargoed. ABC will provide winners with photograph(s) within several weeks of the ceremony upon request.

### Applicant Agreement

I have mailed a check for \$325 payable to "Associated Builders and Contractors" in accordance with the entry fee requirements or submitted payment online, and understand payment must be received no later than August 30, 2017, in order to be eligible for judging.

I hereby give permission to Associated Builders and Contractors (ABC) to use the photographs and any information submitted to the ABC Central Texas Excellence in Construction Awards competition in ABC awards materials, including presentations and printed matter, as well as promotional materials and news releases.

Print name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

## EIC Entry Checklist

Prior to submitting your entry to ABC Central Texas, complete the checklist below to be sure you have included all required elements.

- Entry fee** – Submit payment for \$325. Be sure payment is made out to Associated Builders and Contractors. If you are submitting multiple entries, you may combine the fees into one check, but be sure to specify the invoice number for each.
- Project Information Form** (*first page of the project's entry binder before tabs 1-8*)
- Project Award Category Form** (*second page of the project's entry binder before tabs 1-8*)
- Provide a Statement** (up to 25 words) on a separate sheet of paper describing what makes this project special. This description may be incorporated in the EIC program description if the project wins an Award. (*third page of the project's entry binder before tabs 1-8*)
- Contracted Scope - Tab Section 1**
- Project Narrative - Tab Section 2**
- Up to 10 Photographs - Tab Section 3**
- Project Safety - Tab Section 4**
  - Include the **Project Safety Form** found on pages 8 and 9 of this application.
  - Include your OSHA Form 300A.
  - Include your OSHA form 300, with personal information redacted.
  - Including the following, if applicable:
    - A one-page summary of, or the table of contents of, the company's Safety and Health Policy Manual
    - A one-page summary of, or the table of contents of, a site-specific Safety and Health Policy Manual
    - A one-page summary or an example of toolbox safety meetings (up to two-pages)
    - Explanation of specialized training
    - Information on the process of collecting accident reports from specialty contractors
    - Project's organizational chart identifying the person responsible for safety
    - A copy of the table of contents of the company's substance abuse policy
- Reference Letters - Tab Section 5**
- Supplemental Materials - Tab Section 6**
- Optional Materials:**
  - AQC Certificate (current year) - **Tab Section 7**
  - STEP Certificate (year the project construction was performed) - **Tab Section 8**
- Project Entry Qualifications, Rights and Agreement Form – signature** (*last page of the project's entry binder after tabs 1-8*)