



Awards of Excellence



2011 MCA Awards of Excellence Gala | January 26, 2011

2011 MCA Project Excellence Awards NOMINATION FORM

**The MCA Office must receive nominations no later than December 15, 2010.
Early bird entry fee is \$125 if submitted on or before November 12, 2010.
Entry fee is \$175 if submitted November 13 – December 15, 2010.**

- This form can be used by Contractors and Subcontractors/Specialty Contractors to nominate a project.
- Nominations will be accepted from MCA Members in good standing during 2010 and 2011.
- The project must be substantially complete when nominated.
- To qualify a project must be substantially complete in 2010.
- A panel of judges who represent a cross section of the industry (owners, architects, and other construction industry leaders) will evaluate each entry.
- **NEW THIS YEAR!** Award winners will be notified in advance of the Awards of Excellence Gala to encourage them to invite other members of the construction and owner teams to attend.

Please note required fields (*)

Section 1: General Information

*Name: _____

*Firm: _____ Are you a current member of MCA? Yes No

*Telephone: _____

*Email: _____

*Mailing Address: _____

*Please describe your responsibilities with the project: _____

Section 2: Category Selection

*Please check one of the following categories:

- New Project Total Value Under \$10,000,000 or Total Subcontractor Value Under \$1,000,000
Excludes design fees, development costs and land.
- New Project Total Value Over \$10,000,000 or Total Subcontractor Value Over \$1,000,000
Excludes design fees, development costs and land.
- Renovation, Expansion or Tenant Improvement Project
Includes any modifications of an existing structure or building.
- Government Construction Project
Includes public schools, local, state and federally funded projects.
- Green/Sustainable Project
Conditions to be considered will include sites issues, water efficiency, energy reduction & effects on the atmosphere, materials & resources use, reuse of onsite materials & reduction including building reuse, indoor environment efficient use of utilities and green building cost benefit to the owner..

Nominations of the same project will be permitted in multiple categories (please complete a separate form for each category you are nominating a project in). However, the same project will not be eligible to win in more than one category.

Section 3: Project Information

*Name of Project: _____

*Address: _____

*County or Municipality where project is located: _____

*Total Project Value: _____

Delivery Method (check one):

- CM Agency CM At Risk Design-Bid-Build (Lump Sum)
 Design/Build Integrated Project Delivery Other _____

*Provide a brief narrative (50 words or less) of the project: _____

**This description will be used in developing the Awards presentation*

Section 4: Project Contacts

*General Contractor (if applicable): _____

*Contact Name: _____

*Email: _____

Telephone: _____

*Owner: _____

*Contact Name: _____

*Email: _____

Telephone: _____

Owner's Representative (if applicable): _____

Contact Name: _____

Email: _____

Telephone: _____

*Architectural Firm (if applicable): _____

*Contact Name: _____

*Email: _____

Telephone: _____

Please list any other pertinent contacts for the project (include firm, contact name, email, and telephone): _____

Section 4A: Primary Subcontractors

For General Contractors submitting a nomination, please list the primary subcontractors for this project.

*Company Name: _____

*Contact Name: _____

*Email: _____

Telephone: _____

Section 5: Schedule

*Construction Start Date: _____

*Original Construction Completion Date: _____

*Actual Construction Completion Date: _____

*Describe your approach to schedule management for this project: _____

*Describe changes in the schedule (reason for delay, extensions in time, or acceleration): _____

Section 6: Safety

*Lost Time Incidents: _____

Mitigation efforts (if any): _____

*What unique considerations came into play to provide a safe work environment on this project? _____

Section 7A: Cost (for General Contractors)

*Total Initial Contract Amount \$: _____ *Final Contract at Completion \$: _____

*List the sources and/or causes of the above differences (change orders) in costs with reference to the following categories.

Document Problems: _____ % Unforeseen Conditions: _____ %

Owner Generated Scope _____ % Regulatory Agency: _____ %

Other: _____ %

*Explain Other: _____

Section 7B Cost (for Subcontractors/Specialty Contractors)

*Total Initial Subcontractor Contract Amount \$: _____ *Final Subcontractor Contract at Completion \$: _____

*List the sources and/or causes of the above differences (change orders) in costs with reference to the following categories.

Document Problems: _____ % Unforeseen Conditions: _____ %

Owner Generated Scope _____ % Regulatory Agency: _____ %

Other: _____ %

*Explain Other: _____

Section 8: Overall Management

*A. Project Management: Describe how the overall project management efforts impacted the project - include Project Team roles and responsibilities, lines of communications, approach to conflict resolution, partner, etc. during all phases of the project. - 50 words or less _____

*B. Quality Management: Describe approach to quality control/quality assurance during all phases of the project. - 50 words or less _____

*C. Cost Management: Describe approach to cost controls during all phases of the project. - 50 words or less _____

*D. Project Challenges: Describe unique characteristics of the project, i.e. challenges, restraints, and solutions to problems and achievements. - 100 words or less _____

*E. Innovation and Creativity: Describe, 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. – 50 words or less. _____
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F. Customer Satisfaction: Provide any letters received by the client, A/E, users and other key stakeholders. Information can be emailed to info@mnconstruction.org or mailed to the MCA Office.

G. Has this project received an award by other industry professional organizations? Yes No

If Yes - Please describe: _____

Section 9: Photos & Additional Materials

- Provide a minimum of six (6) digital (jpg or eps) photos. A minimum of four (4) progress photos must be included in the total.
- Entries may be supplemented with drawings, additional photographs, press reports, etc.
- Photos and supplemental materials can be emailed to info@mnconstruction.org or sent on a CD to the MCA Office.

Section 10: Additional Information

Press releases will be sent to: AIA Minnesota, Finance & Commerce, Midwest Society for Association Executives, Minnesota Business & Opportunities, Minnesota Real Estate Journal, Downtown Journal, St. Paul Pioneer Press, St. Paul Downtowner, StarTribune, The Business Journal and Twin City Business Monthly.

Please list any other publications or organizations that should be notified of the Awards winners: _____

Section 11: Payment

Check American Express MasterCard Visa

Card Number _____ Exp. Date _____

Cardholder's Name _____

Total Payment \$ _____

Billing Address of Credit Card (if different than Contact's mailing address in Section 1) _____

Cardholder's Signature _____

**Email completed nomination form and payment information to info@mnconstruction.org
or mail to Minnesota Construction Association, 4248 Park Glen Road, Minneapolis, MN 55416**

**If you have any questions or need additional information,
please contact MCA at (952) 928-4646 or email info@mnconstruction.org.**