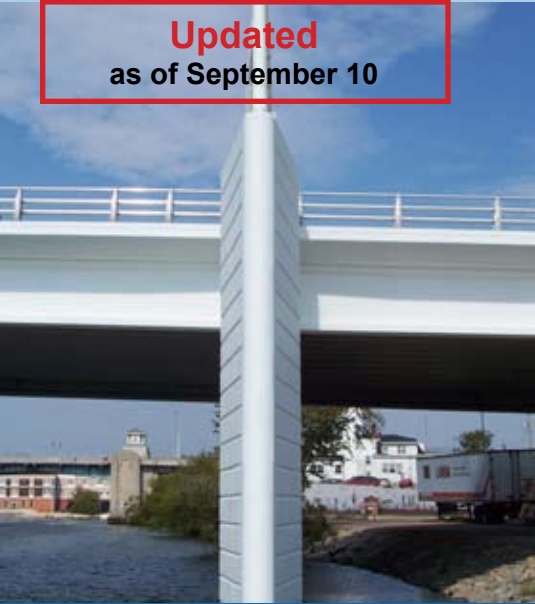


Updated
as of September 10



Recognizing Exceptional Ideas & Innovations in Engineering

Special Engineering Accomplishments Deserve Recognition

ACEC WI's 39th Annual Engineering Excellence Awards (EEA) competition provides the opportunity to highlight and celebrate achievements in engineering.

The Engineering Excellence Awards program:

- Recognizes engineering achievements demonstrating a high degree of client satisfaction through quality, cost-effective solutions.
- Increases the public's knowledge and enhances the image of consulting engineers.
- Offers invaluable public relations and marketing opportunities.

Publicity

Entry into this competition assists your marketing efforts and augments your firm's business development program. Past recipients have reported the recognition received highlighted the value of the project to clients and the community.

All submissions are highlighted in the ACEC WI Engineering Excellence Awards magazine published by *The Daily Reporter* and distributed statewide to its subscribers, approximately 6,000 in circulation. All award recipients will be recognized

at the ACEC WI Annual Awards Banquet, through news releases sent to the media throughout the state, in ACEC WI's monthly *Update* electronic newsletter, and in the Engineering Excellence Awards section of the ACEC WI website.

Note as of 9/10/09: Recognizing many firms are trying to find efficiencies, please note the creation and printing of the photographic display panel (see page 4 items #9 & #10) is **optional**.

Need Help with Your Entry?

- **Use the Easy Entry Workbook**
This booklet outlines eligibility requirements, lists general criteria, and provides step-by-step instructions on how to submit your entry.
- **Review Entry Notebooks**
See firsthand what works. Past winning entry project notebooks are available for review at ACEC WI's office. Call to set up an appointment to review notebooks.
- **Contact ACEC WI with Questions**
Advice and answers are just a phone call away. Contact Kelly Fletcher at 608-257-9223 or kelly@acecwi.org with your questions.

Engineering Excellence Awards

Submission Deadline: October 30, 2009; 4:00 pm

Eligibility

Any firm maintaining an office in Wisconsin and engaged in the private practice of consulting engineering is eligible to enter the competition, whether or not the firm is an ACEC WI member. For a project to be eligible, the firm's Wisconsin office must have had a leadership role in the project.

All entries are eligible for referral to the ACEC national competition. ACEC WI competition judges will recommend projects best suited for entry into the national competition. The number of submissions allowed is determined by ACEC national rules. Submissions to the national competition must be made through ACEC WI.

Why we enter the ACEC WI Engineering Excellence Awards Competition:

“ Entering the Engineering Excellence Awards program allows us to spotlight both our clients and our staff – our two most important stakeholders. The program is also an opportunity for ACEC WI and its member firms to increase public awareness of the work engineers do to improve public health and safety and to enhance the environment. ”

Pat Quinn, President, Ayres Associates

General Criteria

- A. Projects entered in the competition may have been executed anywhere in the world. Construction of a distinct phase or a completed project must have been substantially completed and ready for use between November 1, 2007, and October 30, 2009. Research and studies or survey and mapping projects must have been publicly disclosed by the client between November 1, 2007, and October 30, 2009.
- B. Engineering achievements that have won awards in other state or national award programs may be entered.
- C. Competition entries must be submitted in accordance with the rules in this booklet. ACEC WI reserves the right to interpret the rules and determine eligibility of all entries.

- D. ACEC WI will not be responsible for any damages to or loss of an entrant's official entry notebooks, electronic media, supplementary report, or photographic display panel.
- E. Each entry must be accompanied by an entry application, entry materials, and entry fee. The fee per entry is \$625 for ACEC WI member firms and \$1500 for non-members.

Submitting an Entry

Two (2) complete copies of each award entry must be submitted in 3-ring binder notebooks to ACEC WI.

- All information on the project must be contained within the notebook.
- No supplemental models, equipment, or computerized accessories will be accepted for viewing during the judging process (exception, see point 5). Extraneous material will be discarded.
- Exterior covers must clearly identify the entry with, at minimum, the project title and firm name.
- No reference to other awards should be included in submitted materials.

Submissions, including photos, CD, and panels, become the property of the American Council of Engineering Companies of Wisconsin and may be used in ACEC WI publications. Materials will not be returned. Non-compliance with the rules may disqualify an entry.

Entries must be received by October 30, 2009; 4:00 pm.

Why we enter the ACEC WI Engineering Excellence Awards Competition:

“ ACEC WI, the business voice of the consulting engineering industry, provides a fair and valuable competition that is recognized and respected in the engineering community. The award recognizes clients, giving them and our firm good exposure. In addition, the professional recognition of our employees' skills is highly valued. ”

Scott Solverson, Vice President, AECOM

Engineering Excellence Awards

Submission Deadline: October 30, 2009; 4:00 pm

Entries shall contain the following in this order:

1. The signed, original **official entry form** with an entry category selected. Firm, project, and client/owner's name should be typed or printed as they are to appear in media use and on the award.
2. A typed **executive summary**, not to exceed 1 page - 8.5" x 11" with 1" side margins; minimum 12 pt type, no font kerning, double spaced - describing the challenge and the engineering solution. Project title and entry category must appear at the top of the page.
3. A **project description**, not to exceed 5 pages - 8.5" x 11" with 1" side margins - addressing "a-d" below. Sections may be single spaced. Content may include text (minimum 12 pt), photos, graphs, etc, within the 5-page limit. Project title, category, and page number must appear at top of each page. A 6th page at the back of the project description shall include information requested in item "e" listed below.

The project description should convey how the "engineer saved the day." Provide clear communication to the judges as to why this project is unique, addressing the following:

- a) Role of the entrant's firm in the project
- b) Role of other consultants participating in the project and percentage of total work done by each of the other consultants.
- c) Brief description of the entrant's contribution to the project, addressing each of the following in a separate, clearly defined section. The following points are judging criteria (see page 6 for details):
 - Original or innovative application of new or existing techniques
 - Future value to the engineering profession and perception by the public
 - Social, economic, and sustainable design considerations
 - Complexity
 - Exceeding client/owner needs (include budgeted cost, actual cost, entrant's portion of total project budget, entrant's portion of total actual cost, scheduled and actual completion date from Official Entry Form)

- d) Describe in at least 100 words, and in layman's terms, why this project is worthy of special recognition. Explain all factors that comprise the project's uniqueness such as innovative engineering, challenges faced, and overall social impact. Note: This description will provide a basis for ACEC WI publicity on the project.
- e) Provide a list of key participants on the project. Provide firm and contact name, address, website, and phone number for each participant. Key participants should include contractors, subcontractors, other engineers, architects, and other designers involved in the project. (List is not part of the 5-page limit.)

TIP: Judges have a lot of material to read in a short period of time. Keep this in mind when formatting your entry.

4. A typed, 1-page letter, addressed to ACEC WI, signed by the **client/owner** describing the relationship with the entrant in development of the project and how it exceeded the client/owner needs.
5. **Category A Only:** Although not required, it is strongly suggested that research report entries (category A) include a supplementary report containing findings with graphs, drawings, etc.
6. A typed **press release** (up to 2 pages, double spaced) clearly and concisely describing, in easily understood lay terms, the project and the entrant's participation in the project, reflecting on those factors listed in point 3c.

In addition, describe the value of the project to the community, identify the number of people served, cost savings, etc. Please include why the project is important and why it is newsworthy. ACEC WI may send the press release to the media when competition winners are announced.

No reference to other awards should be included in submitted material.

Engineering Excellence Awards

Submission Deadline: October 30, 2009; 4:00 pm

7. High quality, unmounted, glossy **photographs** (8" x 10") must be included in each binder for use in judging.
- A minimum of 6 different images must be submitted. At least 3 images must be of the completed project.
 - For entries submitted under Category A, photographic representations of the study must be submitted.
 - All photos must be labeled, on the back, with the name of the firm and the project name.
 - For ease in judging, photo captions should appear on a page adjacent to the image and also in the same orientation as the photo.
 - Captions are limited to 50 words. Photos are in addition to the 5-page project description.
8. Each entrant shall submit **written permission** to use any copyrighted materials, including photographs.

Why we enter the ACEC WI Engineering Excellence Awards Competition:

“GRAEF values its participation in the ACEC WI awards competition. It offers a great opportunity to showcase our projects and gain recognition for the work we do and the clients we serve. It's always a pleasure and honor to have your efforts acknowledged by an organization of your peers.”

Richard Bub, President & CEO, GRAEF

TIP: Use the resources readily available:

- **Use the Easy Entry Workbook**
The booklet gives easy to follow, step-by-step instructions on how to submit your entry.
- **Review winning entry notebooks**
See firsthand what works. Call ACEC WI to set up an appointment.
- **Contact ACEC WI with any questions.**
Advice and answers are just a phone call away.

9. **Optional:** Submission of a **photographic display panel** is optional. Panels will be displayed at the State Capitol, Awards Banquet, universities, and other events and locations. The panel will also be displayed on the association's web site.
- Design a 30-in by 30-in panel that portrays key project elements through the use of photos, graphics, and minimal text.
 - It must include the project title, client and/or owner name, entering firm's name, and the ACEC WI logo. The ACEC WI logo may be downloaded by members at www.acecwi.org.
 - After the panel has been designed, print and mount on foam core. Do not frame the foam core panel.
 - Save a web-ready Adobe PDF. The PDF should be reduced to 7.5-in by 7.5-in in 72 dpi, so that it may be easily viewed on the ACEC WI website.

10. Include the following items on a clearly labeled, PC compatible **CD**. Only 1 CD is required.
- executive summary - Word document
 - press release - Word document
 - list of key participants (item 4e) - Word document
 - photographs - save as JPEGs, in RGB, 300 dpi, and sized so each picture is approximately 7.5" x 10" or at least 2100 pixels x 2800 pixels
 - photo captions - Word document

- **Optional:** web-ready photographic display panel - PDF document (see item 9 for details)

11. **Entry fee** must accompany each entry.
- ACEC WI members \$625
 - Non-members \$1500

Why we enter the ACEC WI Engineering Excellence Awards Competition:

Entering ACEC WI's Engineering Excellence Awards competition is an opportunity to showcase distinctive projects that deliver high client satisfaction through quality work, on time and on budget.”

Matt Hintze, Vice President, HNTB

Engineering Excellence Awards

Submission Deadline: October 30, 2009; 4:00 pm

Categories

In order to mirror the national ACEC Engineering Excellence Awards competition, ACEC WI Engineering Excellence Awards program submissions are entered into one of 11 categories (see category definitions below).

The entering firm must select the one category that is most appropriate. A project may be entered only once in any category. Judges reserve the right to determine the category classification for all entries.

It is common for a project to be eligible for more than one category. It is up to the entrant to determine which category the project best fits. If you have questions, contact ACEC WI.

Category A: Studies, Research, and Consulting Engineering Services

Non-design services including, but not limited to:

- New products, materials, and technologies
- Expert testimony
- Basic research and studies
- Computer/software technology
- Technical papers
- Public outreach/involvement

Note: None of the projects entered in Category A may be involved with the preparation of construction documents.

Category B: Building/Technology Systems

- Mechanical/electrical/plumbing
- Computer/technology
- Communications
- Acoustics
- Software systems
- Sustainability or carbon neutrality
- Efficiency certification standards, e.g. LEED®

Category C: Structural Systems

- Foundations
- Tunnels
- Buildings
- Seismic design
- Towers
- Bridges
- Sports facilities

Category D: Surveying & Mapping Technology

- Geometrics, ALTA, land title and rights surveys
- Control, GPS monitoring, or construction surveying
- Survey mapping, GIS/LIS, photogrammetry

Category E: Environmental

- Hazardous waste
- Solid waste
- Restoration/reclamation
- Air quality
- Noise
- Recycling
- Waste pond management
- Carbon sequestration and trading

Category F: Water and Wastewater

- Water supply/distribution/treatment
- Wastewater collection/treatment and disposal
- Industrial waste
- Residuals management
- Reuse

Category G: Water Resources

- Hydraulics, hydrology
- Irrigation
- Storm water management
- Erosion control
- Recreational facilities
- Flood control, dams

Category H: Transportation

- Highways
- Railroads
- Airports
- Marine/ports
- Public transit
- Intermodal facilities
- Inland water navigation

Categories continue on page 6

Engineering Excellence Awards

Submission Deadline: October 30, 2009; 4:00 pm

Category I:

Special Projects

- Safety and security
- Industrial processes/materials handling
- Mining, metallurgy, mineralogy
- Corrosion protection
- Program and construction management
- Land development

Category J:

Small Projects

Total project construction budget does not exceed \$1 million

Note: Projects under \$1 million are not limited to the small projects category, excluding category A. Category selection is at the entrant's discretion.

Category K:

Energy

- Transmission and distribution
- Power generation
- Renewable energy
- Cogeneration
- Energy storage technologies
- Energy efficiency - new and retrofit
- Energy usage reduction programs
- Demand side management

Judging

Entries will be judged on the basis of work performed by the entering firm and according to the rating guidelines (page 7). Entries are reviewed by a panel of highly qualified judges from outside the association membership. Each entry will be judged on its own merits based on the following criteria: effective use of engineering techniques, originality, future value, social/economic/sustainable design considerations, complexity, quality of work, level of customer service, and the entrant's role in the project.

The judges will select the award winners. Judging will take place November 6. Awards will be presented at the judges' discretion, in keeping with ACEC WI guidelines and rules.

ACEC WI competition judges will recommend which projects are best suited for entry into the ACEC national competition. The number of submissions allowed is determined by ACEC national rules. In accordance with ACEC guidelines, submissions to the national competition must be made through ACEC WI.

Award Designations

There are 3 award designations that your project may win - State Finalist, Best of State, and the Grand Award. Each project will be evaluated on its own merit by a distinguished panel of judges.

All projects nominated for an award will be recognized at the ACEC WI Awards Banquet.

State Finalist: All projects worthy of nomination are seen as recognizing achievements in engineering and will be honored with this award.

Best of State: This award will be given to the top third of the projects based on points.

Grand Award: Awarded to the project that best represents the spirit and criteria of the competition by the judging panel; it will be selected from the Best of State winners.

Important Dates

ACEC WI Deadline for Entries

October 30, 2009; 4:00 pm

ACEC WI Entry Judging

November 6, 2009

Entrants Notified of Awards

November 9, 2009

ACEC National Entry Deadline

January 8, 2010

ACEC National Judging

February 19 - 21, 2010

ACEC WI Awards Banquet

March 26, 2010; The American Club, Kohler

National EEA Presentations & Gala

April 27, 2010; Washington, DC

Engineering Excellence Awards

Submission Deadline: October 30, 2009; 4:00 pm

Definition of Rating Guidelines

Judges use the following guidelines to score submissions. Each entry is judged on its own merit.

TIP: Draw attention to the following points in your project description and executive summary.

Original or innovative application of new or existing techniques

20%

- Does the entry demonstrate use of a new science or a breakthrough in the general knowledge of engineering?
- Does the entry represent a unique application of different technology techniques, materials, or equipment?

Future value to the engineering profession and perception by the public

20%

- Will the entry redefine current engineering thinking?
- Does the entry advance a positive public image of engineering excellence?

Social, economic, and sustainable design considerations

20%

- Do the solutions identified produce secondary benefits of value to the community environment?
- Does the entrant's approach provide society with social, economic, or sustainable development benefits?
- Is public health, safety, or welfare significantly improved as a result of the entrant's and/or affected environment's contribution to the project?

Complexity

20%

- Does the entrant successfully address very complex criteria or unique problems?
- Were extraordinary problems of site, location, hazardous conditions, project requirements, or similar elements present?
- Does the entry require use of out of the ordinary technology or ingenuity for achievement of the project's goals?
- Did the entrant play a significant role in the submitted portion of the project budget?
Based on project description (see page 3 – items "a" and "b") and project budget information (supplied on entry form)

Exceeding client/owner needs

20%

- Did the engineer or entrant successfully engage the client/owner in the overall project development process?
- Is it an economical and cost-effective solution?
- How did the final cost relate to the original budget estimate?
- How closely does the entrant's solution meet the total goals of the client/owner?
- Did the entrant meet the client's time schedule?

Total 100%

Engineering Excellence Awards Official Entry Form

Submission Deadline: October 30, 2009; 4:00 pm

Please furnish all information requested below for the entry. Firm(s), project name, and client/owner name(s) should be typed or printed as they are to appear on the award. Entry form can be completed electronically. Visit www.acecwi.org to download the form. **Deadline for submission is October 30, 2009; 4:00 pm.**

Name of Project (Limit 35 characters)

Project Location (city/state)

Entering firm name(s)*

* If a joint venture between two or more engineering firms, list for award and recognition purposes. Include complete information in entry under project description section (3a and 3b under "submitting an entry")

Principal Approval

I have read this Engineering Excellence Awards competition entry and believe it to be accurate.

Name: _____

Title: _____

Signature: _____

Primary Contact

Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Marketing Contact

Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Entry is to be judged in the following category

(circle one category)

- A. Studies, research, and consulting engineering services
- B. Building/technology systems
- C. Structural systems
- D. Surveying and mapping technology
- E. Environmental
- F. Water and wastewater
- G. Water resources
- H. Transportation
- I. Special projects
- J. Small projects
- K. Energy

Client

Firm Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Owner (if different from client)

Firm Name: _____

Address: _____

City: _____ State: _____ Zip: _____

I currently believe the work of the consulting engineer meets the intended uses and expectations for the project and hereby grant permission to enter this project into the ACEC WI 2010 Engineering Excellence Awards competition and authorize publication of its outstanding features, unique aspects, or innovations. I agree the project was substantially completed and ready for use between November 1, 2007, and October 30, 2009.

Client Contact

Name: _____

Title: _____

Signature: _____

Owner Contact (if different from client)

Name: _____

Title: _____

Signature: _____

Engineering Excellence Awards Official Entry Form

Submission Deadline: **October 30, 2009; 4:00 pm**

Completion/Use Dates

Scheduled completion: _____

Actual completion: _____

Category A Costs *(category A projects only)*

Budgeted: _____

Actual: _____

Project Budget Information

(all entries complete this section, excluding category A)

Total project budget

\$ _____

Entrant's design portion of total project budget

\$ _____

Total project actual

\$ _____

Entrant's design portion of total project actual

\$ _____

Qualifications-Based Selection (QBS)

To assist in raising the awareness of the importance of the QBS process, please check the box below if a QBS process was used to procure AE services for this project.

This data will not impact judging.

- QBS selection process was used to procure AE services

Entry Fee

ACEC WI member \$625

Non-member \$1500

Submission Requirements

- Official Entry Form (1 per binder)
- Entry Binders (2)
- CD (1)
 - Executive Summary (Word document)
 - Press Release (Word document)
 - Photo Captions (Word document)
 - Key Participants - project description item 3e (Word document)
 - Photos (JPEGs)
 - Display Panel for web use (PDF) (optional)
- Photographic Display Panel (optional)
- Entry Fee - check enclosed payable to ACEC WI

Submit form, all materials, and payment by Friday, October 30, 2009; 4:00 pm to:

ACEC WI

3 S Pinckney St, Ste 800
Madison, WI 53703

Phone: 608-257-9223 • Fax: 608-257-9223
acecwi@acecwi.org • www.acecwi.org

QUESTIONS? Contact ACEC WI at 608-257-9223.