

# Award: Project Recognition (Renovation/Addition/Tenant Improvement)

## Overview

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Be sure to read each section carefully.

The panel of judges represents a cross section of construction industry experts. 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.

**Note: Projects do NOT have to be built in the Central Alberta region. The award is given to the RDCA Member Company.**

## Overall Presentation and Conformance to Entry Requirements (5 points)

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Uploaded documents should be pleasing to the eye and legible. Points will be deducted for

- Type that is too small to easily read.
- Points will be deducted for grammatical errors, spelling mistakes and other typographical errors.

## Contracted Scope (5 points)

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- Include up to one full-page, ensuring legibility when selecting font design and size.
- Provide a description of your scope for this project with the following information:
  - type of construction, size of project, contract value, length of project, percentage of labor that is self-performed, and any subcontracted work performed by fellow RDCA members, if applicable.

- Describe the opportunities you provided to the construction community to participate based on merit

### **Project Narrative (20 points)**

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- Include up to four pages, a summary ensuring legibility when selecting font design and size.
- Provide a written narrative indicating why this project is special and why it qualifies for an 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:

- 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/challenges that you overcame in completing the project
- Describe any positive aspects encountered in completing the project

### **Photographs (10 points)**

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Submit 10 quality photographs of the project (jpg format/png format).

To obtain maximum points, provide “in progress” photographs for new construction or “before and after” photographs for restoration, renovation and/or addition projects.

It is recommended to include photographs that are relevant to the challenges and solutions outlined in the narrative.

Provide a short, descriptive caption for each photograph, but keep the electronic images clear of any labels or captions.

### **Project Safety (20 points)**

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Companies displaying themselves as organizational leaders in demonstrating safety culture, making safety positive, encouraging engagement in health and safety and demonstrating leadership at the highest level. Submission of the companies’ COR certificate, as well as other applicable certificates are required. In your description, describe a typical safety meeting and what your company does to follow safety protocols throughout the project.

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## Innovation (20 points)

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- Please include any specific examples of innovation in construction that were utilized to complete this project. Provide a description of any innovative programs and/or methods related to productivity or collaboration over the duration of construction.

## References (20 points)

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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 their letterhead stating they are unable to provide a reference (this letter will qualify for only five points).

- Please include your top 5 sub-contractors (RDCA Members only) that you have worked with over the past year, and list them in priority (ie. #1 being the top rated). We will be utilizing this listing to select the top Trade Contractor of the year. In the case of an out-of-town or out-of-province project where this may not be applicable. List your top 5 trades (RDCA Members only) that you have worked with over the past year that you would want to highlight to the review committee.

