

# *American Council of Engineering Companies of Hawaii*

## *2021 Engineering Excellence Competition*

### LOCAL COMPETITION GUIDELINES

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#### **Dates to Remember:**

- **Intent to Enter Form and Entry Fee:** Due to ACECH by January 28, 2021.
- **Entry Upload and Panel Board:** Due to ACECH by February 25, 2021. (*Late penalty \$100 per day.*)  
\*No hardcopy of a panel will be required this year, only digital files will be required
- **EEA Judging:** March 11, 2021.
- **EEA Awards Program:** April 15, 2021, to be held Virtually
- Submittal due to ACEC (Washington D.C.) for national competition on January 8, 2021.
  - DO NOT submit material for national competition at this time.
  - Note – National EEA 2021 competition deadline has passed

If you enter the ACEC competition, our local requirements differ and you will need to prepare a separate set of materials and submit them electronically. Display panel requirements for the national competition also differ slightly. See the ACEC requirements in the ACEC Call for Entries brochure at <https://docs.acec.org/pub/FA6D151F-EBA3-2D37-6587-BAD781A86D0A>

**\*\*PLEASE NOTE THE FOLLOWING:**

1. WE DO REQUIRE A CONTACT PERSON TO BE AVAILABLE BY PHONE ON JUDGING DAY (March 11, 2021).
2. THE ‘PEOPLE’S CHOICE AWARD’ WILL ALSO BE PRESENTED AT THE EEA AWARDS VIRTUAL PROGRAM ON APRIL 15, 2021. MORE INFO ON SETUP AND REQUIREMENTS FOR VIRTUAL VOTING WILL BE DISTRIBUTED AFTER INTENT TO ENTER PHASE.

#### **PROJECT ELIGIBILITY**

Any engineering or survey firm is eligible to enter the award program, regardless of whether the firm is a member of ACEC.

- Studies and Research (Category A) or Surveying and Mapping projects (Category D) must have been publicly disclosed by the client between November 1, 2018 and October 31, 2020.
- Construction Projects (Categories B through L – with the exception of D) must have been substantially completed and ready for use between November 1, 2018 and October 31, 2020.

#### **ELECTRONIC SUBMISSION REQUIREMENTS**

Include the following, **Upload to Sharefile Link to be provided after Intent to Enter Submission**

1. One PDF copy of the **ACEC Official Entry Form\***. Form can be completed online at the link indicated, then printed out to get required signatures. The form is available at <http://www.acec.org/awards-programs/engineering-excellence-awards/> - click on the Call for Entries link.
2. Client/Owner Authorization Signature on Entry Form
3. One PDF copy of a **Project Description** not to exceed five (5) pages total. The description should include:
  - a. Executive summary describing the problem and solution
  - b. Role of entrant’s firm in the project

- c. Role of other consultants participating in the project
  - d. Description of the entrant's contribution to the project addressing each of the following:
    - Uniqueness and/or Innovative Application of New or Existing Techniques;
    - Future Value to the Engineering Profession and enhanced public awareness/enthusiasm of the role of engineering;
    - Social, Economic and Sustainable Design Considerations;
    - Complexity;
    - Successful Fulfillment of Client/Owner Needs (may include quotes from the Client).
  - e. As part of your Project Description – include a section called “Layman’s Description” in which you will describe in 150 words or less and in layman’s terms, why this project is worthy of special recognition. Explain all factors that compose the project’s uniqueness and complexity, such as innovative engineering, challenges faced and overall social impact. Note - This summary will provide the basis for all ACECH publicity on the project.
  - f. Project Description may include the photos from item 6 below.
5. One PDF copy of a list of **Key Participants** on the project. Provide firm name, address, phone number, website and email address of each participant. Key participants should include contractors, subcontractors, other engineers, architects and other designers involved in the project.
  6. **Photographs:** Six high quality digital files (JPEG file; RGB format; High Resolution – 300dpi). All photos must have captions (describe what the photo illustrates) in the file name. Three of the photographs must be of the completed project and provide the highest level of visual impact for publicity purposes. Three of the photographs should display the planning, start-up, and/or construction phases of the project.  
  
Photo captions: Once photos are uploaded, type in the captions in the small box under each photo on the online submittal site.
  7. **Photographic Display Panel:** Adobe PDF file; 600 dpi; 8.5” x 11”.
  8. Entries in Category A must be accompanied by a Supplementary Report containing findings portrayed with graphs, drawings, etc.
  9. Entry fee of \$250 for ACECH member firms; \$1,000 for non-members. Entry fee must accompany your “Intent to Enter” Form due January 28, 2021.

\*Official Entry Form Comments: If your firm was responsible for the entire project, then the Entrant’s portion of the Total Project Construction Budget should equal the Total Project Construction Budget. If your firm was not responsible for the entire project, then the Entrant’s Portion of the Total Project Construction Budget should be the amount of the project construction budget your firm was responsible for. This information is about project costs, not firm fees.

**PANEL REQUIREMENTS: No Hardcopy Panel will be required this year, please submit a PDF file**

One photographic panel, 30” x 30” square

**PHOTOS/GRAPHICS:** Maximum of 6 photos and/ or graphics shall be used on the panel. Each image shall be a minimum of 7” x 5” or 35 square inches in area. A background photo is not considered a photograph.

**TEXT/FONTS:** Panel text may not exceed 250 words total, not including captions. Font sizes: 32 pt. minimum font for text or descriptions; 28 pt. minimum font for captions and graphics.

**REQUIRED ELEMENTS:** The front on the panel shall also include the ACEC logo (download from ACEC website at [acec.org](http://acec.org)), title and location of the project or study, client/ owner's name and location, and entering firm's name and location (minimum 32 pt. font size).

**CORNER SPACE:** Leave a 2"x 2" space in the upper right-hand corner of the panel that is free of text or images. Do not leave the "blank" space as a white square; the background scheme should continue on the front of the panel.

Submission uploads are due for local competition on February 25, 2021 no later than 5:00 P.M. Should you wish to submit your entry via CD or USB flash drive, please deliver to Carly Kaneko at Austin, Tsutsumi & Associates, Inc. by the deadline above.

**NOTE:** ACECH does not pay any royalties/fees for use of publicity photos. Please clear permission with your photographer before submitting and include a note to the effect that permission has been granted by the photographer.

# American Council of Engineering Companies of Hawaii

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**INTENT TO ENTER**  
**ACECH 2021 ENGINEERING EXCELLENCE COMPETITION**  
Return form and entry fee to ACECH  
C/O Austin, Tsutsumi & Associates, Inc.  
501 Sumner Street, Suite 521, Honolulu, HI 96817  
by January 28, 2021  
EMAIL – eea@acechawaii.org

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Entry Fee Enclosed \$\_\_\_\_\_ (Member - \$250; Non Member - \$1,000)  
Note: Entry Fee includes one trophy and/or plaque. Additional awards may be ordered if desired.

FIRM NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT PERSON IN FIRM: \_\_\_\_\_

EMAIL ADDRESS OF CONTACT PERSON: \_\_\_\_\_

PROJECT NAME (As it should appear for Public Relations purposes and on Award Certificate)

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LOCATION: \_\_\_\_\_

CLIENT: \_\_\_\_\_

OWNER: \_\_\_\_\_

**NAME OF PERSON WHO WILL BE AVAILABLE VIA PHONE ON JUDGING DAY (March 11, 2021)  
SHOULD JUDGES HAVE ANY QUESTIONS:**

NAME: \_\_\_\_\_ PHONE NUMBER(S) \_\_\_\_\_

***Deadline for Online Entry Upload or Delivery of Digital Copy: February 25, 2021 at 5:00 P.M.***

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## **SUBMISSION CHECKLIST:**

- Intent to Enter Form (Due Jan. 28, 2021)
- Entry Fee (Due Jan. 28, 2021)
- Entry **Upload Online** (Due Feb. 25, 2021) – link to be provided after Intent to Enter Submitted
  - Official Entry Form **WITH CLIENT AUTHORIZATION**
  - Project Description
  - List of Key Participants
  - Photographs
  - Photographic Display Panel
  - Supplementary Report (Category A only)
- Display Panel (Due Feb. 25, 2021) – digital copy only

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## 2021 Engineering Excellence Competition

### **Important Dates**

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January 28, 2021	Intent to Enter Forms and Payment due to ACECH Start inviting your client/guests
February 25, 2021	Online Entry Upload or CD/USB Flash Drive due. If submitting CD or USB Flash Drive, please deliver to Carly Kaneko, Austin, Tsutsumi & Associates, Inc. by 5:00 p.m.
February 26, 2021	EEA Public Relations activities by ACECH begins
March 11, 2021	EEA Judging (Firm representative must be available by phone should judges have questions)
April 15, 2021	EEA Virtual Program

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## 2021 Engineering Excellence Awards Competition Categories

### **CATEGORY A: Studies, Research and Consulting**

Non-design services consisting of but not limited to:

- New Products, Materials and Technologies
- Basic Research and Studies
- Expert Testimony
- Computer/Software Technology
- Technical Papers
- Public outreach/involvement
- Water Conservation
- Security Plans
- Project feasibility studies/economic/risk
- Value engineering

None of the projects entered in Category A can 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
- Energy Efficiency - new and retrofit
- Secure facilities (military/research/correctional)

### **CATEGORY C: Structural Systems**

- Foundations
- Tunnels
- Buildings
- Seismic Designs
- Towers
- Bridges
- Stadiums

### **CATEGORY D: Surveying and Mapping Technology**

- Geometrics, ALTA, Land Title & Rights Surveys
- Control, GPS, Monitoring or Construction Surveying
- Survey Mapping, GIS/LIS, Photogrammetry

### **CATEGORY E: Environmental**

- Hazardous Waste
- Solid Waste
- Restoration/Reclamation/Remediation
- Air Quality
- Noise
- Recycling
- Waste pond management
- Carbon sequestration and trading
- Mitigation

### **CATEGORY F: Water and Wastewater**

- Wastewater Collection/Treatment and Disposal
- Residuals management and reuse
- Graywater systems
- CSOs
- Mine tailings
- Agricultural
- Storm water management
- Erosion Control

### **CATEGORY G: Water Resources**

- Hydraulics and Hydrology
- Surface and groundwater supply development
- Treatment
- Transmission, distribution & storage
- Watershed management
- Water use reduction
- Flood risk management
- Climate adaptation
- Coastal and eco-system restoration
- Lock/dams/water control structures
- Irrigation

### **CATEGORY H: Transportation**

- Highways
- Rail
- Airports
- Marine/Ports
- Public Transit
- Intermodal Facilities

### **CATEGORY I: Special Projects**

- Safety & Security
- Corrosion protection/cathodic protection
- Program and construction management
- Land development
- Trenchless technologies/directional boring
- Recreational facilities
- Subsurface engineering

### **CATEGORY J: Small Projects**

- Total project construction budget does not exceed \$2.5 Million
- Project under \$2.5 Million not limited to small projects category, excluding Category A, at the entrant's discretion.

### **CATEGORY K: Energy**

- Transmission and Distribution
- Power Generation
- Renewable Energy
- Cogeneration
- Energy Storage Technologies
- Energy Usage Reduction Programs
- Demand Side Management

### **CATEGORY L: Industrial and Manufacturing Processes and Facilities**

- Petrochemical
- Biotech
- Manufacturing
- Heavy industry
- Industrial waste
- Materials handling
- Mining, metallurgy, mineralogy

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## **DEFINITIONS OF RATING GUIDELINES**

1. **Uniqueness and/or Innovative Application of New or Existing Techniques:** **20 pts.**
  - Does the entry demonstrate the use of a new branch of science or a breakthrough in the general knowledge of engineering?
  - Does the entry represent a unique application or different technology, techniques, materials, or equipment?
  
2. **Future Value to the Engineering Profession and Perception by the Public:** **20 pts.**
  - Will the entry redefine current engineering thinking?
  - Does the entry advance a positive public image of engineering excellence?
  
3. **Social and Economic and Sustainable Considerations:** **20 pts.**
  - 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?
  - Does the entrant's contribution to the project improve the health, safety or welfare of the public or the affected environment?
  
4. **Complexity:** **20 pts.**
  - Did the entry successfully address highly complex criteria or unique problems?
  - Were extraordinary problems of site, location, hazardous conditions, project requirements or similar elements present?
  - Did the entry require the use of out of the ordinary technology or ingenuity for achievement of the project's goals?
  
5. **Successful fulfillment of Owner/Client Needs:** **20 pts.**
  - Did the engineer or entrant successfully engage the owner/client in the overall project development process?
  - Was it an economical and cost-effective solution?
  - How did final cost relate to original budget estimate?
  - How closely does the entrant's solution meet the total goals of the owner/client?
  - Did the entrant meet the client's time schedule?
  
6. **Display Panel:** **10 pts**
  - Have the key project elements been clearly identified and described?
  - Do the photos and text validate the challenges, solutions, and innovative uniqueness of the project?

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## **PUBLIC RELATIONS AND MARKETING BENEFITS FOR YOUR FIRM**

Public Relations value for your firm includes:

- Winning projects have been shown on the cover of our annual membership directory for the last fifteen years. The directories are sent to City & County, State and Federal agencies, as well as other community groups and individuals.
- *Pacific Business News* highlights the EEA entrants in a featured insert sponsored by ACECH.
- Winning projects are also featured on the ACECH Website. ACEC Grand and Grand Conceptor Awardees are featured on ACEC's website.
- All panels are displayed during our Annual Convention.
- All ACEC entrants are honored at a gala event held in Washington D.C. In 2017, more than 500 people, including clients and members of Congress attended this event.
- Last year, the national finalist projects were featured in more than 100 publications about the EEA competition, reaching and estimated audience of 5.5 million people.
- Strengthens your client relationship. Entering our competition puts the client and consultant in a special category...it sets the engineer apart from other engineers, and it makes a client look good by virtue of its project being chosen to *enter a competition based on excellence*.
- Provides increased exposure to the engineering process, and hence the profession, to the general public.
- Generates pride in your employees' work, which is an intangible element that comprises the incentive to perform quality work and do one's best.
  - Use as a tool for giving positive feedback to your employees. Remember, even the people not directly involved in preparing the project helped keep the office running smoothly so that those meeting deadlines could devote their full time to the project. Set up a 5-10 minute time slot to stress the good work everyone did...include hosted breakfast rolls, mid-afternoon snack or similar.
  - Employees feel good about your project and the work they did on it, whether or not it was the top winner!
- Opens the door to pursue additional recognition for the same project. Because all the pertinent project information is together, new sources of public relations can be pursued. Some suggestions include:
  - Do a major mailing to all clients, past, and present, and to potential client groups by using reprints of ads and/or your press releases on the project.
  - Add to your company brochure and/or portfolio of projects you present to prospective clients
  - Enter the same project in other design competitions
  - Publish an article on recent completion/uniqueness of project – try to get published in local newspapers, engineering or technical journals, and in your own firms' newsletters.
  - Don't forget this untapped market: All businesses have scads of magazines devoted to their own business interest. For example, if you have entered a hospital design, get a list of magazines your client's hospital administrator receives. Send an article about your unique hospital design to each of them. It's good PR for you, and your clients will appreciate reading about themselves and their brand new design.
  - Use picture of your project on the front of a holiday greeting card or a business announcement or note card. Flag it as an award-winning project.
- Use Your Panels:
  - Display in your office reception or conference room.
  - Display at tradeshow and in hospitality suites.
  - Keep reprints of ads or 8 x 11 sized reproductions of your display panels in your reception rooms for people to take them.