

ASCE Arkansas Section 2023 Awards NOMINATION FORM



SUBMITTAL DEADLINE: September 6, 2023
(PLEASE TYPE OR PRINT)

I. Award Description:

1. Small Project of the Year is awarded to one project with a total construction cost less than \$1,000,000. That has been completed within the past 36 months.
2. Large Project of the Year is awarded to one project, with a total construction cost greater than \$1,000,000 that has been completed within the past 36 months.

II. Qualifications:

Any project that meets the requirements for the Arkansas Section's Project of the Year award may be submitted for consideration. The following will be the minimum requirements:

1. The project relates to the practice of civil engineering
2. The project must have concluded withing the past 36 months
3. A letter of recommendation from the owner, client, or end-user must be provided with the application. The award nomination does NOT need to be made by the owner, client, or end-user.
4. The award application is complete in its entirety.
5. The award application is submitted in accordance with the advertised awards schedule.

III. Project of the Year:

Award for which project is nominated:

_____ Small Project of the Year (<\$1,000,000)

_____ Large Project of the Year (>\$1,000,000)

Project Data

Firm Name: _____

Address: _____

Client/Owner Name: _____

Project Name: _____

(as you would like it to appear on the award)

Project Location: _____

Substantial Completion Date: _____

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Name of Contact at:

Firm: _____
Email: _____
Phone: _____

Budgeted Cost: _____

Actual Cost: _____

Original Completion Date: _____

Actual Completion Date: _____

I hereby authorize submission of this project into ASCE Arkansas's Project of the Year award competition. I confirm that the project was substantially completed and ready for use (or closed out) between July 31, 2020, and August 1, 2023.

(Signature – Engineer/Surveyor/Planner)

(Signature – Client/Owner)

(Name – Engineer/Surveyor/Planner)

(Name – Client/Owner)

IV. Nomination Criteria:

The following sections present the award nomination criteria that will be considered. This information must be typed and submitted as attached to this form.

1. Completed Entry Form: The engineer/surveyor/planner and client/owner must sign the form stating that the submitted project was substantially completed and ready to use (or closed out) between July 31, 2020, and August 1, 2023.
2. Client/Owner Letter: A one-page signed client/owner letter, addressed to ASCE, describing the relationship the client/owner had with the entrant in the development and execution of the project. The letter should also include how the project met or exceeded the client/owner's needs.
3. Project Description: A narrative, not to exceed five pages (8.5" x 11" with 1" margins, minimum 12-point font) summary describing the project and addressing the items below. The project title and entry category must appear at the top of the page (in the header is okay).
 - a. Role of entrant's firm in the project;
 - b. Role of other consultants participating in the project;
 - c. Description of entrant's contribution to the project addressing each of the following:
 - i. Need for the project;
 - ii. Design or construction concepts;
 - iii. Innovative application of new or existing techniques;
 - iv. Future value to the engineering profession;
 - v. Public perception;

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- vi. Social, economic, and sustainable design considerations;
 - vii. How the project met or exceeded the project need;
 - viii. Total budgeted cost, total actual cost and scheduled and actual date of completion (on the nomination form); and
 - ix. At least three photos (in jpg format) of the project or end product (does NOT count against page limit).
4. Layman's Description: Description (100-500 words) of why this project deserves recognition.
5. Participants: A list of the 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, planners, designers, etc. involved in the project

V. Submittal Requirement:

Submittal Deadline: September 6, 2023

Send the completed form to the following address: Carolinef@dcius.pro

VI. Award Presentation:

Award winners will be contacted by September 21, 2023

Awards will be announced at the 2023 Arkansas Section Meeting

VII. Questions:

For questions, please contact Caroline Fox at carolinef@dcius.pro

