

ACEC CA - Bay Bridge Chapter's Annual  
**2024 Engineering Excellence Awards**

Deadline for All Materials - Friday, November 8, 5:00pm

*Professional engineers and land surveyors dedicated to building a better California.*



# Submission Requirements

## Eligibility for the Bay Bridge Chapter Engineering Excellence Awards

Any ACEC California Member firm engaged in the practice of consulting engineering or surveying is eligible to enter the awards program.

### Qualifying Projects

Engineering or surveying projects must be in the nine-county SF Bay Area Region: (San Francisco, San Mateo, Santa Clara, Alameda, Contra Costa, Solano, Napa, Sonoma, and Marin).

Projects are judged for their overall engineering excellence, the work performed by the entering firm only, and the rating guidelines listed below.

### Awards Eligibility for Small Firm Entries (<30 FTEs)

Any firm engaged in the practice of consulting engineering or surveying with 30 or fewer full-time employees is eligible to enter the awards program as a Small Firm.

Entries must be submitted to [acec.ca.bbc@gmail.com](mailto:acec.ca.bbc@gmail.com) by 5:00pm PT on Friday, November 8, 2024. Judging will take place in early November 2024 and winners will be notified shortly after.

### Rating Guidelines and Definitions for Judges

#### Original or Innovative Application of New or Existing Techniques ..... 20%

*Does the entry demonstrate the use of a new science or a breakthrough in the general knowledge of engineering?*

*Does the entry represent a unique application of new or existing technology, techniques, materials or equipment?*

#### Future Value of 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 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 affected environment?*

#### Complexity: ..... 20%

*Did the entry successfully address very 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?*

#### Exceeding Client/Owner Needs ..... 20%

*Did the 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?*

The following materials must be submitted:

### Official Electronic Entry Requirements

*Official Entry Form:* The engineer or surveyor, client and owner must all sign the entry form stating that the project was or will be substantially completed and ready for use in the qualifying period. This must be submitted in PDF format.

*Project Description:* The project description should not exceed five (5) pages (8 1/2" x 11" with 1" margins min., single-spaced), and address all items listed below in a format that can be easily identified and followed by EEA judges. Photos, graphs, etc. are included within the page limit. This document must be submitted in PDF format.

- Firm's role in the project.
- Role of other consultants and contractor(s) if applicable, participating in the project.
- Description of the firm's contribution to the project using the rating guidelines.

### Summary

Describe in layman's terms why this project is worthy of special recognition (word count between 100 - 500 words). Explain all factors that exhibit the project's uniqueness and complexity, such as innovative engineering, challenges faced and overall social impact.

*Executive Summary:* The executive summary should not exceed one page (8 1/2" x 11" with 1" margins min., double-spaced) summarizing the submission. Project title and entry category should appear at the top of the page. This document must be submitted in PDF format.

## Entry Upload Checklist

1. Please fill out the Official Entry Form and provide ACEC BBC with the following information:
  - a. ACEC California Bay Bridge Chapter
  - b. Firm's role in the project
  - c. Preparer, Principal or Lead Engineer and any additional contact information
  - d. Entering firm(s) information
  - e. Client/Owner information
  - f. Official project name
  - g. *Unless you are the sole Prime, you must also provide:*
    - *If submitting on behalf of a joint venture, a letter signed by all joint venture partners consenting to the project submission.*
    - *If submitting as a sub-consultant for a specific element of engineering or surveying work on a project, a letter from the Prime with whom they were contracted to verify the scope of the work the entrant performed.*
  - h. Name of Prime construction contractor
2. Executed Official Entry Form
3. Project Description & Summary
4. Client/Owner Letter
5. Published Project Article Links
6. Project Photos

## HYPERLINKS

- BBC EEA Application [WEBSITE](#)
- Entry Payment [HERE](#)
- Application Email: [acec.ca.bbc@gmail.com](mailto:acec.ca.bbc@gmail.com)  
Use Email Subject Header:  
**ACEC BBC EEA Award Entry – [Firm Name]**
- Provide your hyperlink to download your application files

Completed entries are due by 5:00pm PT on Friday, November 8, 2024. Projects received after this date/time will not be accepted and will not be returned.

## Awardees Benefits and Requirements

Awarded firms will be entitled to one (1) free ticket to our holiday luncheon at Scott's Seafood in Oakland, Thursday, December 5, where a single plaque will be given acknowledging the award and allowing your representative one (1) minute to say a few words to attendees (additional plaques can be purchased after the event.) Your firm name and logo will be add to holiday lunch promotions after winners are notified, as well as acknowledgement during the lunch on presentation slides, and on our LinkedIn page. We will use the project images provided for these uses.

Firms selected to receive an Award are highly encouraged to submit one (1) sustainably produced (no foam core or lamination), 24" x 17" photographic display panel for use at the BBC Holiday Lunch, which must arrive at the venue **two hours prior** to event start time. You may take the display panel with you at the end of the banquet. ACEC CA BBC will not be responsible for any damages to or loss of an entrant's photographic display panel.

## Dates to Remember

**FRIDAY, NOVEMBER 8, 2024:** Deadline for Submission of the Electronic Official Entry Form and Project Details to [acec.ca.bbc@gmail.com](mailto:acec.ca.bbc@gmail.com)

**THURSDAY, DECEMBER 5, 2024:** Project awards will be presented during our Holiday Lunch at Scott's Seafood, Jack London Square, Oakland

# Entry Form

Please provide all information requested below for each entry. This information will be used for awards and press releases. The proper fee must accompany this form.  
Payments [HERE](#)

## About the Project

ALL INFORMATION ON THIS FORM MUST BE THE SAME FOR YOUR FINAL PROJECT UPLOAD.

ENTERING FIRM NAME(S) (as used on any awards, publicity or other materials.)

ACEC CALIFORNIA CHAPTER NAME: \_\_\_\_\_ FIRM'S ROLE IN THE PROJECT: \_\_\_\_\_

### PREPARER'S

FIRST NAME

LAST NAME

TITLE

ADDRESS

CITY

STATE

ZIP

PHONE NUMBER

EMAIL

SIGNATURE \_\_\_\_\_

PREPARER ONLY

### PRINCIPAL'S

FIRST NAME

LAST NAME

TITLE

ADDRESS

CITY

STATE

ZIP

PHONE NUMBER

EMAIL

PRINCIPAL ONLY

### ADDITIONAL CONTACT'S

FULL NAME

TITLE

EMAIL

### ADDITIONAL CONTACT'S

FULL NAME

TITLE

EMAIL

ADDITIONAL

### NAME OF PROJECT

LOCATION

STATE

PROJECT INFORMATION

COMPLETION/USE DATES: Scheduled Dates \_\_\_\_\_ Actual Dates \_\_\_\_\_ TOTAL PROJECT BUDGET (actual) \$ \_\_\_\_\_

ENTRANT'S PROJECT BUDGET (planned) \$ \_\_\_\_\_

ENTRANT'S PROJECT BUDGET (actual) \$ \_\_\_\_\_

**About the Client/Owner(s) of the Project**

I believe the work of the engineer or land surveyor meets the intended uses and expectations for the project and hereby grant permission to enter this project in the 2024 ACEC CA Bay Bridge Chapter Engineering Excellence Awards Competition, and authorize publication of its outstanding features, unique aspects, or innovations. I affirm the project was substantially completed and ready for use between **November 1, 2022** and **October 31, 2024**.

**PRIME CONSTRUCTION CONTRACTOR**

FULL NAME

ADDRESS

EMAIL

**OTHER KEY CONSULTANTS, ARCHITECTS, ETC.**

FULL NAME

ADDRESS

EMAIL

FULL NAME

ADDRESS

EMAIL

FULL NAME

ADDRESS

EMAIL

FULL NAME

ADDRESS

EMAIL

**CLIENT INFORMATION**

CLIENT

CLIENT CONTACT NAME

EMAIL

CLIENT ADDRESS

CLIENT CITY

CLIENT STATE

CLIENT ZIP

CLIENT PHONE NUMBER

CLIENT SIGNATURE

**OWNER INFORMATION**

OWNER

OWNER CONTACT NAME

EMAIL

OWNER ADDRESS

OWNER CITY

OWNER STATE

OWNER ZIP

OWNER PHONE NUMBER

OWNER SIGNATURE

Entries are due to ACEC California, Bay Bridge Chapter by close of business on

**Friday, November 8, 2024**

