



December 15, 2017

RE: 2017 Del Val Section Project of the Year

Dear Fellow ASHE Members,

The Delaware Valley Section of the American Society of Highway Engineers is seeking nominations for the “2017 Project of the Year.” **Two awards** will be presented at the April 2018 meeting.

The award categories will be broken down into two categories – one award for **larger** projects and one award for **smaller** projects. Once the applications have been received, the Project of the Year Committee will determine the breakout between large and small categories based upon the total construction cost of the projects.

To be eligible, the project must be submitted by a member in good standing with ASHE. The project construction must have been *substantially completed and open to the public* between January 1, 2017 and December 31, 2017. The project is to have been constructed within the geographic boundaries of the Delaware Valley Section (*outer boundary of the five county Philadelphia area, namely Bucks, Chester, Delaware, Montgomery and Philadelphia counties*) and should have a highway, bridge or transportation focus. The selection will be based on the information submitted and on the rating criteria found on the enclosed nomination form.

Nominations must be received by **March 1, 2018**. If you have any questions, please contact me at (610) 290-5112 or via email at nparrish@hntb.com. We look forward to reviewing your nomination.

Good Luck!

A handwritten signature in blue ink that reads "Nathan Parrish".

Nathan Parrish, PE
Project of the Year
Committee Chair

These forms can also be downloaded at the ASHE Delaware Valley web site – www.delvalley.ashe.pro/



“2017 PROJECT OF THE YEAR”

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Name of Project

Location:

***Owner:**

***Contractor:**

***Designer:**

***Inspection Agency:**

Submitting Agency or firm:

Contact Person:

Address:

Phone Number:

E-Mail:

Completion Date:

Final Construction Cost:

* Only these firms or agencies will receive an award, all other team members will receive a certificate of recognition upon request.

The awards will be presented at the April 2018 dinner meeting.

Mail nominations to: HNTB Corporation
680 American Ave, Suite 100
King of Prussia, PA 19406
Attn: Nathan Parrish, PE (nparrish@hntb.com)

ALL ENTRIES MUST BE RECEIVED BY 4pm, March 1, 2018



Entry Package

****CD submission required - hard copy not necessary, but accepted****

You should follow all instructions and include all requested materials. Please note that the projects may also be eligible for submission by the Del Val Section to ASHE National for the National Project of the Year. This may require an additional submission package at a later date.

Listed below are the different sections and their point values.

Answer the questions clearly and succinctly as directed. The quality of an entry's presentation will have bearing on its chance to win.

Overall Presentation & Conformance to Entry Requirements

- Entry must include a CD containing the entire entry – **hard copy not necessary, but accepted**. Please include a copy of the entry in word format so that it may be included in a Scanner Article if chosen so by the Board.
- **Emailed submissions will not be accepted.**
- Font size throughout must be readable.
- Do NOT send videos or DVD presentations.

Section 1 – General Project/Submission Requirements – The following information to be included in Section 1 of your electronic submission **(10 points)**

Completed Registration Form

Include an electronic copy of the completed registration form in Section 1

Digital Project Photographs

- Digital photos of the project are required on the submitted CD. Include a minimum of three, but do not exceed ten (10), high-resolution images.
- Digital Photo Guidelines: Photos should be saved at 300 dpi or larger, as high-resolution jpeg, tiff or EPS files. They should NOT be part of a software program such as PowerPoint, Word or Acrobat.
- Applicants are responsible for obtaining the rights from their photographer to reprint the photographs without limitations. Photographers normally retain the copyright of photos, so applicants should ensure that they have permission to copy and send photos. Any liability for copyright violation shall be borne solely by the applicant.
- If a photo credit is required, include the photo credit information.
- ASHE Delaware Valley reserves the right to publish the images online, in *their Newsletter* and in various ASHE Delaware Valley presentations.

Project Team - Maximum of 2 pages

Identify the members of the project team and the role the 'submitter' played.

- General contractor
- Engineer(s)
- Specialty Consultant(s)
- Specialty Contractor(s)
- Owner/developer
- Significant Suppliers
- Other team members significant to the submission
- Provide an organization chart, if one is available.



Section 2 – Project Overview - Maximum of 2 pages to be included in Section 2 of your electronic submission **(20 points)**

- Provide a brief description of the project (ie. size, location, etc.) and project goals.
- Why does this project merit recognition?
- How does this project relate to the highway, structure or transportation industry?

Section 3 – Design, Construction, & Quality Approach - Maximum of 3 pages to be included in Section 3 of your electronic submission **(30 points)**

List and describe the following:

- The overall complexity of the project and how significant challenges were overcome.
- Any innovations brought to this project.
- Define how the quality assurance process aided in completing the project
- Describe the benefits/contributions recognized through project collaboration and innovation
- Explain or mention any 'green elements', aesthetics, and/or sustainable features that were utilized on the project, (i.e. smart transportation, recycled materials and their impact, reduction of future maintenance, etc.)
- Provide any significant project quantities that may be relevant (tons of steel, CY of concrete, earth moving activities, etc.)
- Describe any social and economic considerations

Section 4 – Schedule and Cost Performance - Maximum of 2 pages to be included in Section 4 of your electronic submission **(20 points)**

Describe schedule and cost performance of the team.

- State the contracted, substantially complete, and actual contract completion dates. If there were any changes, explain why. Also include the date the project was open to the public.
- State the original and final contract value. If there were changes, explain why.

Section 5 – Safety - Maximum of 2 pages to be included in Section 5 of your electronic submission **(10 points)**

List and answer the following:

- Briefly describe the approach to promote a safe project during design development and construction.
- Describe any innovative safety and health programs used specifically for this project.
- Was there a reported construction-related safety incident, injury or death on the project?

Section 6 – Owner Letter - Maximum of 2 pages to be included in Section 6 of your electronic submission **(10 points)**

Include a letter from the owner stating how the completed project met the owner's goals. If the owner cannot submit a letter, please explain why he/she is unable to do so.