

1st Annual OGCA Project Awards of Excellence

Ontario Builder Awards

3 Easy Steps to a Successful Completion of your Submission Package

1. Assemble Photographs

If you don't have suitable photos, contact the Architect, Design Professional, Engineer and / or the Owner as they usually have photos of the project at various stages, including completion.

2. Complete your Submission

Complete the Submission Form (Item A) and write the 500 – 750 word project narrative, following the five judging criteria listed on the right as Item B, and the Project Submission Requirements listed on page 2. A template for a project narrative can be downloaded from www.ogca.ca under Association Awards.

3. Meet the Deadline

Your completed Submission Package must be at the OGCA, 6299 Airport Road, Suite 703, Mississauga, Ontario, L4V 1N3, by June 30, 2009 clearly marked "Ontario Builder Awards".
Delivery of Submission Packages:
- a hard copy by post or courier
- on CD by post or courier

6299 Airport Road, Suite 703

Mississauga, Ontario

L4V 1N3

Phone: 905-671-3969

Fax: 905-671-8212

Email: info@ogca.ca



(Item B)

Judging Criteria

(This is a basic outline only of the criteria that will be used by the judges.)

1. Customer / Trade Satisfaction
receipt of letters (5 points per letter - maximum 3 letters)
2. Quality of Workmanship / Innovation
Complexity of Project
Innovation
Difficulty
Special Aspects
3. Project Management
Completed on time
Completed on budget (on schedule)
4. Safety
Safety program initiated on site – regular tool box talks, Inspections, Policies
Project LTIs
Copy of Safety Record for the year of the submitted project
5. Green – LEED or equivalent
Project LEED certified - LEED level
 - Certificate applied for / received
Company Environmental Policy
Other environmental aspects of the project

PROJECT SUBMISSION REQUIREMENTS



1. Complete, sign and date the project entry form. (Item A)
2. Please ensure the proper spelling of all company names since these names will be engraved on the awards if the judging panel selects your project.
3. All submission documents must be contained in a 9" x 11" x 1" binder. Included in your binder must be a project CD containing an electronic version of all your submission documents.
4. Prepare your submission documents for review by the judging panel. (Note: The judging will be based solely upon the documentation submitted with the entry – there will be no site visits.) This package should contain the following items:
 - a. Awards Entry Form
 - b. Project Fact Sheet: Outline the basic project information (project type, construction team, general dimensions, construction time, project completion date, etc.). Please do not exceed two pages.
 - c. Credit Sheet: identify all of the parties involved with the project that made a significant contribution to its success.
 - d. Please provide a detailed description of your scope for this project, between 500 and 750 words. This should include: type of construction; physical size of the project, contract value; calendar; length of project; and reflect project information based on the judging criteria listed as Item B.
 - e. Photographs: Please provide a minimum of three (maximum of five) 4" x 6" prints or digital images supplied on CD. Please include a brief description of each photograph. Applicants must obtain the rights from their photographer to reprint the photographs without limitations.
 - f. Three letters of commendation / reference from the following: Owner / Financier; Consultant; Trade
5. Submit your completed entry binder to the OGCA prior to the submission deadline. Entries must be Ontario built and must have achieved substantial completion in the calendar year (January – December) in the year prior to the award presentation.
6. Judging Panel: The judging panel shall be comprised of two OGCA members, one Architectural Firm, one Engineering Firm. The President of the OGCA shall be the Chair of the judging committee but shall not vote.
7. Scoring: Scoring shall be based upon the following criteria:
 - a. Customer / Trade Satisfaction (15 points)
 - b. Quality of Workmanship / Innovation (25 points)
 - c. Project Management (25 points)
 - d. Safety (25 points)
 - e. Green – LEED or equivalent (10 points)
8. Award recipients will be honoured during the Chairman's Dinner at the Annual General Meeting and Conference to be held in September 2009.
9. Please note that entering the competition constitutes your agreement that all materials submitted become the property of the OGCA. This material may then be used as the OGCA sees fit to develop various promotional documents. The person submitting the entry is responsible for obtaining all necessary releases from all parties (owner, photographer, etc.) prior to entering a project in the competition.

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- *Up to \$5 Million*
 - *\$5 Million to \$25 Million*
 - *\$25 Million to \$75 Million*
 - *Over \$75 Million*
 - *Commercial*
 - *Institutional*
 - *Industrial*
 - *Infrastructure*
 - *Civil*
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ONTARIO BUILDER AWARDS SUBMISSION FORM

(Item A)

AWARD CATEGORY OF SUBMISSION (please check the applicable category – one category only)							
Excellence in Buildings (Commercial / Institutional)				Excellence in Industrial Builds (Industrial / Infrastructure / Civil)			
Up to \$5M	\$5M - \$25M	\$25M - \$75M	Over \$75M	Up to \$5M	\$5M - \$25M	\$25M - \$75M	Over \$75M

PROJECT INFORMATION	
Name of Nominated Construction Company:	
Contact Name:	
Phone:	Email:
Nominated By:	
Company:	
Name of Project:	
Address of Project:	
Date of Substantial Completion:	
Note: only the Lead Team Members listed below will receive an award if the judging panel selects your project.	

CONSTRUCTION TEAM MEMBERS

OWNER: _____		
CONTACT: _____	TITLE: _____	PHONE: _____
ADDRESS: _____	CITY: _____	
PROVINCE: _____	POSTAL CODE: _____	EMAIL: _____
ARCHITECT OF RECORD: _____		
CONTACT: _____	TITLE: _____	PHONE: _____
ADDRESS: _____	CITY: _____	
PROVINCE: _____	POSTAL CODE: _____	EMAIL: _____
ENGINEER OF RECORD: _____		
CONTACT: _____	TITLE: _____	PHONE: _____
ADDRESS: _____	CITY: _____	
PROVINCE: _____	POSTAL CODE: _____	EMAIL: _____
MAJOR SUBTRADE(S) IF APPLICABLE: _____		
CONTACT: _____	TITLE: _____	PHONE: _____
ADDRESS: _____	CITY: _____	
PROVINCE: _____	POSTAL CODE: _____	EMAIL: _____

PLEASE USE A SECOND SHEET IF YOU WISH TO LIST MORE SUBTRADES.

PLEASE USE A SEPARATE FORM FOR EACH ENTRY.

Other Information

We Build Ontario

Two awards will be given for each competing Builder Group:

One for Excellence in Buildings (Commercial / Institutional)

One for Excellence in Industrial Builds (Industrial / Infrastructure / Civil)

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Project Narrative

Your description should be between 500-750 words, and should provide a detailed description of the scope of the project. This should include: type of construction, physical size of the project, contract value, length of project, and include project information as described in Item A. You should also include a listing of all names and contact information.

Frequency of Awards

The awards will be presented annually at the Annual General Meeting & Conference, beginning in September, 2009