

Categories

Awards are available in each of the following categories:

- Small projects, under \$1 million in value
- Large projects, over \$1 million in value
- Outstanding leader

Schedule

The last day to submit a nomination package is March 27, 2018. The winners will be announced by April 6, 2018. A formal banquet dinner and Awards Program will be held in the latter part of May, with the exact date yet to be determined.

Application Instructions

A complete nomination package for a project includes the following:

- A cover letter, signed by the nominator
- A brief summary of the project, not to exceed six pages, which demonstrates how the project meets the criteria listed above
- Including photos of the project is encouraged and does not count toward the page limit. The cover letter and nomination form do not count toward the page limit either.

A complete nomination package for an individual includes the following:

- A cover letter, signed by the nominator
- A completed Official Nomination form, signed by the nominator
- Two to three letters of support are preferred, but not required
- The nominee's CV or biographical information demonstrating how the nominee meets the scoring criteria listed above, not to exceed six pages
- A professional headshot is optional, but helpful

The official nomination form is available on the Section's website. The information requested is vital both to consideration for the award and for running a quality Awards Program. Therefore, incomplete applications or packages with missing documents cannot be considered.

Submit complete nomination packages to asce.tacoma.olympia@gmail.com. The package should be a single, combined PDF file. Include photos as separate JPEG type files.

Scoring

The applications are evaluated and scored by the Awards Committee. The Committee is chaired by the Section's Past President. The Committee does need additional members to step up and help in evaluating nominations. If you would like to help out on the Committee this year, contact us at asce.tacoma.olympia@gmail.com.

Each application is evaluated and scored based on the criteria relevant to the category under which it is submitted. The specific criteria are listed below. The scores range from 0 to 5, with 5 being the best possible score. The highest composite score wins for each category.

A) Criteria for Projects

Projects must have been completed in 2017 and be located within the Section's geographic boundaries to be considered for award this year.

1. Overview of Project: Reasons for project; goals and objectives; issues addressed.
2. Budget Management: Costs for project; how budget was controlled; was project complete within designated budget
3. Project Schedule/Time Management: What was schedule for project; was it completed on time; what things were done to control schedule;
4. Resolutions to Disputes: how project issues were addressed and resolved; were issues resolved with win-win conclusions; personnel issues which may have arisen
5. Sustainability: Sustainability is a term that describes taking care of the environment, economy, and community in a way that allows present and future generations to benefit. A sustainable approach embeds these concepts not only in construction but in day-to-day operations and aligns interests and actions toward shared community goals. ASCE defines Sustainability as a set of environmental, economic, and social conditions – the “triple bottom line” – in which all of society has the capacity and opportunity to maintain and improve its quality of life indefinitely, without degrading the quantity, quality, or the availability of natural, economic, and social resources. Show how project met these goals.
6. Benefits to Community Served: How did the project provide economic opportunities or growth; environmental and community improvements; educational opportunities and lessons; outreach to the citizens; civil engineering achievements of project.

B) Criteria for Leaders

1. Background of Person: General background; community and work involvements; personal achievements/accomplishments; job

2. Budget Management Capability: Describe person's involvements and abilities to manage and be responsible for financial aspects of a business, project, department or division of a business organization, etc. and the significance and impacts their decisions made.
3. Abilities to Resolve Problems/Issues: Tell how person interacted with other people, co-workers, those supervised, etc. Tell how person creates and supports partnerships; promotes teamwork; cooperation; creativity in getting people to work together and in unison
4. Time Management Skills: Tell how person ensured the essence of time on projects, tasks and operations and other activities; describe the ability of person to get things done on time; tell of any particular techniques person used to get others to work in the same timely manner.
5. Sustainability: See description above in "Projects"; demonstrate that person supports and contributes to the philosophy of sustainability; tell of any specific actions or accomplishments that support it.
6. Services to Community: Tell how person makes a positive difference in their community: such as support to education, outreach to students, actions/contributions to activities that help people; activity involvements; promoting the civil engineering profession in a matter that makes people aware and generates the interest in it.