



ANNOUNCING Design-Build Project/Team Awards

Submission deadline: Friday, May 26th, 2017



ELIGIBILITY, CRITERIA AND SUBMISSION INSTRUCTIONS

DUE: MAY 26, 2017

This document provides an overview of the information and documentation needed to complete DBIA's 2017 Design-Build Project/Team Awards submission process.

Please review this information carefully before beginning the required **online submission**, as DBIA does not accept hard copy submissions. And please share this with your team members to begin coordinating your entry.

Apply online:
<http://www.DBIA.org/Awards>

Submission deadline: Friday, May 26, 2017; extended deadline Friday, June 2, 2017 (\$100 extension fee)

Submission fee:
DBIA Member \$475.00 *
Non-Member: \$775.00



* Member rate applies for Industry Partner members of DBIA. DBIA Industry Partner membership is determined based on the firm of the individual submitting the award and will be verified by DBIA.

DESIGN-BUILD PROJECT/TEAM AWARDS OVERVIEW:

The Design-Build Institute of America (DBIA) is again this year recognizing exemplary applications of Design-Build Done Right™ that, at a minimum, resulted in highly successful design-build projects that achieved best value while meeting design and construction quality, cost and schedule goals. Winning projects and team members exemplifying design-build best practices will be celebrated publicly through DBIA's Annual Awards Program and external promotion.

Submissions are rigorously judged by a panel of industry experts who judge each project using a 100 point scoring matrix. Scoring criteria includes points for Design-Build Process, Excellence in Design and Teaming Performance. Winning projects must not only achieve budget and schedule goals, but also demonstrate advanced and innovative application of total integrated project delivery, including design-build best practices to achieve exceptional outcomes.

ELIGIBLE DESIGN-BUILD PROJECTS MUST MEET THE FOLLOWING MINIMUM QUALIFICATIONS:

- ✓ Completed and owner-occupied after March 31, 2014;
- ✓ Completed under a single point of responsibility contract;
- ✓ Completed on or ahead of schedule;
- ✓ Completed within budget;
- ✓ Completed with no claims or litigation; and
- ✓ Project met or exceeded owner expectations.

If the answer to any of the above is "No," the project submission should NOT proceed.

SUBMISSION CATEGORY:

Submitters must choose the category that **best fits** their project entry. DBIA reserves the right to combine categories based on the number of submissions received in each category.

This year's categories include:

- | | |
|----------------------------------|--|
| ✓ Aviation | ✓ Industrial/Process/Research Facilities |
| ✓ Civic/Assembly | ✓ Office Buildings |
| ✓ Commercial Buildings | ✓ Rehabilitation/Renovation/Restoration |
| ✓ Educational Facilities | ✓ Transportation (other than Aviation) |
| ✓ Federal/State/County/Municipal | ✓ Water/Wastewater |
| ✓ Healthcare Facilities | |

DBIA celebrates winning projects with a multi-level awards program. First, winning projects in each of the categories will be awarded **National Awards of Merit**. Projects are judged against Design-Build Done Right standard criteria and winning projects in this category demonstrate effective schedule and cost performance, as well as exemplify the principles of effective processes, interdisciplinary teamwork, problem-solving and excellence in design (within the limitations imposed by budget, scope and schedule).

Then, National Award of Merit winners from each category will be judged against each other and one winner may be chosen to represent the "best of the best" in that sector for a **National Award of Excellence**. In addition to meeting the standards above, winners in this category will have excelled in two or more of the following areas: (1) interdisciplinary teamwork; (2) design-build best practices and processes (including schedule and cost performance); and/or (3) excellence in design.

Finally, all winning projects will also be considered for **Excellence in Design for Engineering, Excellence in Design for Architecture, Excellence in Process** and **Excellence in Teaming** awards in addition to a best overall project to be named **Project of the Year**.



Design-Build Institute of America
1331 Pennsylvania Avenue, NW, 4th Floor
Washington, D.C. 20004-1718

phone: 202-682-0110 fax: 202-682-5877 website: www.dbia.org

PROJECT AND SUBMISSION CONTACT INFORMATION:

The submitter will be asked to provide the following detailed information about the project and team members:

- ✓ Project Name (as it will appear if selected as a winner)
- ✓ Project Location
- ✓ Submitters Firm Name and Key Contact Information
- ✓ Marketing/PR Key Contact Information
- ✓ Primary Contact Information
- ✓ Client/Owner Key Contact Information (You will also need a letter from the owner attesting to their satisfaction and advocating for the project. **This letter alone is worth 10 points.**)
- ✓ Design-Builder Key Contact Information
- ✓ General Contractor Key Contact Information
- ✓ Architect(s) Key Contact Information
- ✓ Engineer(s) Key Contact Information
- ✓ Specialty Contractor(s) Key Contact Information
- ✓ Specialty Consultant(s) Key Contact Information

PROJECT OVERVIEW (UP TO 5 POINTS)

1. The submitter will need to provide a narrative description of your project that addresses, at a minimum, the following four elements: (1) Scope of work; (2) Project challenges and goals and how they were met by the team; (3) Additional value to the owner over and above what was included in the contract; and (4) Value to the community. Include any innovations, innovative strategies, Alternate Technical Concepts and use of Progressive Design-Build as appropriate. (1,000 words)
2. Be prepared to briefly describe why the owner chose design-build project delivery for this project. This description may be used in DBIA press releases and marketing materials. (100 words)
3. If your project/team is selected as an award recipient, a short description of the project will appear on the DBIA website, in press releases and in the program at the National Awards Dinner. Please provide your preferred description in 75 words or less. Feel free to use some of the same language from your answers to Questions 1 and 2 above. Consider this your "elevator speech" describing to the general public why this project stands out above all the rest. (DBIA reserves the right to edit this description for its publications.) (100 words)

SAFETY OVERVIEW (UP TO 5 POINTS)

1. The following safety information is required:
 - ✓ Total Hours Worked on Project
 - ✓ Duration of Construction (in months)
 - ✓ Fatalities
 - ✓ Cases with Days Away from Work
 - ✓ Cases with Job Transfer or Restriction
 - ✓ Other Recordable Cases
2. The submitter will need to describe your safety program, including any regular safety meetings held, innovative elements, special incentives, etc. Is this your standard safety program or was it developed specifically for this project? (500 words)
3. Explain what design features were incorporated into the project to improve safety, either from an operations or end-user perspective (if applicable). (200 words)

DESIGN-BUILD PROCESS (UP TO 25 POINTS)

In this section, we evaluate the design-build delivery process from development to procurement to execution, judging how the approach influenced project results. The submitter will need to demonstrate how the owner was able to take full advantage of the benefits that are inherent in the design-build process, including the use and understanding of fair and clear contracts. The submitter will need to highlight unique features of the design-build process in reference to the project being entered and explain how successful cost and schedule execution was possible through relationships, transparency and team integration. It is important to show the project team had a command of the design-build process and achieved success directly through the ability of the team to collaborate.



1. Source Selection and Contracting Approach

A. Submitters will need to check all that apply.

Owner's evaluation factors:

- ✓ Completion Schedule
- ✓ Construction Cost
- ✓ Energy Conservation
- ✓ Environmental Sustainability
- ✓ Price
- ✓ Financial Capacity
- ✓ Image/Character of Design
- ✓ Management Plan
- ✓ Operation & Maintenance Cost
- ✓ Past Performance
- ✓ Quality of Materials/Systems
- ✓ Technical Solution
- ✓ Other (explain in less than 100 words)

B. Submitters must identify the method the owner used in the RFQ/RFP process to communicate their requirements (performance standards? prescriptive? functional? combination?). (100 words)

C. Submitters must identify the source of the contract language: (in less than 50 words)

- ✓ DBIA Standard Contract Form
- ✓ Consensus Docs Contract Form
- ✓ EJCDC Contract Form
- ✓ AIA Contract Form
- ✓ Other Contract Form
- ✓ Additional information about the contracting approach

D. Submitters need to briefly describe the risk assumption and equitable risk allocation. How did this benefit the project? (200 words)

E. Briefly describe the risk mitigation and the strategy utilized. How did this benefit the project? (300 words)

F. Submitters must describe what awards and incentives were employed. Explain when and how they were shared among team members (if applicable). (200 words)

2. Schedule, Cost Performance and Constructability

A. Submitters need to complete the table below:

	Contracted	Actual	Comment
Start date			
Completion date			
Project cost	\$	\$	

B. Submitters must describe any special or unusual challenges involved in meeting the schedule. Explain any scope changes required. (300 words)

C. Submitters must describe any changes that impacted cost or scope (specify which were owner-directed changes). Please be specific, noting how the changes impacted one or more of these items. If there were no changes, write N/A. (300 words)

D. Submitters must describe the approach and methods that were employed to facilitate and manage the "design to budget" throughout the design phase of the project. (300 words)

E. Cost Alignment — Describe the methods that were employed to establish and maintain alignment between the design schedule and the construction schedule throughout the design and construction phase. (300 words)



3. Design-Build Best Practices

This section is used to highlight the successful use of DBIA Design-Build Best Practices that start during the owner's procurement decision-making process and span through project execution. The submitter will need to show how everyone from the owner to the subcontractors understands the process, the expectations and fully engages in collaboration as outlined in DBIA's **Design-Build Done Right: Universally Applicable Best Practices Applying to Any Project Type, in Any Market Sector, of Any Size**. For reference, visit the Resources section of www.dbia.org to access the best practices documents and the *Design-Build Manual of Practice* to learn more. If relevant, submitters may also cite the newly released **Federal, Transportation** or **Water/Wastewater** Best Practices documents, also available in the Resources section of DBIA.org.

- A. The submitter will need to provide an overview of the design-build best practices applied to the project from the RFQ/RFP stage through the post-award phases of design and construction (Design Development, Construction Documents, construction and commissioning). (300 words)
- B. Discuss how information was shared across the team and how stakeholders were engaged throughout the process. (300 words)

EXCELLENCE IN DESIGN (UP TO 25 POINTS)

This section serves to demonstrate how design-build delivery enables projects to achieve excellence in design. The submitter will need to demonstrate how design-build delivery harnesses innovation and creativity aimed at memorable design solutions that exceed an owner's vision and defined functional requirements. "Design" could relate to aesthetics (architecture), process (engineering) or both.

1. Submitters must describe how the functional design/internal design contribute to operational efficiency, user comfort and function, productivity/business value; and building systems integration. (500 words)

You must answer at least one of the next two questions. If applicable, you may answer both.

2. If applicable, submitters need to explain how the project embodies many though not necessarily all of the following characteristics that contribute to the enhancement of the built environment: • Memorable • Inspirational • Sustainable • Innovative • Holistic Awareness • State of the Art • Contextual Response • Ambitious. (500 words)
3. If applicable, describe how the innovative process in the technical proposal phase and design phase resulted in many, though not necessarily all, of the following characteristics that contribute to the enhancement of the infrastructure project: • Innovation in Design and Construction • Advanced Technology • Respect for the Environment • Sustainable Solutions • Effective Use of Visualizations • Community Acceptance • Value • Public Safety. (500 words)
4. Design and Quality Approach
 - A. Submitters must describe how they provided the owner with "best value for dollar spent." Provide specific examples of "value adding" elements or factors that you/your team brought to the project. These may be quantitative or qualitative in nature. (500 words)
 - B. Submitters need to describe the quality assurance/quality control process used on the project and how it was implemented across the design and construction phases. (500 words)
5. BIM and Sustainability
 - A. Submitters must explain if Building Information Modeling (BIM) or other model-based design technology/systems (i.e., 3D/4D modeling, Open Roads, AutoCAD, visualization, etc.) was used on the project, for what element and at what stage of the work was it used? (200 words)
 - B. What Virtual Design and Construction (VDC) deliverables, if any, did the owner require and how did you meet these needs? (200 words)
6. Submitters must describe how design-build played a role in achieving or exceeding the owner's sustainability requirements (if applicable). (150 words)
7. If applicable, please list any certifications the project received related to sustainability (e.g., LEED Platinum). (100 words)



TEAMING PERFORMANCE (UP TO 25 POINTS)

Successful execution of design-build is based upon relationships built upon trust, transparency and team integration. This section provides an opportunity to highlight how individuals are not only competent in their specific areas of responsibility, but they also understand the design-build process and that success is directly dependent upon the ability of the entire team to work together collaboratively.

1. Submitters must describe how and why you selected your teaming partners on the project and at what point they were brought on board. (200 words)
2. Submitters need to explain what methods or approaches were employed to engage and interact “as one team” collaboratively throughout the design AND construction phases of the project. Discuss specifically how the team’s leadership and their leadership qualities contributed to this collaboration. (300 words)
3. Submitters must describe how the owner, various client stakeholders and end users were engaged as part of the team throughout the design and decision making process. (200 words)
4. The submitter must, in their own words, talk about teaming philosophy — the mission beyond the bricks and mortar. Provide a joint statement from the designer, contractor and owner. Discuss how you came together. This statement should be created by the team involved in the commitment, process and design of this project. (200 words)
5. Submitters must briefly describe your greatest challenge as a team and briefly describe how it was solved. (200 words)

OWNER LETTER (UP TO 10 POINTS)

1. Submitters must provide a detailed letter from the owner attesting to their satisfaction and advocating for the project. The letter must detail the owner’s satisfaction with the project, with particular emphasis on any area in which they were especially pleased. The letter should be from, or at a minimum address the satisfaction of, the end user. Examples of information that we encourage the owner to include are special circumstances surrounding project schedule and budget, examples of challenges and how they were overcome, how this project contributes to the community, direct discussion on the design-build process, design-build best practices and/or design excellence. PDF required.

PHOTOS, VISUALS AND SUPPLEMENTAL INFORMATION

1. Describe and explain the design concept. (up to 300 words)
2. Submitters need to provide twelve (12) high-resolution photos (300dpi) to include:
 - ✓ One (1) project photo identified as the default image for DBIA informational and awareness efforts when referring to the project;
 - ✓ At least three (3) project photos from various angles/perspectives, including both horizontal and vertical orientations;
 - ✓ At least three (3) photos capturing the team at work (can be during construction) or the finished project in use;
 - ✓ At least three (3) photos that demonstrate the project’s outstanding design aspects; and
 - ✓ Up to two (2) additional photos of the submitter’s choice.For each photo, include a photo credit, a photo caption and an explanation of what the photo is.
3. Submitters must provide the following additional visuals in PDF format:
 - ✓ Locator Map
 - ✓ Site Plan or Renderings
 - ✓ Drawings: Floor plan(s); elevations (4); sections (maximum of 2) (if submitting a roadway project, please include additional photos in lieu of elevation drawings)
4. Submitters need to provide an organization chart of the team structure. Show concisely the design-build team’s structure, contractual relationships. Include names, titles and any credentials (not limited to DBIA credential).



5. Videos of the project are not required; however, they do provide a valuable perspective on award nominations. In some instances, videos are used as part of the awards ceremony and follow-up promotion. You will be asked to upload up to two videos.

Note: Some owners, for security reasons, prohibit the dissemination of interior views. If this is the case, please prepare a PDF explaining this and upload it where any prohibited information is requested.

DESIGN-BUILD CREDENTIAL HOLDERS (UP TO 5 POINTS)

Submitters must list **members of the design-build team who hold a DBIA™ or Assoc. DBIA™ credential and what specific role the credential holder had in the project.** A DBIA credential is earned through education, experience and examination, like a P.E. or AIA credential. Design-build certification should not be confused with DBIA membership. Please include team members representing the owner, design-builder, contractor, architect, engineer, etc. DBIA will verify that those listed are credential holders in good standing. Describe the roles of credential holders on the project. (300 words)

PAYMENT INFORMATION:

Payment is by credit card during online submission. If your firm is submitting more than one entry, one credit card payment can be made as long as each entered project is clearly identified.

DBIA Industry Partner Member Firms — \$475.00

Non-members — \$775.00

(Membership is determined based on the firm of the individual submitting the award and will be verified by DBIA.)

DBIA TERMS AND CONDITIONS AND WAIVER/DISCLOSURE:

Submitters will be asked to verify the following via electronic signature.

- Submitter is responsible for obtaining the rights from photographer to transfer photos to DBIA without restrictions. Ownership of a physical photo is not sufficient. Photographers normally retain the copyright of photos, so the submitter should ensure that they have permission to upload photos to DBIA for use without limitations. Any liability for copyright violation shall be borne solely the submitter. If a photo credit is required, include the information with the image files. DBIA reserves the right to publish the images online, in print and in various DBIA presentations about design-build.
- I understand that DBIA may enter this information in its public database or use for promotional and/or education purposes.
On behalf of the submitting company I verify that the above conditions have been met. I understand that the contents of this entry become the property of DBIA and will not be returned. DBIA shall have the right to make all text and photos available for publication without compensation, real or implied, and without claim by nominees against the jury, DBIA or its staff or individual DBIA members.
- All information provided in this application is true and accurate to the best of my knowledge and I understand that DBIA will be verifying its accuracy.

