I-696 INNOVATIVE DESIGN PROJECT | TETRA TECH
EMINENT CONCEPTOR AWARD WINNER ENGINEERING

MDOT RAILWAY SCANNING | SPICER GROUP, INC.
EMINENT CONCEPTOR AWARD WINNER SURVEYING

2021 ENGINEERING AND SURVEYING EXCELLENCE AWARDS CALL FOR ENTRIES
The American Council of Engineering Companies of Michigan (ACEC/M) proudly announces the 2021 Engineering and Surveying Excellence (ESE) Awards program. ACEC/M guidelines are used only for Michigan submittals. If a submittal receives an Honorable or Eminent Conceptor award, the firm can choose to submit for a national award. If submitting for a national award, you must follow the ACEC guidelines as they differ from Michigan.

KEY DATES AND DEADLINES

**NOVEMBER 1, 2018 - OCTOBER 31, 2020**
- Project substantially complete and ready for use
- Intent to enter forms due
- September 25, 2020
- Entries due by noon
- November 4, 2020
- Judging day
- January 8, 2021
- Entries due for qualifying national submittals
- February 27, 2021
- Awards gala | Ford Field, Detroit, MI

ELIGIBILITY REQUIREMENTS

Any firm maintaining a Michigan office and engaged in the private practice of consulting engineering and/or surveying is eligible to enter the competition. Firms can submit projects that are located in other states, however, the firm’s Michigan office must have had a leadership role in the project to be eligible.

Michigan engineering and surveying entries must meet the substantially complete and ready for use requirement between November 1, 2018 and October 31, 2020. This means the owner can use the project as intended and only minor punch list type work remains. A project may be entered only once in any category.

Engineering and surveying projects may be entered in only one of the following categories.

- **Studies, Research, and Consulting Engineering Services** (After project is constructed, it may be entered in a different category in the eligible year.)
- **Building/Technology Systems**
- **Structural Systems**
- **Surveying and Mapping Technology** (remonumentation projects are allowed in the ACEC/M competition)
- **Environmental**
- **Waste and Storm Water**
- **Water Resources**
- **Transportation**
- **Special Projects**
- **Energy**
- **Industrial and Manufacturing Processes and Facilities**
ENTRY FEE/INTENT TO ENTER
The entry fee is $325 per entry for ACEC/M and MSPS members; $1,200 for non-members. For ACEC/M membership information, visit http://www.acecmi.org. If you proceed to the national competition, you will need to pay the appropriate fee at that time.

An Intent to Enter form must be returned by August 21, 2020 with a non-refundable deposit of $100 per entry. This deposit is applied toward the entry fee.

All entries must be submitted electronically, project panels must be received at a designated drop-off location (see page 7), and entry fees paid by noon on September 25, 2020. Checks should be made payable to ACEC/M. Any entries received after the deadline will not be eligible.

ENTRY REQUIREMENTS
Your entry must include a project panel, electronic submittal, and remaining entry fee. Sample submittals are available at acecmi.org.

PROJECT PANEL
Panel text and photos should demonstrate the challenges, solutions, innovation, complexity and unique aspects of your project. If a high number of entries are received, the panel may serve as the sole representation of your project in a preliminary round of judging. All panels become the property of ACEC/M and are displayed at the gala and other ACEC/M events throughout the year to promote our local industry, professional consultants, and projects. The panel requirements include:

- 30" x 30", mounted on a rigid, lightweight board such as gatorboard or foamcore, not exceeding 1/4" thick with a protective finish applied. (This format is not accepted at the national level.)
- Project name and location, owner name and location, and entering firm’s name and location must be indicated on the front of the panel in a minimum of 32-point font size.
- ACEC/M logo (available for download from ACEC/M’s Awards Submittal Portal at https://eea.acec.org/michigan and acecmi.org) must be included on the front of the panel at 3.5" wide.
- Leave a 2” x 2” space in the upper right-hand corner that is free of text or images, but carries the panel’s background theme.
- Maximum of six high-quality photos and/or graphics may be used. These can be different from the images used in your entry, and a background photo is not considered one of the six photographs.
- Maximum 250 words.
- Minimum 32-point font size for text or descriptions.
- Minimum 28-point font size for captions and graphics.
ENTRY REQUIREMENTS (CONTINUED)

- **ELECTRONIC SUBMITTAL**
  Your electronic submittal must contain the following documents in the file formats indicated on page 5. Each document must be uploaded separately through ACEC/M’s Awards Submittal Portal at https://eea.acec.org/michigan. 
  **NOTE: OUR PREVIOUS REQUIREMENT FOR AN ELECTRONIC NOTEBOOK ON USB HAS BEEN ELIMINATED.**

- **OFFICIAL ENTRY FORM**
  Once the entrant has completed the application online, a pdf of the application can be downloaded and printed so it can be signed by all required parties. The signed application serves as the Official Entry Form and can then be uploaded as part of the electronic submittal. (Electronic signatures are accepted.)

- **CLIENT/OWNER LETTER**
  One-page letter, addressed to ACEC/M, and signed by the owner describing the relationship with the entrant in the development of the project and in meeting and exceeding owner needs.

- **PROJECT DESCRIPTION**
  Five page maximum, 8.5” x 11”, one-inch side margins (additional pages will be removed prior to the judging) addressing the criteria listed below. Project title, category, and firm name should be shown on each page. Entrants may use text (minimum 12 pt), photos, graphs, etc., but must follow the headings in this order:

  01 Role of the entrant’s firm in the project
  02 Role of other consultants participating in the project
  03 Brief description of the entrant’s contribution to the project addressing each of the following judging criteria:
     - Uniqueness and/or innovative application of new or existing techniques
     - Future value to the engineering or surveying profession and enhanced public awareness/enthusiasm of the role of the engineer or surveyor
     - Social, economic, and sustainable development considerations
     - Complexity
     - Successful fulfillment of owner/client needs
ENTRY REQUIREMENTS (CONTINUED)

- **PROJECT PHOTOGRAPHS OR GRAPHICS**
  Include a minimum of four and a maximum of six color photos or graphics, 300 dpi, sized to fit 8” x 12”. Photo 1 will be considered your best overall image and will be used in the awards brochure. Photos 1, 2, 3, and 4 will be used in the presentation at the gala.

- **PHOTO CAPTIONS**
  Caption in 500 characters or less (including spaces) for every photo or graphic submitted.

- **PROJECT PANEL**
  Your project panel in both jpg and pdf formats.

- **PRESENTATION SCRIPT**
  Project description in 100 words or less (excluding project title and firm name). Please do not include acroynms. **This will be read aloud at the gala.**

- **BROCHURE TEXT**
  Project description in 50 words or less (excluding project title and firm name) for inclusion in the awards brochure.

- **AWARD INFORMATION**
  Include the project name (consistent with the name used on the Official Entry Form, limited to 45 characters), owner name, and firm name(s) on different lines. **Two awards will be provided; one for the owner and one for the firm submitting. Additional awards may be purchased after the event.**
ENTRY REQUIREMENTS (CONTINUED)

FILE NAMES AND FORMATS
Files should be named as shown in the format requested.

- **Entry Form.pdf**
- **Owner Letter.pdf**
- **Project Description.pdf**

**Project photographs or graphics saved as .jpg files** Only one version of each image is needed:
300 dpi, sized to fit 8” x 12”, and numbered in the order you would like them to be used as shown below.
Photo 1 will be used in the awards brochure and should be your best photo. Captions must be uploaded separately with each file.

- Photo 1.jpg
- Photo 2.jpg
- Photo 3.jpg
- Photo 4.jpg
- Photo 5.jpg
- Photo 6.jpg

- **Project Panel.jpg** (RGB format, 10” x 10”, 300 dpi)
- **Project Panel.pdf** (High resolution)
- **Presentation Script.docx**
- **Brochure Text.docx**
- **Award Information.docx**

**Firm Logo.eps** (Transparent .eps files are preferred, but a .png or .jpg RGB format at least 4” wide, 300 dpi is acceptable)

ENTRY FEE
Checks for the remaining entry fee (less intent to enter deposit) should be made payable to ACEC/M and delivered with your physical project panel or mailed to 530 W. Ionia Street, Suite D, Lansing, MI 48933. Checks are preferred; however, if you need to pay by credit card, call the ACEC/M office at 517.332.2066.
JUDGING PROCESS

Judging is conducted by an independent panel of judges. There are separate judges for the engineering and surveying entries. Qualified judges are selected to ensure each category is professionally represented.

The awards given are:
- Eminent Conceptor (Eligible for national competition)
- Honorable Conceptor (Eligible for national competition)
- Merit
- Panel Design - Award for the panel that tells the story of the project in the most visually appealing way

RATING GUIDELINES

<table>
<thead>
<tr>
<th>Category</th>
<th>Engineering</th>
<th>Surveying</th>
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</thead>
<tbody>
<tr>
<td>Uniqueness and/or innovative application of new or existing techniques</td>
<td>20%</td>
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<tr>
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<tr>
<td>Successful fulfillment of owner’s needs</td>
<td>20%</td>
<td>20%</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100%</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
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WHO CAN ANSWER YOUR QUESTIONS?

Visit acecmi.org for information on frequently asked questions, judging prompts, and to view previous award-winning projects. For any questions that arise during the planning and preparation of your ESE award entry, please contact the ACEC/M office at 517.332.2066 or info@acecmi.org.

Any committee member is also available to answer questions or review your award package for completeness prior to submittal. Contact information for committee members is available on page 7.
COMMITTEE CONTACTS AND DROP-OFF LOCATIONS

AUBURN HILLS
Rob Sedlak - OHM Advisors
2365 Pontiac Road, Suite 201, Auburn Hills, MI 48326
248.751.3100 | robert.sedlak@ohm-advisors.com

BRIGHTON
Jamie Piercy - PCIA
1127 South Old US Hwy. 23, Brighton, MI 48114
810.224.5258 | jpiercy@pciaonline.com

DETROIT
Joel Vandall - WSP
500 Griswold Street, Suite 2600, Guardian Building, Detroit, MI 48226
313.202.1172 | joel.vandall@wsp.com

GRAND RAPIDS
Rhiannon Finkler - Fishbeck
1515 Arboretum Drive SE, Grand Rapids, MI 49546
616.464.3971 | rmfinkler@fishbeck.com

KALAMAZOO
Matthew Norko - Byce & Associates, Inc.
487 Portage Street, Kalamazoo, MI 49007
269.381.6170 | matt.norko@byce.com

LANSING
ACEC/M
530 W. Ionia, Suite D, Lansing, MI 48933
517.332.2066 | info@acecmi.org

MT. PLEASANT
Guy Stickler - ROWE Professional Services Company
127 S. Main Street, Mt. Pleasant, MI 48858
989.772.2138 | gstickler@rowepsc.com

TAYLOR
Wendy Sherrill - Wade Trim
25251 Northline Road, Taylor, MI 48180
734.947.9700 | wsherrill@wadetrim.com