



2011 VRCA AWARDS OF EXCELLENCE

TERMS AND CRITERIA

Entries will be accepted from members of the Vancouver Regional Construction Association and the submissions shall include information as required in the Terms and Criteria below.

For the categories of Electrical Contractor, Mechanical Contractor and Trade Contractor, members of the Electrical Contractors Association, Mechanical Contractors Association and COCTA who are contracted to a VRCA member company are also eligible.

The project (or contract entry) should be completed within the two calendar years leading up to April 29th of the year the entry is made.

A panel of judges appointed by the Board of Directors of VRCA will review the entries and visit the projects so that they are familiar with each entry. **The judges reserve the right to re-assign entries to the category they deem fit. The judges also reserve the right to re-assign the dollar amount of the categories.** The decisions of the judges are final.

The judges will select those entries they consider best represent the criteria and terms of the award and provide all applicants with the opportunity to make a presentation if a job-site visit is not possible.

Entrants must be prepared to provide more detailed information such as additional photographs or drawings or other backup information to the judges at the job-site visit or presentation.

In evaluating the level of excellence achieved by the entrant on the project submitted the judges will consider the merits of all entries in accordance with the following basic Terms and Criteria:

1. Sufficient information should be provided to the judges to evaluate the budget performance of the project.
2. Information must be provided to show the project schedule data and the actual performance relative to the agreed schedule.
3. Evidence must be presented to clearly indicate the level of quality achieved on the project.
4. Details must be given of special techniques, and features if any, applied in the performance of the project together with full information on any innovative procedures.
5. Information must be provided to explain any features of the project, which result in "added value" to the original materials called for in the specifications.

6. All photographs submitted become the property of VRCA for its use to promote the Awards of Excellence, VRCA and the construction industry generally at its sole discretion. **Photographs should be high resolution and jpg format.** Please send a disk or email the photo's to Christine.
7. If the project entry contains any feature which is, or could be protected by patent rights, the submission must be accompanied by written evidence to show that the necessary steps have been taken to secure the requisite legal protection since neither the sponsor of the award nor the Vancouver Regional Construction Association can assume any responsibility for "prior disclosure" in advance of a patent application.
8. As a General Contractor if you nominate an Electrical Contractor, Mechanical Contractor, Trade Contractor or Material Supplier **it is your responsibility to advise your nominees of the visit and/or presentation. If your nominee's not present they may not be considered for the award.**
9. Project Reviews will be conducted from May 17th to July 5th. VRCA will contact you to schedule a site visit. If you are unable to attend the site visit you will have the opportunity to participate in a presentation which will be held at the VRCA office in Vancouver.
10. Please provide a 200-word statement outlining the project and identifying why you consider your project "award worthy". **Please have your statements ready for when your site visit or presentation is scheduled, Christine will provide you with how many copies will be needed.**
11. Please return all completed entry forms by mail: Christine Clarke
c/o VRCA
3636 East 4th Ave
Vancouver, BC V5M 1M3
By Fax: 604 298 9472
Email: christine@vrca.bc.ca

Explanatory Note:

Construction Managers are permitted to submit entries provided that they are members of the General Contractors Division of VRCA and also provided that they have at least a superintendent or full-time construction manager on their payroll on the job site throughout the life of the project.