

# CMAA Project Achievement Awards – New England Chapter | 2017

## Nomination Instructions

### Eligibility and Categories

This competition is open to all Construction Management Association of America (CMAA) members, as well as non-members. To be eligible, projects, programs or program phases must be completed during the period starting April 1, 2016 and ending March 31, 2017.

Awards are bestowed in these categories:

#### Infrastructure Projects

(Includes highways, transit, airports, ports, public works, etc.) with

- Constructed value less than \$10 Million
- Constructed value less than \$50 Million
- Constructed value less than \$100 Million
- Constructed value greater than \$100 Million

#### Buildings Projects

(Includes education, health care, research, offices, commercial, residential, hospitality, federal, state, county, city, etc.) with

##### *New Construction*

- Constructed value less than \$10 Million
- Constructed value less than \$30 Million
- Constructed value less than \$50 Million
- Constructed value less than \$100 Million
- Constructed value greater than \$100 Million

##### *Renovation/Modernization*

- Constructed value less than \$20 Million
- Constructed value greater than \$20 Million

#### Program Management/Program Phase

##### *Infrastructure*

(Includes highway, transit, airports, ports, public works, etc.)

##### *Buildings*

(Includes education, health care, research, offices, commercial, residential, hospitality, federal, state, county, city, etc.)

#### Evaluation Criteria

The Awards Committee is composed of owners and professional construction managers. The Committee considers outcomes, overall management, safety, quality management, cost management, schedule management, complexity, innovation and creativity, and customer satisfaction as the basis for the award.

This evaluation is a competitive process. Be sure to present your entry in the most thorough and flattering light.

The judging process will take place in March. Notification will be made in early April to each submitting firm.

The 2017 Project Achievement Awards will be presented Wednesday, May 3, 2017 at the Omni Parker House, 60 School Street, Boston Massachusetts, 02108.

Following this presentation, all award winners will be recognized in the CMAA's New England Website and Newsletter.

### Submittal Instructions

Multiple entries from one firm are accepted. Entries may be submitted in more than one category and may be awarded in more than one category. Separate nomination packages must be submitted for each category of nomination if submitted in more than one category.

**All entries must be received by CMAA New England Chapter by Friday, March 10, 2017, 5:00 P.M. EST.**

E-Mail electronic file and mail an electronic format of nominations by this deadline to:

**Mr. Michael Bertoulin, PE, CCM**  
**WSP | Parsons Brinckerhoff**  
**75 Arlington Street**  
**Boston, MA 02216**  
**Bertoulin@pbworld.com**

There is no entry fee. All entries become the property of CMAA and will not be returned. The information and images submitted may be used for promotional purposes by CMAA.

Each entry nomination package must follow these guidelines:

- Only one copy of the entry nomination package should be sent
- PDF format electronic (USB Flash Drive or CD disc)
- 8-1/2 x 11-inch portrait page size
- Entry Form completed and inserted as the first page
- Minimum of 10-point font size
- One-inch margins
- Single- or double-spaced text
- Tabbed sections as indicated below

Make your narratives clear and concise, showing merits of your entry with respect to the criteria. Complete all questions as each criterion will be evaluated and missing information will have an adverse effect on your score. Indicated "N/A" if a question is not applicable. Be aware that if the text in a section is longer than the specified page limit, only the number of pages within the limit will be judged.

You are encouraged to supplement the entry with printed images and other supporting material such as press reports, awards information and recognition, and letters from clients. All supplemental materials must be contained within the nomination; however, any supplemental materials you submit are not included in the maximum page limited stipulated for each tabbed section. Images should be in color and either embedded into the text or included at the back of the appropriate tabbed section.

**See page 3 for Person of the Year Nomination Criteria**

**Tab 1: Team Information  
(1-page text maximum)**

Provide name, address, phone and email for each individual listed below.

- Owner/Client
- Construction Management Firm(s), Partners, Joint Venture
- Architect/Engineer
- Builder
- Design Builder
- Other Key Stakeholders

**Tab 2: Description  
(1-page text maximum)**

**Delivery Method:**

CM-at-Risk, Design-Build, Design-Bid-Build, CM multiple primes, other.

**Market:**

Health Care, Research, K-12, Higher Education, Justice, Commercial, Residential, Hospitality, Industrial, Federal, Civilian, DOD, City/County/State Government, Highway/Bridge, Transit, Public Works, Airport, Marine Port, Public Works, other.

**Final Construction Value: (in dollars)**

Was project/program completed within budget? If not, please explain.

**Schedule:**

Was project/program completed within schedule? If not, please explain.

**General Description:**

(Provide brief narrative on each topic below.)

- Scope of project/program
- Type of construction materials
- Building systems
- Means and methods

**Tab 3: Overall Management  
(2-page text maximum)**

**Overall Management Efforts:**

- Team roles and responsibilities
- CM responsibility
- Lines of communications
- Approach to conflict resolution
- Partnering
- Breakdown of CM staff, etc., during all phases contracted for, i.e., pre-design, design, etc.
- Did this project employ BIM, LEED or Lean Construction? If so, for what purpose(s) and with what results?

**Quality Management:**

Approach to quality control/quality assurance during all phases contracted for, i.e., pre-design, design, etc.

**Cost Management:**

- Approach to cost controls during all phases contracted for, i.e., pre-design, etc.
- Provide change order data and discussion.

**Schedule Management:**

Approach to quality control/quality assurance during all phases contracted for, i.e., pre-design, design, etc.

**Complexity:**

Describe unique characters of the project/program, including challenges, restraints, solutions to problems and achievements.

**Innovation and Creativity:**

Describe innovation and creativity, if any, employed by the CM on this project/program, including the use of new technology, unique means and methods, unique ways of resolving problems or conflicts, electronic/web-based management systems, etc.

**Customer Service:**

Identify any special or unique owner/client needs addressed by the CM firm for this project/program. Briefly summarize in what specific ways the nominated project/program is an example of the successful application of CM services, principles, and standards of practice in meeting the needs of the owner/client.

**Customer Satisfaction:**

Provide any letters received by the owner/client, A/E, users and other key stakeholders.

**Awards:**

Indicate and describe any awards the project/program has received from other industry or professional organizations.

**Nominations:**

If you are nominating a team member as the 2017 Person of the Year; provide a brief statement supporting the nomination(s).

**Tab 4: Outcomes  
(2-page text maximum)**

**Schedule:**

- Construction duration (calendar days)
- Construction start (date)
- Construction completion (planned date, actual date, +/- calendar days)
- Duration of design/pre-construction phase
- Discussion of schedule success, including changes in the original schedule (reasons for delays or acceleration)

**Cost:**

- Original construction budget (construction contract) (\$)
- Design development estimate (\$)
- Construction document estimate (\$)
- Initial construction contract amount (\$)
- Initial construction contract amount variance from original budget (+/- %)
- Change orders (\$ and %)
- Final construction contract amount (\$)
- Describe change order growth, addressing % owner's changes, % differing site conditions, and % errors and omissions.

**Claim Results:**

Identify claims, if any, and mitigation efforts and results.

**Safety Results:**

1. Project: Employee job hours worked
2. Incident Rate: Rate calculation of incidence rate of injuries and illnesses is computed from the following formula:
  - a.  $(\text{Number of injuries and illnesses} \times 200,000) / \text{Employee hours worked} = \text{Incidence rate}$
3. OSHA Recordables: accidents/illness beyond onsite first aid
4. OSHA Lost Time Accidents - one full day lost
5. Address any non-injury accidents/incidents/near misses.

**Questions?**

**Contact:**

**Paul Hemphill, CCM, AC, MCPPO**  
**City Point Partners**  
**11 Elkins Street #470**  
**Boston, MA 02127**  
**phemphill@citypointpartners.com**



# CMAA Person of the Year 2017

## New England Chapter

### 2016 Person of the Year



*Victoria Sheehan*  
*Commissioner, NH Department of Transportation*

### CMAA Person of the Year Nomination

General Information: The CMAA Person of the Year Award recognizes an industry leader who has made significant contributions in behalf of the construction management industry. This industry advocate must possess unparalleled leadership skills, be a highly qualified professional, and have an outstanding track record in delivering successful projects/programs.

Characteristics for consideration under the CMAA Person of the Year include;

- Must exemplify all the positive qualities we look for in a colleague, client and leader.
- Must be committed to the strong principles of leadership as outlined in the Model of CMAA's approach to construction management practice.
- Must show evidence of giving back to the industry through activities and actions such as active CMAA involvement; leadership in the industry, and advocate for CMAA.
- Must be a fair minded individual of strong and moral character.
- Must be a well rounded person who adds positively to our world.

Ideally, the CMAA Person of the Year is a successful strong leader in CMAA, our industry, and in the community; nomination is not limited to CMAA members.



