BUILD MICHIGAN AWARD

Tips for Submitting Your Entry

Description of Categories - Select only one:

Building Construction — Your completed project was a traditional building that may include office buildings, hospitals, schools, libraries, museums, multifamily housing and others. All project delivery systems apply.

Building Construction ($10 million or less) — Same as above, but total completed project cost was under $10 million.

Federal & Heavy—Your completed project was for the Corps of Engineers, NAVFAC, The Air Force, GSA; any type of marine construction or dredging projects for ports and inland waterways; flood control and prevention projects for the Natural Resources Conservation Service, Bureau of Reclamation and any industrial plant construction.

Construction Management—Your project was completed using the Construction Management project delivery system where your total percentage of volume of work performed with your own field personnel was under five percent.

Design-Build—Your project was completed using the Design-Build project delivery system.

Environmental—Your project included green building, wetland mitigation, ground water clean-up, reclaimed or remediated an environmentally contaminated site (e.g., brownfield, superfund, illegal dumping site, or abandoned mine).

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1. Begin the written part with one page summarizing WHY the project should receive a Build Michigan Award and the KEY POINTS THAT MAKE YOUR PROJECT UNIQUE. Include information on the actual construction process.

2. Build Michigan entries are judged by the seven criteria listed on the enclosed nomination form.

3. Complete all the information requested on the Entry and Project Profile Form. Note: Failure to complete these forms will result in automatic disqualification. Be certain that the completion date for your project is in the appropriate year. Projects submitted for 2023 awards must be completed between November 1, 2022 and November 1, 2023. Please contact Cathy Mayhew if you have any questions, (517) 908-8052.

4. Assemble all materials and load to a USB flash drive.

5. **Entries <u>must</u> include at least ten color photos** of the project in GIF or JPEG format at 300 dpi resolution.
   - Photos should highlight the actual construction process as well as the finished project.
   - Photos of special techniques/conditions that make the project outstanding are helpful.
   - Include new technology such as a webcam onsite or a project website.

6. Video footage of the construction progress is encouraged.

7. Back up and additional items (no more than 20 pages) need to be included in an Appendix with an index. These items include: project press coverage, additional photos, quotes and testimonials summarized, letters of commendation, programs from special events related to the project (groundbreakings, ribbon cuttings, etc.) or other related material. It should be placed in the order of impact and importance.

8. The judges look for **COMPLETE** information as outlined above, not for a sophisticated or "slick" presentation. You need not hire the services of professionals to compile your entry; your own staff will be the most familiar with the project.

9. Be certain that your entry meets the general requirements as outlined on the entry form. Entries must be received by November 9, 2023. Extensions are not allowed. Entries are not returned.

NOTE:

If your project is not selected as a final winner, you are encouraged to refer to it in your marketing promotions as a "Build Michigan Award Nominee" and be proud that it was considered in a competitive field of the "best of the best". Your project will also be featured in the spring issue of the Michigan Constructor magazine and area newspapers.