



# Engineering Excellence Awards

## ACEC Colorado 2025 Official Rules

*All Engineering Excellence Awards (EEA) submissions are considered ACEC Colorado award winners, regardless of which level of award received. A panel of judges review all submittals and evaluates them based on the judging categories, as described under “Rating Guidelines.” One copy of an award is presented for each entered project. Additional material and changes to the project board artwork will be necessary for projects advancing to the national competition.*

### IMPORTANT DATES

#### ACEC Colorado

- Nov. 1, 2022
- Sept. 15, 2024                      Substantial Construction/Completion of Project Work to be Entered (Colorado-specific dates)
- June 21, 2024                      Deadline to Receive Early Entry Intent-to-Enter Rate (available to members only)
- July 8, 2024                         Colorado Online Submittal Portal Opens for Required and Optional Entry Material
- July 26, 2024                        Deadline to Submit Intent-to-Enter Registration
- Aug. 9, 2024 (11:59 p.m.)       Colorado Online Submittal Portal Closes for Required & Optional Entry Material
- September 2024                    Video Interviews of Project Manager(s)/Principal(s)
- September 2024                    Judging (NOTE: judges to do not view videos as part of review)
- Nov. 8, 2024                         Project board delivery to Hyatt Regency Denver Tech Center
- Nov. 8, 2024                         **NOTE: ACEC Colorado is in the process of moving offices and cannot accept deliveries prior to this date.**  
ACEC Colorado EEA Awards Luncheon & Announcement of Winners

#### ACEC National

- Jan. 8, 2025                         Deadline to Submit to ACEC National Competition (if eligible from ACEC Colorado competition)
- February 21-23, 2025            ACEC National Judging
- May 20, 2025                        ACEC National EEA Dinner & Gala Awards Program (Washington, D.C.)

### ENTRY FEES & INTENT-TO-ENTER REGISTRATION

- ACEC Colorado-member Firm: Early Entry Discounted Rate: \$649 (June 6-21)
- ACEC Colorado Firm Rate: \$749 (June 22-July 26)
- Non-member Firm Rate: \$1,449

(Each entered project requires a separate entry fee and Intent-to-enter registration. Each entry fee is non-refundable and non-transferable, regardless of whether entry material is submitted for a project. Limit one discount per entry.)

### ELIGIBILITY

Any Colorado engineering or land surveying firm is eligible to enter the EEA program, regardless of whether the firm is an ACEC Colorado member. Projects entered in the ACEC Colorado competition may have been executed anywhere in the world; however, to be eligible, at least 50 percent of the project work must have been done by the entering firm’s Colorado office. Construction of projects entered in the competition must have been substantially completed and ready for use between Nov. 1, 2022, and Sept. 15, 2024. Noncompliance with the Colorado Official Rules may disqualify an entry. Project boards submitted to the ACEC Colorado competition will not be returned as they are displayed throughout the following year at the ACEC Colorado office. ACEC Colorado staff reserves the right to determine the eligibility for all entries. Entries must meet the judges’ rating guidelines found in the Official Rules.

## AWARD DESCRIPTIONS

- Outstanding Graphics Award offers recognition to the best project board graphics, based on the judges' recommendations.
- Merit Award recognizes projects for their extraordinary engineering solutions, based upon the award criteria.
- Honor Award recognizes projects with outstanding engineering solutions, based upon the award criteria.
- Excellence Award recognizes projects for innovative engineering solutions, based upon the award criteria, and recipients are eligible to advance to the ACEC National 2025 EEA competition.
- Grand Conceptor Award recognizes the Engineering Excellence Award winner with the highest score, and recipient is eligible to advance to the ACEC National 2025 EEA competition.

## JUDGING

Entries are judged for overall engineering excellence based on work performed by only the entering engineering firm and according to the rating guidelines listed. For the state competition, each project is judged and rated on its own merit, regardless of what the national category classification is for the project. Each year, a diverse panel of judges is convened and typically consists of leadership of allied industry organizations, public- and private-sector industry professionals, and educational and/or media personnel. Each of these distinguished judges evaluates entries using a standard rating process to determine Merit, Honor, Excellence and Grand Conceptor Award winners. The Colorado judging is based on (1) review of the project board and (2) review of all the content submitted. Judges also recommend the Outstanding Project Board. (Judges do not review project videos/interviews.) Overall results of the judging are not disclosed until EEA Awards Luncheon on Nov. 8, 2024, at Hyatt Regency Denver Tech Center. Individual project scores are confidential and will not be released following the announcement of the winners. Winners may contact ACEC Colorado to receive anonymous comments/feedback as provided by judges.

## RATING GUIDELINES

Each entry is evaluated using these weighted percentages, which are key elements of the required project description:

- Uniqueness and/or innovative applications of new or existing techniques
- Future value to the engineering profession and enhanced public awareness/enthusiasm of the role of engineering
- Social, economic, and sustainable development considerations
- Complexity
- Successful fulfillment of client/owner needs

### Rating Guideline Definitions

#### Uniqueness and/or Innovative Applications of New or Existing Techniques

- Does the entry demonstrate the use of a new science or a breakthrough in the general knowledge of engineering?
- Does the entry represent a unique application of new or existing technology, techniques, materials, or equipment?

#### Future Value to the Engineering Profession & Enhanced Public Awareness/Enthusiasm of the Role of Engineering:

- Will the entrant's contribution to the project redefine current engineering thinking?
- Does the entrant's project increase public awareness/enthusiasm about the role of engineering in their everyday lives?

#### Social, Economic & Sustainable Development Considerations

- Do the identified solutions produce secondary benefits of value to the community environment?
- Does the entrant's approach provide society with social, economic or sustainable development benefits?
- Does the entrant's contribution to the project improve the health, safety or welfare of the public or affected environment?

#### Complexity

- Did the entry successfully address very complex criteria or unique problems?
- Were extraordinary problems of site, location, hazardous conditions, project requirements, or similar elements present?
- Did the entry require the use of out-of-the-ordinary technology or ingenuity for achievement of the project's goals?

#### Successful Fulfillment of Client/Owner Needs

- Did the entrant successfully engage the client/owner in the overall project development process?
- Did the project provide an economical and cost-effective solution?
- How did the final cost relate to the original budget estimate?
- How closely did the entrant's solution meet the total goals of the client/owner?
- Did the entrant meet the client's time schedule?
- Have I included as many measurable results as possible to effectively convey the story of this project? (e.g. data points related to energy savings, number of people impacted by the project, etc.)

## DELIVERABLES

Once your firm decides to enter the ACEC Colorado EEA competition, you will (1) select your firm's project(s) to enter, (2) submit an online intent-to-enter registration with payment for each entry, (3) prepare the submittal material, and (4) upload the required any optional material to the online portal (after July 8). The following section describes in detail the main parts of your submission and requirements of each. *NOTE: please do not print boards until the week judging begins. ACEC Colorado needs time to review entries to ensure guidelines are followed and will reach out if corrections are needed between Aug. 19 - Sept. 6. Boards may only be delivered directly to the Nov. 8 EEA Awards Luncheon venue and will not be accepted for delivery before that time.*

### Print-version Project Board

Prepare your entry's project board with text, photos and graphics that demonstrate the challenges, solutions and unique innovations of the key project elements. The panel should be prepared using high-resolution images of your project, as well as your company logo, [the downloadable ACEC Colorado EEA composite logo](#) (NOTE: this is the only available and acceptable version of this logo for use. It is not part of the scoring factors.) The project board must include:

- Maximum of six photos and/or graphics per board (NOTE: Background graphic is not counted as a photo)
- Each image must be a minimum 35 sq. in. (e.g., minimum 7"x5") in size
- Text on board limited to 250 words (excludes captions, project title and location, and client and firm's names and locations)
- Minimum 32 pt. font size on text and descriptions | Minimum 28 pt. font size on captions and graphics with text

### Required Elements (min. 32 pt. font size):

- Title and location of the study or project
- Client's/owner's name(s) and location(s)
- Entering firm's name and location
- [Downloadable ACEC Colorado EEA composite logo](#) (NOTE: this is the only available and acceptable version of this logo for use. It is not part of the scoring factors; however, it may be printed over only a white or screened/transparent background.)

### Material (size: 30"x30" square)

- Mounted or printed artwork on 30"x30" white foam core
- Matte finish, laminated front

### Online Submittal Material

The following provides details of the text that is required to be submitted. The content order is the order that must be followed for your submission. (NOTE: no QR Codes or embedded links are permitted in any portion of the award submittal. Judges may not seek any additional information or conduct research; therefore, only the information submitted is used in the judging process.)

### Project Submission Form

Both the entering firm and client must sign the official entry form. Electronic signatures are permitted.

### Executive Summary (one page maximum)

Overview of project. Describe the problem and solution; project title and entry category must appear at the top of the page. *Specifications: 8.5"x11", 1" side margins; single-spaced text; 12 pt. minimum size font; PDF format. No photos are permitted in the summary.*

### Project Description (maximum of three pages)

Tell the story of the project. Address items a, b, c, and d as listed below; project title, entry category, and page number must appear at the top of each page. Entrants may use text, graphics (including icons and symbols) or charts as needed. No photographs are allowed. Specifications: 8.5"x11"; 1" side margins; single-spaced text; minimum 12 pt. font size. Text must include:

- a. Role of entrant's firm in the project
- b. Role of other consultants participating in the project
- c. Entrant's contribution to the project (i.e., address each of the five areas under "Rating Guideline Definitions" section)
- d. Total project budgeted cost, total project actual cost, entrant's portion of the budgeted cost, entrant's portion of the actual cost, and scheduled and actual dates of completion
- e. Closing summary of project in layman's terms about why this project is worthy of special recognition (minimum 100 words, maximum 500). Explain all factors that comprise the project's uniqueness and complexity, such as innovative engineering, challenges faced and overall social impact. (*NOTE: This summary will provide the basis for all publicity on the project.*)

Remember: do not leave unanswered questions for the judges (e.g., "Why did you go over budget?", "What happened to the waste stream that the project produced?") in your project description. Have I included as many measurable results as possible to effectively convey the story of this project? (e.g. data points related to energy savings, number of people impacted by the project, etc.)

### PDF-version Project Board

An 8½"x11" PDF, 300 dpi web-ready version of the *exact same* project board you will submit for hard copy submission.

### Photos, Captions & Graphics

Up to six (6) different photos or graphics (one image per file) with captions describing the subject matter. Each must adhere to these guidelines:

- JPG file at 300 dpi (1920x1080 pixels) in RGB with landscape orientation (max. 1.2 MB each)
- Three of the images must show the completed project and provide the highest level of visual impact for publicity.
- Three of the images must display the planning, startup and/or construction phases of the project Remember: Since the photographs will be projected on a large screen during the awards ceremony, it is very important to submit sharp, high-quality, high-resolution images.
- Photo release form that allows ACEC Colorado to use for electronic and print material. [Photo release](#) must be signed by firm and client. Include any credit that must be used (e.g., ©2023 Photography Company).

### ACEC NATIONAL COMPETITION & ADDITIONAL RESOURCE MATERIAL

- Details: <https://www.acec.org/awards-programs/engineering-excellence-awards/>
- The following additional resources, among others, are described in the ACEC National guidelines but are required only if your firm selects to submit a Colorado-award eligible project to the ACEC National EEA competition. You will not submit these for the Colorado competition.
  - List of Key Participants & Clients
  - Client Letter
  - Media List
  - Press Release
  - Supplemental Report
  - PowerPoint