

SELECTION CRITERIA FOR FTBA CONTRACTOR AWARDS

I. GENERAL

The Florida Transportation Builder's Association (FTBA) annually awards their member based Contractors for their outstanding work on specific projects. The Contractors are nominated for each specific construction category in each District. The nomination(s) are submitted by the District Construction Engineer, or their delegate to the State Construction Office for evaluation and selection of award recipients.

The FTBA Awards Committee hereinafter called "the Committee" will select the winners based on specific categories. The Committee is composed of employees with the knowledge of all construction categories from the State Construction Office, Florida Department of Transportation. Any employee related to a Contractor is not eligible to be a committee member.

II. PURPOSE

The FTBA annually recognizes commendable construction performance of individual contractor firms. These recognitions are intended to award contractors who have the responsibly executed outstanding road and bridge construction projects throughout the State of Florida.

III. AWARD CATEGORIES:

- Alternative Contracts
- Community Awareness
- Design Build
- Interchange
- Interstate
- Major Bridge
- Minor Bridge
- MOT
- Partnering
- Rural
- Special Significance
- Urban
- Utility Coordination/Damage Prevention
- LAP Projects

IV. CRITERIA FOR NOMINATION EVALUATION

The Committee members will only consider contractors eligible for nomination based on:

- Completed nomination form received by the first week of May.
- Project must be Final Accepted before or on June 30th of the nominating year.
- Application/form write-up: This category is very important and could have a significant impact upon nomination for an award.
- Contractor must be a member of the Florida Transportation Builder's Association.

The following criterion is taken into consideration when reviewing each application (some are not necessarily applicable for some of the categories):

- Contractor grade/rating
- Penalties/deficiencies/Smoothness
- Contract Time used on the project/How convenient?
- Complexity/Simplicity of the project
- Guarantees/Liquidated Savings/Liquidated Damages
- Work Zone Safety Issues
- New Technologies used on project/Innovations
- Beautification/Aesthetics
- Hiring/Educational Opportunities
- Size of project
- Accelerated Construction/Bonuses
- Rating Sheet attached to form
- Complaints/DRB (are they settled, etc.?)
- Who partnered early and how often?
- How did they go above and beyond contract to satisfy community awareness and/or benefitting the community?
- Environmental Issues/Environmental permits
- Distribution of information through the community (involvement of community with Contractor/CEI, etc.)
- True Partnering
- Cost savings to the Department
- VECP
- Incentive/Disincentive
- Historical value
- See Appendix I

NOTE: The Committee has the option of reclassifying a nomination to another Award Category, if they see fit to do so, however, the committee must get permission from the nominee and their approval prior to the reclassification.

V. ELIGIBILITY

Any District Construction Engineer or their delegate will be eligible to submit a nomination annually for a contractor that has completed work, in their district, for that fiscal year.

Note: The nominated project must be Final Accepted by June 30 or before, to be eligible.)

VI. INSTRUCTIONS FOR COMPLETING NOMINATION FORM

The nominator must ensure that the form is filled out entirely to facilitate the selection process. This includes the requirement of sending color pictures along with directions depicting the project for which category it was selected. It is recommended that ITS projects be nominated under the “Special Significance” category. Also keep in mind that there are “rural” and “urban” categories and should not include Interstate projects, for there is an “Interstate” category.

Again, it is important that the districts do their part in screening the nominations and submit only one nomination per category. ~~Limit your selection to one project per category, do not select one project in multiple categories~~ In making your project selection, if you chose multiple categories for that particular project, prioritize the categories in which order you choose it to be nominated.

VII. NOMINATION FORM

The State Construction Office will send out a notice to the DCE’s via e-mail in the first week of April. Completed nominations must be completed and submitted no later than the first week of May. No contractor will be considered for a nomination if the application is received after the above date.

The schedule is:

First week of May, Nomination Due to the State Construction Office (If not received by this date it will not be considered)

First week of June, the Committee will start the selection a Contractor for each category.

Typically in the month of August is the FTBA Awards Banquet.

APPENDIX I: FTBA AWARDS PROGRAM GENERAL GUIDELINES

1. All nominations must be submitted to the State Construction Office by the first week of May. (Must be received and completed to be considered).
2. The Committee will evaluate nominations, to determine if contractor members are eligible to participate in the award program based on eligibility and criteria for nomination evaluation.
3. The same Contractor may be nominated several times and in different categories and on different construction projects and in other districts.
4. The Committee will also consider equitable distribution and fairness when considering a nomination. For example on fairness: (If Contractor A and Contractor B are considered for a certain category, and the Committee has chosen Contractor A as a winner for another category, and both projects are about similar, in fairness, the Committee may consider Contractor B as a winner for this category).
5. The Committee has the option of reclassifying a nomination to another Award Category, if they deem it necessary, however the committee must get permission from the nominee and their approval prior to the reclassification. As an example the nominee may be submitted for a minor bridge category but the description of the project is strictly MOT, then the Committee will contact the DCE for concurrence to reclassify this nomination.
6. If the Committee decides that none of the nominees are qualified to win, in a certain category (this could be due to several observations; form write up, current information gathered by the Committee, or Final Acceptance date after June 30th, etc.), then the Committee will show **None Qualified** for that category.

FTBA PROJECT AWARD NOMINATION

Project No: _____ County: _____ Contractor: _____

Resident Engineer name: _____ DOT Residency: _____

Resident Engineer phone: _____

FDOT Project Engineer/Construction Project Manager _____

Name

Phone

Consultant: _____

Name

Phone

CCEI Senior Project Engineer: _____

Name

Phone

Original Amount	Present Amount	% Change in Cost	Original Time	Present Time	% Change in Time	Actual Time Used	Contractor Performance Grade

Project Description and Location:

Final Acceptance Date

Actual	Anticipated

Project Type (Select only if more than one category, prioritize the selection)

- | | | | | |
|---|---|--|---|--|
| <input type="checkbox"/> Urban - | <input type="checkbox"/> Minor Bridge - | <input type="checkbox"/> Interchange - | <input type="checkbox"/> Partnering - | <input type="checkbox"/> Special Significance - |
| <input type="checkbox"/> Rural - | <input type="checkbox"/> Interstate - | <input type="checkbox"/> Community - Awareness | <input type="checkbox"/> Alternative - Contacting | <input type="checkbox"/> Utility Coordination/ - Damage Prevention |
| <input type="checkbox"/> Major Bridge - | <input type="checkbox"/> Design-Build - | | <input type="checkbox"/> LAP Projects - | <input type="checkbox"/> MOT - |

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Was there a VECP on Project? Yes No If yes, please explain:

Please rate the following statements:

	Low	1	2	3	4	5	High
All parties involved in this project cooperated well with each other.		<input type="checkbox"/>					
Adequate on-site supervision was provided.		<input type="checkbox"/>					
The equipment was is good, working condition.		<input type="checkbox"/>					
Safety was an important consideration throughout all aspects of the job.		<input type="checkbox"/>					
The project was enjoyable.		<input type="checkbox"/>					
All parties conducted business in a professional manner.		<input type="checkbox"/>					
Project Problem Solving was handled in a quick manner.		<input type="checkbox"/>					
Project Problem Solving was handled in a fair manner.		<input type="checkbox"/>					
	Low	1	2	3	4	5	High

Level of Decision Making

- Contractor: Foreman Superintendent Area/Project Manager Higher Management
 FDOT: Project Engineer Resident Engineer DCE Higher Management

Damage Prevention Best Practices (Recommended by Common Ground Alliance)

Complete this section only if you selected "Utility Coordination/Damage Prevention" in the Project Type section above.

<i>One-call Facility Locate Request:</i> The excavator requested the location of underground facilities at each site by notifying SSOCOF a minimum of two full business days and no more than five full business days prior to excavating. <i>Locate Ticket Number (Please list all ticket numbers that apply to this job site):</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>White Lining:</i> The excavator designated the route and/or area to be excavated using white pre-marking prior to contacting SSOCOF as required by Chapter 556, F.S.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Pre-excavation meeting:</i> When practical, the excavator requested a meeting with the facility locator at the job site prior to the actual marking of the facility locations. Note: Such pre-job meetings are important for major or unusual excavations.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Documentation of marks:</i> The excavator took dated pictures, videos or sketches with distance from markings to fixed objects recorded to document the actual placement of the markings.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Contact names and number:</i> The excavator's designated competent person had access to contact name and numbers of all facility owners.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Facility Avoidance:</i> The excavator adhered to all applicable federal and state safety regulations	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Federal and State Regulations:</i> The excavator adhered to all applicable federal and state safety regulations.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Locate Request updates:</i> The excavator called Sunshine State One Call when the job extended beyond the 20 calendar days. Note: A locate request update is requested only when a project lasts longer than the 20 calendar days.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Marking Preservation:</i> The excavator protected and preserved the markings at the job site until they were no longer required for proper and safe excavation.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<i>Exposed facility protection:</i> Excavators supported and protected exposed underground facilities from damage as required by all applicable state and federal requirements.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Someone was present to observe the excavator's work.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	-

What types of utilities were encountered during the project (please check all that apply)?

Complete this section only if you selected "Utility Coordination/Damage Prevention" in the Project Type section above.

- Communications Gas Sewer
 Electric Reclaimed Water Water

Unusual features of project:

Innovative construction methods:

Quality of Materials (For example, percent of samples meeting specification, average composite pay factor for asphalt, straightedge deficiencies, etc.):

Additional Comments

Please attach 2-4 pictures of the project. Attach them to an 8 ½" x 11" sheet of paper.