



AUSTRALIAN  
CONSTRUCTION  
ACHIEVEMENT  
AWARD

2021  
ENTRY FORM

[ACAA.NET.AU](http://ACAA.NET.AU)

PROUDLY PRESENTED BY:



AUSTRALIAN  
CONSTRUCTORS  
ASSOCIATION



AUSTRALIAN  
CONSTRUCTION  
ACHIEVEMENT  
AWARD

# 2021 ENTRY APPLICATION FORM

## THE JUDGING PROCESS

The evaluation and judging of the Australian Construction Achievement Award (ACAA) will be a two stage process by an independent Judging Panel. Initial entries will involve completing an Entry Form and submitting a brief overview of the project (no more than 2,500 words) together with five (5) photographs. Entries will be reviewed strictly against the evaluation criteria listed below to determine the Finalists.

Entrants are advised that to assist the Judging Panel to gain appropriate insight into their project, and assess their initial entry documentation and then Finalist documentation, entrants should ensure that they incorporate an appropriate description of the technical aspects of the construction processes undertaken, in addition to any narrative about the project.

**Finalists will be required to prepare a detailed submission (no more than twenty (20) pages of text plus a maximum of ten (10) pages of photos) with supporting video material, at least ten (10) high resolution photos and a high resolution logo of the company. Finalists need to make their projects available for a site inspection by the Judging Panel in May 2021.**

**Subject to the evolving COVID-19 situation and in line with government advice about travel restrictions projects site inspection may have to be virtual.**

### THE JUDGING OF ENTRIES IS AS FOLLOWS:

- The final submissions will be evaluated by the Judging Panel
- Each entry shall be supported by sufficient data to enable an assessment of the merits of the project. If considered necessary to make a decision, the Judging Panel shall be entitled to request further information
- The selection of Finalists and the Award winner may be made or withheld at the discretion of the Judging Panel whose decision shall be final

**FOR MORE INFORMATION ON ANY MATTER CONCERNING THE ACAA, PLEASE CONTACT:**

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### PROUDLY PRESENTED BY



ENGINEERS  
AUSTRALIA



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**CATERPILLAR®**



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Construction  
and Engineering



## 2021 ACAA CRITERIA AND PROCESS

### EVALUATION CRITERIA

#### OVERVIEW

The merits of the project entered for the Award shall be assessed on the entrant's submission and presentation of the project through the Award Evaluation process. Entrants are asked to present a case in support of their project, responding to the following Award Evaluation criteria in the same order as listed below.

#### ENTRIES AS COMPONENTS OF LARGER PROJECTS

The Award recognises that in recent years there has been a proliferation of mega projects and these projects often take many years to develop and deliver. Potential entrants should understand that size or value of project are not criteria for the Award. The Award recognises that some larger projects are delivered by way of separable components and those separable components are or could be regarded as projects in their own right that would qualify for entry for the Award. Accordingly, entrants are encouraged to give consideration to the nomination of separable component parts of larger projects, on the same basis that smaller projects exemplifying excellence ought to be nominated. However, where entrants nominate component parts of a larger project they are reminded that they should ensure that the entry provides sufficient focus on the component the subject of the entry rather than the balance of the project. While important in contextual terms, an overall project may not be considered for the purposes of assessment of the component part for Award purposes.

#### OUTCOMES ACHIEVED AGAINST PLANNED TARGETS FOR KEY PROJECT PARAMETERS (40% WEIGHTING)

What did your project achieve? The entrant is expected to have met or exceeded expectations in all key result areas (KRAs) including (as a minimum):

- Workplace Health and Safety (how the project addressed "Zero Harm" including no fatalities or permanent injuries)
- Time
- Cost
- Quality
- Environment and Heritage
- Stakeholder satisfaction
- Innovative approaches to project issues and the use and development of new technologies

Keep this factual and quantitative. Add other KRAs where relevant.

#### COMPLEXITY, DIFFICULTY AND OPTIMISATION OF THE CONSTRUCTION TASK (30% WEIGHTING)

How was this project difficult or complex? The entrant is expected to address construction complexity and how these were overcome. Examples include:

- Logistics
- Interfaces
- Constraints
- Community
- Risk Management
- Sustainability and conservation applicable to the construction project including energy savings, carbon reduction and initiatives that may support whole of life quality outcomes

#### LEADERSHIP AND MANAGEMENT OF THE PROJECT DELIVERY (30% WEIGHTING)

Tell us how you managed to achieve your outstanding performance?

Team skills and collaboration between client, head contractor, subcontractors and a project's supply chain are increasing in importance as projects strive for excellence in achieving project outcomes. The entrant is expected to address these issues as part of the leadership and management of a project to ensure that they have delivered a project worthy of the Award. These aspects will include:

- Project team relationships
- Generating a legacy for the construction industry
- Entrant's contribution in the design process
- Workplace Health and Safety
- Planning and control of design and construction operations
- Industrial relations
- Training and development initiatives

Who was the leadership team, how did they lead in a special way, and how did the people respond to this leadership? In assessing the outcomes, the Judges will take into consideration the degree of difficulty of the construction task.



## PROCESS OF THE AWARD

- The Entrant (not being the client or principal) must have direct responsibility for the construction of the nominated project
- The project must be located within the jurisdiction of the Commonwealth of Australia
- The project must be a major construction project involving engineering and/or building activities
- The content of the project must be predominantly Australian
- The project must demonstrate that it will have been substantially completed in the **twelve (12) months prior to Friday March 6, 2021**
- More than one entry may be received from any one company but entries will not be accepted for a completed project as well as an integral part of the same project
- Submissions for which entry fees have not been paid will not be considered
- The nominated project shall be made available for inspection by the Judging Panel at a mutually convenient time in May 2021
- Where any rules or conditions associated with the Australian Construction Achievement Award are disputed or require clarification, the matter shall be referred to the chairperson of the Judging Panel. The decision by the chairperson shall be final
- The Australian Constructors Association (ACA) and Engineers Australia (EA) reserve the right to retain and publish photographs, videos and other multimedia materials and descriptions of the projects entered for the Australian Construction Achievement Award
- The ACA and Engineers Australia accept no responsibility or liability regarding any loss of patent rights, other commercial privileges, or any other thing, which constitutes loss or damage as a result of entry in the Australian Construction Achievement Award

## STAGE 1 ENTRY

### **STAGE 1 ENTRIES WILL BE RECEIVED UP TO 5PM, THURSDAY 28 JANUARY 2021.**

Entries should include the following:

- Five (5) high resolution photographs of the project
- Address all the evaluation criteria previously listed (not exceeding 2,500 words). Entrants are strongly encouraged to address the evaluation criteria in the order listed to maximise the competitiveness of their entry
- List the names and responsibilities of the project team such as (but not limited to) consulting engineers, architects, project and construction managers
- High resolution logo of the company and/or project including corporate branding guidelines
- Submit Entry online at [acaawardsplatform.com](http://acaawardsplatform.com)
- Sign Terms and Conditions in the online form
- Pay a non-refundable entry fee of \$1,100 (including GST)





## STAGE 2 SUBMISSION

Finalists for the Award will be announced at the ACAA Launch Event on Thursday 25 February 2021. The Finalists will then be required to prepare a final submission by 5pm, Thursday 15 April 2021.

### STAGE 2 SUBMISSIONS MUST INCLUDE THE FOLLOWING:

- Description of the scope of work of the project
- Details on the type of contract used for the project
- Details with supporting examples and evidence, addressing the evaluation criteria in the order stated above, the case in support of the project that warrants the winning of the Award
- Any relevant plans and graphical or photographic material
- Names and brief biographies of the Project Leadership Team
- Ten (10) high resolution photographs of the project
- Broadcast quality video footage. Supporting video footage and photography should illustrate the development of the project from concept to completion and may include diagrams, 3D renderings, construction time-lapse videos, progress construction stills and raw or edited video footage. The video must include the project manager, or other relevant person/s involved in the management of the project, speaking about key issues that the project addressed or encountered and how those issues were addressed or overcome. This video footage will be used at the Presentation Event to showcase the project.
- Pay a non-refundable fee of \$12,100 (including a Goods and Services Tax of 10%) with the final submission.

**NB: Finalists should take care to focus on the content quality of stage 2 presentations to enable the judging panel to give appropriate recognition to project quality and outcomes.**

### TO BE PROVIDED WITH THE SUBMISSION:

- 1 to 2-minute project description. This will be used at the Presentation Event to introduce your project and video. Please ensure that this does not repeat what is said in the video.
- A technical paper on the project for inclusion on the ACAA website

**Please note: The electronic submission is to be no more than twenty (20) pages of text single sided. A4 size with no appendices, twelve (12) point font plus a maximum of ten (10) pages of photographs**

**Please note: Ownership of the photos and footage is given to the ACAA for promotional use.**

**ONCE ANNOUNCED AS A FINALIST,  
THE FINAL SUBMISSIONS MUST  
BE RECEIVED NO LATER THAN 5PM,  
THURSDAY 15 APRIL 2021**

### PICTURED:

The winner of 2019 Australian Construction Achievement Award:  
Chith Export Facility – McConnell Dowell Constructors (Aust) Pty Ltd







## STAGE 2 SITE INSPECTIONS

Site Inspections of Finalists' projects will be an integral part of the evaluation process. It can be assumed that the Judging Panel will inspect the project on one occasion, for approximately four (4) hours during May 2021. Subject to the evolving COVID-19 situation, and in line with government advice about travel restrictions, projects site inspection may have to be virtual. Please note:

The Finalist shall make all on-site and other local arrangements for the site inspection of the project and make available supporting data.

- The Judging Panel will expect to see other data at the same time of the inspection and a single copy of such additional data shall suffice. This would normally include detailed plans and specifications, and possibly, contract documents.
- The Judging Panel will welcome the opportunity to view relevant videos or other audio-visual material during the course of its visit. The Finalist should mention in a covering letter if material of this kind is available, the arrangements made for viewing, and the approximate time needed.
- In addition to meeting the Project Leadership Team during the inspection, the Judging Panel will expect to meet with a senior client representative. The Finalist should make the necessary arrangements.

## PAYMENT DETAILS

**Stage 1 Entries** require payment of a non-refundable entry fee of \$1,100 (including a Goods and Services tax of 10%).

**Stage 2 Entries** require payment of a non-refundable fee of \$12,100 (including a Goods and Services Tax of 10%) with the final submission.

### PAYMENT CAN BE MADE BY THE FOLLOWING METHODS:

- Invoice for EFT payment (please request invoices 10 working days before payment is due)
- Credit card (a credit card surcharge of 1% for Visa and Mastercard and 1.5% for AMEX will apply)

### Submit online:

<https://acaa.awardsplatform.com/>



Copy of the Entry Form to assist entrants to prepare the online submission (<https://acaa.awardsplatform.com/>)

**Note: details will need to be typed in the online form. No paper form application will be accepted.**

## PROJECT DETAILS

\* Please provide all details/names which need to be listed on certificate, should you become a finalist

OFFICIAL PROJECT TITLE:

LOCATION OF PROJECT:

SUMMARY OF SCOPE OF WORK (MAXIMUM OF 50 WORDS):

CONTRACT VALUE:

CONTRACT TYPE:

CONTRACT PERIOD:

DATE OF SUBSTANTIAL COMPLETION:

PURPOSE OF PROJECT:

NAME OF THE ENTRANT:

ADDRESS:

POSTCODE:

CONTACT NAME:

POSITION TITLE:

TELEPHONE:

EMAIL:

DESCRIPTION:	DATA REQUIRED:	RESPONSE:
CONTRACT	CONTRACT TENDERED VALUE OR EQUIVALENT (E.G. TOC)	
	CONTRACT FINAL VALUE OR ACTUAL OUTTURN COST (AOC)	
	PRINCIPAL REASONS FOR VARIANCES	
	ANY UNRESOLVED DISPUTES? STATUS OF THOSE DISPUTES?	
CONTRACT PERIOD	COMMENCEMENT DATE	
	ORIGINAL COMPLETION DATE	
	ACTUAL COMPLETION DATE	
	PRINCIPAL REASONS FOR VARIANCES	
SAFETY	TOTAL HOURS WORKED	
	TOTAL RECORDABLE INCIDENT RATE	
	DETAILS OF ANY FATALITIES ON THE PROJECT	



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Note: details will need to be typed in the online form. No paper form application will be accepted.

## DETAILS OF ENTRANT

NAME & POSITION ( MANAGING DIRECTOR OR EQUIVALENT):

ADDRESS:

POSTCODE:

NAME OF ORGANISATION:

TITLE:

TELEPHONE:

EMAIL:

CONTACT FOR SUBMISSION:

NAME OF ORGANISATION:

ADDRESS:

POSTCODE:

CONTACT NAME:

TITLE:

TELEPHONE:

EMAIL:

CONTACT FOR LOGO APPROVAL:

NAME OF ORGANISATION:

ADDRESS:

POSTCODE:

CONTACT NAME:

TITLE:

TELEPHONE:

EMAIL:

CONTACT FOR PR INFORMATION:

NAME OF ORGANISATION:

ADDRESS:

POSTCODE:

CONTACT NAME:

TITLE:

TELEPHONE:

EMAIL:

CONTACT FOR VIDEO CONTENT:

NAME OF ORGANISATION:

ADDRESS:

POSTCODE:

CONTACT NAME:

TITLE:

TELEPHONE:

EMAIL:





Copy of the Entry Form to assist entrants to prepare the online submission (<https://acaa.awardsplatform.com/>)

Note: details will need to be typed in the online form. No paper form application will be accepted.

## ENTRY DECLARATION

- We are duly authorised to submit this entry on behalf of the Entrant named on this form and;
- Agree to abide by the rules and conditions governing the Australian Construction Achievement Award as set out in this document, including payment of final entry fees if selected as a finalist.
- Declare that substantial completion of the project will have been achieved by Friday 1 March 2019.

SIGNATURE:

COMPANY:

NAME:

POSITION (MANAGING DIRECTOR OR EQUIVALENT):

DATE: