



2019 SAIA Project Awards **CALL FOR ENTRIES**

Opens March 1, 2019

Deadline for Submission: June 14, 2019

The Scaffold & Access Industry Association (SAIA) Project Awards recognize member companies that have gone above and beyond on a project, either individually or collaboratively, by

- contributing to its overall success,
- raising the level of safety,
- demonstrating a new or innovative way to use an existing product, or
- delivering a new product to the field.

Members can submit projects for an award in eight different categories:

Aerial Work Platform (AWP)/Mobile Elevated Work Platform (MEWP) Project of the Year

Commercial Collaborative Project of the Year

Industrial Collaborative Project of the Year

Mast Driven Hoists and Platforms Project of the Year

Innovation Award

Suspended Access Project of the Year

Supported Scaffold Project of the Year

Shoring Project of the Year

Award recipients in each category will receive the following:

- Engraved award presented at the SAIA 2019 Annual Convention & Exposition in New Orleans
- Press release announcement to SAIA membership
- Feature article in *Scaffold & Access Magazine*
- Recognition on the SAIA website and social media
- Recognition at the 2020 World of Concrete show (SAIA booth) in Las Vegas and at the SAIA 2020 Committee Week in Kansas City
- Invitation to present their project at the SAIA 2020 Annual Convention & Exposition in Phoenix



2019 SAIA Project Awards Entry Form

Opens March 1, 2019

Deadline for Submission: June 14, 2019

PROJECT INFORMATION

Entry Category (see descriptions on back - please select only one category)

- A1 AWP Project of the Year
- C1 SAIA Commercial Collaborative Project of the Year
- C2 SAIA Industrial Collaborative Project of the Year
- H1 Mast Driven Hoists and Platforms Project of the Year
- I1 Innovation Award
- S1 Suspended Access Project of the Year
- S2 Supported Scaffold Project of the Year
- S3 Shoring Project of the Year

Project Name

Project Address

Project City/State/ZIP

Starting Date of Project

Completion Date of Project

Contact Name for Entry

Contact Phone

Contact Email

Individual Authorized to Submit Entry

Please Sign Your Name _____ Date _____

Please Print Your Name _____

If your project is chosen for the award, do you authorize SAIA to promote any or all parts of your completed project via print, digital, and/or social media (i.e., Facebook, Twitter)?

Yes

No

Please print or type all information **EXACTLY** as it should appear on the award.

Name of Contractor Firm

Name(s) of Collaborating Firm(s)

Mailing Address

City/State/ZIP

Website

CATEGORIES

A1 AWP Project of the Year

This award will be presented to the member company where AWP was utilized to:

- raise the overall level of safety on a project,
- contribute to the overall success of the project, or
- complete a dynamic installation in a new or innovative way.

C1 SAIA Commercial Collaborative Project of the Year

This award will be presented to a group of member companies that collaborated with one another on a single jobsite on a commercial project.

C2 SAIA Industrial Collaborative Project of the Year

This award will be presented to a group of member companies that collaborated with one another on a single jobsite on an industrial project.

H1 Mast Driven Hoists and Platforms Project of the Year

This award will be presented to the member company where mast driven hoists and platforms were utilized to:

- raise the overall level of safety on a project,
- contribute to the overall success of the project, or
- complete a dynamic installation in a new or innovative way.

I1 Innovation Award

This award will be presented to the member company that:

- demonstrated a new or innovative way to utilize an existing product on a project, or
- delivered a new product to the field.

Submissions should detail why the product is considered innovative over previous use and what improvements it offers over previous models.

S1 Suspended Access Project of the Year

This award will be presented to the member company where suspended access was utilized to:

- raise the overall level of safety on a project,
- contribute to the overall success of the project, or
- complete a dynamic installation in a new or innovative way.

S2 Supported Scaffold Project of the Year

This award will be presented to the member company where supported scaffolding was utilized to:

- raise the overall level of safety on a project,
- contribute to the overall success of the project, or
- complete a dynamic installation in a new or innovative way.

S3 Shoring Project of the Year

This award will be presented to the member company where shoring was utilized to:

- raise the overall level of safety on a project,
- contribute to the overall success of the project, or
- complete a dynamic installation in a new or innovative way.

SUBMISSION REQUIREMENTS

1. Only SAIA members in good standing are eligible to enter.
2. Projects must have been completed between January 1, 2018, and December 31, 2018. Previous project submissions will **NOT** be accepted.
3. Projects with a safety-related fatality and/or that have been fined for any safety-related violations are **NOT** eligible for submission.
4. Companies may submit more than one project; however, they must be individually submitted and cannot be combined into one entry.

If two or more companies collaborate on a project, only one company can make the submission, but all companies involved must be referenced in the portfolio (see the Scoring Matrix Section, Tab 2).

All project submissions are subject to review by SAIA headquarters. Each submission will require its own separate entry form, fee, and project portfolio.

5. All information presented in the project portfolio should be accurate, factual, and verifiable.
6. The fee for each project submitted is \$100 USD. Payment must be received at the time of submission, or it will **NOT** be eligible for consideration.

You may pay by check (made payable to SAIA) or charge (use the Credit Card Authorization Form included in this packet).

7. All entries must be received by 5 p.m. on **June 14, 2019**. No exceptions. Entries should be mailed to:

Scaffold & Access Industry Association (SAIA)
Attn: Denice Posey, Marketing Manager
400 Admiral Blvd.
Kansas City, MO 64106

8. Each submission must include:

- the official Project Awards Entry Form
- full payment
- (1) hard copy of completed project portfolio (see Portfolio Formatting Guidelines)
- flash drive with a high-resolution PDF of the completed project along with individual high-resolution (300 dpi) JPG or TIF files for each photo (see Scoring Matrix Section, Tab 4)
- Photo Release Form (included in this packet)

It is the responsibility of the applicant to print and assemble their own portfolio(s). Projects submitted that do not meet the criteria detailed in the Portfolio Formatting Guidelines section will **NOT** be accepted.

PORTFOLIO FORMATTING GUIDELINES

1. Only standard letter-size 8.5" x 11" paper will be accepted for your project portfolio submission. Any other size will deem your project ineligible for submission.
2. Only basic 3-ring binders can be used.
3. Your Project Portfolios must be legible and easy to read. Please use a minimum of 10 point type size for body text and 12 point type size for headers and subheaders.
4. Entries must be printed double-sided and **NOT** exceed a maximum of 25 pages, including any attachments or other supporting documentation. Full-page color photos can remain single-sided.
5. Your portfolio must include a cover page (do not use the entry form for this) with the following information: name and location (city, state) of the project; name and website of the contractor firm; and name, phone, and email of the individual submitting the entry form.
6. Your completed entry form should be in the left-hand pocket inside the binder.
7. Your first page will be the Table of Contents, which should follow the order listed in the Scoring Matrix section. Each section must be tabbed and start on a new page.
8. All photos must include captions to explain the context. Photos must be clear; blurry or bitmapped images will deem the portfolio ineligible for submission. More information on submission of photos is included under Tab 4 in the Scoring Matrix section.
9. Please proofread your portfolio for spelling, grammar, punctuation and any other typographical errors.

JUDGING CRITERIA & WINNER NOTIFICATION

Projects can earn a total of 100 points based on the Scoring Matrix outlined below. Each project portfolio must follow the tabbed section order. Required attachments and maximum page allowances per section are included in the matrix. A detailed list of required information and any specifications or clarifications for each tabbed section are provided following the matrix.

Award winners will be announced at the President's Gala & Awards Dinner on Wednesday night, September 25, 2019, as part of the SAIA Annual Convention & Exposition in New Orleans.

SCORING MATRIX

TAB	SECTION NAME	PAGE MAXIMUM	POINT VALUE
-	Overall Presentation	-	15
1	Company Information	1	5
2	Contracted Scope of Work	3	20
3	Project Narrative	4	40
4	Photos	10	10
5	References	2	5
6	Appendix	5	5

MAX PAGE COUNT: 25

MAX POINTS: 100

OVERALL PRESENTATION

The overall presentation of your project portfolio is worth 15 points. In order to score the maximum number of points, you must adhere to the Portfolio Formatting Guidelines. Overall page maximum is 25.

TAB 1 | COMPANY INFORMATION

This section is worth five points. In order to score the maximum number of points, please include all of the following information:

- Brief description of your company and what they do
- Historical information (i.e., founder, year established, etc.)
- Type of work performed, services provided, and/or products sold
- Target markets or niches

You may include any additional information you consider relevant to this section. Page maximum is 1.

TAB 2 | CONTRACTED SCOPE OF WORK

This section is worth 20 points. In order to score the maximum number of points, please include all of the following information:

- Type of project (scaffolding or access)
- Collaborating companies (if applicable)
- Detailed description of the scope of your work on this project
- Contract value, budget (over or under), line item expenses, etc.
- Duration of the project — start and end dates; any delays, challenges or obstacles encountered along with a brief explanation of how they impacted the project

You may include any additional information you consider relevant to this section. Page maximum is 3.

TAB 3 | PROJECT NARRATIVE

This section is worth 40 points. In order to score the maximum number of points, please include all of the following information:

- Written narrative indicating why the project is special and qualifies for an award; the focus should be on the construction of the project (erection, installation, modification)
- Project summary of 250 words or less that highlights any specific challenges, unique situations or extenuating circumstances that were encountered during work on this project; please include any proposed original and/or creative solutions that were used to overcome these obstacles (SAIA headquarters may be edit content for use in written or audio promotions featuring your project)
- Any innovative programs or methods relating to quality control, scheduling or productivity that positively impacted the project
- Any value analysis or engineering processes used for this project

You may include any additional information you consider relevant to this section. Page maximum is 4.

TAB 4 | PHOTOS

This section is worth 10 points. In order to score the maximum number of points, the guidelines below **MUST** be followed:

- Portfolio should include a minimum of 5, but no more than 10, photos (i.e., “in progress” photos for new construction and “before and after” photos for restoration or renovation projects - it is recommended to show photos relevant to the challenges and solutions highlighted in the Project Narrative tabbed section)
- All photos must be clear and sharp, high resolution (300 dpi), and with a minimum 3300 pixel width in JPG or TIF format only - blurry or bitmapped photos (i.e., low resolution downloaded from the Internet or copied over from another document) will not be accepted
- Still photos only - no videos
- Each photo should include a caption summarizing the nature of the photo **AND** list the company and project name - it is recommended that you size the photo so there is room below to include this information

In order for the SAIA to use any photos submitted in the portfolio for educational, informational, and/or promotional purposes, written authorization is required from all parties. A completed and signed Photo Release Form **MUST** be submitted with your project.

You may include any additional information relevant to this section. Page maximum is 10.

TAB 5 | REFERENCES

This section is worth five points. In order to score the maximum number of points, please include two letters of recommendation from third parties involved with the project, such as the owner and design team. You may submit more than two letters if you have them along with any customer testimonials relating to the project. Page maximum is 2.

TAB 6 | APPENDIX

This section is worth five points. In order to score the maximum number of points, please include any additional supporting material(s). Examples are:

- Diagrams or other graphics
- Copies of any print media coverage (newspaper/magazine/journal articles, press releases, etc.)
- Description or screen shots of any positive social media posts or coverage (Facebook, Twitter)

Page maximum is 5.



Credit Card Authorization Form

Please complete this authorization form and return to:

Scaffold and Access Industry Association
Attn: Denice Posey, Marketing Manager
400 Admiral Blvd.
Kansas City, MO 64106

OR

Fax to: 816.472.7765
Email to: denice@saiaonline.org

Contact Name

Company Name

Email for Receipt

Amount to Charge

Cardholder Name

Credit Card Type

VISA

MasterCard

American Express

Discover

Card No.

EXP

CID

Billing Address

Billing City

State

ZIP

Billing Phone

I authorize the Scaffold & Access Industry Association (SAIA) to charge the agreed upon amount listed above to my provided credit card herein. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder: Please print your name below. Sign and date where indicated.

Signature

Date

Print Name



Photo Release Form

I, _____ (*name*), _____ (*title*), am authorized on behalf of _____ (*company name*) to grant the Scaffold & Access Industry Association (SAIA) permission to use any and all photos from our 2019 SAIA Project Awards submission for educational, informational, and/or promotional purposes, including but not limited to web content (website, social media pages, etc.), email campaigns, e-newsletters, advertising in internal and external publications, brochures, posters, training manuals, and other marketing materials or media, both print and digital.

I understand that these photos become property of the SAIA upon submission of the project and may be edited, altered, copied, exhibited, distributed, printed, and/or published as deemed necessary for the above-stated purposes and waive the right to inspect the final product related to the use of these photos.

I further agree to obtaining signed authorizations from all necessary parties that allow *company name* to submit these photos as part of their 2019 SAIA Project Awards submission and that said parties consent to their use by the SAIA for the purposes as specified above.

By signing below, all parties agree to the terms stated for submission and use of any and all photos included in _____'s (*company name*) 2019 SAIA Project Awards entry.

Name of Member Company (please print) _____

Representative (please print) _____ **Title** _____

Signature _____ **Date** _____

Name of Client/Customer Company (please print) _____

Representative (please print) _____ **Title** _____

Signature _____ **Date** _____

Name of Original Copyright Owner, if applicable (please print) _____

Representative (please print) _____ **Title** _____

Signature _____ **Date** _____