

2024

ACEC-SK Awards of Distinction  
Guidelines



**Association of Consulting Engineering Companies - Saskatchewan**  
**2024 Awards Guidelines**

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## **Introduction**

The Awards Program was established in 2002 to:

- raise the profile of the consulting engineering industry in Saskatchewan; and
- provide a forum for recognition of the superior work done by ACEC-SK members.

Today, the program includes recognition for a wide scope of projects conducted by member firms, as well as recognition for distinguished individual leaders from within the industry.

The current awards through this program include:

- Lieutenant Governor of Saskatchewan Meritorious Achievement Award
- ACEC-SK Future Leader Award
- ACEC-SK Mentor Award
- ACEC-SK Community Initiative Award
- ACEC-SK Brian Eckel Awards (awarded by project, projects can be recognized as an award of Merit or an Award of Excellence. The top scoring project will receive the Pinnacle award)

Please note that while the Brian Eckel Awards submissions are received as entries into categories, these categories are not meant to exclude any worthwhile project from being submitted. The Judging Panel for the submissions does not consider categories when evaluating the submissions. Submitters should therefore focus primarily on submitting high quality submissions reflecting great projects of which they are proud, rather than being overly concerned about which category the project fits into.

ACEC-SK's mandate to elevate and promote the industry is met through highlighting of the awards and their recipients. ACEC-SK achieves this today through promotion as follows:

- publishing in industry professional and trade magazines;
- releasing local press notices;
- videos of award recipients posted on the ACEC-SK website;
- a digital traveling display; and
- focused effort to increase the attendance of key stakeholders at the Awards of Distinction event.

## ACEC-SK 2024 Awards Submission Dates

Submission Dates	Lieutenant Governor of Saskatchewan Meritorious Achievement Award	ACEC-SK Future Leader Award	ACEC-SK Mentor Award	ACEC-SK Community Initiative Award	ACEC-SK Brian Eckel Award (Projects)
<b>Notice of Intent to Nominate or Submit</b>	April 26	April 26	April 26	April 26	April 26
<b>Nominations or Submissions Deadline</b>	May 31	May 31	May 31	May 31	June 14
<b>ACEC-SK Reviews Nominations and Selects Recipient(s)</b>	Summer 2024	Summer 2024	Summer 2024	Summer 2024	Summer 2024
<b>Confidential Notification to Recipients</b>	Summer 2024	Summer 2024	Summer 2024	Summer 2024	Early October
<b>Presentation to Recipients</b>	Awards of Distinction Event November 19, 2024 TCU Place in Saskatoon				

## **Lieutenant Governor of Saskatchewan Meritorious Achievement Award**

### **Purpose**

The purpose of the Lieutenant Governor of Saskatchewan Meritorious Achievement Award is to recognize a distinguished member of the consulting engineering/geoscience industry. Consideration will be given to the individual's contributions to business, society, and the Association of Consulting Engineering Companies - Saskatchewan.

### **Eligibility**

1. A Saskatchewan resident who demonstrates outstanding achievements and contributions to the consulting engineering and/or geoscience industry in Saskatchewan, whether technical or managerial in nature.
2. Candidate should be from an ACEC-SK Member Firm or recently retired from an ACEC-SK Member Firm.

### **Nomination Procedures**

1. Nominations will be received from member firms
2. There is no limit to the number of nominations that may be submitted from any one firm.
3. All nominations shall stand for a three (3) year period from the date first submitted.

### **Submission Requirements**

1. Summary Document:  
The nomination package must include a summary document that references supporting documents that make the argument as to why the candidate is worthy of selection.
2. Supporting documents may include:
  - a. Candidate's CV (or equivalent)
  - b. Documentation demonstrating candidate's accomplishments in their profession, community and industry/business, that highlight and will be evaluated as follows:
    - candidate's leadership
    - public profile
    - specific achievements
    - volunteer initiatives (e.g. learned societies, industry/business associations, etc.)
    - Other endorsements, if available (e.g. media reports, press releases, citations etc.)

**Please note that the quality of the submission provide will be a factor in evaluation.**

### **Other**

ACEC-SK will create a video presentation for the Awards Ceremony and post event promotions. A copy of the video will be provided to the recipient and to the recipient's Member Firm following the Awards Ceremony. Additional copies are **available for an additional fee.**

**Lieutenant Governor of Saskatchewan Meritorious Achievement Award**  
2024 INTENT TO NOMINATE

**Nominee's Full Name:** \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

Number of Years Experience in the Industry: \_\_\_\_\_

The Nominee: \_\_\_\_\_ does know that they are nominated for this award  
\_\_\_\_\_ does not know that they are nominated for this award  
(please check one)

**Nominator:**

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Refer to Official Nomination Form (on the next page) and ensure all required documentation accompanies the Official Nomination by the due date.

**Complete and return this Intent to Nominate form by April 26, 2024 to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

## Lieutenant Governor of Saskatchewan Meritorious Achievement Award 2024 OFFICIAL NOMINATION FORM

Nominee's Full Name: \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

Number of Years Experience in the Industry: \_\_\_\_\_

The Nominee (check one):  does know that they are nominated for this award  
 does not know that they are nominated for this award

Nominator: \_\_\_\_\_

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Submission Requirements

- Essay highlighting the way in which the nominee reflects qualities worthy of recognition for this most prestigious award (this should include listing memberships, professional and community involvement, and notable career achievements)
  - Maximum of 4 pages.
  - Include the name, title, company, telephone #, e-mail address of the individual providing the documentation.
- Testimonials/letters of support from other colleagues supporting the nomination.
  - Minimum of 2 to a maximum of 5.
  - Include the name, title, company, telephone #, e-mail address of the individual providing the documentation.
- CV (not to exceed 6 pages) that identifies the accomplishments of the candidate in the areas evaluated for this award, including: leadership; profile; achievements; and volunteering.
- Completed Nomination Form.
- A current electronic colour head and shoulders photo (size 4"x6" jpg format, 300-600 dpi).

Please note that the quality of the submission provide will be a factor in evaluation.

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**Return this completed form and all supporting documentation by May 31, 2024, to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

or mail to

**2024 ACEC-SK Awards**  
418A McDonald Street, Regina SK S4N 6E1



## **ACEC-SK Mentor Award**

### **Purpose**

The purpose of the Mentor Award is to recognize the sustained and inspirational mentorship efforts of those who are employed by an ACEC-SK Member firm.

### **Nomination Criteria**

- Nominee must be employed by, or retired from, an ACEC-SK Member Firm at the time of their nomination.
- The nominee must be recognized as having contributed to the betterment of the industry.
- The nominee must demonstrate active participation and leadership in mentoring (intellectual growth, career development, professional guidance, advocacy).
- Prior recipients are ineligible for future mentor awards.
- There is no limit to the number of nominations that may be submitted from any one firm.
- All nominations shall stand for a three (3) year period from the date first submitted.

### **Submission Requirements**

- Essay highlighting the way in which the nominee reflects the qualities of a mentor (i.e. contributes to intellectual growth, career development, professional guidance, advocacy).
  - Maximum of 2 pages.
  - Include the name, title, company, telephone #, e-mail address of the individual providing the documentation.
- Testimonials/letters of support from other colleagues (e.g. mentees) supporting the nomination.
  - Minimum of 2 to a maximum of 5.
  - Include the name, title, company, telephone #, e-mail address of the individual providing the documentation.
- CV (not to exceed 6 pages) that identifies the accomplishments of the candidate in the areas of mentoring.
- Completed Nomination Form.
- A current electronic colour head and shoulders photo (size 4"x6" jpg format, 300-600 dpi).

### **Selection Criteria**

The candidates will be evaluated on the degree of influence and level of expertise shared with colleagues within the industry, using the following categories as a guide:

- Intellectual growth;
- Career development; and
- Professional guidance.

**Please note that the quality of the submission provide will be a factor in evaluation.**

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**Other**

ACEC-SK will create a video presentation for the Awards Ceremony and post event promotions. A copy of the video will be provided to the recipient and to the recipient's Member Firm following the Awards Ceremony. Additional copies are **available for an additional fee.**

**ACEC-SK Mentor Award**  
2024 INTENT TO NOMINATE

**Nominee's Full Name:** \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

Number of Years Experience in the Industry: \_\_\_\_\_

The Nominee: \_\_\_\_\_ does know that they are nominated for this award  
\_\_\_\_\_ does not know that they are nominated for this award  
(please check one)

\_\_\_\_\_

**Nominator:**

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Refer to Official Nomination Form (on the next page) and ensure all required documentation accompanies the Official Nomination by the due date.

**Complete and return this Intent to Nominate form by April 26, 2024 to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

**ACEC-SK Mentor Award**  
2024 OFFICIAL NOMINATION FORM

**Nominee's Full Name:** \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

Number of Years Experience in the Industry: \_\_\_\_\_

The Nominee(check one)  does know that They are nominated for this award  
 does not know that they are nominated for this award

**Nominator:** \_\_\_\_\_

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supporting documentation could include: essay, testimonials/letter of support, references, CV or biography, photo.

**Return this completed form and all supporting documentation by May 31, 2024 to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

or mail to

**2024 ACEC-SK Awards**  
418A McDonald Street, Regina SK S4N 6E1

**Please note that the quality of the submission provide will be a factor in evaluation.**

## **ACEC-SK Future Leaders Award**

### **Purpose**

The purpose of the Future Leaders Award is to recognize the achievements of a future leader who demonstrates excellence in:

1. their field of expertise;
2. the business of consulting engineering/geoscience;
3. dedication to his/her consulting engineering/geoscience association and community; and
4. increasing awareness of the value of young professionals in the Saskatchewan consulting engineering/geoscience industry.

### **Eligibility**

The nominees must meet the following requirements:

- active in the consulting industry for not more than 10 years
- employed at an ACEC-SK Member Firm at the time of their nomination
- in good standing with their professional association, contributes to the betterment and visibility of ACEC-SK
- demonstrates active participation and leadership in their community

Eligible candidates may be engineering/geoscience professionals or technologists.

### **Nomination Procedures**

- Nominations will be received from member firms
- There is no limit to the number of nominations that may be submitted from any one firm.
- All nominations shall stand for a three (3) year period from the date first submitted.

### **Submission Requirements**

Submissions should include:

1. biography (not to exceed 4 pages) that identifies the accomplishments of the candidate in the areas of industry/ business, profession, community, involvement with ACEC-SK, and involvement in the industry.
2. completed Nomination Form with a current electronic head and shoulders photo attached (size 4"x6" jpg, 300-600 dpi)

### **Selection Criteria**

The candidates will be evaluated in the following areas:

#### **Profession**

- How does the candidate show commitment to excellence in his/her professional work?

#### **Consulting Industry**

- Does the candidate possess good project management skills and complete work to the satisfaction of clients under approved scope, budget and schedule?
- Is the candidate involved in committees and/or leadership within ACEC-SK?

#### **Community Involvement**

- Does the candidate perform any community services such as volunteering?
- Provide examples of community services (professional and non-professional)

**Please note that the quality of the submission provide will be a factor in evaluation.**

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**Other**

ACEC-SK will create a video presentation for the Awards Ceremony and post event promotions. A copy of the video will be provided to the recipient and to the recipient's Member Firm following the Awards Ceremony. Additional copies are **available for an additional fee.**

**ACEC-SK Future Leaders Award**  
2024 INTENT TO NOMINATE

Nominee's Full Name: \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

Nominee's Relationship to Nominator: \_\_\_\_\_

Number of years known by Nominator: \_\_\_\_\_

Number of Years Experience in the Industry: \_\_\_\_\_

The Nominee: \_\_\_ does know that they are nominated for this award  
\_\_\_ does not know that they are nominated for this award  
(please check one)

**Nominator:**

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E- mail: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Refer to **Official Nomination Form** (on the next page) and ensure all required documentation accompanies the Official Nomination by the due date.

**Complete and return this Intent to Nominate form by April 26, 2024, to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

**ACEC-SK Future Leaders Award**  
**2024 OFFICIAL NOMINATION FORM**

Nominee's Full Name: \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

Nominee's Relationship to Nominator: \_\_\_\_\_

Number of years known by Nominator: \_\_\_\_\_

Number of Years Experience in the Industry: \_\_\_\_\_

The Nominee: \_\_\_ does know that they are nominated for this award  
\_\_\_ does not know that they are nominated for this award  
(please check one)

**Nominator:** \_\_\_\_\_

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Attachments:**

The appropriate requested documentation, references and photo are required no later than **May 31, 2024**. s.  
Please include written references with the submission.

**References:** *(At least one reference must be from another firm or client organization)*

- |                  |              |
|------------------|--------------|
| 1. Name: _____   | Title: _____ |
| Telephone: _____ | Email: _____ |
| 2. Name: _____   | Title: _____ |
| Telephone: _____ | Email: _____ |

**Return this completed form and all supporting documentation by May 31, 2024, to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

or mail to:

**2024 ACEC-SK Awards**

418A McDonald Street, Regina SK S4N 6E1

**Please note that the quality of the submission provide will be a factor in evaluation.**



## ACEC-SK Community Initiatives Award

This Award is NOT a Brian Eckel Project Category

### Purpose

The purpose of the Community Initiatives Award is to recognize the good philanthropic work being done in communities by Saskatchewan consulting engineering firms. This award is presented for a company's role in donating their time for the benefit of a community or group in Saskatchewan or elsewhere. **Volunteer time cannot be part of a commissioned project.**

### Eligibility

The selection criteria below are purposefully broad to not limit appropriate opportunities. ACEC-SK recognizes a company's role in: alleviating suffering, promoting social awareness, providing education, and providing work.

Eligibility Criteria Include:

- Open to ACEC-SK Member Firms only; nominee is a company, not an individual.
- Community initiatives must be ongoing or have been substantially completed **within the last five years**. The determination of 'substantially complete' will be at discretion of the submitter.
- All nominations shall stand for a three (3) year period from the date first submitted.
- Submissions involving non-ACEC-SK members are acceptable only if ACEC-SK members completed more than 50% of the community initiative.
- Volunteer time cannot be part of a commissioned project.
- Nomination should not include any contribution to a commissioned project, whether in or out of scope, where the organization benefiting from volunteer activities is compensating the engineering firm for its services.
- Nomination is to identify what, if any, of the volunteer work was performed for a client organization (active or non-active). Note: An active client organization is defined by current contractual obligations for fee and non-active client organization indicates the firm has previously completed contractual obligations for fee.
- Nomination submitted should not have been undertaken for marketing purposes.

### Submission Requirements

1. Essay:

Please provide an essay of no more than 4 pages that outlines the company's role in the community initiative, identifying:

- which community/group has benefited
- how the relationship with the community/group began/continues
- what the goal of the community initiative was
- who in the organization contributed to the initiative and how
- what the outcome of the community initiative was
- what the benefit to the community/group was
- what the benefit of the nominee (company) was
- how many hours and dollars were committed to this initiative

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2. Poster

Poster Instructions: The poster must tell the story of the community initiative. Someone unfamiliar with the initiative should be able to understand the essentials through text, graphics, and photos. The title of the submission should clearly describe the community initiative. Only the pdf version of the poster should be submitted with official nomination.

Poster Dimensions for printing – only the winning submission is required to print poster

- Size: 27 inches wide x 30 inches high in vertical (portrait) format.
- Paper: Satin premium coated paper designed for a large format printer
- Finish: Matte laminate on both sides to protect the poster and accommodate Velcro strips to hang the poster on the Road Show Display

3. Maximum 10 supporting photos that tell the story (jpg or png format)

**Please note that the quality of the submission provide will be a factor in evaluation.**

**Other**

ACEC-SK will create a video presentation for the Awards Ceremony and post event promotions. A copy of the video will be provided to the recipient following the Awards Ceremony. Additional copies are **available for an additional fee.**

**ACEC-SK Community Initiatives Award**  
2024 INTENT TO NOMINATE

Name of Community Initiative: \_\_\_\_\_

Nominee's Full (Company) Name: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Refer to **Official Nomination Form** (on the next page) and the submissions requirements to ensure all required documentation accompanies the Official Nomination by the due date.

**Complete and return this Intent to Nominate form by April 26, 2024, to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

**ACEC-SK Community Initiatives Award**  
2024 OFFICIAL NOMINATION FORM

Name of Community Initiative: \_\_\_\_\_

Nominee's Full (Company) Name: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return this completed form and all supporting documentation by May 31, 2024, to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

or mail to:

**2024 ACEC-SK Awards**  
418A McDonald Street, Regina SK S4N 6E1

**Please note that the quality of the submission provide will be a factor in evaluation.**

## ACEC-SK Brian Eckel Awards

### Categories for Submission

The Brian Eckel project awards are intended to recognize exceptional projects completed by ACEC-SK member firms. While categories are provided below to be illustrative of the types of projects ACEC-SK member firms typically submit. However, if a member firm has an exceptional project that does not appear to fit within the categories below, the project should still be submitted. Projects are considered based on the strength of the submission and the exceptional nature of the project, not based on the categories.

### Small Firm/Project

- Project must have:
  - a maximum construction value of \$5M and/or
  - been completed by an ACEC-SK member firm with an N of 24 or fewer
- Project can be submitted from any area of practice/discipline

### Buildings

- includes all engineering related to buildings such as electrical, mechanical, structural; engineering and geoscience related to foundations and related systems engineering, including systems to control heating, lighting, and energy management, communications, seismic, life safety, geotechnical and all other services done for the construction of buildings and facilities.
- This project may be submitted as a single-discipline project or as a multi-discipline project to encourage recognition of innovative, impactful elements of a single discipline on the entire project.

### Environmental

- includes all engineering related to contamination site clean-ups, solid-hazardous waste handling and treatment, environmental assessment, and other special projects.

### Municipal Infrastructure & Water Resources

- includes all engineering related to water supply, wastewater, drainage, solid waste; municipal and systems engineering related to municipal infrastructure (but **excludes** transportation related projects); urban land engineering and related services provided during the planning and development of residential, commercial, recreational, major community parks, and revitalization development projects, irrigation and drainage.

### Natural Resources and Energy Production

- includes all engineering related to mining, metallurgy, petrochemical, geoscience, agriculture, forestry, fisheries, power and transmission, industrial and related systems.

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**Studies and Soft Engineering**

- includes all engineering for non-construction projects such as training projects, computer software, research and development, geomatic, pilot projects, development of emerging technologies (which includes new technology or new applications of existing technologies), studies and reports.

**Transportation**

- includes all engineering related to transportation projects including roads, rail, bridges, airports, transit systems, ports and marine engineering.

**Project Management**

- includes all projects that demonstrate consulting engineering firm's particular skills in managing and coordinating services on a client's project.

**Geotechnical Engineering and Geohazards**

- includes all engineering related to foundations, dykes and dams, slope stability, earthworks and excavations, seepage and drainage, tunnels and ground improvements.

**BRIAN ECKEL PINNACLE AWARD**

The Brian Eckel Pinnacle Award will be selected based on the highest scoring project submission. The Panel of Judges will award the Pinnacle Award to the project that receives the most number of points across all project categories. **Note: no separate project submission form is necessary to be considered for the Pinnacle Award.**

## ACEC-SK Brian Eckel Awards

### Rules of Entry

- Open to ACEC-SK Member Firms only
- **Entries must be approved by the owner/client of the project prior to project submission**
- An entry must be of engineering/geoscience work done predominantly in Saskatchewan by Saskatchewan-based engineers/geoscientists **with the engineer of record located in Saskatchewan.**
- Projects must have been substantially completed in the previous five year. The determination of 'substantially complete' is at the discretion of the submitter.
- Member firm may indicate the categories under which they are submitting the project.
- Submissions involving non-ACEC-SK members are acceptable only if ACEC-SK members did more than 50% of the engineering or geoscience work.
- Entries shall conform to the "Competition Submissions – The Specifications" in this Guide
- A non-refundable fee of \$750 (plus GST) will be charged for each entry upon receipt of the Intent to Submit or Official Entry form. ACEC-SK will invoice the Member Firm.

### Other Notes

- Award(s) of Excellence in any category may be given at the discretion of the Judges.
- Award(s) of Merit in any category may be given at the discretion of the Judges.
- There will not necessarily be an Award given in each category.
- All judging results are confidential until the Awards presentation.
- Nominees are strongly encouraged to submit their entries to the National Canadian Consulting Engineering Awards.
- ACEC-SK reserves the right, at the discretion of the judges and with the Member Firm's approval, to nominate up to three recipients of an Award of Excellence to the Canadian Consulting Engineering Awards.
- Judges reserve the right to disqualify any entry.
- ACEC-SK may create a short video summarizing the merits of each project submission selected for an award. A copy will be provided to the submitting company following the Awards Ceremony. Additional copies will be made available for an additional fee.
- ACEC-SK retains the right to use all promotional materials, including but not limited to the videos, posters and photos, to elevate the profile of the Saskatchewan consulting engineering/geoscience industry.
- **All Brian Eckel Award project submitters are entitled to a debriefing after the Event. Contact the ACEC-SK office at 306.359.3338 or [events@acec-sk.ca](mailto:events@acec-sk.ca) to schedule.**

### SUBMISSION TIPS:

- Proponents should ensure that submissions are of high professional quality with care and attention provided to correct spelling, proper punctuation and grammar, and appropriate formatting.
- Proponents shall address all five (5) judging criteria components clearly and concisely in their submissions.
- Note that judges may only adjudicate submissions based on material provided by the proponents.

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**ACEC-SK Brian Eckel Awards**

**Competition Submissions**

**The Specifications**

Each submission shall consist of two separate items: an Exhibition Poster and a coil bound project presentation folder. It is important that you adhere to the specifications as indicated below.

**Exhibition Poster**

The engineering/geoscience component of the project submitted must be clearly identified on the panel. Someone unfamiliar with the project should be able to understand the essential nature of the project through text, graphics, and photos. The title of the project should be clear to non-engineers/geoscientists.

**Poster Dimensions** (must be adhered to as outlined below)

Size: 27 inches wide x 30 inches high in vertical (portrait) format.

Paper: Satin premium coated paper designed for a large format printer.

Finish: Matte laminate on both sides to protect the poster and accommodate Velcro strips to hang the poster on the Road Show Display.

**Presentation Folder Specifications**

Each submission shall include **5 coil bound** project presentation folders with no more than 10 single sided pages of 8.5" x 11" (**12pt font**) size as follows:

**a) Title Page**

A Project Title / Data Page (Official Entry Form) signed by the Authorized representative giving ACEC-SK permission to use the project submission materials, including the poster and photos for promotional purposes including, but not limited to, the Road Show, video production, website promotion, annual report etc.)

**b) Tab I**

i) **Owner's Letter** – A one page letter from the owner of the project giving permission to enter the project into the competition and certifying the design and construction (or the assignment) was completed within the specified time frame of the competition period.

ii) **Prime/Main Consultant's Letter** – A one page letter from the prime consultant, giving permission to enter the project into the competition and verifying the role played by the submitting firm (not required if either the owner or the submitting firm is the prime/main consultant).

iii) **Executive Summary** – One page summary of the project specifying the role of the submitter(s) in the project; what was expected; and what was achieved. Please note that the Executive Summary is used for promotional purposes (i.e. video production, project descriptions).



## ACEC-SK Brian Eckel Awards

### Competition Submissions (continued)

#### c) Tab II

A maximum of six (6) pages (8 x11 inch), covering:

- i) Project objectives, solutions and achievements
- ii) Technical excellence and innovation
- iii) Environmental, economic, and social sustainability and aesthetic aspects

*Refer to the Judging Criteria for additional details.*

Please note that the writing in this section should be concise and clearly indicate what the role of the submitter was in the overall project. It may include photos of the project.

#### d) Tab III

i) One pouch containing:

- one flash drive (**ONE ONLY** for ACEC-SK purposes) including:
  - **minimum of 12 photo images** included in the description of the project - high resolution photos (300-600 dpi, 4" x 6" minimum); please identify which photo best represents the project which can be used as the official photo for promotional purposes. A minimum of 4 photo images are required for Studies and Soft Engineering. Small video clips are also welcomed
  - **Please label the photos in a way that is sequenced to best tell the story of your unique project.**
  - an electronic copy of the Presentation Folder, Executive Summary, Poster, and a 100 word abstract that may be used by ACEC-SK for promotional purposes along with photos supplied.

#### Other

The **authorized representative's signature** on the **2024 Official Entry Form** permits ACEC-SK to use all images provided for the purpose of promoting the Association, its Members and the consulting engineering/geoscience industry in Saskatchewan.

## ACEC-SK Brian Eckel Awards

### Judging Criteria

This section is a guide to the kinds of things that the judges will be looking for but is not a definitive list. However, there are **FIVE COMPONENTS** to the judging process (see below) and the judges require descriptions that clearly point to these components. If the narrative does not describe how these components contributed to the project, the submission will lose marks. If any of the components are not applicable, this needs to be stated. The judges cannot make assumptions. They can only judge based on the submission content.

1. Application of Technology (25% weighting)
  - How does the entry demonstrate rigorous application of engineering principles?
  - Does the entry reflect a thorough search for and evaluation of options?
  - Does the entry represent some kind of advancement in technology or science?
  - Does the entry represent any innovation in application, technology or science?
  - Does the entry represent a unique mix of different techniques, materials or equipment?
2. Social / Economic / Environmental Impact (25% weighting)
  - How does the entry provide for advancement of social, economic or environmental benefits?
  - Does this entry include an assessment of the triple (social/economic/environmental) bottom line impact?
  - Did the project involve innovative construction techniques or procurement methods?
  - Does the entry represent a notable benefit to society?
  - How did the entry contribute to the development of highly qualified people in Saskatchewan?
3. Complexity (25% weighting)
  - Does the entry involve very complex criteria or types of problems?
  - Does the entry represent a notable degree of difficulty?
  - Did the project involve coordination of multiple disciplines?
  - How did the project involve the use of advanced modelling, analysis and design software programs?
  - Were there site problems, regulatory constraints, scheduling difficulties or other elements to be overcome?

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## ACEC-SK Brian Eckel Awards

### Judging Criteria (continued)

4. Owner's / Client's Needs (20% weighting)
  - Is the project an economical and cost effective solution?
  - How did the final cost relate to the original / contracted budget? Please share as much non-proprietary budget information as is appropriate to assist the judges make their determination
  - How closely did the project meet the overall requirements of the Owner/Client?
  - Did the project meet the contract schedule?
  - Were quality management principles and risk analysis applied?
  - What role did project management play in successfully completing the project?
5. Quality of Submission (5% weighting)
  - Attention will be given to adherence to the panel and binder specifications
  - Attention will be given to adherence to submission deadlines
  - Attention will be given to the quality of the narrative and relevance of photographs and illustrations

### SUBMISSION TIPS:

- Proponents should ensure that submissions are of high professional quality with care and attention provided to spelling, proper punctuation, grammar and formatting.
- Proponents should be conscious of addressing all five (5) judging criteria components clearly and concisely.
- Again, please note that judges may only adjudicate submissions based on the substance and quality of the material submitted.

### Judging Process

- Judges are chosen from professional associations, universities and/or eminent professional engineers not primarily engaged in consulting practice to avoid conflicts of interest. There is also movement towards involving individuals in the judging process representing related sectors.
- Winners are kept confidential until announced at the Awards of Distinction. There will be a confidential notification to entrants that their submission will be recognized without defining the extent of recognition.
- Judges reserve the right to disqualify any entry. Award(s) of Excellence and Award(s) of Merit are given to deserving entries, according to the judges' discretion.

## 2024 ACEC-SK Brian Eckel Awards

### INTENT TO SUBMIT

This form must be completed and submitted to ACEC-SK on or before **April 26, 2024** to indicate your intention to submit a project.

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NAME OF MEMBER FIRM SUBMITTING

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ADDRESS

---

TEL

---

FAX

---

EMAIL

---

CONTACT NAME

---

PROJECT TITLE

---

LOCATION OF PROJECT

---

CATEGORY OF ENTRY (Must be specified)

---

SECONDARY CATEGORY OF ENTRY (If applicable)

---

JOINT SUBMITTERS (IF ANY) OPTIONAL

---

PROJECT OWNER

---

PROJECT CLIENT

---

SUBCONSULTANTS INVOLVED

Return this completed form by April 26, 2024 to:

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca)

**2024 ACEC-SK Brian Eckel Awards**  
**OFFICIAL ENTRY (Project Title Page)**

The information on this page must appear on the title page of your submission. Information may be formatted to match the page style of your entry submission and must be signed. Mail Official Entry with all supporting materials to **ACEC-SK, 418A McDonald Street, Regina SK S4N 6E1**, on or before **June 14, 2024**.

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NAME OF MEMBER FIRM SUBMITTING

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ADDRESS

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TEL

FAX

EMAIL

---

CONTACT NAME

---

PROJECT TITLE

---

LOCATION OF PROJECT

---

CATEGORY OF ENTRY (Must be specified)

---

SECONDARY CATEGORY OF ENTRY (If applicable)

---

JOINT SUBMITTERS (IF ANY) OPTIONAL

---

PROJECT OWNER

---

PROJECT CLIENT

---

SUBCONSULTANTS INVOLVED

---

SUMMARY DESCRIPTION OF PROJECT

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Authorized representative signature

*This project involved non-ACEC-SK members but I certify that ACEC-SK member firms did more than 50% of the engineering or geoscience work required. Permission is given to ACEC-SK to use the project submission materials, (including the poster and photos) for promotional purposes including, but not limited to the Road Show, video production, website promotion, annual report etc.*

*By way of affixing my signature above I hereby certify that this project is not subject to circumstances that may otherwise result in embarrassment or undue harm to ACEC-SK or its members, including but not limited to litigation, investigation, disciplinary review, or negative public or media attention.*