

**2023 EMINENT CONCEPTOR AWARD WINNER**  
**ENGINEERING**

I-69 / I-475 INTERCHANGE  
BERGMANN



**2023 EMINENT CONCEPTOR AWARD WINNER**  
**SURVEYING**

TCARP - NATURAL GAS PIPELINE  
CONSTRUCTION SURVEY  
WADE TRIM



**2024**  
**ENGINEERING**  
**AND SURVEYING**  
**EXCELLENCE**  
**AWARDS**



CALL FOR ENTRIES

This guide contains all specifications for your project entry.  
Please refer to it before and during your submittal process.

**The American Council of Engineering Companies of Michigan (ACEC/M) proudly announces the 2024 Engineering and Surveying Excellence (ESE) Awards program.** ACEC/M guidelines are used only for Michigan entries. If an entry receives an Honorable or Eminent Conceptor award, the firm can choose to submit for a national award. If submitting for a national award, you must follow the ACEC guidelines as they differ from Michigan.



## KEY DATES AND DEADLINES

**NOVEMBER 1, 2021 - OCTOBER 31, 2023**

**AUGUST 18, 2023**

**SEPTEMBER 22, 2023**

**NOVEMBER 1, 2023**

**JANUARY 5, 2024**

**MARCH 9, 2024**

PROJECT SUBSTANTIALLY COMPLETE AND READY FOR USE

INTENT TO ENTER FORMS DUE

ENTRIES DUE BY NOON

JUDGING DAY

ENTRIES DUE FOR QUALIFYING NATIONAL SUBMITTALS

AWARDS GALA | ONE CAMPUS MARTIUS, 16TH FLOOR, DETROIT, MI



## ELIGIBILITY REQUIREMENTS

Any firm maintaining a Michigan office and engaged in the private practice of consulting engineering and/or surveying is eligible to enter the competition. Firms can submit projects that are located in other states, however, the firm's Michigan office must have had a leadership role in the project to be eligible.

Michigan engineering and surveying entries must meet the substantially complete and ready for use requirement between November 1, 2021 and October 31, 2023. This means the owner can use the project as intended and only minor punch list type work remains.

A project may be entered only once by the entering firm in any of the following categories. The same project may be entered in a different category by a different entering firm. However, after a project has been entered in the Studies, Research and Consulting Engineering Services category, and the project has been constructed, the project may be entered by the same firm in a different category in the year when eligible.

**Studies, Research, and Consulting Engineering Services** (After project is constructed, it may be entered in a different category in the eligible year.)

**Building/Technology Systems**

**Structural Systems**

**Surveying and Mapping Technology**

**Environmental**

**Waste and Storm Water**

**Water Resources**

**Transportation**

**Special Projects**

**Energy**

**Industrial and Manufacturing Processes and Facilities**





### ENTRY FEE/INTENT TO ENTER

The entry fee is **\$400 per entry for ACEC/M and MSPS members; \$1,300 for non-members**. For ACEC/M membership information, visit [acecmi.org](http://acecmi.org). If you proceed to the national competition, you will need to pay the appropriate fee at that time.

An **Intent to Enter** must be submitted [online](#) by **August 18, 2023 with a non-refundable deposit of \$150** per entry. This deposit is applied toward the entry fee.

All entries must be submitted on ACEC/M's [Awards Submittal Portal](#), project panels must be received at the ACEC/M office, and entry fees paid by **noon on September 22, 2023**. Any entries received after the deadline will not be eligible.



### ENTRY REQUIREMENTS

Your entry must include a project panel, electronic submittal, and remaining entry fee. Sample submittals are available at [acecmi.org](http://acecmi.org).



#### PROJECT PANEL

Panel text and photos should demonstrate the challenges, solutions, innovation, complexity and unique aspects of your project. All panels become the property of ACEC/M and are displayed at the gala and other ACEC/M events throughout the year to promote our local industry, professional consultants, and projects. Panel requirements include:

- ☐ 30" x 30", mounted on a **rigid, lightweight board such as gatorboard or foamcore**, not exceeding 1/4" thick with a protective finish applied.
- ☐ Project name and location, owner name and location, and entering firm's name and location must be indicated on the front of the panel in a minimum of 32-point font size.
- ☐ ACEC/M logo (available for download at the [Awards Submittal Portal](#) and [acecmi.org](http://acecmi.org)) must be included on the front of the panel at 3.5" wide.
- ☐ Leave a 2" x 2" space in the upper right-hand corner that is free of text. Do not leave the space as a white square, the background scheme can be in the space.
- ☐ Maximum of six high-quality photos and/or graphics may be used. These can be different from the images used in your entry, and a background photo is not considered one of the six photographs.
- ☐ Maximum 250 words, not including captions.
- ☐ Minimum 32-point font size for text.
- ☐ Minimum 28-point font size for captions and graphics.



## ENTRY REQUIREMENTS (CONTINUED)

### **SUBMITTAL (ELECTRONIC ONLY)**

Your electronic submittal must contain the following documents in the file formats indicated on page 5. Each document must be uploaded separately through ACEC/M's [Awards Submittal Portal](#).

#### **OFFICIAL ENTRY FORM**

Complete the entry form online, download it, and then add signatures from all required parties. Both Firm and Owner representative signatures are required. The signed entry form can then be uploaded as part of the electronic submittal. (Electronic signatures are accepted.)

#### **CLIENT/OWNER LETTER**

One-page letter, addressed to ACEC/M, and signed by the owner describing the relationship with the entrant in the development of the project and in meeting and exceeding owner needs.

#### **PROJECT DESCRIPTION**

Five page maximum, 8.5" x 11", one-inch side margins (additional pages will be removed prior to the judging) addressing the criteria listed below. Project title, category, and firm name should be shown on each page. Do not include a title page. No QR codes or embedded links are permitted in any portion of the submittal. Entrants may use text (minimum 12 pt), photos, graphs, etc., but must follow the headings in this order:

- 01** Role of the entrant's firm in the project
- 02** Role of other consultants participating in the project
- 03** Brief description of the entrant's contribution to the project addressing each of the following judging criteria:
  - ☐ Uniqueness and/or innovative application of new or existing techniques
  - ☐ Future value to the engineering or surveying profession and enhanced public awareness/enthusiasm of the role of the engineer or surveyor
  - ☐ Social, economic, and sustainable development considerations
  - ☐ Complexity
  - ☐ Successful fulfillment of owner/client needs



## ENTRY REQUIREMENTS (CONTINUED)



### PROJECT PHOTOGRAPHS OR GRAPHICS

Include a minimum of four and a maximum of six color photos or graphics, 8" x 12", 300 dpi (landscape format). Photo 1 will be considered your best overall image and will be used in the awards brochure. Photos 1, 2, 3, and 4 will be used in the presentation at the gala.



### PHOTO CAPTIONS

Caption in 500 characters or less (including spaces) for every photo or graphic submitted.



### PROJECT PANEL

Project panel in both jpg and pdf formats.



### PRESENTATION SCRIPT

Project description in 100 words or less (excluding project title and firm name). Please do not include acronyms. **This will be read aloud at the gala.**



### BROCHURE TEXT

Project description in 50 words or less (excluding project title and firm name) for inclusion in the awards brochure.



### AWARD INFORMATION

Include the project name **(identical to the name used on the Official Entry Form, strictly limited to 45 characters)**, owner name, and firm name(s) on different lines. *Two awards will be provided; one for the owner and one for the firm submitting. Additional awards may be purchased after the gala.*



## ENTRY REQUIREMENTS (CONTINUED)



### FILE NAMES AND FORMATS

Files should be named as shown in the format requested. Your firm's name should be at the beginning of every file name. If you have more than one entry, include the entry number at the end of your firm's name on every file (Firm Name1\_).

**Firm Name\_Entry Form.pdf**

**Firm Name\_Owner Letter.pdf**

**Firm Name\_Project Description.pdf**

**Project photographs or graphics saved as .jpg files** Only one version of each image is needed: 8" x 12", 300 dpi (landscape format), and numbered in the order you would like them to be used as shown below. Photo 1 will be used in the awards brochure and should be your best photo. Captions must be uploaded separately with each file.

Firm Name\_Photo 1.jpg   Firm Name\_Photo 2.jpg   Firm Name\_Photo 3.jpg

Firm Name\_Photo 4.jpg   Firm Name\_Photo 5.jpg   Firm Name\_Photo 6.jpg

**Firm Name\_Project Panel.jpg** (RGB format, 10" x 10", 300 dpi)

**Firm Name\_Project Panel.pdf** (High resolution)

**Firm Name\_Presentation Script.docx**

**Firm Name\_Brochure Text.docx**

**Firm Name\_Award Information.docx**

**Firm Name\_Logo.eps** (Transparent .eps files preferred, but .png or .jpg RGB format at least 4" wide, 300 dpi is acceptable)



### ENTRY FEE

Checks for the remaining entry fee (less intent to enter deposit) should be made payable to ACEC/M and delivered with your project panel or mailed to 530 W. Ionia Street, Suite D, Lansing, MI 48933. Checks are preferred, however, credit card payments can be made [online](#).



## PROJECT PANEL PRINTING AND DROP-OFF



### DROP-OFF LOCATION

Project panels must be received at the ACEC/M office, located at 530 W. Ionia, Suite D, Lansing, MI 48933, by **noon on September 22, 2023.**



### LOCAL PRINT AND DELIVERY

If you prefer, **International Minute Press in Lansing can print and mount your project panel on gatorboard for \$65 and deliver it to ACEC/M.** The deadline for artwork submission is September 15, 2023. To order, contact the printer directly.

E-mail: [lansing-mi@intlminuteexpress.com](mailto:lansing-mi@intlminuteexpress.com)

Phone: 517.323.7777

Website: [minuteman.com/us/locations/mi/lansing](http://minuteman.com/us/locations/mi/lansing)



## JUDGING PROCESS

Judging is conducted by an independent panel of judges. There are separate judges for the engineering and surveying entries. Qualified judges are selected to ensure each category is professionally represented.

The awards given are:

- Eminent Conceptor (Eligible for ACEC national competition)
- Honorable Conceptor (Eligible for ACEC national competition)
- Merit
- Board Design Award for the panel that tells the story of the project in the most visually appealing way

| RATING GUIDELINES  | ENGINEERING | SURVEYING |
|--|-------------|-----------|
| Uniqueness and/or innovative application of new or existing techniques   | 20%         | 20%       |
| Future value to engineering or surveying profession and enhanced public awareness/enthusiasm of the role of the engineer | 20%         | 20%       |
| Social, economic, and sustainable development considerations   | 20%         | 20%       |
| Complexity   | 20%         | 20%       |
| Successful fulfillment of owner's needs  | 20%         | 20%       |
| <b>TOTAL</b>   | 100%        | 100%      |



## WHO CAN ANSWER YOUR QUESTIONS?

Visit [acecmi.org](https://acecmi.org) for information on frequently asked questions, judging prompts, and to view previous award-winning projects. For any questions that arise during the planning and preparation of your ESE award entry, please contact the ACEC/M office at 517.332.2066 or [info@acecmi.org](mailto:info@acecmi.org). Any committee member is also available to answer questions prior to submittal. Contact information for committee members is provided below.

Allison Cummings - RS Engineering | 517.908.0877 | [acummings@rs-eng.com](mailto:acummings@rs-eng.com)  
Jean Fisher - Fishbeck | 616.464.3866 | [jfisher@fishbeck.com](mailto:jfisher@fishbeck.com)  
Matthew Norko - Abonmarche Byce | 269.381.6170 | [mnorko@abonmarche.com](mailto:mnorko@abonmarche.com)  
Jamie Piercy - PCIA | 810.224.5258 | [jpiercy@pciaonline.com](mailto:jpiercy@pciaonline.com)  
Lauren Roller - HED | 248.233.0085 | [lroller@hed.design](mailto:lroller@hed.design)  
Rob Sedlak - OHM Advisors | 248.751.3100 | [robert.sedlak@ohm-advisors.com](mailto:robert.sedlak@ohm-advisors.com)  
Wendy Sherrill - Wade Trim | 734.947.9700 | [wsherrill@wadetrim.com](mailto:wsherrill@wadetrim.com)  
Guy Stickler - ROWE Professional Services Company | 989.772.2138 | [gstickler@rowepsc.com](mailto:gstickler@rowepsc.com)  
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