

The American Council of Engineering Companies of Kentucky's (ACEC-KY) annual Engineering Excellence Awards (EEA) competition recognizes engineering firms and their projects that demonstrate an exceptional degree of innovation, complexity, achievement, and value.



ACHIEVING STATEWIDE RECOGNITION

The 2025 ACEC-KY EEA competition showcases the year's best engineering achievements to a statewide audience of clients, decision-makers, and industry leaders. All project entries are recognized and will compete for the ultimate prize—**ACEC-KY's 2025 Grand Conceptor Award**. ACEC-KY EEA entries may also be eligible to compete in the 2025 ACEC National EEA competition in Washington, D.C.

ACEC-KY 2024 EEA Grand Conceptor Award Winner

Black & Veatch

Waterway Protection Tunnel – Louisville MSD

ENTRY INFORMATION

Firm Eligibility – Any firm engaged in the private practice of engineering or surveying in Kentucky is eligible to enter, regardless of ACEC-KY membership.

Project Eligibility – Projects entered must have been substantially completed and ready for use between November 1, 2022 and October 31, 2024.

Entry Fee – \$495 for ACEC-KY member firms; \$795 for non-member firms.

Entry Details/Requirements – All submissions must include:

- USB flash drive containing signed entry form and all submission materials
- Photographic Display Panel delivered to ACEC-KY at 160 Democrat Drive, Frankfort, KY 40601
- Entry fee/check made out to ACEC-KY and mailed to 160 Democrat Drive, Frankfort, KY 40601
- If you prefer to pay with credit card, please contact Jodi Dudley at (502) 695-5680.

Entry Deadline – Friday, November 8, 2024 at 5:00 PM ET

DATES TO REMEMBER

November 8, 2024 – ACEC-KY EEA entry deadline. Entries due by 5:00 PM ET.

November 2024 – ACEC-KY EEA judging takes place.

January 8, 2025 – ACEC National EEA entry deadline (for eligible entries). *Eligible entries will be notified.*

March 27, 2025 – ACEC-KY Engineering Excellence Awards Banquet at Embassy Suites in Lexington.

May 20, 2025 – ACEC National Engineering Excellence Awards Dinner and Gala in Washington, D.C.

JUDGING CRITERIA and GUIDELINE DEFINITIONS

Entries will be judged on the basis of:

- Overall engineering excellence
- The work performed by the entering firm only
- The ratings guidelines listed below

Each entry will be evaluated based on the following five categories, which are key elements of the project description text required in the electronic submittal described below:

1. Uniqueness and/or Innovative Applications of New or Existing Techniques:

- Does the entrant's contribution to the project demonstrate the use of a new science or a breakthrough in the general knowledge of engineering?
- Does the entrant's contribution to the project represent a unique application of new or existing technology, techniques, materials, or equipment?

2. Future Value to the Engineering Profession and Enhanced Public Awareness/Enthusiasm of the role of Engineering:

- Will the entrant's contribution to the project redefine current engineering thinking?
- Does the entrant's project increase public awareness/enthusiasm about the role of engineering in their everyday lives?

3. Social, Economic and Sustainable Development Considerations:

- Do the solutions identified produce secondary benefits of value to the community environment?
- Does the entrant's approach provide society with social, economic, or sustainable development benefits?
- Does the entrant's contribution to the project improve the health, safety, or welfare of the public or affected environment?

4. Complexity:

- Did the entrant's efforts successfully address highly complex criteria or unique problems?
- Were extraordinary problems of site, location, hazardous conditions, project requirements, or similar elements present?
- Did the entrant's solutions require the use of out-of-the-ordinary technology or ingenuity for achievement of the project's goals?

5. Successful Fulfillment of Client/Owner Needs:

- Did the entrant successfully engage the owner/client in the overall project development process?
- Did the entrant introduce an economical and cost-effective solution?
- How did the final cost compare to original budget estimate?
- How closely does the entrant's solution meet the total goals of the client/owner?
- Did the entrant meet the client's time schedule?

PREPARING YOUR ENTRY: Detailed Entry and Submission Instructions *(Due November 8, 2024)*

This section describes all required submission materials. All materials must be submitted exactly as designated below. Digital files must be PC compatible and appropriate to the information being submitted (as detailed below). If the submission does not meet the requirements below, it may be disqualified. **NOTE:** *While similar in most guidelines and submission requirements, ACEC-KY's 2025 Call for Entries is NOT fully consistent with ACEC National's requirements.*

With the exception of the Display Panel, all project information must be provided on a USB flash drive. The USB flash drive and Photographic Display Panel must be delivered to ACEC-KY at 160 Democrat Drive, Frankfort, KY 40601 by 5:00 PM ET on November 8, 2024.

The USB flash drive must contain items 1 through 10, as follows:

1. ELECTRONIC PROJECT ENTRY FORM – Accessed [HERE](#). **Specifications:** PDF format.

Completed forms must be signed by both the entrant (Senior Executive/Principal) and the client/owner (Primary Client/Owner Representative), stating the submitted project was substantially completed and ready for use between November 1, 2022 and October 31, 2024. Electronic signatures are acceptable.

NOTE: Entry fee must be paid at time of entry submission or before.

2. CLIENT/OWNER LETTER – (one page max.) Letter addressed to ACEC-KY describing the relationship of the client/owner and entrant in the development of the project, confirmation the project is ready to use, and how the entrant's contribution exceeded the client/owner's needs. **Specifications:** PDF format.

3. EXECUTIVE SUMMARY – (one page max.) Overview of project. Describe the problem and solution. Project title must appear at the top of the page. **Specifications:** 8.5" x 11"; 1" side margins; single-spaced text; 12 pt. minimum size font; PDF format.

4. PROJECT DESCRIPTION – (six pages max.) Tell the story of the project. Address items a, b, c, and d as listed below. Project title and page number must appear at the top of each page. Entrants may use text, photos, graphics, or charts as needed. No QR Codes or embedded links are permitted in any portion of submission. Do not reference other awards the project has won. **Specifications:** 8.5" x 11"; 1" side margins; single-spaced text; 12 pt. minimum size font; PDF format.

Text must include all of the following information, including budget information and summary:

Construction Costs – *These costs reflect construction costs and are NOT engineering fees. Include total project (budgeted) construction costs, total project (actual) construction costs, entrant's portion of the total project budgeted construction costs, entrant's portion of the total project actual construction costs, and the project's scheduled date of completion and the actual date of completion. Again, all costs provided are not engineering fees.*

- a. ROLE OF ENTRANT'S FIRM in the project.
- b. ROLE OF OTHER CONSULTANTS participating in the project.
- c. ENTRANT'S CONTRIBUTIONS TO THE PROJECT: A brief description of the entrant's contributions addressing each of the Judging Criteria and Guidelines detailed above (page 2).

- d. **SUMMARY:** Describe in layman's terms why this project is worthy of special recognition (word count between 100-500 words). Explain all factors that exhibit the project's uniqueness and complexity, such as innovative engineering, challenges faced and overall social impact. **NOTE:** This summary may provide the basis for publicity on the project.

5. KEY PARTICIPANTS – List the key participants on the project including firm name, address, phone number, website, and email address of each participant. Include client/owner, contractors, subcontractors, other engineers, architects and designers significantly involved in the project. **Specifications:** 8.5" x 11"; Excel file.

6. PHOTOS OR GRAPHICS – Six different photos or graphics describing the subject matter (see "Image Guidelines" immediately below). Provide captions for the photos on separate Word document and include photo reference (i.e., Photo 1, Photo 2, etc.). **Specifications:** JPEG file; RGB format; High Resolution (300 dpi).

Image Guidelines: High-quality, high-resolution images are required. Three of the photographs must show the completed project and provide the highest level of visual impact for publicity. Three of the photographs must display the planning, startup, and/or construction phases of the project.

7. DISPLAY PANEL (Electronic) – Small-size copy of the photographic display panel. See below for Photographic Display Panel details. **Specifications:** JPEG file; RGB format; High Resolution (300 dpi).

8. MEDIA LIST – Email addresses of local newspapers, TV, radio stations, and other media outlets where your project can be highlighted. **Specifications:** 8.5" x 11" or 11" x 17"; Excel file.

9. PRESS RELEASE – Press release that clearly and concisely describes the project and the entrant's participation based on information presented in the Project Description. Also describe the value of the project to the community including information such as the number of people served, cost savings, etc. Do not reference other awards the project has won. **Specifications:** double-spaced; 8.5" x 11"; PDF format.

10. POWERPOINT PRESENTATION – PowerPoint file, containing 8 slides including one (1) title slide with EEA logo, firm name, project name, project location (city and state), followed by: Six (6) slides which include photos 1 through 6 (same photos as Item #6 above), and captions for each photo. Do not include caption/text on the photo. Also, one (1) slide that contains the photographic display panel. Accepted file format is PowerPoint (PPT or PPTX) only. This presentation will be used by the judges as part of their evaluation. Do not include sound, transition effects, animations, present timing, or slide show sequencing. A sample PowerPoint presentation from ACEC National is available [HERE](#).

11. PHOTOGRAPHIC DISPLAY PANEL (Physical Board) – The panel will be displayed at the ACEC-KY EEA Banquet. The panel must be delivered to the Kentucky Engineering Center (160 Democrat Dr, Frankfort, KY 40601) before the entry deadline (November 8, 2024). Panel requirements include:

- a. **PANEL SIZE:** 30" x 30" square, with matte finish, laminated front mounted on sturdy material. **NOTE:** Foam board/foam core is acceptable for state competition, but not for National competition.
- b. **PHOTOS/GRAPHICS:** Maximum of 6 photos and/or graphics on the panel. Each image shall be a minimum of 7" x 5" or 35 square inches in area. A background photo is not considered a photo.

- c. TEXT/FONTS: Panel text may not exceed 250 words, not including captions. Font sizes: 32 pt. minimum font for text or descriptions; 25 pt. minimum font for captions and graphics.
- d. REQUIRED ELEMENTS: The front of the panel shall also include the EEA logo (download from ACEC National website linked [HERE](#)), title and location of the project, client/owner's name & location, and entering firm's name and location (minimum 32 pt. font size).

USB FLASH DRIVE CONTENTS

The USB flash drive should be delivered to ACEC-KY at 160 Democrat Drive, Frankfort, KY 40601 by the entry deadline of November 8, 2024. Please include a label on the USB with your firm's name and project name. Also, please test the USB flash drive on different computers to ensure it is not machine dependent.

Include each of these items (format of each detailed above) and name them as follows:

01-Electronic Project Entry Form

02-Client/Owner Letter

03-Executive Summary

04-Project Description

05-Key Participants

06-Six Photos or Graphics/Captions (photo captions included in separate Word document)

07-Photographic Display Panel (Electronic, small size copy)

08-Media List

09-Press Release

10-PowerPoint Presentation

QUESTIONS?

For any questions regarding your submission or these instructions, please contact Russ Romine by email at russ@kyengcenter.org or by phone at (502) 695-5680.