



# **BETTER TOGETHER**

Planning, Building and  
Maintaining our Assets

**October 1-3 2018**

**2018 EXCELLENCE IN PUBLIC WORKS CONFERENCE AND TRADESHOW**

**2018 Awards Information Package**

**Sheraton Red Deer Hotel**  
3310 - 50 Avenue  
Red Deer, Alberta, T4N 3X9



## Public Works Project of the Year Award

**Purpose** The APWA Public Works Project of the Year Award was established to promote excellence in the management and administration of public works projects by recognizing the alliance between the managing agency, the consultant/architect/ engineer, and the contractor who, working together, complete public works projects.

This is awarded in four divisions based on project value:

1. Projects less than 1 million dollars
2. Projects of 1-5 million dollars
3. Projects of 5-10 million dollars
4. Projects more than 10 million dollars

**Eligibility** Public works is defined as the physical structures and facilities that are developed, owned, and maintained by public agencies to house governmental functions and provide water, power, waste disposal, transportation, and similar public services in accordance with established public policy.

To be eligible for nomination, a project must have been "substantially completed" and available for public and/or agency use within two calendar years prior to nomination. If a project has multiple phases or segments, then "substantially completed" will be construed as that point when the final phase or segment is 90% completed and available for public and/or agency use.

A project may only be nominated once for recognition as "Project of the Year" under any category.

**Selection** Criteria to be used in the selection process include:

1. Use of good construction management techniques and completion of the project on schedule.
2. Safety performance and demonstrated awareness of the need for a good overall safety program during construction.
3. Community relations as evidenced by efforts to minimize public inconvenience due to construction, safety precautions to protect public lives and property, provision of observation areas, guided tours, or other means of improving relations between the agency and the public.
4. Demonstrated awareness for the need to protect the environment during the project. This includes any special considerations given to particular environmental concerns raised during the course of the project.
5. Unusual accomplishments under adverse conditions including, but not limited to age or condition of the facility, adverse weather, soil or other site conditions over which there is no control.
6. Additional conditions deemed of importance to the public works agency, such as exceptional efforts to maintain quality control and, if value engineering is used, construction innovations as evidenced by time and/or money-saving techniques developed and/or successfully utilized.
7. Use of sustainable infrastructure rating system or the equivalent (such as the Envision rating system) to ensure project is sustainable.
8. The Project of the Year Committee reviews the nominations and selects the award winners.

**Nomination Process** Nominations of projects can be made by the managing public agency or APWA chapters. Please refer to the Nomination Form for more directions.

**Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.**

**Deadline** September 8<sup>th</sup>, 2018

**Presentation** A designated representative of the public agency, contractor, and consultant will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## Young (Emerging) Leader Award

<b>Purpose</b>	This award recognizes emerging leaders in the public works sector for their far reaching, positive impact of public works programs and services.
<b>Eligibility</b>	Candidates must be less than 40 years old at the deadline for submission. To be considered, the candidate's date of birth must be noted on the nomination materials.
<b>Selection</b>	Nomination must clearly demonstrate one or more of the following accomplishments: <ol style="list-style-type: none"><li>1. Candidate has demonstrated leadership qualities within their organization regardless of their position. This may include but is not limited to mentoring or developing colleagues, implementing innovative processes, or demonstrating exceptional public relations. Please include supporting documentation from peers, supervisors or community officials illustrating the candidate's leadership qualities as described above.</li><li>2. Candidate demonstrates a continuing commitment to advancing their knowledge, skills and abilities through the pursuit of continuing education. Please include a list of completed courses, programs, designations/certificates including the date and location of the training</li><li>3. Candidate has helped enhance the profile of the public works profession through involvement in related professional associations. Participation in the Public Works Supervisor program will be considered an asset. Please provide list of professional associations or groups the candidate participates in.</li><li>4. Candidate strives to enhance their community through their volunteer projects or initiatives. Please include all supporting documentation and references.</li></ol>
<b>Nomination Process</b>	Nominations of projects can be made by the managing public agency or APWA chapters. Please refer to the Nomination form for more directions.
<b>Deadline</b>	September 8 <sup>th</sup> , 2018
<b>Presentation</b>	The winner will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## Distinguished Service Award

**Purpose** The Distinguished Service Award seeks to recognize public works leaders for their far reaching, positive impact of public works programs and services.

This award is regarded as the highest honour that APWA AB Chapter can bestow on a member. Candidates must be persons who would reflect prestige and honour upon APWA AB Chapter.

**Eligibility** APWA membership is required and candidates must have a minimum of 10 years continuous membership. National Board members and past presidents of APWA must be out of office at least five years before being eligible for this award.

**Selection** The criteria used in the selection process include:

- Significant contributions in the field of public works
- Demonstrated leadership at the chapter level.
- Ongoing commitment to advancing the profession, public works awareness and APWA goals

The Awards Committee reviews the nominations and selects the award winner(s).

**Nomination Process** Candidates must be nominated by one or more members of the APWA Board. Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.

**Deadline** September 8<sup>th</sup>, 2018

**Presentation** The winner will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## Technical Innovation Award

**Purpose** The Technical Innovation award recognizes an individual, team or organization for the development and innovation of a creative idea, device, process or system that enhances public works serving the public.

**Eligibility** Anyone actively involved in the public works profession is eligible. APWA membership is not required.

**Selection** The Awards Committee reviews the nominations and selects the award winners. The following criteria are used in the selection process:

- Each nominated innovation is judged on its effect upon the provision of goods and services to the public. It can be an innovation in the process itself or in the materials, design, equipment, administration, management training, procurement of, etc., that improves, informs, or educates the delivery of public services and improves the quality of life. A project can be nominated for its innovative concepts or methods.
- The innovation must be a proven success. It must have had a positive and important effect on, improve the quality of, or reduce the cost of the delivery of public works goods and services. Innovation is the implementation of new methods and new technologies. It is not merely an idea that has merit and may be successful in the future.
- The innovation must be a significant advance, not just a natural evolution of existing methods, common sense or good practice.
- The innovation must be documented and presentable. Innovators, their teams and/or their agencies/employers must disclose sufficient information about the innovation to allow documentation for the Awards Committee.

**Nomination Process** Nominations of projects can be made by the managing public agency or APWA chapters. Please refer to the Nomination form for more directions.

**Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.**

**Deadline** September 8<sup>th</sup>, 2018

**Presentation** A designated representative of the public agency, contractor, and consultant will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## Supplier Recognition Award

<b>Purpose</b>	To recognize a public works supplier that exemplifies support of the industry and association.
<b>Eligibility</b>	This award presents an exciting opportunity for suppliers to showcase their contribution and the valuable work they provide to Public Works. APWA members are asked to provide names of their top 3 suppliers that support Public Works.
<b>Selection</b>	<p>The Awards Committee reviews the nominations and selects the award winners.</p> <p>The following criteria are used in the selection process:</p> <ul style="list-style-type: none"><li>• Customer Service and Responsiveness</li><li>• Health and Safety</li><li>• Environmental contributions</li><li>• Innovation</li><li>• Quality of Products</li><li>• Criticality of Product to Business</li><li>• Continuous Improvement Activities to Improve Products or Services</li><li>• Collaboration</li><li>• New Entrant</li></ul>
<b>Nomination Process</b>	<p>Nominations may be made by an individual member, municipality, entity or non-member, and should include a nomination form and documentation supporting the purpose of the award</p> <p><b>Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.</b></p>
<b>Deadline</b>	September 8 <sup>th</sup> , 2018
<b>Presentation</b>	The winner will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## National Public Works Week Award

<b>Purpose</b>	The National Public Works week award seeks to acknowledge and recognize municipalities from across Alberta who have made efforts to recognize Public Works Week within their communities. Using Public Works week to educate and inform their constituents about the crucial role that public works plays in the quality of their community life, as well as promoting public works as a career choice for the working force of the future and recognizing those who currently serve in these crucial public roles.
<b>Eligibility</b>	Member municipalities, agencies or regions of APWA are eligible.
<b>Selection</b>	<b>Public Outreach</b> – What spectrum of people were reached? <b>Education</b> – Was there an educational component? <b>Events</b> – Creativity of and variety of event\ <s </s  – How many days of events were held during the week? <b>Staff Involvement</b> – Was there a large involvement of Public Works staff and Union personnel? <b>Political Involvement</b> – Was there a large political presence involved in the Public Works Week activities?
<b>Nomination Process</b>	Nominations may be made by an individual member, municipality, entity or non-member, and should include a nomination form and documentation supporting the purpose of the award.  <b>Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.</b>
<b>Deadline</b>	September 8 <sup>th</sup> , 2018
<b>Presentation</b>	The winner will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## Public Communications Achievement Award

<b>Purpose</b>	This award recognizes and encourages municipalities to develop and implement communication strategies that effectively utilize media (Twitter, FaceBook, Instagram, YouTube, etc.), to enhance the understanding of public works operations and management to the public.
<b>Eligibility</b>	Member municipalities, agencies or regions of APWA are eligible.
<b>Selection</b>	Nominees must be a member of the APWA. Submissions will be judged on the ability to communicate with the public by meeting the following criteria: <ul style="list-style-type: none"><li>• demonstrate ongoing commitment to public outreach and education</li><li>• linkage between communications efforts and the organization's operational goals</li><li>• establishment of communication objectives, thoroughness of planning, execution of activities and documentation of results.</li></ul>
<b>Nomination Process</b>	Nominations may be made by an individual member, municipality, entity or non-member, and should include a nomination form and documentation supporting the purpose of the award  <b>Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.</b>
<b>Deadline</b>	September 8 <sup>th</sup> , 2018
<b>Presentation</b>	A representative from the municipality will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.



## Manager of the Year - Rural \ Urban

<b>Purpose</b>	The Manager of the Year Award seeks to inspire excellence and dedication by recognizing the outstanding career service achievements. The primary focus of this award is the recognition of exceptional leadership and management. This is awarded in two categories Urban and Rural.
<b>Eligibility</b>	Nominee must be a member of APWA.
<b>Selection</b>	<p>Any APWA member whose primary responsibility is in the area of public works management. Members of the APWA Board are not eligible during the time they serve on the Board. The Awards Committee will review the nominations and select the award winner based on the following criteria:</p> <p><b>Career Length</b> Candidates with a minimum of 10 years qualifying experience may be nominated.</p> <p><b>Agency</b> Candidates may be employed by either the public or private sector and must be an active APWA member to year of award.</p> <p><b>Scope</b> Candidates must manage and have made significant contributions in the field of public works.</p> <p>These may include :</p> <ul style="list-style-type: none"><li>• technical accomplishments - design and/or coordination of</li><li>• major infrastructure projects</li><li>• managerial accomplishments /initiatives /innovation</li><li>• professional involvement</li><li>• publications or presentations to conferences</li><li>• community service</li><li>• support of public works education efforts</li></ul>
<b>Nomination Process</b>	<p>Nominations can be made by any member with an endorsement by several staff or by managing supervisor of the candidate.</p> <p><b>Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.</b></p>
<b>Deadline</b>	September 8 <sup>th</sup> , 2018
<b>Presentation</b>	The winner will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## Administrative Manager of the Year - Rural\Urban

**Purpose** The Administrative Manager of the Year Award seeks to recognize outstanding achievement in the area of administration within the public works department and to inspire excellence and dedication in the public sector by recognizing the outstanding career service achievements of administrative professionals. This is awarded in two categories Urban and Rural.

**Eligibility** Any APWA member whose primary responsibility is in the area of public works administration management. Fields of employment for a nominee include, but are not limited to, human resource professionals, financial/business operations managers, information technologists, procurement services specialists, safety officers, and office management administrators. Members of the APWA Board are not eligible during the time they serve on the Board.

**Career Length** Candidates with a minimum of 10 years qualifying experience may be nominated.

**Agency** Candidates may be employed by either the public or private sector. However, their career service must be in the public works field of administrative management.

**Scope** Candidates must manage and have made significant contributions in the field of public works and the discipline of administrative management.

**Selection** The award winner is selected by the Awards Committee.

**Nomination Process** Any group, individual, governmental entity may nominate candidates. Nominations are particularly encouraged from APWA chapters and branches. Self-nominations are not accepted. Submittal should include a nomination form and supporting documentation that clearly addresses the eligibility requirements and the candidate's professional work.

**Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.**

**Deadline** September 8<sup>th</sup>, 2018

**Presentation** The winner will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.

## Commendation for Exemplary Service to Public Works

<b>Purpose</b>	To recognize an elected government service leader (a government or private sector leader) for far-reaching positive impact on local, provincial or national public works programs, services or policies through exemplary public service and commitment. This award particularly recognizes leadership in furthering the mission and goals of APWA.
<b>Eligibility</b>	Non-members of APWA who are recognized leaders that have made a positive impact or significant contributions to the public works field. Candidates may be any elected official from local, state or federal government.
<b>Selection</b>	The Awards Committee reviews the nominations and selects one or more award winners.
<b>Nomination Process</b>	Nominations may be made by an individual APWA member, entity or non-member. Submittal should include nomination form and documentation supporting the purpose of the award and the award's eligibility requirements.  <b>Submissions are limited to 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form.</b>
<b>Deadline</b>	September 8 <sup>th</sup> , 2018
<b>Presentation</b>	The winner will be presented a plaque at the Recognition Ceremony during the Excellence in Public Works Conference, and winners will be featured in APWA publications.



## APWA - ALBERTA CHAPTER AWARDS | Nomination Form

The attached information is submitted for the following award (please indicate one):

- Public Works Project of the Year
- Young (Emerging) Leader
- Distinguished Service
- Technical Innovation
- Supplier Recognition
- National Public Works Week
- Public Communications Achievement
- Manager of the Year - Rural\Urban
- Administrative Manager of the Year - Rural\Urban
- Commendation for Exemplary Service to Public Works

Candidate/Project Name: \_\_\_\_\_

Title Agency/Organization: \_\_\_\_\_

Mailing Address (If post office box, include street address) : \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ PC: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Nominating Organization/Individual: \_\_\_\_\_

Title: \_\_\_\_\_

Agency/Organization: \_\_\_\_\_

Mailing Address (If post office box, include street address) : \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Deadline: September 8**

All submissions are to be submitted electronically.

This form must accompany all documentation supporting the purpose and eligibility of the award.

Supporting documents include but are not limited to letters of support, community and volunteer roles, project descriptions and photos of project/event, etc.

Please submit all paper work to:

[admin@publicworks.ca](mailto:admin@publicworks.ca)