

8th Annual Michigan Department of Transportation
American Council of Engineering Companies



Partnership Charter Award

CALL FOR ENTRIES DEADLINE: Dec. 18, 2020



About the Award

Partnership Charter Award recipient(s) demonstrate a commitment to excellence by promoting an enhanced business partnership based on mutual trust, effective communication, continuous improvement, embracing innovation, and timely resolution of issues as stated in the Michigan Department of Transportation (MDOT) and American Council of Engineering Companies (ACEC) Partnership Charter Agreement.

In doing so, the recipient adheres to the following principles:

1. Providing Cost-Effective, High-Quality Services
2. Partnering in Streamlining Business Practices
3. Engaging in Effective Communication
4. Commitment to Transparency and Accountability
5. Promoting Innovation and Sustainability

Eligibility Requirements

1. All consultants associated with the project must be ACEC members in good standing.
2. Project must be substantially complete and ready for use between Nov. 1, 2018 and Oct. 31, 2020.
3. Entries may be open to any group within MDOT (i.e., project team, project studies/oversight teams).

Application Criteria

Include information that you consider important to your project, including unique aspects and obstacles that were overcome. Applications should be completed jointly by the project manager and consultant. Applications must address the five principles noted above. Failure to do so may disqualify the entry. Each of the

five principles is of equal importance in the judging process.

Entry Procedures

1. The project manager and consultant will collaborate on the application and submit to MDOT's Office of Organizational Development, who will deliver to the project's region engineer or bureau director.
2. Entries must be received by 5 p.m. Dec. 18, 2020.
3. An entry fee of \$50 is required for each project, with checks made payable to the State of Michigan. Payment must be submitted to MDOT's Cashier's Office and is non-refundable.
4. The project manager and consultant must each sign the entry form to confirm that they concur with submission, that the project team worked well together and that the resulting project exemplified the principles of the Partnership Charter. Entries not signed by both the project manager and consultant will not be judged.
5. Applicants are solely responsible for identifying other significant participants in their projects. If there are multiple individuals nominated on an application, all must be listed and all must sign the entry form. This information should be included at the time of submittal.
6. A maximum of six single-sided pages in 10-point font will be accepted. This includes supporting material (i.e., visual graphics, charts, graphs, etc.). Please note that additional supporting information may be required if your entry is selected as a winner.
7. All entries become the property of MDOT and ACEC and will not be returned.
8. All entry material must be submitted to MDOT's Performance Excellence Section in a standard three-ring binder with the name of the project on the cover and spine.

- 9. Include a CD or USB drive with at least three high-resolution digital images of your project. At least one photo should be approximately 8 inches by 10 inches or larger, with a vertical (portrait) orientation.
- 10. The winning project will be published on both MDOT and ACEC websites as well as the future Partnership Charter Award *Call for Entries* brochure. The best photo from the winning project will be selected for the cover.

After You Have Submitted An Entry

Judging: Applications are evaluated by the project’s region engineer or Bureau Director and final determination of the winning project is made by the joint MDOT and ACEC Executive Committee. Projects are judged in competition with each other on their merit relative to the contest criteria. Awards are based on the inherent qualities of each project as perceived by the judges. Winners will be notified by e-mail.

Awards: The award will be presented at the MDOT and ACEC Annual Workshop on Feb. 6, 2021. The project manager and consultant will each receive an award. Additional trophies may be ordered for a fee.

Rating Guidelines for Judging

Each entry will be evaluated based on the following five categories, which are key elements of the MDOT and ACEC Partnership Charter.

- 1. **Providing Cost-Effective, High-Quality Services.....20%**
 - Has the project produced optimum results for expenditure at a standard of excellence?
- 2. **Partnering in Streamlining Business Practices.....20%**

- Have both project manager and Consultant reduced waste and decreased losses where opportunities were available?
- 3. **Engaging in Effective Communication.....20%**
 - Have the project manager and Consultant both played an active and effective role in the process?
- 4. **Commitment to Transparency & Accountability.....20%**
 - Have the Project Manager and Consultant facilitated and disseminated all information within the organizations?
- 5. **Promoting Innovation and Sustainability.....20%**
 - Has the project consistently produced the most current standards/best practices in the industry today?

Questions?

For any questions or concerns, please contact:

The Office of Organizational Development
 Email: GipsonB@michigan.gov
 Phone: 517-256-7638

Interested in submitting a project for this award?
 Click on the link below to complete an official entry form!

http://www.Michigan.gov/MDOT/0,4616,7-151-9625_62989_65292---,00.html

