



**2024 Project Achievement  
Application Package**



## About CMAA

The Mission of CMAA is to promote the profession of Construction Management and the use of qualified Construction Managers on capital projects and programs. The Vision of CMAA is that all owners will realize capital project and program success by using professionally qualified Construction Managers.

## Award Categories

### Infrastructure

(Includes: highways, transit, airports, ports, public works, etc.)

- Constructed value less than \$10 Million
- Constructed value between \$10 Million and \$30 Million
- Constructed value greater than \$30 Million

### Buildings (New or Renovation)

(Includes: education, healthcare, research, offices, commercial, residential, hospitality, federal, state, county, city, etc.)

- Constructed value less than \$25 Million
- Constructed value greater than \$25 Million

## Eligibility

- Open to all Construction Management Association of America (CMAA) members, and non-members.
- Projects, programs, or program phases must have been constructed in Connecticut and have achieved substantial completion during the period of August 31, 2023 and September 1, 2024.

NOTE: Municipalities, private, and public owners are strongly encouraged to submit applications.

NOTE: Incomplete applications will not be considered. The application and all associated attachments must be submitted electronically. Hard copy applications and attachments will not be considered.

## Project Achievement Awards Application Process

All applications and supporting materials must be submitted directly to the CMAA Connecticut Chapter. **Be sure to fill out the application completely and submit it with all accompanying attachments electronically to [awards@ctcmaa.starchapter.com](mailto:awards@ctcmaa.starchapter.com) no later than midnight, October 17, 2024.** See the Application Checklist for guidance in assembling your application.

You should receive a confirmation email that your application was submitted successfully (please be sure to check your Spam folder, as well). **If you do not receive a confirmation, please email Terrence McAuliffe at [tmcauliffe@aiengineers.com](mailto:tmcauliffe@aiengineers.com) of the issue.**



### **Project Achievement Awards Review Process**

1. The CMAA Connecticut Chapter Project Achievement Awards selection committee will review all complete applications received and make its recommendations to the CMAA Connecticut Chapter Board of Directors for approval. Selected winners will be notified on or about November 1, 2024.
2. While not mandatory, the Project Achievement nominees are strongly encouraged to attend the CMAA Awards and Scholarship Dinner on November 21, 2024, at The Aqua Turf Club in Southington, CT, where they will be recognized for their outstanding work. Award winners will be presented with an award.



## Project Achievement Awards Application Checklist

To be considered for a CMAA Connecticut Chapter Project Achievement Award, you must complete the following checklist and include it with the application submission, which is to be forwarded electronically as one PDF document.

- All sections of the application packet have been completed, including:
  - General Information
  - Team Information
  - Project Description, including:
    - CM Innovation and Contribution
    - Supporting information
    - Outcomes
- Spelling, grammar, and presentation of the application package has been proofed; the package is signed and dated.
- A copy of the completed application package has been prepared and emailed to [awards@ctcmaa.starchapter.com](mailto:awards@ctcmaa.starchapter.com) by midnight, October 17, 2024.
- Electronic proof of delivery will be obtained.
- Entry fee has submitted:
  - Infrastructure – value less than \$10 Million: \$100 application fee
  - Infrastructure – value between \$10 Million and \$30 Million: \$175 application fee
  - Infrastructure – value greater than \$30 Million: \$250 application fee
  - Buildings – value less than \$25 Million: \$100 application fee
  - Buildings – value greater than \$25 Million: \$175 application fee
- High-res photo(s) (included in the email submission as a separate file)

Payments can be made through the CT Chapter website OR by check payable to “CMAA CT Chapter” to the following address:

CMAA CT Chapter  
P.O. Box 472  
Rocky Hill, CT 06067



**Part I: General Information**

<b>Applicant First Name</b>	
<b>Last Name</b>	
<b>Company</b>	
<b>Address</b>	
<b>State/Province</b>	
<b>Postal Code</b>	
<b>Phone Number</b>	
<b>CMAA Organizational Member?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>CMAA CT Chapter Affiliation</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Project Name</b>	
<b>Location</b>	
<b>Construction Cost</b>	
<b>Substantial Completion Date</b>	
<b>Award Category (please select one per application)</b>	<input type="checkbox"/> Infrastructure - Under \$10 Million <input type="checkbox"/> Infrastructure - \$10 Million to \$30 Milling <input type="checkbox"/> Infrastructure - Over \$30 Million <input type="checkbox"/> Buildings (New or Renovation) – Under \$25 Million <input type="checkbox"/> Buildings (New or Renovation) – Over \$25 Million



**Part II: Team Information**

<b>Project Name</b>	
<b>Owner</b>	
<b>Construction Manager</b>	
<b>Project Manager</b>	
<b>Designer</b>	
<b>Architect</b>	
<b>Engineer</b>	
<b>Design-Builder</b>	
<b>General Contractor</b>	
<b>Other Key Stakeholders</b>	
<b>Other Key Stakeholders</b>	
<b>Other Key Stakeholders</b>	
<b>Other Key Stakeholders</b>	
<b>Other Key Stakeholders</b>	

**Part III: Project Description**

<b>Project Name</b>	
<b>Project Description (50 words)</b>	
<b>Market Sector (please select all that apply)</b>	<input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/> Education <input type="checkbox"/> Healthcare <input type="checkbox"/> Residential <input type="checkbox"/> Transportation <input type="checkbox"/> Other:
<b>Project Delivery Method</b>	<input type="checkbox"/> Design - Bid - Build <input type="checkbox"/> Design - Build <input type="checkbox"/> CM at Risk <input type="checkbox"/> CM as Advisor <input type="checkbox"/> Other:



### **Part IV: CM Innovation and Contributions (30 percent scoring weight)**

Provide a statement not exceeding 200 words describing the unique contributions the CM made to the success of this project or program. What did the CM do that was special? What did the applicant provide that another CM/PM firm would not or could not have provided? Stress how the CM solved a problem, created an opportunity, or overcame challenges.

### **Part V: Supporting Information (40 percent scoring weight)**

Provide detail, not exceeding 500 words, to support the statement(s) made in Part IV. Focus on as many of the areas listed below as may be appropriate to the project.

Everything submitted in Part V must relate to and support the statements made in Part IV. It is not necessary to address all the areas below. The judges will look for evidence of innovation and creativity on the part of the CM. Your project's uniqueness may involve only one or two of these elements. That's fine; focus on those strong points and make your case. Do not provide detailed descriptions of materials, methods and processes that are well known and commonplace.

- |                                    |                          |
|------------------------------------|--------------------------|
| Overall management                 | Team leadership          |
| Project delivery method            | Quality management       |
| Cost management                    | Schedule management      |
| Safety management                  | Customer service         |
| Risk mitigation                    | Sustainability standards |
| Unique challenges and CM responses |                          |

### **Part VI: Outcomes (30 percent scoring weight)**

Provide detail, not exceeding 500 words, to support the statement(s) made in Part III. Focus on as many of the areas listed below as may be appropriate to the project.

- Client/owner letters or testimonials – 500 words max or attachments (10 percent)
- Schedule performance (5 percent)
- Cost performance (5 percent)
- Claims (5 percent)
- Safety, including OSHA recordable injury/illness rates (5 percent)

### **Part VII: High-Resolution Logo**

Provide up to (3) high-resolution Project photos, included in the emailed submission as separate files. If selected as the award winner, the photos will be included in the Awards and Scholarship Dinner booklet.

### **Applicant Signature**

***By submitting this application package for a CMAA Connecticut Chapter Project Achievement Awards, I certify that the information contained herein is accurate and factual to the best of my knowledge. I acknowledge that any***





***photographs submitted with this application may be used by the CMAA CT Chapter for promotional purposes, including in print and online; and that all decisions of the awards committee are final.***

Name: \_\_\_\_\_ Date: \_\_\_\_\_