



Design-Build Project/Team Awards Submission Details

Deadline: May 24, 2023, at 6pm ET

Submit your project online at: dbia.org/awards

Please review this information carefully before beginning your online awards submission and share this document with your team members to coordinate your entry. Note: *DBIA does not accept paper submissions.*

Submission Deadline:
May 24, 2023
at 6pm ET

Submission Fee
DBIA Industry Partner Member: \$475
Non-Member: \$775

EXTENDED DEADLINE
May 31, 2023, at 6pm ET
(A \$100 extension fee will be automatically applied after May 24, 2023.)

Overview

The Design-Build Institute of America (DBIA) recognizes exemplary applications of Design-Build Done Right® that, at a minimum, resulted in highly successful design-build projects achieving best value while meeting design and construction quality, cost and schedule goals. Winning projects and team members achieving optimal outcomes through effective implementation of design-build best practices will be celebrated publicly at DBIA's Annual Awards Program and in national media coverage.

Submissions are rigorously judged by a panel of industry experts who evaluate each project for design-build process, excellence in design and teaming performance. Winning projects must not only achieve budget and schedule goals but also demonstrate advanced and innovative application of total integrated project delivery.

Only projects meeting these minimum qualifications will be considered:

- Completed and Owner-occupied after March 31, no more than 3 years before entry year (example: 2020 for 2023) and before the application deadline
- Completed under a single point of responsibility contract
- Completed on or ahead of schedule*
- Completed within budget*
- Completed with no claims or litigation
- Project met or exceeded Owner expectations as demonstrated by a letter from the Owner
- Completed with no OSHA recordable fatalities

**Projects with cost overruns and/or schedule delays that are a direct result of Owner-directed changes or unusual/unforeseen conditions are eligible, if the change in cost and/or schedule was approved by the Owner. Applicants will be asked to explain the Owner-directed changes or unforeseen conditions.*

Submission Categories

All submitters will be required to select a category for their project from the list below. Submitters should select the category they feel best fits their project. The Awards Jury reserves the right to move or adjust project categories as deemed appropriate.

- AVIATION
- CIVIC/ASSEMBLY
- COMMERCIAL BUILDINGS
- EDUCATIONAL FACILITIES
- FEDERAL, STATE, COUNTY, MUNICIPAL
- HEALTHCARE FACILITIES
- INDUSTRIAL, PROCESS AND/OR RESEARCH FACILITIES
- OFFICE BUILDINGS
- REHABILITATION, RENOVATION AND/OR RESTORATION
- TRANSPORTATION (OTHER THAN AVIATION)
- WATER/WASTEWATER



Special Recognitions

All winning projects will also be considered for special recognition as the “Best in” the following categories: (1) Teaming; (2) Process; (3) Design Excellence; and (4) Virtual Design & Construction (VDC).

SMALL PROJECTS

Because the size of the project doesn’t dictate the impact of the project, DBIA will also recognize “small” design-build projects that achieve exceptional outcomes. As a general guideline, “small” is defined as \$10 million or less for buildings/vertical projects and \$30 million or less for infrastructure. DBIA, at its sole discretion, may modify these thresholds based on the number, size and type of projects submitted for consideration each year.

DBIA will determine a small projects winner based on the entries in the 11 pre-established submission categories.

PROJECTS EXEMPLIFYING MEANINGFUL DIVERSITY, EQUITY AND INCLUSION (DEI) PRACTICES

Spreading the economic benefits that construction projects bring to communities is important. As such, government agencies — and oftentimes private Owners — reserve some work for contractors owned and operated by minority, women, disadvantaged business enterprises (MWDBE). These firms provide tremendous value, particularly when engaged as a meaningful part of the design-build team. The Teaming Section includes questions specific to DEI and MWDBE engagement. The answer to these questions, as well as inclusion of an optional letter from an MWDBE, will be used to determine the winner for this special recognition.

ENLIGHTENED OWNER

Enlightened Owners are critical to optimal design-build outcomes. They are key to setting the stage for success, starting with how they procure design-build services, and how they contribute to creating and maintaining a positive, collaborative environment. They understand that innovation is a hallmark of design-build and are open-minded in embarking on creative solutions to challenges. The winner of DBIA’s “Enlightened Owner” has demonstrated a keen understanding of what it takes to maximize design-build project delivery.

PROJECT OF THE YEAR

One project will be awarded the coveted Design-Build Project of the Year. The Project of the Year embraces all aspects of Design-Build Done Right® and goes far beyond the basic requirements of DBIA awards submissions. The winner of this award has demonstrated innovative solutions to project challenges, developed a unique and high-quality design, effectively utilized emerging technology and exceeded expectations for project outcomes. All projects submitted for project awards, regardless of size or sector, are considered for this honor.

Award Submission Overview

Include Collaborators

As with Design-Build Done Right™, a good project/team submission requires collaboration. That’s why DBIA encourages you to invite collaborators to assist in completing the application. Develop an organized process for collaborating on the completion of your application. Multiple project team collaborators can craft and complete portions of the application, ensuring the best person for the job is telling the story of your project’s success.

These are the guidelines for submitting an award and are not an exact duplicate of the application. There may be slight variations in the order or wording of questions.



Verification on Minimum Qualifications

In the first step to develop your submission, you will be asked to verify that your project meets the minimum qualifications outlined on page 2 of this document. Applicants who are not able to validate their qualifications or provide sufficient evidence justifying the extenuating circumstances impacting their ability to meet these qualifications, may not be allowed to continue filling out the application.

Project Overview

This section is designed to provide high-level insight into your work. **While this section as a whole is not scored, the foundational information provided in this section may contribute to jurors' overall scoring.**

Here's what you'll be asked to complete:

- Project name (project should be entered exactly as it is to appear on the award and in DBIA announcements should the project win an award)
- Project city and state
- Short project description
- Provide the factors used by the Owner in selecting the design-build team and the weight of each
- Contract start date and actual start date
- Initial contract price, budget ceiling and actual (final) cost
- Explanation of Owner-directed changes and/or unforeseen conditions impacting the budget and/or schedule, if applicable (200 words)
- Listing of industry awards your project has obtained or pursued and explanation of how these contributed to meeting the owner's goals

Team Overview

This section is intended to capture the key roles and contributors that comprise your team. **This section is not assigned a unique score but will be important in helping DBIA promote the key players of the winning team.**

Here's the Team Overview information you'll be asked to provide:

- Client/Owner
- Owner Advisor* (if applicable)
- Submitter**
- Design-Builder
- General Contractor (if different than Design-Builder)
- Architects
- Engineers
- Key Specialty Contractors, Consultants and Sub-Contractors

Please note: You will be allowed to indicate certified MWDBE firms where applicable.

**If an Owner Advisor was engaged, please provide details of when and how the Advisor integrated into the team. Refer to DBIA's primer on Selecting and Using an Owner Advisor for more information on this topic.*

***The submitting company will be listed on the complimentary award. However, personalized awards noting other key players/firms can be purchased at a later date.*

Only company names listed in the application will be featured on the DBIA website if the project wins an award. Personal contact information will not be publicized and will be used for internal use only.



Project Details

This section is designed to lay the foundation for your project and story. **Information in this section is often used to supplement other answers, and is also considered for a special Chair's Award at the discretion of the jury and the DBIA National Board Chair.**

Here's what you'll be asked to provide:

- Provide a detailed description that addresses the following: (500 words)
 - Purpose of the project (what need the Owner is addressing)
 - What additional processes/innovations were used, and how did design-build facilitate seamless incorporation of each (i.e., prefabrication, modularization, industrialized construction, Lean principles, advanced building materials, etc.)
 - An overview of the project's impact to the community, including how it serves to inspire and influence, as well as examples of the project's social, environmental and economic impact.
- What best describes the design-build entity structural arrangement?
- What procurement method was used?
- What contract format was used?
- Describe how the team provided the Owner with "best value for dollar spent." Provide specific examples of enhancements and betterments that you/your team brought to the project. These may be quantitative or qualitative in nature. (500 words)
- Describe steps taken to optimize the lifecycle cost of the project. Include an overview of the intended outcomes. (300 words)

Safety Program

DBIA takes safety seriously. This section is intended for you to highlight your team's commitment to safety and outline your team's unique approach to safety. **As further evidence of our commitment to safety, this section is assigned a unique score by jurors.**

- Total hours worked on project
- Duration of construction in months
- Number of cases with days away from work
- Number of cases with job transfer or restriction
- Other recordable cases (with explanations)
- Description of how the safety program was customized for this project (300 words)
- Description of any specific safety issues as well as how the issues were resolved
- Was full-time safety management and staff on-site during construction? (Yes/No)
- Description of prevention through design features that were incorporated into the project to improve safety, either from an operations or end-user perspective (if applicable) (200 words)

Design-Build Process/ Effective Use of Best Practices

This section is used to highlight the successful use of Design-Build Done Right® best practices that contributed to project and team success and ensured that the project met and/or exceeded the expectations of all stakeholders. Identification of best practices should span from the Owner's procurement decision-making process through project execution.

Please note: DBIA is in the process of updating our Design-Build Done Right® best practices and hope to share these updates and supporting education later this year. As we complete this process, our 2023 submission will use the current best practices noted at dbia.org/best-practices first developed in 2014. Please refer to these to review Design-Build Done Right® Universally Applicable, Federal, Transportation or Water/Wastewater Best Practices and other resources.

Demonstrated use of Design-Build Best Practices should appear in your narrative responses throughout the application. Information included in this section will be assigned a unique score.



You will be asked to complete and submit the [design-build best practices checklist](#) as part of the Supporting Documentation section of your application.

- Based on your checklist responses, provide an overview of how design-build best practices were applied to the project from the RFQ/ RFP stage through the post-award phases of design and construction (Design Development, Construction Documents, construction and commissioning) (500 words)
- If a two-step Best-Value was used, did the Owner's RFP offer a stipend to unsuccessful offerers? (Yes/No)
- Describe the method the Owner used in the RFQ/RFP process to communicate the scope and technical requirements (performance standards? Prescriptive bridging documents? Functional? Combination?) (200 words)
- If applicable, note what percentage of plans were already developed via prescriptive bridging documents and why the Owner felt it was necessary
- Describe the overall risk management approach, specifically addressing the following: (300 words)
 - How risks were identified and allocated to ensure an appropriate or balanced approach;
 - How risk was managed by the design-build team during executions; and
 - How risk assessment was updated and refined as the project proceeded from procurement through project execution
 - If applicable, how were risk and contingency used together?
- Describe what awards and incentives were employed to help facilitate the alignment of the performance of the design-build teams with the Owner's project goals (if applicable). Describe both Owner and Design-Build team incentives (200 words)
- Describe the quality assurance/quality control process used on the project and how it was organized, led and implemented across the design and construction phases. Provide specifics of who performed the QA and QC for both the design and construction. Provide examples of how the QA/QC process mitigated identified project risks and how it helped the Design-Build team realize the Owner's project vision and goals. (500 words)

- Describe the approach and methods that were employed to facilitate and manage the "design-build to budget" (or design to contract amount) throughout the design phase of the project while meeting or exceeding Owner overall design expectations and desired outcomes. (200 words)
- Describe the methods and provide examples of actions that were employed to establish and maintain alignment between the design schedule and the construction schedule throughout the design and construction phase. Include how the Owner design reviews were included on the integrated schedule(s). (200 words)

Excellence in Design

This section serves to demonstrate how design-build delivery enables projects to achieve design (functional) and/or architectural (aesthetics) excellence. Detailed information should speak to how the team harnessed innovation and creativity leading to excellent design and/or architectural solutions that exceeded the Owner's overall design vision, project goals and defined desired outcomes. Submissions should speak to the ways in which both design elements and architectural elements incorporated contributed to overall design excellence. **Information included in this section will be assigned a unique score.**

- Describe how the functional design/internal design contributes to operational efficiency; end-user comfort, function and safe O&M; productivity/business value; and building systems integration. (300 words)



- Describe the unique characteristics of the project design aesthetics that include a holistic awareness that consider context, site and sustainable environment. (500 words)
- Describe how design-build played a role in achieving or exceeding the Owner's sustainability, lifecycle costs and/or long-term project performance requirements (if applicable). (200 words)
- If applicable, please list any certifications the project received related to sustainability (e.g., LEED Platinum, Well Building Standards). Please include name, issue date and how pursuing this certification helped meet the Owner's goals.

Application of Virtual Design and Construction

The world is an increasingly virtual place, filled with new and evolving technologies to support, automate and bring projects to life. This section is intended to capture the unique and exciting ways your team applied VDC and the impact this had on project outcomes. **Information in this section is assigned a unique score.**

- Describe how the whole team approach inherent in design-build allowed for the use of VDC processes, BIM enabled technologies, as well as other design and construction technologies (e.g., robotics, drones, reality capture, etc.) to flourish, creating a platform where all the Owner's goals were embraced and achieved. (500 words)
- Were key planning documents such as a BIM Execution Plan and Level of Development (LOD) Matrix developed at the outset the project? (Yes/No)
- List the BIM Use Cases that were implemented on the project. (200 words)
- Identify the quantifiable budget, schedule and quality outcomes that were realized through the application of previously listed BIM Use Cases. (300 words)
- Describe what model-based deliverables were provided to the Owner and how they will be utilized. (200 words)

Teaming Performance

Successful execution of design-build is based upon relationships built upon trust, transparency, flexibility, respect for diverse perspectives and team integration. In this section, demonstrate how team members are not only competent in their specific areas of responsibility, but that they also understood project success was directly dependent upon the ability of the entire team to work together collaboratively. **Information included in this section will be assigned a unique score.**

- Provide an organization chart of the team structure that concisely shows:
 - The design-build team structure;
 - Contractual relationships; and
 - Names and titles of key team members, being certain to note those holding the DBIA®, Assoc. DBIA® or FDBIA® credential currently and/or during the project execution. **(DBIA credentials will be verified.)** Please note that a DBIA credential is earned through education, experience and examination, like a PE or AIA credential. Holding a DBIA credential should not be confused with DBIA membership. Please include team members representing the Owner, design-builder, contractor, architect, engineer, etc.
- Based on the organizational chart, explain the specific role those holding the DBIA®, Assoc. DBIA® or FDBIA® credential had in the project. Include the names and titles of additional team members holding the credential that are not listed on the organization chart.



- Describe how and when your team was created, including design and key trade partners during the pursuit of the project. Then, describe how the remainder of the team was formed post-award. (300 words)
- Provide an overview of the teaming philosophy, mission and/or goal that the team employed to engage and interact “as one team” throughout the design AND construction of the project. Your answer should include the following:
 - Describe if/how the contractor actively participated during the design phase, if/how designers actively participated during the construction phase and if/how key trade partners participated throughout the design and construction of the project.
 - Discuss specifically how the team leadership was structured, including the Owner, through design and construction. What specific leadership qualities contributed to this collaboration?
- Did the team engage in a structured and proactive partnering process? (Yes/No)
 - If yes, provide an overview of the success of this process throughout the project. (200 words)
- Describe your greatest challenge as a team. Briefly describe how it was solved and whether or not it was solved using a neutral third party. (200 words)
- Describe what approaches and initiatives were implemented to achieve diversity and inclusion on the team. Please distinguish between those that were contract requirements and those that were leadership or team generated. For example, meeting a contractual requirement for MWDBE participation, versus initiating an onboarding training program for minority subcontractors, or hiring contractors who are members of an underrepresented trade or professional association.
- How were outcomes improved through diverse leadership or MWDBE integration into the project team? (200 words)

Supporting Documentation

To help make your submission process efficient and seamless, this section is designed to capture all additional supporting documentation (required and optional).

OWNER LETTER (REQUIRED):

Provide a detailed letter from the Owner (on Owner’s letterhead and signed) attesting to the Owner’s satisfaction with the project and the process. This component of the application is assigned a unique score. The letter must include, at a minimum:

- Factor(s) that drove the Owner’s decision to choose design-build project delivery;
- Confirmation that the project met cost and schedule goals (or an explanation of any growth in the original schedule and/or budget as compared to the final substantial completion date and price); and
- Specific area(s) in which the Owner was especially pleased, including project enhancements/betterments.
- Description of the teaming environment.

MWDBE LETTER (OPTIONAL):

Provide a letter from a team member qualifying as an MWDBE. The letter must be on letterhead and must describe how the MWDBE engaged in a meaningful way in successful project outcomes.

BEST PRACTICES CHECKLIST:

Upload a COMPLETED design-build best practices checklist. You can download the [best practices checklist](#) as a reference.



Photos and Visuals

Submitters need to provide twelve (12) high-resolution photos (300dpi) to include:

- One (1) project photo identified as the default image for DBIA informational and awareness efforts when referring to the project
- At least two (2) project photos from various angles/perspectives
- At least two (2) photos showing the end user/community accessing the project
- At least two (2) photos capturing the team at work (can be during construction)
- At least three (3) photos that demonstrate the project's outstanding design aspects
- Up to two (2) additional photos of the submitter's choice

For each photo, include a photo credit (if applicable), a photo caption and an explanation of the photo.

When applicable, provide the following additional visuals in PDF format:

- Locator Map
- Site Plan or Renderings
- Drawings: Floor plan(s); elevations (4); sections (maximum of 2) (if submitting a roadway project, please include additional photos in lieu of elevation drawings)

Videos of the project are not required, but DBIA encourages you to include one or more. Videos should not exceed three (3) minutes in length.



DBIA Terms and Conditions and Waiver/Disclosure

In the final portion of the application, you will be asked to indicate your agreement and compliance with DBIA's Terms, Conditions and Waiver/Disclosure. This includes verifying:

- Submitter is responsible for obtaining the rights from photographers to transfer photos to DBIA without restrictions. Any liability for copyright violation shall be borne solely by the submitter. If a photo credit is required, include the information with the image files. DBIA reserves the right to publish the images online, in print and in various DBIA presentations about design-build.
- On behalf of the submitting company, I verify that the above conditions have been met. I understand that the contents of this entry become the property of DBIA and will not be returned. DBIA shall have the right to make all text and photos available for publication without compensation, real or implied, and without claim by nominees against the jury, DBIA or its staff or individual DBIA members.
- All information provided in this application is true and accurate to the best of my knowledge, and I understand that DBIA will be verifying its accuracy.
- On behalf of the submitting company, the submitter grants DBIA the right to publish information from this application in DBIA's public project database.

Payment Information

Payment is by credit card during online submission. Checks will not be accepted.

DBIA Industry Partner Member Firms:	\$475
Non-Members:	\$775

Membership is determined based on the firm of the individual submitting the award and will be verified by DBIA.

*Please note: Applications submitted after the initial deadline will be assessed a \$100 late fee.