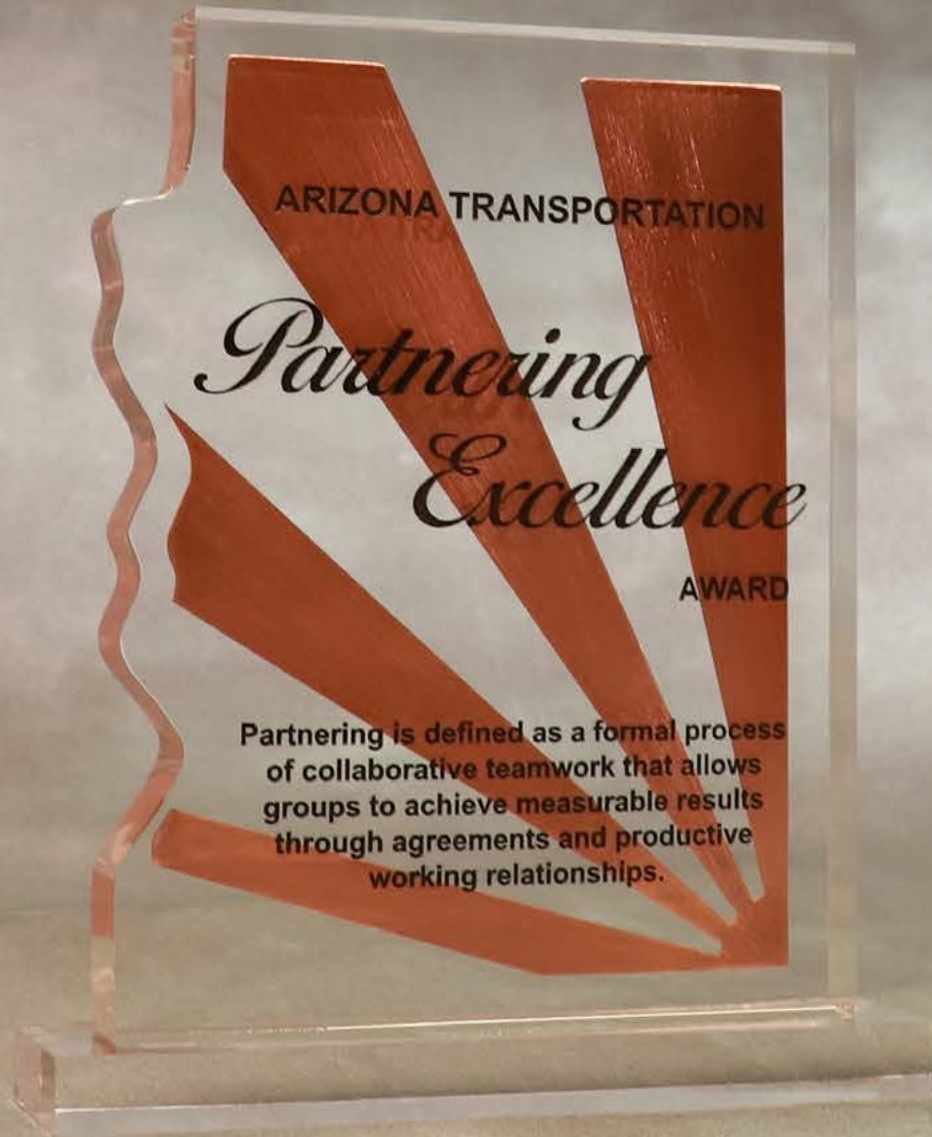


2019 Arizona Transportation Partnering Excellence Award



Application Due: November 21, 2019



Maricopa County
Department of Transportation



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2019 ARIZONA TRANSPORTATION PARTNERING EXCELLENCE AWARD

PURPOSE

The Arizona Transportation Partnering Excellence Awards competition is designed to recognize partnership teams that demonstrate a high degree of achievement through their practice of the Partnering principles and application of the Partnering processes related to the transportation industry.

BACKGROUND

Partnering excellence has been recognized by the Associated General Contractors since 1993. The National Partnership on Highway Quality recognizes excellent partnerships bi-annually. In 2005, the Partnering Advisory Committee formed a partnership to develop the Arizona Transportation Partnering Excellence Award criteria, materials and selection process. This committee is made up of Arizona stakeholder groups who use and encourage the use of Partnering.

A creative and innovative “edge” is critical to business success. Collaborative teamwork that achieves measurable results through agreements and productive working relationships is more important today than ever before. Today, resources and time are precious. Successful partnerships conserve resources and allow for creative solutions. Any team that applies for this prestigious award will be assessed for their current practices and relationships – an extremely valuable learning opportunity!

For 2019, Non-Construction Partnering descriptions have been updated for Planning/Development/Design and General Partnerships. See category descriptions for more details.

PARTNERING DEFINITION

Partnering is defined as “a formal process of collaborative teamwork to achieve measurable results through agreements and productive working relationships.”

Tangible deliverables of a Partnering process may include a partnering charter, agreement or purpose document; an issue resolution/decision-making process; action plans; evaluation methods; meeting follow-up and reporting.

BENEFITS

In addition to being honored at the Annual Partnering Event, winners will:

- Receive recognition from several industry associations
- Be recognized as a leader in Partnering excellence
- Receive feedback regarding strengths and opportunities that will drive improved effectiveness
- Have the opportunity to network with peers in the industry committed to Partnering excellence
- Know that they have contributed to the continuous improvement of Partnering as a business process



2019 AZ TRANSPORTATION PARTNERING EXCELLENCE AWARD CATEGORIES

The following categories of Partnerships must have used a Partnering process and be able to show a relationship to transportation - the movement of people and goods within the State of Arizona. **There may be multiple awards for each category.**

CONSTRUCTION

Roadway (Under \$5M; \$5M to \$25M; Over \$25M) – The project included one or more of the following: highways/state routes, freeways, roads and streets including reconstruction and expansion or widening of existing facilities, bridges, interchanges, overpasses, or road tunnels.

Other Transportation Infrastructure (Under \$5M; \$5M to \$25M; Over \$25M) – The project included one or more of the following: airport, bus/transit, rest areas, tunnels (other than roadway), ports of entry, rail, Intelligent Transportation System (ITS), non-recreational multi-use paths (part of an overall system), or pedestrian bridges.

NON-CONSTRUCTION **Updated This Year**

Planning/Development/Design - The project can include planning studies; scoping, design and environmental documents; Tier I study; plans complete to percent stage required in contract.

General Partnerships - Multiple organizations using the elements of Partnering processes to achieve positive results related to a work environment that supports the transportation industry. Examples include public and agency partnerships among and between DOTs to include:

- Local, state and federal agencies
- Subcommittees and/or work groups under the partnership
- Counties, tribes
- Non-government stakeholders such as utilities or private organizations
- Members and work units of the same organization, internal or external

2019 ELIGIBILITY REQUIREMENTS

- The Partnership must be transportation related.

CONSTRUCTION PROJECTS

- Substantially complete and ready for use by October 15, 2019.
- Previously submitted construction projects are not eligible.
- Construction Manager At Risk (CMAR), Design Build and Job Order Contracting (JOC) are eligible under the Construction category only.

PLANNING/DEVELOPMENT/DESIGN

- Documents and plans completed by October 15, 2019 to percent stage required by contract

GENERAL PARTNERSHIPS

- Partnerships with substantially completed goal(s)/outcome(s) finished between October 15, 2017 and October 15, 2019 are eligible to apply.
- Subcommittees of a General Partnership are eligible to apply if all requirements are met.

AWARD PROGRAM GUIDELINES

AWARD PROCESS

The Arizona Transportation Partnering Excellence Award process is led by a committee of volunteers who exemplify excellence in the transportation industry. They oversee the award process which includes the establishment of a high standard of Partnering performance and the categories of projects eligible to receive the award.

Submittal requirements are clearly outlined every year. Judges are selected for their in-depth expertise in the transportation industry and recognized leadership in building partnerships. The judging panel represents members of government agencies, contractors, consultants and citizens at large. Judges will recuse themselves from projects that they or their organization have been involved in. Judging criteria is established to provide guidance of what applicants should highlight and how judges will evaluate high levels of excellence over the life of the partnership.

Feedback to award applicants achieving the minimum standard is provided through both review of the written submittal and discussion among the experienced Partnering judges. Feedback will be provided to the applicants when finalists are announced.

The award recipients are recognized each year at the Roads and Streets Conference sponsored by Arizona Department of Transportation, Arizona Chapter of the Associated General Contractors, American Council of Engineering Companies of Arizona, Maricopa County Department of Transportation, Associated Minority Contractors of America, American Public Works Association, Federal Highway Administration and Arizona Transportation Builders Association.

The steps of the process include:

1. Review submittals for eligibility and adherence to the guidelines
2. Judges' review of written award submittals against the criteria
3. Selection of finalists for the award
4. Verification/clarification of recipient information and results
5. Judges final recommendation for award recipients
6. Award recipient notification

APPLICATION DEADLINES AND SUBMITTAL INFORMATION

- Send all award submittals in pdf format to: Perry.Powell@wsp.com
- Award Application Fee of \$300 must be sent to:
Arizona Transportation Partnering Excellence Award Committee c/o WSP
1230 W. Washington Street, Suite 405
Tempe, AZ 85281.
- Make checks payable to: Associated Minority Contractors of Arizona and AZ Transportation Partnering Awards written in the memo.
For credit card payments, contact Cecilia Perez at (602) 495-0026.
- **Applications and payment must be received before 4:00 p.m. MST, November 21, 2019.**
- Notification to award recipients: January 2020
- Contact for questions: Perry Powell, WSP | (602) 284-2431 | Perry.Powell@wsp.com

APPLICATION INSTRUCTIONS

Maximum page count for applications is 20 pages in pdf format with a maximum size of 15 MB.

No hardcopies will be accepted.

AWARD SUBMITTAL MUST BE IN THE FOLLOWING ORDER:

1. Cover page identifying the name of the project and/or partnership.
2. Completed Application Form (found on the last page of this package)
3. Executive Summary with a brief description of the project and why the partnership should receive recognition.
4. Response to Judges' Criteria for applicable award category. This section should include a copy of the partnership's agreement and applicable goals, milestones and/or measurement information.
5. Attachments and exhibits as needed, such as press clippings, related special event material, photos and glossary of terms.

PAGE PARAMETERS:

A page is defined as an 8½ x 11-inch, blank or printed. All pages are counted from beginning to end to arrive at the maximum 20-page limit. All pages including covers, table of contents, tables, figures, photographs, divider sheets, maps, etc. are counted as pages and are included in the 20-page limit.

Failure to follow the page limit specified will result in rejection of the submittal.

PRINT AND FONT SIZE:

The committee strongly recommends using a 12-point or larger font for the body of the award submittal. The use of standard basic fonts is highly recommended to avoid any formatting issues which could result in an increase in the page numbers after the award submittal is received. The goal is to make the document clear and legible. Proposal scores will be adversely affected if an award submittal is not legible or the font size is too small to read if printed by the judges.

VIDEO OR MULTIMEDIA APPLICATIONS:

No video clips or other multimedia applications are allowed. Failure to adhere to the guidelines will result in rejection of the award submittal.

HOW WINNERS ARE SELECTED

Arizona Transportation Partnering Excellence Award recipients will be selected based upon the Judges' Criteria. Once the applications are reviewed for eligibility and adherence to the guidelines, those meeting the requirements will move forward to be examined against the criteria. Those meeting the minimum standard for recognition will then be reviewed by the judges and considered finalists for the award. Minimum standards reflect a well-developed level of the Partnership across all categories of the Judges' Criteria. They also include measurable, positive results.

Judges will look carefully at the responses given against the established criteria and not the sophistication of the package submitted. In particular, judges will be looking for how the team used partnering tools and principles in exemplary ways that are commensurate with receiving an award of excellence. The judges will then determine which partnerships will be recognized. If no applicants in any one category meet the minimum standards set, no award for that category will be bestowed in that year.

JUDGES' CATEGORIES AND CRITERIA

CONSTRUCTION CATEGORIES:

1. Project Team Partnering Charter/Agreement (15 points)

Written agreement that defines the team's common mission, goals, guidelines and key agreements.

- How was this document used to support the Partnership?
- What process was used to evaluate the Partnership during the life of the project?
- What is the relationship between the common mission, goals, guidelines and key agreements document, evaluation tool and goals?

2. Goals/Outcomes (20 points)

Tell the story of how the partnership turned goals into achieved outcomes.

- How were each of the goals and sub-goals of your Partnering agreement developed, measured, evaluated and used?
- How did partnering help to achieve the stated and shared goals?
- How were the mission and goals linked to assure success of the partnership?
- Did the team modify or develop new goals during the project? If so, why?

3. Issue Resolution/Decision-Making Hierarchy (25 points)

Describe the team's issue resolution/decision-making hierarchy process and how it benefitted the team.

- What were the results/outcomes of the team having an established issue resolution/decision-making hierarchy process?
- How did the issue resolution/decision-making hierarchy work for your team? Give examples.
- What were the lessons learned through the process?

4. Teamwork (20 points)

Describe how the group developed to work together as a team.

- How did you develop team member relationships?
- What were the trust-building moments for the team?
- How did the team develop relationships with stakeholders?
- How did you celebrate team successes?

5. Value/Outcomes (20 points)

Describe how Partnering helped the team deliver the project and what were your lessons learned. Cite any exemplary or creative practices that had a positive impact on the Partnership.

- How did evaluation tools assist the Partnership in meeting the project scope, schedule and budget?
- What project outcomes were primary indicators of the project's success?
- What were your lessons learned from using the partnering process?

JUDGES' CATEGORIES AND CRITERIA

NON-CONSTRUCTION CATEGORIES:

1. What was the purpose of the partnership (10 points)

Written agreement that defines the team's common mission, goals, guidelines and key agreements.

- Explain why and/or how the Partnership was formed and overall purpose/mission/vision.
- What was your expected outcome?
- How did the purpose statement and/or goals support and lead the vision to expected outcomes?

2. What did the team accomplish? (50 points)

Tell the story of what and how the partnership members turned a goal/project into a successful outcome using partnering. Cite any noteworthy tangible or intangible results.

- What did the team accomplish together?
- How did the team stay focused on the end result?
- How did the team measure progress toward goal/project success?
- What value/benefit did the partnership bring to the involved parties/organizations?
- What were the lessons learned?

3. Who contributed to the success? (20 points)

Describe how the group developed to work together as a team. Cite any noteworthy tangible or intangible results.

- How were relationships developed, strengthened and maintained for this partnership?
- What actions did this team employ to foster collaboration?
- What characteristics of this team contributed to the overall success?
- What were the trust-building moments for this team?

4. What tools were used to lead the team to success? (20 points)

Describe the processes and tools that led the team to success.

- How did the team agree to the process they would use to address issues and challenges?
- What was the decision making hierarchy or protocol?
- Include issues and challenges that were resolved that made the team successful using the processes the team put in place.

2019 ARIZONA TRANSPORTATION PARTNERING EXCELLENCE AWARD

APPLICATION FORM

Note: See page 2 for eligibility requirements. There may be multiple awards in each category.

Check only one category below.

CONSTRUCTION CATEGORY

- | | |
|--|--|
| <input type="checkbox"/> Roadway (Under \$5 Million) | <input type="checkbox"/> Other Transportation Infrastructure (Under \$5 Million) |
| <input type="checkbox"/> Roadway (\$5 Million to \$25 Million) | <input type="checkbox"/> Other Transportation Infrastructure (\$5 Million to \$25 Million) |
| <input type="checkbox"/> Roadway (Over \$25 Million) | <input type="checkbox"/> Other Transportation Infrastructure (Over \$25 Million) |

NON-CONSTRUCTION CATEGORY

- | | |
|--|---|
| <input type="checkbox"/> Planning/Development/Design | <input type="checkbox"/> General Partnerships |
|--|---|

Partnership, Project Title: _____

Nomination Submitted by: _____

Title: _____ Organization: _____

Phone: _____ Email: _____

Date: _____ Signature: _____

For Construction Award Submittals:

Owner Organization: _____

Contact Name: _____ Phone: _____

Contact Email: _____

- Submitter has notified the project owner that the project has been submitted for award recognition.

Date: Partnering Agreement Signed: _____ Substantial Completion: _____

PAYMENT AND DEADLINE INFORMATION

Deadline: November 21, 2019 at 4:00 p.m. MST in pdf format to Perry.Powell@wsp.com.

Late entries will not be accepted.

Send entry fee of \$300 to: Arizona Transportation Partnering Excellence Award Committee c/o WSP 1230 W. Washington Street, Suite 405 Tempe, AZ 85281. Make checks payable to: Associated Minority Contractors of Arizona and AZ Transportation Partnering Awards written in the memo. For credit card payments, contact Cecilia Perez at (602) 495-0026. The entry fee includes one award to be presented at the Roads & Streets Conference.

Upon notification of winning an award, the nominator will be contacted to provide award engraving information and to provide the total number of additional/duplicate awards they would like to order.

All materials become the property of the Arizona Transportation Partnering Excellence Award Committee and may be used in education, marketing and promotion for the awards program.

Awards will be presented at Roads & Streets Conference on May 8, 2020.