

Ontario Engineering Project Awards 2022 Guidebook



ASSOCIATION OF CONSULTING
ENGINEERING COMPANIES
ONTARIO

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About the OEPA

In 2003 the Ontario Consulting Engineering Awards (OCEA) was formed by Consulting Engineers of Ontario (CEO), to recognize and honour the dedicated professionals in the consulting engineering industry. Consulting engineering firms build their businesses by designing innovative ways to improve the quality of life surrounding their projects.

On September 15, 2020 a historical day for the CEO occurred, the membership voted for a name change to the organization, now known as the Association of Consulting Engineering Companies – Ontario (ACEC-Ontario). The next logical step was to have the awards reflect the brand change and further alignment with the industry. The OCEA was relaunched as the Ontario Engineering Project Awards (OEPA).

The OEPA program highlights the importance of the consulting engineering profession by awarding the most outstanding projects submitted by member firms the distinguished Willis Chipman Award, Awards of Distinction and Awards of Excellence. The recipients of these awards have demonstrated the impact their knowledge, skill and expertise have made provincially, nationally and internationally.

We invite our member firms to showcase their efforts by entering projects they have worked on over the year to the 2022 OEPA program. The winners will be revealed at the OEPA Gala where their projects will be featured in professional videos which will be distributed for the firms' use. Winners will also be publicly announced via press release.

Who We Are

Founded in 1975, ACEC-Ontario (formally known as Consulting Engineers of Ontario) is a not-for-profit association representing approximately 130 consulting engineering firms that collectively employ more than 21,000 individuals across the province of Ontario. Its member firms provide a wide range of engineering services to government and private sector clients. Member firms range in size from sole proprietorships to large multinational engineering firms.

ACEC-Ontario advocates for a business and regulatory climate that allows its members to provide the highest level of services and best possible value to its clients. ACEC-Ontario promotes the important contribution that the consulting engineering sector makes to the social, economic and environmental quality of life in Ontario.

Award Categories

The OEPA aspires to celebrate the consulting engineering profession by honouring all projects submitted to the program by ACEC-Ontario member firms. The OEPA categories were designed to recognize consulting engineering excellence and award ACEC-Ontario member firms who put forth the strongest efforts over the year. The breakdown of the categories are described below.

The Willis Chipman Award

The Willis Chipman award, named after the first engineer in Canada who pioneered the industry in Ontario, grants the highest honour. It is awarded to the project that best demonstrates the value and importance of consulting engineering plays to improve the economic, social and environmental quality of life in Ontario. The award is given independently from the category in which it was submitted in.

Sustainable Development Impact Award

A new award to the OEPA program, the Sustainable Development Impact Award recognizes the project that best demonstrates the three pillars of sustainable development: society, environment and economy. The project must support the goals of society and incorporate environmental sustainability elements, while strengthening economic development in Ontario or beyond. Like the Willis Chipman, this award is given independently from the category in which it was submitted in, no extra submission is required.

Awards of Distinction

The Awards of Distinction may be presented to the member firm with the most outstanding project in the following seven areas of practice:

- 1) **Building engineering and science:** includes all engineering projects related to electrical, mechanical, structural, foundations, acoustics, ergonomics, fire protection/prevention, preliminary/final design, repair/restoration, roofing and waterproofing, walls and cladding, and heating systems including transportation terminals and service centres.
- 2) **Environment:** includes all engineering projects related to air quality management, environmental assessments, groundwater resources/hydrogeology, industrial wastewater treatment, noise and vibration, solid/hazardous waste management, and surface water resources.
- 3) **Industry, energy and resources:** includes all engineering projects related to agriculture, fisheries, forestry, electrical power generation, geophysics, geotechnical, mining, metallurgy, oil and gas production/storage, petrochemical, solar energy, steam power generation and wind energy.
- 4) **Project management:** includes all engineering projects related to construction management, construction quality control, contract administration, management of design, procurement management, project control and risk management, related management services, and value engineering.



- 5) **Studies and research:** includes all engineering projects related to planning and feasibility studies.
- 6) **Transit:** includes all traffic engineering and control, transportation planning and urban public transit.
- 7) **Transportation Structural:** includes all engineering projects related to airports, roads, bridges and highways, rail, pavement design and ports and harbors.

Awards of Excellence

The Awards of Excellence may be presented to the member firm with the most outstanding project in each of four categories. Categories are based on the number of employees per firm.

- 1) Firms with 351+ employees
- 2) Firms with 101–350 employees
- 3) Firms with 51–100 employees
- 4) Firms with 1-50 employees



OEPA Judges and Judging Process

The panel of judges is comprised of seasoned qualified professionals representing leading associations, client groups and academia in the industry who are not currently engaged in the consulting practice. The judges volunteer their time and expertise to examine each project and determine the winners of each award category. Projects are reviewed independently and deliberated upon collectively.

Projects are evaluated based on the four criteria listed below. Details are provided under the Executive Summary of the Specifications section of this document.

- Project objectives, solutions and achievements
- Level of complexity and project challenges
- Technical excellence and innovation
- Contribution to economic, social and/or environmental quality of life (as applicable).

Judges maintain the right to:

- Award projects outside of the described criteria, if suitable and approved by ACEC-Ontario
- Move a project into a different Awards of Distinction category if deemed appropriate
- Seek clarification from the entrant, facilitated through ACEC-Ontario

The OEPA Judges are an independent group. They participate in the OEPA by lending their skills and knowledge to select the award winners playing an important role in recognizing the significance of the consulting engineering profession.

Rules of Eligibility

The OEPA has implemented rules of eligibility in order to create a fair and orderly program for its participants. Please ensure your entry meets the following requirements:

- 1) Only ACEC-Ontario member firms are eligible to enter the OEPA program by entering a project submission their firm has worked on.
 - Joint submissions between ACEC-Ontario member firms are acceptable.
 - Joint submissions involving non-ACEC-Ontario members are acceptable only if the ACEC-Ontario member firm(s) did more than 50 per cent of the work and submit it in their name.
 - Firm size will be based on the combined number of employees for joint submissions.
- 2) Firm size is based on the number of employees in Ontario that was provided on the 2021 ACEC-Ontario membership renewal or application form.
- 3) A member firm may submit a maximum of five entries per year, including joint submissions, but only two projects in a Distinction Award category.
- 4) Project completion:
 - Projects entered must have been completed to the owner/client's satisfaction in the period from September 30, 2020 to September 30, 2021.
 - Completed design portions may be submitted, even if the project's still undergoing construction, if the owner/client of the project approves its submission.
 - Project was completed within budget.
- 5) Projects outside of Ontario are eligible for the Awards of Excellence and Awards of Distinction provided that they have been managed out of an office in Ontario.
- 6) Only Ontario-based projects are eligible for the Willis Chipman Award.
- 7) No additions or modifications to the entry are allowed after submission deadline.
- 8) ACEC-ONTARIO maintains the right to reject submissions that are incomplete or do not the outlined specifications.
- 9) Projects that have won a Canadian Consulting Engineering Award (CCEA) are not eligible for the OEPA.

Checklist

Notice of Intent to Submit – December 17, 2021

Please email the completed form to lweinberger@acecontario.ca before the deadline.

Final Submission - January 21, 2022

Please upload the files to your dropbox account* the following to the link that will be emailed to you no less than 48 hours in advance.

A digital copy of the project report containing:

- Copy of the intent to submit
- Project sheet
- Letter of acknowledgement
- Owner/Client's letter
- Executive Summary
- A PDF file of the project
- Project images (minimum 3, no maximum)

Please have your submission package delivered to dropbox no later than January 21, 2022 by 4pm.

****Due to the COVID-19 pandemic, all submissions will be done virtually. Additional instructions about how to properly submit via dropbox maybe provided in early January. Please bear with us as we navigate the best possible way to submit projects.***



Specifications

Notice of Intention to Submit (1 page)

Email the completed form including project name, entering firms, contact information, project category and firm size.

Project Sheet (1 page)

Project name, location, year completed, entering firm(s), contact names, and 130-word summary. Use plain language and avoid technical jargon where possible. The summary may be used for publication and/or video production purposes. The summary should include:

- The owner/client and the owner/client's objective
- Your role in the project
- Project complexity and/or use of innovation
- The project's social, economic and/or environmental benefits

Example: The National Capital Commission retained ABC Consulting to develop an innovative signalization layout to provide pedestrians and cyclists a safe crossing to the Rideau Canal and downtown area. High speeds and large traffic volumes made crossing difficult and potentially dangerous without a creative crossing solution. The configuration uses new features to improve the safety and connectivity of the crossing for active transportation users at this important node, creating an increase in cycling and pedestrian usage.

Letter of Acknowledgement (1 page)

Letter of Acknowledgement and consent signed by an authorized person(s) on behalf of the submitting firm(s) clarifying and confirming that:

- The submission accurately reflects the role of the submitting member firm(s) in the project.
- Other consultants and contractors and their respective roles are indicated in the Project Sheet and that they are aware of the submission (no consent required).

Owner/Client's Letter (1 page)

The Owner/Client's Letter should include the following:

- Permission to enter the project into the program.
- Confirmation that the consulting engineering services were provided and sufficiently completed to the owner/client's satisfaction.
- Confirmation that the overall objectives of the project were met within the approved timeframe and budget.

Executive Summary (up to 4 pages)

The Executive Summary should be a detailed report of the 130-word summary submitted in the Project Sheet and include the bolded headings below. Judges will be scoring projects based on the detailed items below. Each criterion may not be applicable to every project and is a guideline for information that should be included where possible.

- **Project objectives, solutions and achievements**
 - Owner/Client's objectives for the project
 - Solutions that were applied to meet the objectives
 - Project management used to complete the project
 - Project impact on the community
 - Outstanding engineering achievements

- **Level of complexity and project challenges**
 - Site problems
 - Scheduling difficulties
 - Obstacles to be overcome

- **Technical excellence and innovation**
 - Innovative approach to design
 - Unique use of materials or combination and/or equipment
 - Internal resources, experience and expertise

- **Contribution to economic, social and/or environmental quality of life**
 - Beneficial effects the project had on the community
 - Promotes sustainability
 - Illustrates the engineer's role in society

Project Images/Video

All images must be provided in a separate folder entitled "Images" in dropbox. A minimum of three (3) images must be submitted but there is no maximum to how many images a firm may submit.

Electronic images/video must comply with the following specifications:

- Only JPEG images will be accepted.
- Images must be provided in high resolution and at the original size.
- All image file names are composed of a number followed by a title e.g. "01title.jpg", "02title.jpg", "03title.jpg". Do not use punctuation or symbols.
- Compressed archive files will not be accepted.
- Action shots are encouraged.
- Videos of under 3 minutes are also encouraged in mp4 format.

Documents

[Intention to Submit Form](#)

[Project Sheet](#)

Disclaimer

ACEC-Ontario may utilize any and all submitted materials for the purposes of promoting the award program; publicizing winning entries and other participants; promoting and enhancing the image and prestige of ACEC-Ontario members and the consulting engineering sector as whole; and otherwise advocating on behalf of ACEC-Ontario and its members. By submitting required materials, you agree to these conditions.

**Thank you for participating in
OEPA2022!**

**Social Media
#OEPA2022**