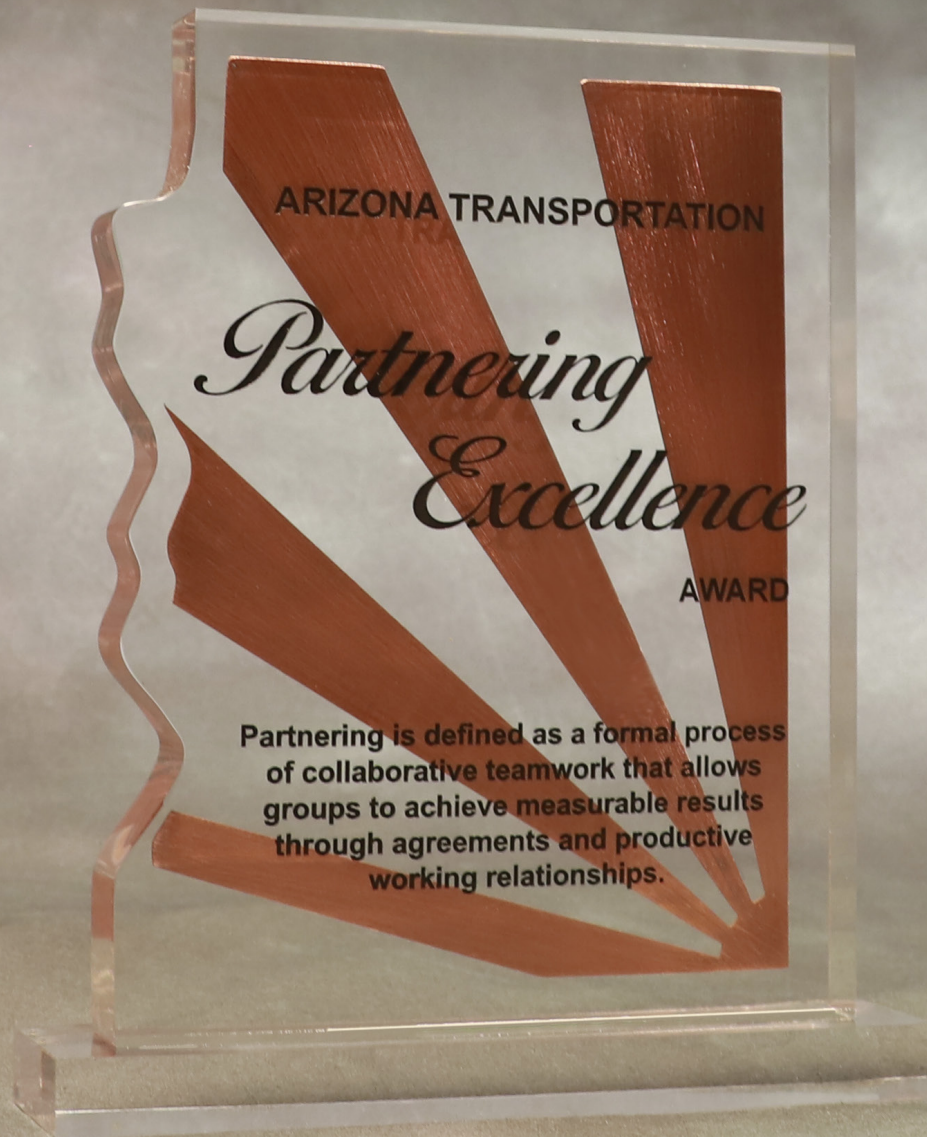


2020 Arizona Transportation Partnering Excellence Award



Application Due: November 19, 2020



Maricopa County
Department of Transportation



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2020 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 has been used in Arizona since 1991 and Partnering Excellence has been recognized by the Associated General Contractors since 1993. 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!

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.

2020 changes/updates are:

- **Construction Other Transportation Infrastructure description (see page 2) and**
- **Judges’ Categories and Criteria for Construction and Non-Construction (see pages 4 and 5).**

BENEFITS

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

- Be recognized as a leader in partnering excellence by several industry associations.
- 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.



2020 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 includes 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.

Updated This Year – Other Transportation Infrastructure (Under \$5M; \$5M to \$25M; Over \$25M) – The project includes elements that enhance the transportation system(s) such as: airport, bus/transit, drainage/flood control system, 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

Planning/Development/Design - The project can include planning studies; scoping, design and environmental documents; Tier I study; plans complete to the 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 such as:

- 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.

2020 ELIGIBILITY REQUIREMENTS

- The Partnership must be transportation related.

CONSTRUCTION PROJECTS

- Projects must be substantially complete and ready for use by October 15, 2020.
- Previously submitted construction projects are not eligible.
- Construction Manager at Risk, Design Build and Job Order Contracting are eligible under the Construction category only.

PLANNING/DEVELOPMENT/DESIGN

- Documents and plans must be completed by October 15, 2020 to the percent stage required by contract.

GENERAL PARTNERSHIPS

- Partnerships with substantially completed goal(s)/outcome(s) must be finished between October 15, 2019 and October 15, 2020 to be 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. Judges will recuse themselves from projects that they or their organization have been involved in. Judging criteria is established to support high levels of excellence over the life of the award.

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 annual Partnering Event 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 write in the memo AZ Transportation Partnering Awards. Include a copy of the application form.
- For credit card payments, contact Cecilia Perez at (602) 495-0026. Email a copy of the application form to Perry.Powell@wsp.com
- **Applications and payment must be received before 4:00 p.m. MST, November 19, 2020.**
- Notification to award recipients: January 2021
- Contact for questions: Perry Powell, WSP | (602) 284-2431 | Perry.Powell@wsp.com

AWARD SUBMITTAL APPLICATION INSTRUCTIONS

Maximum page count for applications is 20 pages in pdf format with a maximum size of 15 MB.
No hard copies 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:

A 12-point or larger font size is required 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 to read when 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 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. No award submittals will be returned.

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 Process (15 points)

Tell the story of the partnership's beginning.

- Describe the project/team's informal partnering process or formal Partnering Charter/Agreement. How was it used to support the partnership?
- What were the primary goals for the project? How were team members made aware of these goals and encouraged to reach them?
- How did the partnering process benefit and support the team's partnership?
- What process, tools, or feedback methods were used to evaluate the partnership during the life of the project?

2. Goals/Outcomes (20 points)

Tell the story of how the partnership effectively met challenges and turned goals into achieved outcomes and project success.

- Were there any specific goals from your partnership that were developed, measured, evaluated, and used?
- Provide specific examples of challenges and difficulties where the partnership worked together to achieve a successful outcome.
- How did the team's strong partnership benefit the project? Provide examples.
- Are there specific people, actions, or situations that can be highlighted as exemplary partnering outcomes?

3. Issue Resolution and Decision-Making Process Effectiveness (20 points)

Describe and provide specific issue resolution and decision-making examples about this project.

- Was there a clear issue resolution and decision-making process that allowed the team to address issues in a proactive, timely and effective manner? Describe the process and provide examples.
- Explain how the issue resolution and decision-making process supported the team in achieving successful outcomes.
- Once an issue(s) was resolved, how was it communicated back to the team with team members in full support of the resolution? Provide examples.
- What were the lessons learned through the issue resolution and decision-making processes?

4. Teamwork (20 points)

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

- Describe the project's primary team, their roles and responsibilities.
- How did the team work together throughout the project?
- How did team members develop relationships? Describe "trust-building" moments.
- How were specific people, teams, or successes acknowledged and celebrated? Provide examples.

5. Value/Outcomes (25 points)

Describe how partnering principles helped the team reach project goals and the lessons learned from the experience. Cite any exemplary or creative practices that had a positive impact on the partnership.

- Describe how partnering helped the team deliver a successful project.
- How did evaluation tools assist the project in meeting its goals?
- How did recognition methods help with team building?
- What were the lessons learned from the project? What would be done differently or the same on the next project to help improve partnering/partnerships?
- Provide specific exhibits or examples to include that document areas of success (PEP/evaluation scores, schedules, data, etc.)?

JUDGES' CATEGORIES AND CRITERIA

NON-CONSTRUCTION CATEGORIES:

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

Tell the story of the partnership's beginning and the agreement that defined the team's common mission, goals, guidelines and key understanding.

- Explain why and/or how the partnership was formed and overall purpose/mission/vision.
- What was the team's expectation for successful outcomes?
- How did the vision or purpose statement support and lead to successful outcomes?

2. Who and what contributed to the success? (20 points)

Describe how the group developed as a strong team. Provide any noteworthy tangible or intangible examples.

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

3. 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 and/or tools used to address issues and challenges?
- Describe the decision-making process.
- Describe how specific issues and challenges were effectively resolved and addressed leading to successful outcomes.

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

Tell the story of how the team turned a goal/project into a successful outcome using partnering principles. Provide any noteworthy tangible or intangible examples.

- What makes your project/team worthy of a partnering award?
- What challenges did the team overcome 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?

APPLICATION FORM

Partnership, Project Title: _____

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

Organization Nomination Submitted by: _____

Title: _____ **Name:** _____

Phone: _____ **Email:** _____

Date: _____ **Signature:** _____

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 19, 2020 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. A copy of the application form is sent with check, emailed to Perry.Powell@wsp.com for cc.

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 the Roads & Streets Conference.