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Technology Development Division
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Dear Sir / Madam

NOMINATIONS FOR BCA CONSTRUCTION EXCELLENCE AWARDS 2003

1. We are pleased to announce that nominations are open for the **BCA CONSTRUCTION EXCELLENCE AWARDS 2003**. BCA invites nominations from developers, construction firms, architectural and professional engineering consultancy firms, government departments and statutory boards for the Awards.
2. All building and utility projects completed in Singapore that have achieved **TOP between 1 January 2000 and 31 December 2001** are eligible for consideration. For civil engineering projects, it will be based on the projects' certified completion date. Local contractors may also submit their overseas projects completed during the same eligibility period. Other eligibility requirements are indicated in the nomination forms. The closing date for submissions is **30 September 2002**. Shortlisted projects will be notified through post/email by mid-November 2002.
3. The competition brochure and nomination forms are enclosed. You can also download the forms from the BCA webpage, <http://www.bca.gov.sg>, by following the path, **Industry Programme => Awards => Construction Excellence Awards => Nomination Forms**. Please contact me at Tel: 6325 5012 or Mr Goh Thiam Lai at Tel: 6325 5912 if you have any queries.
4. We look forward to your nominations.

Yours sincerely

[signed]
Ngeow Kao Peng
for SECRETARY
BCA CONSTRUCTION EXCELLENCE AWARDS
ASSESSMENT COMMITTEE

**BCA
CONSTRUCTION
EXCELLENCE
AWARDS
2003**



**BUILDING AND CONSTRUCTION
AUTHORITY**

THE AWARDS

The BCA Construction Excellence Awards accord recognition to construction projects that have demonstrated the highest standards of construction excellence in Singapore.

The Awards aim to:

- (a) Spur contractors operating in Singapore to pay particular attention to high standards of project management, technical inputs and workmanship in their projects; and
- (b) Enhance competition for work excellence in the construction industry.

CATEGORY OF AWARDS

There are eight Award categories:

- (a) Commercial / Mixed Development Buildings
- (b) Industrial Buildings
- (c) Institutional Buildings
- (d) Residential Buildings - \$1,000 / m² and above
- (e) Residential Buildings – Below \$1,000 / m²
- (f) Small Buildings - \$3 million to \$10 million
- (g) Civil Engineering Projects
- (h) Utility Projects

ELIGIBILITY

Nominated projects must meet the following eligibility criteria to be considered for the Awards:

1. All Building and Utility projects completed in Singapore must have achieved TOP between **1st Jan 2000 and 31st Dec 2001**. For Civil Engineering projects, it will be based on the projects' certified completion date.
2. Singapore Building projects must have undergone the full CONQUAS assessment.
3. Overseas projects built by local contractors are also eligible for nomination.
4. Nominated projects **MUST NOT** have any safety-related fatality in which the main contractor was found liable.
5. Nominated projects must have attained the following minimum CONQUAS scores for the respective category:

Category	Qualifying Score
Residential Buildings (\$1000/m ² & above)	79.4
Commercial / Mixed Development Buildings	79.4
Industrial, Institutional, Residential (Below \$1000/m ²) and Others (Utilities e.g. substation, etc)	77.1

6. Nominated projects that were previously judged will not be eligible.

NOMINATIONS

BCA is now inviting nominations for the 2003 Awards. Nominations shall be submitted using the prescribed forms. Each nomination shall be proposed by an architectural or professional engineering consultancy firm, which has worked on the project in the capacity as a principal consultant to the project owner. All nominated projects must include a performance report on the main contractor prepared by the principal consultant.

Construction firms may also nominate one of its projects for consideration provided that the nomination explains why it is unable to get the principal consultant to nominate on its behalf. Nominations may also come from government departments, statutory bodies and developers, which undertake the project development.

Besides the performance report, all nominations must include

- A maximum two-page (A4) write-up which succinctly describes the project and its most noteworthy features including the contractor's contribution.
- Minimum of two unmounted COLOURED photographs (200mm X 250mm) with at least one photograph showing the project in its environment.

The duly completed forms together with all the necessary documents and photographs are to reach the Secretary, BCA Construction Excellence Awards Assessment Committee **NOT LATER THAN 30th SEPTEMBER 2002** at the following address:

Building and Construction Authority
5 Maxwell Road, #17-00
Tower Block, MND Complex
Singapore 069110

Nomination form and the Principal Consultant report on Main Contractor's Performance may also be downloaded from the BCA website at <http://www.bca.gov.sg>, by following the path, **Industry Programmes** ⇒ **Awards** ⇒ **Construction Excellence Awards** ⇒ **Nomination Forms**.

BCA has the right to reject any nomination for which the submission does not comply with the above details or deadline.

ASSESSMENT COMMITTEE

An Assessment Committee appointed by the BCA Board will judge the Awards. The Assessment Committee is chaired by a BCA Board member and comprises senior Board officials, representatives from professional bodies, tertiary institutions and government departments.

The Assessment Committee's decisions shall be final. The Assessment Committee has absolute discretion to recommend or withhold an Award. The Assessment Committee may re-categorise any entry, which in their opinion, has been entered in the wrong category or if the entry is more appropriate in another category. The Assessment Committee will not enter into any form of discussion or correspondence relating to any of its decision for the Award.

EVALUATION CRITERIA

The main contractor's performance in the following areas will be assessed for the nominated project:

BUILDING PROJECTS	POINTS
<p><i>Project Management (20 points)</i></p> <p>a) Time of Completion</p> <p>b) Occupational Health & Safety Management</p> <p>c) Environmental & Construction Management</p> <p>d) Productivity</p>	<p>5</p> <p>7</p> <p>5</p> <p>3</p>
<p><i>Construction Quality (50 Points)</i></p> <p>a) Standard of Workmanship (CONQUAS)</p> <p>b) Quality Assessment</p>	<p>40</p> <p>10</p>
<p><i>Complexity of Projects (10 points)</i></p> <p>a) Site Constraints</p> <p>b) Technical Constraints</p>	<p>5</p> <p>5</p>
<p><i>Contractor's Technical Input (20 points)</i></p> <p>a) Innovative Approaches and Methods</p> <p>b) New Products/Materials Introduced</p>	<p>15</p> <p>5</p>
CIVIL ENGINEERING PROJECTS	POINTS
<p><i>Project Management (40 points)</i></p> <p>a) Time of Completion</p> <p>b) Quality Assessment</p> <p>c) Occupational Health & Safety Management</p> <p>d) Environmental & Construction Management</p> <p>e) Productivity</p>	<p>5</p> <p>10</p> <p>12</p> <p>10</p> <p>3</p>
<p><i>Complexity of Projects (10 points)</i></p> <p>a) Site Constraints</p> <p>b) Technical Constraints</p>	<p>5</p> <p>5</p>
<p><i>Contractor's Technical Input (50 points)</i></p> <p>a) Innovative Approaches and Methods</p> <p>b) New Products/Materials Introduced</p>	<p>40</p> <p>10</p>

PRESENTATION TO ASSESSMENT COMMITTEE

Shortlisted contractors will be required to make a presentation to the Assessment Committee in early Jan 2003. The presentation will have to be in powerpoint, multi-media and/or video presentation. For civil engineering projects, the presentations MUST be in video, which shows the construction process at various stages of the project.

Shortlisted contractors are also required to submit 18 sets of detailed report on the projects that specifically address the listed criteria before the presentation. Site visits will also be arranged in mid Jan 2003 and Assessment Committee members must be allowed access to the projects.

ANNOUNCEMENT OF AWARDS

The BCA Construction Excellence Award will only be conferred to construction projects that have achieved the highest standards of construction excellence. Certificates of Merit may be awarded to projects which have achieved a high degree of commendation but not sufficient to win the BCA Construction Excellence Award.

Winners of the BCA Construction Excellence Award will receive a specially designed trophy and Certificates of Merit winners will be presented with a plaque. The Main Contractor for the winning project will receive the Award from the Guest-of-Honour at the BCA Awards Ceremony 2003 cum gala dinner.

TERMS AND CONDITIONS

All materials submitted in connection with the entries shall become the property of the Building and Construction Authority.

Award recipients are required to share information on their successful projects with the construction industry. This may take the form of presentations during seminars, exhibitions and hosting company visits.

BCA reserves the right, without the payment of fees or royalties, to make whatever uses it may consider desirable of all materials submitted in connection with the entries. This includes publication of photographs and names, and to select from the entries at its own discretion materials for exhibition or publication, irrespective of the results of the Award.

BCA CONSTRUCTION EXCELLENCE AWARDS 2003

NOMINATION FORM

I have read and understood the eligibility requirements and wish to nominate the following project for the BCA Construction Excellence Awards. I declare that the project does not have any safety-related fatalities in which the main contractor was found liable. I understand BCA reserves the right to defer judgement on the project if it has pending court cases on safety-related fatality.

Name & Address of Proposing Firm: _____

Name & Designation of Firm's Principal / Chief Executive: _____

E-mail address: _____ Signature: _____

Project Title: _____

BP Number: _____ Factory Number: _____

Category of Nomination: _____

TOP Date (For Building & Utility projects): _____ CONQUAS Score: _____

Certified Completion Date (For Civil Engineering projects): _____

Actual Construction Cost*: _____ Gross Floor Area (m²)*: _____ Cost / m²: _____

AGREEMENT OF CLIENT

I support the above nomination and declare that the project is currently not involved in any legal dispute pertaining to any complaint on defects in the project. I understand that BCA reserves the right to defer judgement on the project should any legal dispute arise during the assessment process.

Name & Address of Client: _____

Name & Designation of Client's Principal / Chief Executive: _____

E-mail address: _____ Signature: _____

AGREEMENT OF PRINCIPAL CONSULTANT (not necessary if proposal is by Principal Consultant)

I support the above nomination.

Name & Address of Principal Consultant: _____

Name & Designation of Consultant's Principal / Chief Executive: _____

E-mail address: _____ Signature: _____

* Please refer to Appendix on the next page

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NOMINATION FORM

AGREEMENT OF MAIN CONTRACTOR (not necessary if proposal is by Main Contractor)

I wish to nominate the above project for the BCA Construction Excellence Awards. I declare that the project does not have any safety-related fatalities in which we were found liable. I understand BCA reserves the right to defer judgement on the project if it has any pending court cases on safety-related fatality.

BCA Contractors Registry } Work Head: _____ Financial Grade: _____

Name & Address of Main Contractor: _____

Name & Designation of Main Contractor's Chief Executive: _____

E-mail address: _____ Signature: _____

Have you ensured that the following documents are enclosed before you submit this nomination form ? :

- 1 A brief write-up on the project by the Main Contractor including the photographs. The write-up should include the scope of work undertaken, key architectural and construction features and contractor's contributions.**
- 2 The Principal Consultant's Report on Main Contractor's Performance (including all relevant supporting documents that are highlighted in the report).**

APPENDIX

DEFINITION OF ACTUAL CONSTRUCTION COST

The actual Construction Cost refers to building cost which includes cost of foundations, structural, architectural, mechanical and electrical works, fixtures and fittings and related external work and facilities. Development charges, consultancy fees and other government charges are to be excluded.

DEFINITION OF GROSS FLOOR AREA

The Gross Floor Area has the same definition as that given in the Urban Redevelopment Authority Circular No. URA/PB/2002/10A - DCD dated 6 May 2002.

For convenience, the definition is reproduced below:

a. Gross Floor Area (GFA)

Total Floor space within a building, including the thickness of external walls.

b. Gross Floor Area to:

1. include all covered floor area inclusive of floor area or podium roof below tower blocks;
2. include areas used for lifts, staircase, toilets, etc. within the carpark floors;
3. exclude all uncovered floor areas open to the sky;
4. exclude all areas for the parking of vehicles and for vehicle circulation, covered or uncovered;
5. exclude walkway / footway abutting or facing public / proposed road on the first storey;
6. exclude electric sub-station or bin centre / point located outside the main building block.

**BCA CONSTRUCTION EXCELLENCE AWARDS 2003
REPORT ON MAIN CONTRACTOR'S PERFORMANCE
(TO BE COMPLETED BY THE PRINCIPAL CONSULTANT)**

Name of Project (Actual name) : _____

Category of Nomination : _____

Please provide a concise assessment of the contractor's performance in each of the following areas. Information should be entered directly onto the spaces provided and returned together with the nomination form to The Secretary, BCA Construction Excellence Awards Assessment Committee, Building and Construction Authority by **30th September 2002**. Attachments and continuation sheets will **not** be accepted. **Please remember to complete the attached Appendix.**

1 PROJECT MANAGEMENT

1.1 Professional and Technical Input (Employed by Main Contractor)

(Item 1.1 is applicable to Overseas projects Only)

Total number of Professional Staff ¹ : _____

Total number of Technical Staff ² : _____

Number of Singapore Professional Staff ¹ : _____

Number of Singapore Technical Staff ² : _____

Percentage of Singapore Professional & Technical Supervisory Staff : _____

1.2 Time of Completion

Original contract period (mths) : _____

Actual period (mths) : _____

Delay with liquidated damages (days) : _____

Reasons for early or late completion :

1.3 Quality Assessment *(For Civil Engineering projects only; Building projects proceed to item 1.4)*

i) Quality of Contractor's site organisation & personnel and management of its sub-contractors

¹ Eligible to be registered with the Professional Engineers Board & the Board of Architects.

² Diploma qualifications or with more than 10 years of supervisory experience.

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ii) Standard of Civil / Structural Engineering Works

a. Quality attainment of materials used:

b. Accuracy and alignment of structural elements:

c. Special design or construction details:

iii) Standard of Site Works and Architectural Finishes

Quality and detailing of the site works and architectural finishes:

1.4 Occupational Health & Safety Management

i) Total number of accidents / stop-work orders and demerit points :

a. Number of fatal accidents :

b. Number of stop-work accidents or orders awarded by MOM :

c. Number of demerit points awarded by MOM :

(Please enclose letter from MOM showing record of points awarded after completion of project)

ii) Safety Awards for the project (Please enclose copy of certificate awarded by MOM):

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iii) Occupational Health & Safety Management Programmes

Contractor's identification of hazards and risks found on site and the establishment & implementation of necessary control measures to address these hazards & risks.

1.5 Environmental & Construction Management

i) Number of stop-work orders awarded by ENV : _____

ii) Environmental & Construction Management Programmes

a. Waste and pollution control management for the project

b. Provision for diversion of services on site, if any

c. Effectiveness in diversion of vehicular and pedestrian flow to minimise inconvenience to public

d. Standard and quality of restoration / make-good to existing structures

1.6 Productivity

i) Productivity Measurement : (Yes / No) _____
Please state Method Used :

ii) Productivity Awards for the project (Please enclose copy of certificate awarded):

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2 CONSTRUCTION QUALITY *(For Building projects only)*

2.1 Quality Assessment

i) Quality of Contractor's site organisation & personnel and management of its sub-contractors

ii) Standard of Civil / Structural Engineering Works

Quality of civil and structural work:

iii) Standard of Architectural Finishes

a. Quality of finishes:

b. Accuracy and alignment:

c. Special construction methods for finishing materials:

iv) Standard of External Works:

3 COMPLEXITY OF PROJECT

3.1 Site Constraints (Difficult terrain, ground conditions, presence of existing services & piles or structures, proximity to sensitive areas, interface with other adjoining projects, etc.)

3.2 Technical Constraints (Specialist trades-exclude normal formwork, reinforcement or plastering sub-contractors, technical problems arising from design or client's requirement or even from above constraints).

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4 CONTRACTOR'S TECHNICAL INPUT

4.1 Contractor's Innovative Approaches and Methods

i) Providing alternative designs or innovative construction methods or systems:

ii) Benefits derived from the adoption of the above alternatives or innovations, in term of cost, performance, efficiency & productivity and safety:

iii) New Technology introduced to or acquired through this project, to improve performance or enhance productivity & safety or overcome technical problems:

4.2 New Products Introduced

- New products introduced to or acquired through this project, to improve performance or enhance productivity & safety or overcome technical problems:

Name of Principal Consultant's
Principal Partner / Chief Executive

Signature / Date

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Appendix

INFORMATION ON PROJECT

Name of Project (Actual name) : _____

Construction Cost of Project : _____

Construction Period of Project : _____

Name of Client :	_____
Name of Contact Person :	_____
Designation of Contact Person :	_____
Tel / Fax :	_____
E-Mail Address:	_____
Postal Address :	_____

Name of Main Contractor :	_____
Name of Contact Person :	_____
Designation of Contact Person :	_____
Tel / Fax :	_____
E-Mail Address:	_____
Postal Address :	_____

Name of Principal Consultant :	_____
Name of Contact Person :	_____
Designation of Contact Person :	_____
Tel / Fax :	_____
E-Mail Address:	_____
Postal Address :	_____

Name of Structural Consultant :	_____
Name of Contact Person :	_____
Designation of Contact Person :	_____
Tel / Fax :	_____
E-Mail Address:	_____
Postal Address :	_____

.....Continue on next page

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Name of M & E Consultant :	_____
Name of Contact Person :	_____
Designation of Contact Person :	_____
Tel / Fax :	_____
E-Mail Address:	_____
Postal Address :	_____

Name of Quantity Surveyor :	_____
Name of Contact Person :	_____
Designation of Contact Person :	_____
Tel / Fax :	_____
E-Mail Address:	_____
Postal Address :	_____
