



**Association of Consulting Engineers of Ireland**

## ***Annual Design Excellence Awards***

**Regulations and Procedures**

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## 1. Objectives of the ACEI Annual Awards

The ACEI Engineering Design Excellence Awards were set up in 1970 to stimulate excellence and innovation among members of the association. The annual awards offer the ACEI consulting engineering firms an unrivalled opportunity to raise their profile and promote their work to a wider audience.

The awards recognise ACEI member firms – small, medium and large – for projects that demonstrate a high degree of achievement, value and excellence in engineering design.

The awards are rotated on an annual basis within the main discipline categories:

Civil;  
Structural;  
Mechanical and Electrical.

The overall award in each category is conferred on a member firm whose nominated project is considered by the adjudicator as the best of those nominated.

## 2. Project entries

Project entries, which may be of any size, are judged on all aspects of engineering in the modern world. There are three groupings within each of the award categories reflecting different project sizes:

Group 1 - Small Projects (less than €2.5m);  
Group 2 - Medium Projects (€2.5m - €10m);  
Group 3 - Large Projects (over €10m)

## 3. Categories

### a) Excellence:

Annual award for **Engineering Design Excellence** of a completed project, in accordance with the required standards, in **one** of the disciplines of the association, awarded in rotation of each of these disciplines to a member firm.

### b) Innovation

Annual award for **Innovation** within a completed project, in accordance with the required standards, to a member firm. All disciplines may participate in this award.

The Innovation award is conferred for a project judged to be significant in the 'Irish Context' and being essentially the work of an Irish practice. For the purposes of this award, an innovation should include a significant application and / or development of a new concept in engineering design, or in the design process, of a completed project, primarily undertaken for the first time on a project in Ireland.

### c) Overseas

Annual award for an **Overseas** project which has been substantially designed in Ireland by a member firm, but constructed overseas. All disciplines may participate in this award.

#### 4. Regulations for ACEI Design Excellence Awards

##### a) Nominations

- All nominated projects must be constructed in Ireland, or if overseas have been designed substantially in Ireland;
- Firms may nominate up to three projects in each category;
- Projects must have been completed within the last seven years;
- Projects submitted for the design excellence awards must be for the whole of a commission, not just part of a commission and must have reached final completion stage on site
- **Only one project per member firm** in each category is eligible for inclusion in the final short-list.

##### b) Adjudicator

- The adjudication of the submitted nominations for the excellence awards is undertaken by a non-member practitioner, for example a retired past president, a senior member of the OPW or relevant government department; senior expert from within the industry, nominated by the President.
- The adjudicator is chosen not later than three months in advance of the Awards Dinner and is paid an honorarium to cover travel costs and any out of pocket expenses.
- The adjudicator's decision is final and binding and no discussion or correspondence regarding the decision will be entered into;

##### c) Adjudication

- A distinguished panel of experts, comprising non-members and engineers who are free from any 'conflicts of interest', is appointed by the ACEI Executive to:
  - review, in conjunction with the adjudicator, the documentation received relating to the nominated projects and
  - determine the names of the final shortlisted projects.
- The final decision regarding the overall winner lies with the appointed adjudicator, who is also responsible for preparing a brief citation for each of the short-listed projects.

##### d) Announcement of Award Winners

- Notifications of the short-listed projects are sent to all those who provided nominations, at least two weeks in advance of the Awards Dinner.
- The short-listed projects for the awards are publicly announced at the ACEI AGM and the winners are announced at the ACEI Annual Awards Dinner which generally takes place in March or April;

**e) Presentation of Awards:** Each award made is marked by the presentation of a certificate indicating the nature of the achievement.

##### f) Press Release

A press release announcing the award winners is prepared immediately following the annual dinner for provision to the national and technical press.

##### g) Recipient's Article for Publication

The recipients of the excellence awards are requested to submit technical and other details of their project achievements for inclusion in the press release and for publication by the association on the website and in the annual review. A subsequent technical paper, in conjunction with a related learned institution is encouraged.

## 5. Procedures for ACEI Design Excellence Awards

### a) Nominations

Nominations are sought from member firms five months in advance of the Awards Dinner. Nominations are accepted not later than three months in advance of the Awards Dinner.

### b) How to enter

The entry process is straightforward to give all firms every opportunity to take part. Adjudication is based on written reports, with supporting photographs and / or other hard copy or digital images.

Nominated projects must be submitted on the standard ACEI nomination form, [in one complete pdf document](#), including documentation / images as well as the following:

- A brief outline of the project;
- A brief statement as to why the project might be considered an award winner;
- Agreement from the client and other stakeholders that the project can be inspected by the adjudicator;
- Further details of the project such as: design elements / procedures; complexities involved; innovation aspects; site management and supervision; health & safety issues; project cost controls and any other information deemed relevant;
- Provision of up to six high resolution digital images in support of each entry.
- All entries for the competition must be received by 17:00 on the specified closing date by email to: [info@acei.ie](mailto:info@acei.ie) or by post to: ACEI Design Excellence Awards, 46 Merrion Square, Dublin 2, Ireland.

### c) Adjudication of nominated projects

All award nominations are submitted to the adjudicator who will:

- (a) In conjunction with the expert panel, examine the nomination forms and supporting documentation / images;
- (b) Visit the short-listed projects where possible;
- (c) Speak to clients, architects and the consulting engineers from whom further documentation may be requested;
- (d) Complete the standard assessment sheet assigning marks under each heading;
- (e) Complete an adjudicator's report setting out details of the short-listed projects, to be provided to the ACEI President not later than one month before the AGM;
- (f) Prepare a brief citation on each of the short-listed projects for use at the Awards Dinner.

Members whose projects are not short-listed will be informed immediately. Although only one award is given in each category, commendations may be given in the Innovation category only, to projects of a particularly high standard.

The award winners' names are placed in a sealed envelope to be opened on the night of the annual dinner. To maintain the integrity of the process it is essential that the adjudicator does not disclose the names of the award winners to any person, including members of the ACEI Secretariat.

### d) Notice to Members

ACEI members will be kept informed of the regulations and procedures contained herein and the outcome of the annual awards.