



2008 Public Works Excellence Awards Program

Maine Chapter of American Public Works Association

ELIGIBILITY

Any State of Maine Municipality is eligible to enter the contest.

GENERAL CRITERIA

1. Projects entered in competition may have been built anywhere in the state and must have been substantially performed by, and under the direction of, the municipality. Construction of projects must have been substantially completed and in use between January 1, 2008 and December 31, 2008.
2. Entries may deal with any category for which it is eligible. Municipalities may enter any number of projects in the APWA competition.
3. Category A is for projects from communities with 20 or more public works employees. Category B is for projects from communities with between 5 to 20 public works employees. Category C is reserved for projects from small municipalities with less than 5 employees.
4. Each entry must be accompanied by a one page description of the project, before and after photos, and an explanation of how the work was accomplished, by who, when, and at what cost as indicated under the section on "How to Submit an Entry". Please read the requirements thoroughly.

Typical Projects are: Municipal Building or Fleet Maintenance, Solid Waste Management, Storm Drainage Control, Water or Sanitary Sewerage, Wastewater Treatment, Water Treatment, Erosion Control, Buildings, Handicap Accessibility, Road Rehabilitation/Construction, Wetlands Impacts, Park and Playground Construction, Sidewalk Rehabilitation, Beautification Project, Traffic Control, Road / Ditch Maintenance, and other Municipal Projects

For further information or a application call Craig Worth – 725-6654 or CWorth@BrunswickME.org
ALSO, SEE THE WEB SITE www.mcapwa.org FOR INFORMATION AND FORMS

HOW TO SUBMIT AN ENTRY

The following section describes the notebook requirements that must be followed in order to enter the APWA competition. These are guidelines for preparing your materials.

REQUIREMENTS

Entry material must conform to the entry criteria and must be bound. The entries must include:

1. The Official Entry Form (see form included with this information).
2. A narrative with the following information:
 - a. Role of the Public Works Department/Highway Crew in the project.
 - b. Role of any outside organizations participating in the project.
 - c. Brief description of the entrant's project addressing each of the following:
 - Originality/New Application of Existing Techniques
 - Meeting the Public's Social/Economic/Environmental Expectations
 - Complexity/Technical Value
 - Quality and Workmanship
3. Four to twelve different, before and after, high quality color photos reflecting unique features of the project. Please identify each photo with the municipality's name and a caption for the future on the back of each picture.
4. Include location map and design drawings (if available).

PACKAGING ENTRY MATERIALS

Submittals shall be mailed to Craig Worth, Brunswick Public Works Department, 9 Industry Road, Brunswick, ME 04011, with a postmark date no later than Saturday, April 11, 2009.

MCAPWA PUBLIC WORKS EXCELLENCE AWARDS COMPETITION

OFFICIAL ENTRY FORM

Please furnish all information requested below for each entry. The municipality and the project name should be typed or printed as they are to appear on the award. Please limit the project name to 60 characters. Address, if a post office box, should also include a street address. If two or more municipalities are jointly submitting the same entry, make sure you include information on each community on the form.

The Project is to be judged under which municipal category (please circle one).

Category A: Large

Category B: Medium

Category C: Small

Entering Municipalities Name(s)

If a joint entry, involving two or more municipalities, list for award and recognition purposes.

Name and Title of Individual Contact within Public Works Department and Phone Number:

Name of Project:

Project Location:

Project Street Address :

PWD Mailing Address:

Names of Any Organizations Who Provided Outside Assistance:

Brief Description of the Project:

In-House Personnel Used:

Actual Date of Completion/Use: