



AWARD NOMINATION GUIDELINES

This nomination guide has been prepared to assist in nominations for the 2018 National Infrastructure Awards.

Nominations are assessed by an independent judging panel. The following information is requested to assist the judges in their deliberations – bullet points and other forms of summarising are encouraged.

Applications will not be notified of the outcome prior to the awards presentation on 24 May 2018. Information on the decisions will be available after the Awards presentation on 24 May 2018. The judging panel will determine which organisation/s will be awarded depending on their role and involvement in the project – not all companies will necessarily be acknowledged.

Nominations are open to Australian and New Zealand projects completed (or partially completed) in 2017 and **close 5:00 p.m. Friday, 2 February 2018. No extensions will be given.**

All nominations must be received via the electronic nomination system – postal nominations will not be accepted. All applicants will receive an email confirmation following submission. If a confirmation email is not received within 2 business days please contact IPA urgently on 02 9152 6000 or awards@infrastructure.org.au

NOMINATION INFORMATION

Enter the Project Name
(Limited Space – Mandatory Field)

Select the category/categories you are nominating the project for
(Tick Boxes – Mandatory Field)

Please note: The judging panel will determine which organisation/s will be awarded depending on their role and involvement in the project – not all companies involved in the project will necessarily be recognised.

A project can be nominated for more than one category within the same nomination.

Category	Description
Advisory Excellence	recognises excellence in advisory services on major infrastructure projects - qualifying disciplines include: engineering, design, financial, regulatory, feasibility or policy advice.
Contractor Excellence	recognises exceptional work completed by a contractor including achievement of time, safety and quality objectives.
Financial Excellence	recognises exceptional advice and/or innovation in the financing or structuring of a major infrastructure project.
Government Partnership Excellence	recognises excellence in the delivery of infrastructure through a genuine partnership between government and the private sector, using this partnership to overcome problems or to propose solutions and innovation.
Operator & Service Provider Excellence	recognises excellence in the delivery of services or management of operations on infrastructure projects in Australia.
Project of the Year	recognises exceptional achievement in the delivery of a major, transformational infrastructure project.
Smart Infrastructure Project	recognises excellence in design, delivery and use of smart technologies in the provision of infrastructure services.

PROJECT PARTICIPANTS

The following information is requested by the judging panel to assist in determining which organisation/s will be recognised depending on their role and involvement in the project. Please note, not all participants in awarded projects may necessarily be acknowledged.

Please list the major project proponents and consortia parties

(Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

Please list the client/clients

(Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

Please list all financial advisors on the project and provide a description of their role and involvement in the project relevant to the nomination category/categories

(Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

Please list all legal advisers on the project and provide a description of their role and involvement in the project relevant to the nomination category/categories

(Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

Please list all financiers of the project if relevant and provide a description of their role and involvement in the project relevant to the nomination category/categories

(Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

Please list all other advisors including environmental, engineering, architectural, cost advisors, independent assessors etc and provide a description of their role and involvement in the project relevant to the nomination category/categories

(Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

Please list all contractors/constructors in the project relevant to the nominated category/categories the project

(Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

Please list any other participants in the project and provide a description of their role and involvement relevant to the nominated category/categories (Limited Space – Mandatory Field)

This information will be used by the judging panel to determine which organisation/s will be awarded depending on their role and involvement in the project.

PROJECT INFORMATION

Enter a brief project overview (max 500 words)

(500 Words Max – Mandatory Field)

This field is used by the judges to understand the project/operation; its size, scale and complexity; and the context of the project (for example, it was undertaken on an extremely tight timeline etc.)

Select the current status of the project

(Drop Down Options or Tick Box – Mandatory Field)

- Design & Planning
- Financial Close
- Under construction
- Completed / Operational

Note: For the Operator and Service Provider Excellence Category please select the Completed/Operational option.

Enter the procurement model used for the project

(Limited field – Mandatory Field)

Examples include; Alliance; Traditional; Public Private Partnership etc.

Identify the unique attributes of the project

(250 Words Max – Mandatory Field)

This field is an opportunity to express to the judges aspects about the project that were done particularly well - examples include; speed of delivery; use of a unique financial model; outline the particular partnership arrangement; achievement of time, budget, quality and safety objectives; stakeholder satisfaction; achievement of environmental management objectives or establishment of public or industry policy precedence.

Identify the benefits to the community provided by the project

(250 Words Max – Mandatory Field)

This field is an opportunity to express to the judges the impact of the project on the community including economic, social and environmental. Examples include; reduction in travel times; increased freight movements by hour; reduced maintenance budgets; energy efficiency improvements; reduced recidivism in correctional projects or increased educational outcomes for an education project.

Enter a brief (150 words) synopsis of the project to be used in marketing material
(150 Words Max – Mandatory Field)

By providing this information you allow IPA to use it in written and other marketing collateral related.
If the project is shortlisted for a category, it will be profiled in marketing material at the awards ceremony and in other material.
Please include; size; cost; project description; and benefits of the project.

FURTHER PROJECT INFORMATION

The following fields are only mandatory for particular Award categories and are an opportunity to provide further information on the innovative, unique or exceptional components of the project that identify why it is a valid contender in the category or categories in which the project is nominated.

Select the start date of the component of the project being assessed

Mandatory for: Advisory Excellence, Financial Excellence, Contractor Excellence, Project of the Year, Government Partnership Excellence, Operator & Service Provider Excellence and Smart Infrastructure Project

(Drop Down Calendar – Optional Field or Mandatory if Relevant Categories Selected)

E.g. - If Operator and Service Provider Excellence Category select the beginning date for contract of services/operation.

Select the completion date (or anticipated completion date) of the component of the project being assessed

Mandatory for: Advisory Excellence, Financial Excellence, Contractor Excellence, Project of the Year, Government Partnership Excellence, Operator & Service Provider Excellence and Smart Infrastructure Project

(Drop Down Calendar – Optional Field or Mandatory if Relevant Categories Selected)

E.g. - If Financial Excellence category, completion date can be either financial close or construction end. For the Advisory Excellence category, you can select the date in which the advisory component ended or the construction end date. For the Operator & Service Provider Excellence Category, select the end date for the contract of services.

Enter the project cost (or anticipated cost)

Mandatory for: Financial Excellence, Contractor Excellence, Project of the Year, Government Partnership Excellence & Smart Infrastructure Project

Select the most suitable description of timeliness of the project

Mandatory for: Contractor Excellence, Project of the Year, Government Partnership Excellence & Smart Infrastructure Project

(Drop Down – Optional Field or Mandatory if Relevant Categories Selected)

- Delivered early
- Delivered on time
- Delivered overtime
- Not yet operational

Select the most suitable description of budgetary performance of the project

Mandatory for: Financial Excellence, Contractor Excellence, Project of the Year, Government Partnership Excellence & Smart Infrastructure Project

(Drop Down – Optional Field or Mandatory if Relevant Categories Selected)

- Under budget
- On budget
- Over budget
- Budgetary performance not yet assessed

Identify examples of the true partnership between the private and public sector

Mandatory for: Government Partnership Excellence

(250 Words Max – Mandatory if Nominated in Government Partnership Excellence)

Government Partnership Excellence recognises excellence in the delivery of Infrastructure through a genuine partnership between government and private sector; and how using this partnership has helped to overcome problems or to propose solutions and innovation. Therefore, the judges require examples of the existence of this partnership for the nominated project.

Examples include: innovative & flexible financial structures to overcome risks associated with undertaking a project in uncertain financial times, a new or adaptive way to deal with each partner's risks or unique design achieved by a partnership to overcome environmental factors affecting the development of the project.

Identify the use of smart technologies and its impact on the project and/or its operations

Mandatory for: Smart Infrastructure Project

(250 Words Max – Mandatory if Nominated in Smart Infrastructure Project Category)

OPTIONAL Questions applicable for all categories

Optional further overview

(500 Words Max – Optional Field)

This optional field provides an opportunity to detail further information to judges that has not been covered by above fields. Components addressed could include; the structure of the deal; time and environmental constraints; any special requirements of the project; risk management approaches; management of team and stakeholders; use of technology; OH&S or IR management and; environmental or sustainability initiatives.

Examples include; innovation in the financial structure of project if nominating in Advisory Excellence or Financial Excellence category, exceptional speed of delivery if nominating for Contractor Excellence.

ATTACHMENTS

Attach up to three images of the project to be used in marketing material

Please note: The file may be up to 10MB in size however depending on your internet connection the upload wait time could be lengthy.

By providing the information you allow IPA to use it in written and other marketing collateral.

Some web browsers may experience issues uploading files – if you encounter problems while uploading please proceed with your nomination without uploading files, submit as normal and then email your files to awards@infrastructure.org.au.

All nominees will receive advice that their files have been received in their confirmation email which you should receive from the awards secretariat within two days of nomination. If you do not receive this confirmation email – please contact the Awards Secretariat on 02 9152 6000 or awards@infrastructure.org.au

CONTACT INFORMATION

Enter the best contact person for this nomination

(Limited Space – Mandatory Field)

This person might be contacted with questions relating to the nomination or if there is any problem with attachments supporting the nomination.

Provide a referee for the nomination that is not from the Nominee's company (eg. client)

(Limited Space - Mandatory Field)

This person may be contacted by Infrastructure Partnerships Australia or our judging panel to provide a reference or information for the project and/or participants.

Enter the name of the person representing the project at the awards ceremony (should it be successful)

(Limited Space - Mandatory Field)

TIPS FOR A SUCCESSFUL NOMINATION

Finalising and Submission

The form will ask you to review your nomination and then complete the spam check test. Once you have completed this process press submit.

The project form has a save and continue function that will allow you to come back and complete the form at a later date. To do so click save and continue at the bottom of the page and enter an email address for a unique link to the form to be sent to.

Please note: The save and continue function saves data on the previous pages only (not the current page) so if you wish to save data on the page you're on, complete the page, click to the next page and then click save and continue. You cannot click save and continue on the first or last page (nomination submitted page) of the nomination.



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