



AWARD NOMINATION GUIDELINES

This nomination guide has been prepared to assist in nominations for the 2012 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.

Due to the number of nominations - finalists, winners and unsuccessful applicants will not be notified. Information on the decisions will be available after the Awards presentation on 7th March 2012. 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 projects completed (or partially completed) in 2011 and **close 5:00 p.m. Monday 13 February 2012. No extensions will be given.**

All nominations must be received via the electronic nomination system – posted 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 9240 2050 or awards@infrastructure.org.au

NOMINATION 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.

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 will necessarily be recognised.

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 the judging panel to assist in determining which organisation/s will be awarded depending on their role and involvement in the project. Not all participants in awarded projects will be acknowledged.

Please list all financial advisers on the project and a description of their role and involvement in the project relevant to the category/categories the project is nominated

(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 a description of their role and involvement in the project relevant to the category/categories the project is nominated

(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 a description of their role and involvement in the project relevant to the category/categories the project is nominated

(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 advisers including environmental, engineering etc and a description of their role and involvement in the project relevant to the category/categories the project is nominated

(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 category/categories the project is nominated

(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 any other participants in the project and a description of their role and involvement relevant to the category/categories the project is nominated

(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 when debt markets were affected by the global financial crisis.)

Select the current status of the project

(Drop down options or tick box – mandatory field)

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

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 and; 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 precinct project.

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 nominees.

Enter a brief (150 words) synopsis of the project to be used in marketing material
(150 words – mandatory field)

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

If the project is shortlisted for a category, it will be profiled in marketing material at the awards ceremony and in other material.

Therefore we ask for 150 words to be used in material which includes; size, cost, project description and benefits of the project.

Enter the name of the person representing the project at the Awards ceremony (should it be successful)
(Limited Space - Mandatory Field)

OPTIONAL Questions applicable for all categories

Enter a brief overview of the project components of the project.
(250 words Max – Optional Field)

This optional field provides an opportunity to provide further information to judges that has not been covered by the fields above. Project components include the structure of the deal, time and environmental constraints and any special requirements of the project. 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.

Enter a brief overview of the management components of the project.
(250 words Max – Optional Field)

This optional field provides an opportunity to provide further information to judges that has not been covered by the fields above. Management components include risk management, management of team and stakeholders, use of technology, OH&S or IR management and environmental or sustainability initiatives.

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 for 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 & Smart Infrastructure Project

(Drop down calendar –optional field or mandatory if relevant categories selected)

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 & Smart Infrastructure Project

(Drop down calendar –optional field or mandatory if relevant categories selected)

Enter the project cost (or anticipated cost)

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

(word field with a \$AUD in front of it and then drop down for million, billion optional field or mandatory if relevant categories selected)

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 options – 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 using this partnership 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 structure to overcome risks associated with undertaking a project in uncertain financial times, a new or adaptive way to deal with each partners risks or unique design achieved by a partnership to overcome environmental factors affecting the development of the project.

Identify the Infrastructure Australia theme that this project addresses (Smart Infrastructure Project)

(50 words Max – optional field or mandatory if relevant categories selected)

1. **A national broadband network:** developing a more extensive, globally competitive broadband system;
2. **Creation of a true national energy market:** more extensive national energy grids to enable greater flexibility and competition in the nation's electricity and gas systems, whilst creating opportunities for the development of renewable energy sources;
3. **Competitive international gateways:** developing more effective ports and associated land transport systems to more efficiently cope with imports;
4. **A national rail freight network:** development of our rail networks so that more freight can be moved by rail;
5. **Transforming our cities:** increasing public transport capacity in our cities and making better use of existing transport infrastructure;
6. **Providing essential indigenous service:** improved services for indigenous communities; and
7. **Adaptable and secure water supplies:** more adaptable and resilient water systems to cope with climate change.

ATTACHMENTS

The attachment page contains two sections for you to provide supporting documentation or marketing material.

Attach a maximum of one file supporting your nomination

(File upload of one file of unlimited size and format – optional field)

This field is optional. Please note files of great length or size are unlikely to be examined in detail by the Judging Panel.

Examples of what might be reviewed by the panel include: letter of recommendation from project partner or listing awards already attained.

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

(File upload of up to 3 unlimited size and image format – Mandatory field)

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 don't receive this confirmation email – please contact the awards secretariat on 02 9240 2050 or awards@infrastructure.org.au

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

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 then 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.

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 can not click save and continue on the first or last page (nomination submitted page) of nomination.



8th Floor
8-10 Loftus Street
Sydney NSW 2000
T +61 2 9240 2050
F +61 2 9240 2055
E contact@infrastructure.org.au
www.infrastructure.org.au