



# 2024 Project of the Year Nomination Form

**Deadline: April 5, 2024**

## Project Name

---

## Project Completion Date

Must be substantially completed (90%) and available for public use as of December 31, 2023.

---

## Public Agency

---

## Project Division (Select one)

- Projects less than \$5 Million
- Projects of \$5 million but less than \$25 million
- Projects of \$25 million to \$75 million
- Projects more than \$75 million
- Small Cities/ Rural Communities (pop. Under 75,000)

## Project Category (Select one)

- Structures
- Transportation
- Environment
- Historical Restoration/Preservation
- Disaster or Emergency Construction/Repair

## Managing Agency

---

Name

---

Title

---

Agency/Organization

---

Address (if post office box, include street address)

---

City, State, Zip

---

Phone/Fax

---

Email

## Primary Contractor

---

Name

---

Title

---

Agency/Organization

---

Address (if post office box, include street address)

---

City, State, Zip

---

Phone/Fax

---

Email

## Primary Consultant

---

Name

---

Title

---

Agency/Organization

---

Address (if post office box, include street address)

---

City, State, Zip

---

Phone/Fax

---

Email

**NEXT PAGE**

**Please address each of the following areas in your supporting documentation, adhering to the sequence below when possible.**

- Completion date contained in contract. Any time extensions granted should be addressed in the submittal.
- Construction schedule, management, and control techniques used.
- Safety performance including number of lost-time injuries per 1,000 man-hour worked and overall safety program employed during the construction phase.
- Environmental considerations including special steps taken to preserve and protect the environment, endangered species, etc., during the construction phase.
- Community relations – a summary of the efforts by the agency, consultant, and contractor to protect public lives and property, minimize public inconvenience, and improve relations.
- Unusual accomplishments under adverse conditions, including but not limited to, adverse weather, soil, or site conditions, or other occurrences over which there was no control.
- Additional considerations you would like to bring to the attention of the project review panel, such as innovations in technology and/or management applications during the project.

**Note:** Supporting documentation is limited to 20 pages, exclusive of photographs and nomination form. Submit via email or send four hard copies and one electronic copy on CD or flash drive. Please include high quality photos in the submittal. All submittals should include the nomination form and supporting documentation.

Include a separate description in less than 100 words, and in layman’s terms, why this project is worthy of special recognition. Describe the key award criteria that this project satisfies. This description will provide the basis for the Awards Ceremony overview and any South Carolina Chapter publicity.

**Nominated by**

(Can only be nominated by managing agency)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency/Organization

\_\_\_\_\_  
Address (if post office box, include street address)

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone/Fax

\_\_\_\_\_  
Email

**These materials should be sent:  
via email to**

[jsimpson@greenville.org](mailto:jsimpson@greenville.org)

*(Please confirm delivery of the email.*

*If file size restrictions are an issue, an FTP link can be provided by request.)*

OR

Submit four hard copies and one electronic copy, on CD or flash drive, of the nomination to:

Jennifer Simpson  
City of Greenville Public Works  
475 Fairforest Way  
Greenville, SC 29607