



**MASTER BUILDERS AND
ASSET CONSTRUCTION HIRE**
Excellence Awards
2023

entry guide

Entries Open:

9:00am, Monday 30th January 2023

Entries Close:

5:00pm, Friday 17th March 2023

Excellence Awards Ceremony:

6:30pm Friday 1st September 2023

National Convention Centre, Canberra



MASTER BUILDERS
AUSTRALIAN CAPITAL TERRITORY

Master Builders and Asset Construction Hire Excellence Awards 2023

Why enter?

The Master Builders and Asset Construction Hire Excellence Awards showcases outstanding projects in the civil, commercial and residential construction industry.

Taking part demonstrates your commitment to quality workmanship. Winning an award provides endless marketing opportunities and the power of being recognised as an industry leader.

Benefits of taking part:

- ✓ Acknowledge the high quality work delivered by your staff and contractors
- ✓ Have your standard of construction independently assessed
- ✓ Demonstrate to prospective and existing clients, your commitment to excellence
- ✓ Be recognised as an industry leader
- ✓ Have your award-winning work promoted in industry media
- ✓ Use the nationally recognised award-winning logo on your promotions and website

Submissions for the 2023 Master Builders and Asset Construction Hire Excellence Awards are completed online through the Master Builders online awards entry platform: <https://masterbuildersact.awardsplatform.com>

Key Dates:

- Entries Open: 9:00am, Monday 30th January
- Entries Close: 5:00pm Friday 17th March
Please note that no late or incomplete entries will be accepted
- Judging Period: Wednesday 12th April - Friday 12th May
- Judges Review: Monday 15th May - Wednesday 17th May
- Finalists/ Non finalists notified: Monday 5th June
- Attendee details due 3 weeks prior to each event
- AWARDS EVENING: Friday 1st September
- Facebook People's Choice Competition: following the Awards Evening

Awards Dinner

Dress code: Black Tie
Tickets can be purchased via the Master Builders website www.mba.org.au

Entry Fees - all inclusive of GST

1. Commercial Project \$500
2. Civil Project \$500
3. Residential Project \$400
4. Sustainable Construction \$350
5. Subcontractor Awards \$350
6. Work Health & Safety \$350
7. Individual/Company Awards NO CHARGE
8. Joint entries \$300 per entrant (any category)

Joint entries are possible, however the primary entrant MUST be the builder (with the exception of subcontractor and individual categories) and a separate entry fee must be paid by each entrant.

Judging Criteria

Specific judging criteria relating to each category can be found via the Master Builders website at: <https://www.mba.org.au/events>

Location Eligibility

In order for a project to be eligible for entry in the awards, the project must be located within the official Canberra Region footprint. A map of the region can be found at www.canberraregion.com.au. When an entry is located beyond a 100km radius from Canberra GPO, a surcharge of \$250 (incl GST) is applied.

Judges

The judging panel appointed have expert knowledge and experience in all sectors of the industry. Judges are independent of Master Builders ACT. The MBA has the right to disqualify award entrants, award recipients and withdraw an entry/award if in the opinion of the judges, misleading or incorrect entry information has been provided.

COVID-19

Master Builders ACT strictly adheres to ACT Government COVID-19 guidelines. Whilst our primary goal is to deliver our 2023 Excellence Awards season in the format detailed within this document, many aspects may be subject to change.

There is currently one Excellence Awards presentation dinner scheduled, with the goal of hosting the evening for a full capacity attendance of 1500, whilst still meeting the COVID-19 requirements for ACT venues.

All efforts will be made to ensure judging for 2023 will occur onsite with our judging teams however, in the event of changes to COVID-19 restrictions, the Master Builders Association reserve the right to alter the judging process for the safety of all stakeholders.



MASTER BUILDERS
AUSTRALIAN CAPITAL TERRITORY

Questions regarding your submission and the Awards can be directed to the MBA Events Team at events@mba.org.au:

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Excellence Awards Categories

Residential Project Awards

1. Apartments and Units up to 3 storeys
2. Apartments and Units 4 storeys and above
3. Apartments and Units Highrise Living
4. Custom Built/Project Home less than \$350,000
5. Custom Built/Project Home \$350,000 to \$500,000
6. Custom Built/Project Home \$500,000 to \$750,000
7. Custom Built/Project Home \$750,000 to \$1million
8. Custom Built/Project Home \$1million to \$2million
9. Custom Built/Project Home \$2million to \$4million
10. Custom Built/Project Home more than \$4million
11. Display Home less than \$500,000
12. Display Home \$500,000 to \$750,000
13. Display Home more than \$750,000
14. Medium Density Dual Occupancy/Habitable Suite
15. Medium Density Townhouses and Villas
16. Renovation/Extension less than \$250,000
17. Renovation/Extension \$250,000 to \$450,000
18. Renovation/Extension \$450,000 to \$1million
19. Renovation/Extension more than \$1million
20. Renovation/Fitout, Apartment, Unit or Townhouse
21. Special Purpose/Adaptable Dwelling

Subcontractor Project Awards

1. Bathroom Project**
2. Best use of Material in a Commercial Project
3. Best use of Material in a Residential Project
4. Kitchen Project**
5. Landscape Design and Construction Commercial
6. Landscape Design and Construction Residential

***Bathroom and Kitchen price bracket sub-categories will be determined following entries closing. This is to allow for the ever changing price variations in these categories.*

Civil Project Awards

1. Civil Bridgeworks
2. Civil Hydraulic
3. Civil Other
4. Civil Roadworks
5. Civil Subdivision

Commercial Project Awards

1. Commercial or Retail Fitout, Refurbishment or Alteration less than \$1million
2. Commercial or Retail Fitout, Refurbishment or Alteration \$1million to \$5million
3. Commercial or Retail Fitout, Refurbishment or Alteration \$5million to \$10million
4. Commercial or Retail Fitout, Refurbishment or Alteration more than \$10million
5. Commercial Construction less than \$5million
6. Commercial Construction \$5million to \$20million
7. Commercial Construction \$20million to \$50million
8. Commercial Construction more than \$50million
9. Project Displaying Technical Difficulty or Innovation
10. Special Purpose/Adaptable Commercial Project

Individual/Company Awards

1. Commercial Subcontractor of the Year
2. Construction Woman of the Year
3. Onsite Construction Manager of the Year
4. Professional of the Year
5. Project Manager of the Year
6. Residential Subcontractor of the Year
7. Supplier of the Year
8. Young Builder of the Year*

Sustainable Construction Awards

1. Sustainable Civil Project
2. Sustainable Commercial Project
3. Sustainable Residential Project

Work Health Safety Awards

1. WHS Commercial
2. WHS Residential
3. WHS Targeted Risk Management System

Top Awards

1. 2023 Project of the Year*
2. 2023 House of the Year*

**Note: These categories are determined by our judging panels and entrants cannot submit a nomination.*

CCF Earth Awards categories:

1. Project Value up to \$2million
2. Project Value \$2million to \$5million
3. Project Value \$5million to \$10million
4. Project Value \$10million to \$30million
5. Project Value \$30million to \$75million
6. Project Value Greater than \$75million
7. WHS Civil
8. Civil Subcontractor of the Year
9. Outstanding Woman in Civil Construction

- All entry open & close dates, judging dates and 2023 conditions of entry apply to all CCF Earth Awards categories.
 - Entrants of the CCF Earth Awards must be members of both the MBA ACT and CCF ACT.
 - Winners of these categories will be announced at the CCF Earth Awards, Friday 2nd June, at the Canberra Rex Hotel, Braddon.
 - CCF judging will occur the same time as the Civil Excellence Awards categories - 12th & 13th April
- For further information contact events@mba.org.au

2023 Conditions of Entry

General

1. Entry is open to financial members of the Master Builders Association of the ACT (Master Builders ACT). New members must have their membership approved prior to the Closing Date.
2. All entrants must be appropriately licenced in the category entered, and must be a Master Builders ACT member.

Entry

3. Entries must be completed (including all relevant documentation) and payment made by 5:00pm AEST on, Friday 17 March 2023 (the Closing Date) through the online system at www.masterbuildersact.awardsplatform.com. Incomplete entries will not be accepted (see pg. 7 for entry requirements).
4. Projects must have been completed and Certificate of Occupancy (or relevant completion certificate) obtained between 1 January 2022 – 17 March 2023 inclusive. Projects that have been entered previously are ineligible.
5. Joint entries will be accepted however the primary entrant **MUST** be the builder or relevant licenced contractor. For all joint entries, each entrant (such as architects, designers, contractors) must **EACH** pay the \$300 entry fee for the specific award category. Joint entrants must also be a financial member of Master Builders ACT as per Entry Condition 1.
6. Entries within NSW are permitted, as per the official Canberra Region map (www.canberraregion.com.au). Master Builders ACT reserves the right to reject an entry based on proximity of the project to the ACT or the entries eligibility to enter an alternative jurisdiction's Master Builders Associations Awards.
7. When an entry is located beyond a 100km radius from Canberra GPO, a surcharge of \$250 (incl GST) is applied.
8. The Master Builders ACT reserves the right not to accept an entry for any reason and has complete and unfettered discretion in this regard.

Categories

9. If the judges determine an entry to be entered into an incorrect category, they reserve the right to transfer an entry into the category they deem appropriate. Entrants will be notified of this decision and the reasons, however there is no right of reply or appeal and the judges' decision is final.
10. The judges reserve the right to amalgamate categories if the number of entries is deemed insufficient, or split categories if deemed necessary.
11. Price per square metre on completion is inclusive of GST.

Photographs & Documents

12. All documents and photographs submitted for an entry remain the property of the Master Builders ACT. By providing the documents and photographs, entrants acknowledge and agree that this material may be used for other purposes, including but not limited to, marketing in the future. Entrants will ordinarily be acknowledged in all marketing or other material. It is recommended that all entrants keep a copy of their completed entry.
13. Entrants must ensure they either hold the copyright, or have a licence agreement for the use of photographs included as part of their submission. Professional photographers must be made aware that photo credit lines will not be published on social media and will not be published within the awards publications.

Judging

14. Judging appointments **CANNOT** be altered. It is the entrant's responsibility to ensure there are no issues with access to the project for the judging period. Entrants will be notified of their judging time before the judging period commences on 12 April 2023. If there is a period of time that is not suitable for inspection, this should be included in the comments section of the entry submission.
15. The judges reserve the right to decline to select a winner in a particular category if a minimum standard of excellence has not been achieved.
16. All information provided in the submission must be true and correct to the best of the entrant's knowledge.
17. Any project entered in more than one category (where allowable) must be submitted as a separate entry. Each entry must include a set of plans, all photos and an additional entry fee paid. No cross referencing is allowed.
18. The entrants must obtain permission and the owner/client's co-operation in regards to access for judging. All entries will be judged between Wednesday 12 April and Friday 12 May 2023.
19. Judges must have internal access to the project (where applicable) at the time notified for judging and must be accompanied by the project builder for the site inspection.
20. If the building is not occupied at the time of entering the awards but it later becomes occupied, permission and agreement to allow access must be obtained by the entrant from the occupier prior to judging.
21. The judges' decision is final and **NO** correspondence directly with judges will be facilitated. Judges are independent of Master Builders ACT.
22. Entrants may request written feedback at the conclusion of the judging process, by submitting the judging feedback request form. Feedback will be compiled by Master Builders ACT and provided to the entrant, however **Entry Condition 21** still applies.
23. Judging decisions are based on the condition and presentation of the project at the time of the judging inspection.
24. All efforts will be made to ensure judging for 2023 will occur in person, onsite with our judging teams. In the event of changes to COVID restrictions or other health requirements, Master Builders ACT reserve the right to alter the judging process for the safety of all stakeholders.

Finalists & Winners

25. Category winners of the Master Builders and Asset Construction Hire Excellence Awards will be automatically entered into the Master Builders Australia National Awards. Due to the limited number of national categories, only winners with a directly corresponding category will be entered. MBA Australia only recognise the builder at a national level, meaning that joint entrants will not progress to this stage.
26. Finalists and non finalists will be notified of their status on Monday 5 June 2023. All decisions are final as per Entry Condition 21. Whilst decisions are made in accordance with the judging criteria, all decisions are at the unfettered discretion of the judges and there is no avenue for appeal.

If you have any questions about the 2023 Entry Terms and Conditions, please contact the Master Builders ACT Events Team via events@mba.org.au or (02) 6175 5900.

Category Definitions

Residential Awards

Apartments and Units

Apartments and Units up to 3 storeys: as covered by Home Warranty insurance

Apartments and Units 4 storeys and above: multistorey building or development with a height lower than 25 metres (less than 8 storeys)

Apartments and Units High Rise Living: multistorey building or development with a height of at least 25 metres measured from the lowest exit at or near ground level to the floor of the topmost story (or 8 storeys)

Projects entered into these categories must be a Class 2 or Class 3 building. All definitions are determined as per the Building Code of Australia.

Custom Built/Project Home

Custom Built/Project Home refers to a residential project built under a contract specifically for a client. This category is exclusive to separate dwellings that are free standing with no common walls. Final contract price must be provided in order to determine eligibility in a category. This figure will not be published at any time.

Please note: In the event that a home has been built without a contract (e.g. a builder constructing their own home) the entrant must seek special permission from Master Builders ACT to enter. The home must be entered into the category that best represents the market value of the cost of the build. Evidence must be supplied, including a copy of the Home Warranty Insurance Certificate, to support this category selection. Master Builders ACT reserves the right to reject an entry or move entries between categories.

Display Homes

Display Home refers to a residential project built for the specific purpose of displaying or showing a builder's product. The project must be intended for reproduction as displayed or with standard variations to suit the client's needs. The price category entered is to represent the repeatable price of the project as displayed at the time of judging, inclusive of all exact fixtures, fittings and variations. Please ensure that the nominated contract price is the exact cost of the house including all exact fixtures and fittings as displayed. This is to be inclusive of benchtops, flooring and all other variations.

Medium Density

Townhouse: is in a row of houses, that is not class 2. Townhouses can be attached.

Villas: Stand alone, class 1 in a cluster development
Dual Occupancy: Two new dwellings on the same block
Habitable suite: secondary residence that can be a separate or attached dwelling up to 90m²

Renovations/Extensions

This category includes extensions, renovations, decks, pergolas and outside pavilions, adaptable or accessible fitouts. Renovation/Fitout, Apartment, Unit or Townhouse is open to renovations of multi-unit dwellings where body-corporate requirements must be met and/or structural and facade variations are limited or not possible.

Special Purpose/Adaptable Dwelling

This category includes houses incorporating facilities for people with disabilities and adaptable housing. Homes must be Class 1 homes or dual occupancy style dwellings, with no commercial/communal facilities such as club houses. This does not include retirement villages or aged care facilities.

Civil Awards

Civil project entries are required to be submitted as per the Civil Contractors Federation (CCF) guidelines as each entry into a Civil award category automatically enters the same project into the corresponding CCF Earth Awards category, unless otherwise requested.

The CCF project categories are as follows:

- Project value up to \$2 million
- Project value \$2 million to \$5 million
- Project value \$5 million to \$10 million
- Project value \$10 million to \$30 million
- Project value \$30 million to \$75 million
- Project more than \$75 million

Additional categories exclusive to the CCF ACT are:

- Civil Subcontractor of the Year
- Outstanding Woman in Civil Construction
- WHS Civil

Additional CCF information: www.mba.org.au/events.

Commercial Awards

Commercial & Retail Fitout, Refurbishment or Alteration

Fitout, refurbishment or alteration of an existing commercial building. Final construction price including GST to determine the project's appropriate category.

Commercial Project

Construction of a new commercial building or project. Final construction price including GST to determine the project's appropriate category.

Project Displaying Technical Difficulty or Innovation

Open to all sectors.

Special Purpose/Adaptable Commercial Project

This category includes retirement villages, aged care developments, Government Housing projects, student and group accommodation. Projects may include communal facilities such as club houses, kitchens and/or gardens. A client statement is required with this entry.

Work Health Safety Awards

WHS awards promote best practice of WHS on building & construction projects and construction based systems. Each entry should demonstrate a commitment to developing, implementing, integrating and reviewing on site. The entry submission should demonstrate the consultation that was undertaken within the workplace, the training that was presented to employees and how the solution can be more broadly applied to the overall industry.

Sustainable Construction Awards

The sustainable construction awards refer to the construction process, with a goal of achieving net zero construction and producing a net zero ready finished product. This includes how waste was minimised or avoided, if materials selected were salvaged/recycled/renewable/low emission, as well as water management and any other general environmental management details. Entries should also refer to the project's environmental living standard, including relevant EER, Green Star or NABERS rating and working conditions including the use of materials in construction.

Category Definitions

Subcontractor Awards

Bathroom Project

A bathroom constructed in a new or existing home, not including appliances, electrical, plumbing, plastering, painting and ancillary work but it should be noted that the quality of the associated trades is assessed.

Best use of Material

This category includes materials used for building facades, entrances, roofing, cladding, joinery, painting, tiling, plastering and flooring. Additional individual categories may be formed depending on entry numbers.

Kitchen Project

A kitchen constructed in a new or existing home, not including appliances, electrical, plumbing, plastering, painting and ancillary work but it should be noted that the quality of the associated trades is assessed.

Landscape Design and Construction

Commercial Landscape Design and Construction includes the following categories: Institutions, open space, road reserves, Water Sensitive Urban Designs, Parks, Apartments and Aged Care.

Residential Landscape Design and Construction is open to sub-contractors who have completed the particular project. A builder is welcome to be a joint entrant however, the contractor that undertook the majority of the works, must be the primary entrant.

Individual/Company Awards

These awards will be determined via the resume and supporting letters for each entrant, by the judging team.

- Construction Woman of the Year
- Onsite Construction Manager of the Year
- Project Manager of the Year
- Professional of the Year
- Residential & Commercial Subcontractor of the Year
- Supplier of the Year
- Young Builder of the Year

Top Awards

House of the Year

This award will be determined from a shortlist of the winners from each of the following categories:

- Custom Built/Project Home (all sub categories)
- Display Home (all sub categories)
- Renovations/Extensions (all sub categories, where existing home has been altered considerably)

Project of the Year

This award will be determined from a shortlist of the winners from each of the following categories:

- Apartments and Units (all sub categories)
- Civil Construction (all sub categories)
- Commercial Construction (all sub categories)
- Sustainable Construction (all sub categories)

Entry Hints and Tips:

- Keep all entry information as clear as possible, judges prefer quality over quantity with each submission.
- At the time of your onsite inspection, be sure to have the builder present, or a builder's representative with expert knowledge regarding the project. This will help ensure that the judges receive all of the relevant information and that the projects merits are accurately represented.
- Avoid leaving your submission until the last minute. All submissions require approval from the Master Builders ACT team before they are formally accepted. With the chance that your entry may require further information or resubmission, we recommend that you allow several days for this process before the closure of entries on Friday 17th March. Any entry that is not entirely complete by 5pm on 17th March, will not be accepted.
- Judging appointments cannot be altered. Due to the large volume of entries and limited judging time, the time that you are issued cannot be re-scheduled. If there is a period of time that is not suitable for inspection (e.g. no access to a project due to a public holiday) this should be included in the comments section of the entry submission. Any notification of unavailability after this point will not be considered.
- Whilst not mandatory, reference letters, videos or time lapse videos, are a great way to showcase your entry and set it apart from the rest. Please note there is a maximum of 2 of each of these attachments accepted per entry.
- When completing your submission, be sure to read each question carefully. The questions that you are answering are the judging criteria and are therefore, what the entry will be assessed against.

2023 Entry Checklist

Information you will need to provide with your entry:

- o All details of the project (project name, street address, completion date, final contract price).
- o Details of the entrant company (key contact information, postal address, contact number etc.)
- o An appropriate answer to each selection criteria within the online submission guide.
- o Entrants are required to digitally sign a declaration stating that there were no serious injuries or deaths onsite AND that there are no outstanding debts or complaints relating to the project at time of entry.

Documents

- o Digitally signed declaration stating that all information provided is true and correct to the best of the entrant's knowledge.
- o Plans, floorplan, elevations and other relevant drawings/documentation, combined into 1 PDF document.

Individual Awards

- o Entries for Project Manager, Onsite Construction Manager, Construction Woman and Professional of the Year require a resume and a corporate photograph of the entrant.
- o Entries for individual awards require letters of reference and a photograph of the entrant (individual or company).

Photographs and Logos

- o Min 15 high resolution colour photos of the project. No more than 20 photographs per entry. *Bathrooms and Kitchens may supply only 10
- o Before and after photos are required for renovations and extension categories.
- o The uploaded images should all be named appropriately with the entrant name and the location of photo e.g. Sesame Building – Main Bathroom.
- o EPS or JPG file of the entrant company/ies logo(s).
- o Video footage (timelapse/promotional) are accepted but are not compulsory.

Display Homes

- o Display Home category entries must include their promotional brochures, inclusions lists and any other marketing activities to verify that the home is or was for display purposes.
- o Ensure that Display Homes are entered into the category that best represents the retail price of the home, including all displayed inclusions, not the trade cost of the build.

Payment

- o Payment is required at point of entry. Any entries that are submitted without payment will be deemed incomplete and will not be accepted.
- o Joint entrant fees must all be paid before the commencement of the judging period.

Photography Examples

Publishable



*The above photo shows a full facade shot and is well lit.

Un-publishable



*The above photo shows poor lighting, shadows, no focus point and the full façade is not in the shot.



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