



2024 Excellence in Partnering Award Nomination Form

Deadline: December 4th, 2024

Eligible contracts must be substantially complete in the year 2024. This award is available to only members of the Montana Contractors Association (MCA) for projects awarded by the Montana Department of Transportation. Submit a separate application for each project nominated. Applications are available at www.mtagc.org under: [MCA Partnering Excellence Awards](#).

The text for all sections may have a combined total of no more than 2200 words. The word count limit applies only to the text you have added and NOT the existing application form text. A **maximum of five (5)** additional supporting pages (8.5" x 11"), beyond the specifically requested items may be attached to the application. Supporting pages can include text, photographs, charts, graphs, or appropriate tables to highlight results. Entries become the property of MCA/MDT and will not be returned.

The Word Document application should be fully completed by the Prime Contractor and MDT Engineering Project Manager (EPM). All attachments should be agreed upon prior to uploading and submitting.

Submittal Directions

Submittal of the completed application and attachments must be signed by the MDT EPM and the Prime Contractor. **The completed submittal must be received by David Smith at david@mtagc.org before 11:59 PM, on December 4th, 2024.** Awarded applicants will receive a response by December 9th, 2024. Awards will be presented at several gatherings throughout the winter, including the Annual Montana Partnering Summit.

To give all contract applications the same opportunity, applications that do not follow the above rules and format, or are received after the deadline, will not be considered for awards. The MCA/MDT judges look carefully at the responses to each question. Direct answers to questions without rhetoric are desired. Supporting facts and documents are very helpful. Please do not leave out requested information, as it affects the overall score. For maximum scores, please reference any related attachments in each response, and label each attachment with the question(s)/section(s) it supports.

CATEGORIES: Award applications for projects substantially completed in 2024 will be accepted in the following categories:

- A. Level 1 Partnering Project
- B. Level 2 Partnering Project



Project Name: _____

Prime Contractor: _____

MDT District: _____

1. Partnering Sessions Held & Charter (20 points)

Initial agreement that defines the team’s common mission, goals, and guidelines (attach a copy of the Project Charter, if applicable).

- Describe the Partnering sessions that were held for this project.
- How did the project team apply the concepts of their charter or goals? Provide an example.

2. Goals/Outcomes (20 points)

Tell the story of how the partnership turned goals into achieved outcomes.

- How were each of the goals and sub-goals of your Partnering agreement developed, measured, evaluated, and used?
- How did Partnering help to achieve project success? Provide an example.

3. Issue Resolution Ladder (20 points)

Describe the team's issue resolution process and how it helped the team (attach a copy of the project's Issue Resolution Ladder).

- What were the results/outcomes of the team having an established issue resolution process?
- Provide 1-2 examples of when the issue resolution process improved the project outcome. Describe the problem, solution, and overall impact on the job.

4. Teamwork (20 points)

Describe how the group developed to work together as a team.

- How did you develop team relationships with everyone working on the project?
- What were the trust-building moments for the team? Provide an example.
- How did the team develop relationships with stakeholders?

5. Value/Outcomes (20 points)

Describe how Partnering helped the team deliver the project. Cite any creative practices that had a positive impact on the partnership.

- What were the savings to the project in terms of time and/or cost?
- What noteworthy steps did the team take before/during construction to contribute to overall project success?



Submitted by:

Prime Contractor:

(Sign) (Print) (Date)

MDT EPM:

(Sign) (Print) (Date)