



2024 CPN Star Award

CRITERIA:

- At least **two [2]** CPN member firms must have played a role in the project in the areas of planning, financing, design, management or construction.
- Projects must be located in North Carolina, South Carolina, Virginia or Tennessee.
- The project must have been substantially completed (Certificate of Occupancy) between **January 1, 2021 and December 31, 2023**. Previously award winning projects are not eligible for re-submission.
- Nominations must be received by **Friday, December 8, 2023**. A delivery confirmation email will be sent. The applicant should follow up with Sara Downing by the due date if you have not received the delivery confirmation.
- **Criteria used for evaluation of Star Award nominated projects**
 - Project Complexity – 20%
 - Owner's Satisfaction – 10%
 - Impact on Local Community and Industry – 20%
 - CPN Member Participation – 30%
 - Innovation and Creativity – 20%

All entries must be submitted no later than
Friday, December 8, 2023
The submission package (due back as PDF and PPT formats)
Can be emailed to Greg Shelton (greg@sheltonlawcarolinas.com)
please put "Star Award Submission" in the subject line
or you may mail the package on a *thumb drive* to:

CPN Star Award Program
Attn: Greg Shelton
Shelton Law Carolinas
101 S. Tryon St., Suite 2700, Charlotte, NC 28280
Ph.: 704-940-9012

All nominations become the property of CPN and will not be returned

SUBMITTED FOR CATEGORY:

- Projects less than \$10 million
- Projects \$10 - \$25 million
- Projects over \$25 million
- Subconsultant/Subcontractor Project*

*Subconsultant/subcontractor can only submit a project in the Subconsultant/Subcontractor Project category, if the primary design firm and primary contractor are NOT CPN members. If the primary design firm and/or primary contractor are CPN members, the project must be submitted in one of the appropriate project size categories.

2024 Submittal Instructions

- ❖ Read and complete the Nomination Form carefully.
- ❖ Please complete the entire form. **DO NOT LEAVE ANY PORTION BLANK**. Mark N/A if any items in the form are not applicable.
- ❖ Only information submitted in this form and pdf format will be evaluated.
- ❖ Please note that all STAR Award submissions must include a \$275 submittal fee which can be mailed to the CPN Offices at CPN of NC, mail to 405 Battleground, Ste. 204, Greensboro, NC 27401 (\$295 if paid via credit card – contact the CPN Offices to pay by credit card). The fee must be paid by **Friday, December 8, 2023** in order for your submission to be evaluated.

Your award nomination **MUST** be in the following format:

1. **Cover Page** - CPN Star Award Nomination Form.
2. **Project Summary** – a description of how the project and the development/construction process achieved the stated criteria for the Star Award. This section should cover the evaluation criteria noted on the cover page.
3. **Appendices** - A letter from the Owner or end user describing why the project was a success, their overall satisfaction, and the impact of the project on the local community.
4. **PowerPoint** - Detailed pictures of the completed project in hardcopy with the submission and on flash drive in high resolutions digital format.

NOTE: Items #1 – #2 above shall be no more than 10 pages. Items #1-#3 shall be submitted in PDF format. Item #4 shall be on the formatted PowerPoint template which can be downloaded from the CPN website.

2024 NOMINATION FORM

PROJECT INFORMATION:

Contact (name, firm, contact #, email):

Project Name and Location:

Date Project Started:

Date Project Completed (Certificate of Occupancy):

Final Construction Value of Project:

PROJECT TEAM: (name, firm, contact number, email)

Owner/Client:

General Contractor or Construction Management Firm:

Architect:

Engineer:

Key Subcontractors/Vendors:

Design-Builder:

Other Key Stakeholders:

CPN Affiliations: *(list all CPN member firms involved with project & their project role)*

PROJECT SUMMARY

PROJECT DESCRIPTION:

Delivery Method: *(general contractor, design-build, CM, multiple primes, P3, other)*

Project Type: *(commercial, industrial, institutional, governmental, infrastructure, transportation and/or transit, other):*

General Project Description: *(provide a brief narrative on the following):*

Project scope

Type of construction materials,

Building systems

Means and methods

Project complexity

Innovative and creative qualities of the project *(design, cost, type of construction):*

Sustainability features of the project *(design, material selection, land use, recycling, etc):*

PROJECT OUTCOME:

Schedule:

Construction Project Duration: *(calendar days)*

Construction Start Date:

Construction Completion planned date:

actual date:

calendar days [+/-]:

Cost:

Initial Contract Amount:

Final Cost Amount:

% Change Orders

Project Growth in dollar costs: *(owner's changes, differing site conditions, errors and omissions)*

Describe the project's positive impact on the local community [community involvement throughout, funding, pride, job creation, financial implications, recipient of incentives]:

Project Claims Results: *(identify claims, if any, and mitigation efforts and results)*

Changes in the Original Schedule: *(reasons for delays or acceleration)*

In submitting this application, I affirm to the best of my knowledge, that the information contained herein is accurate. I also agree to grant permission for CPN to use any of the nomination materials (including photographs printed and digital) for promotional purposes which may include, but not limited to, the CPN website, The Resource Newsletter, and third party publications.

Name:

Date:

Title:

Contact Info.