



COUNTY ENGINEERS ASSOCIATION

OF MARYLAND

May 7, 2018

Dear Members and Associates:

The County Engineers Association of Maryland is pleased to announce that applications for the 2018 Awards Program are now being accepted. The CEAM Awards Program celebrated another successful year in 2017, with many of our nominated projects going on to receive recognition by the Maryland Quality Initiative, the American Society of Civil Engineers, and the American Council of Engineering Companies. The CEAM

Awards will be presented in the following categories:

- The ***Project of the Year Award*** will be presented to the outstanding County Project that demonstrates responsiveness to citizens' needs, cost effectiveness, and innovative use of County staff and funds. Awards will be presented for small (less than \$1,000,000), mid-size (between \$1,000,000 and \$5,000,000), and large projects (greater than \$5,000,000).
- The ***County Engineer of the Year Award*** will be presented to a CEAM County Member for exemplary service to his/her County and/or the Association.
- The ***Associate Member of the Year Award*** will be presented to a CEAM Associate Member for exemplary service on behalf of Member Counties and/or the Association.
- The ***Meritorious Service Award*** will be presented to a CEAM County or Associate Member for extraordinary service to the Association, service to his/her County, and/or service to the citizens of Maryland.
- The ***CEAM Service Award*** will be presented to a County Employee for going above and beyond their job description, exhibiting a devotion to public service, and contributing to the advancement of the County's and CEAM's Public Works mission. This person can be any level of County Employee and does not have to be a CEAM member.

Enclosed you will find "Instructions for Submitting Nominations" along with the appropriate forms. This information is also available on the CEAM Website, www.countyengineers-md.org. The deadline for submitting nominations to the Awards Committee is **June 29, 2018**. The 2018 CEAM Awards will be presented at our Fall Conference in Ocean City, September 19-21, 2018.

Please feel free to contact me (410-494-9093 or MAllen@WallaceMontgomery.com) regarding any questions and/or concerns you may have about the Awards Program.

Sincerely,

Matthew J. Allen, PE, PTOE, CCM
CEAM Awards Committee Chair

County Engineers Association of Maryland
Instructions for Submitting Nominations for the
2018 CEAM Awards

- County Engineer of the Year – This award shall be presented to a CEAM County Member for exemplary service to his/her Member County/City in performance of a project or delivery of services, and/or exemplary service to the Association. The recipient shall be a full-time employee of a member County or the City of Baltimore, and be a County Member in good standing of the Association. Nominations shall be made by a County Member and seconded by County Member or Associate Member.
- Associate Member of the Year – This award shall be presented to a CEAM Associate Member for contributions to the engineering and construction professions on behalf of Member Counties or the City of Baltimore, and/or exemplary service to the Association. A recipient shall be an Associate Member in good standing of the Association. Nominations may be made by any County Member or Associate Member and seconded by another County Member or Associate Member.
- Meritorious Service Award – This award shall be presented to a CEAM County or Associate Member for extraordinary service to the Association, service to his/her County, the City of Baltimore, and/or service to the citizens of Maryland. A recipient shall be a member (any CEAM membership grade) in good standing of the Association. Nominations may be made by any County Member or Associate Member and seconded by another County Member or Associate Member.
- CEAM Service Award - This award shall be presented to a County/City Employee who performed outstanding work and for contributing to the advancement of the County's and CEAM's Public Works mission. This award is for all County employee classifications and does not require CEAM Membership. Nominations may be made by a County Member, and seconded by any County Member or Associate Member.
- County Project of the Year – This award shall be presented to the outstanding County project considering criteria such as addressing citizens' needs, cost effectiveness, and innovative use of County staff and funds.

Three awards shall be given based on the size of the project, including one for small projects with a construction cost under \$1,000,000, one for mid-sized projects with a construction cost between \$1,000,000 and \$5,000,000, and one for large projects with a construction cost over \$5,000,000. Nominated projects do not need to be constructed projects, such as bridges, roads, water treatment plants, etc., but may be functional projects such as computer system upgrades, management initiatives, or other similar programs. Projects shall be substantially complete in the year ending June 29, 2018.

County Project of the Year nominations shall only be made by a Member County, and may be seconded by another County Member or Associate Member. A Member County/City may only nominate one (1) project in each category.

Please submit the appropriate form and attachments to the Awards Chair no later than the close of business on **June 29, 2018**. Entries may be submitted in hardcopy and/or digitally. The Awards Committee will verify eligibility, evaluate submissions, and select award recipients.

Send entries to:

Matt Allen, PE, PTOE, CCM
Wallace, Montgomery & Associates, LLP
10150 York Road, Suite 200
Hunt Valley, MD 21030
Phone 410-494-9093 Fax 410-667-0925
MAllen@WallaceMontgomery.com

CEAM 2018 INDIVIDUAL AWARDS NOMINATION
(Please Type or Print)

SELECT AWARD TYPE:

- COUNTY ENGINEER OF THE YEAR
- ASSOCIATE MEMBER OF THE YEAR
- MERITORIOUS SERVICE AWARD
- CEAM SERVICE AWARD

NOMINEE'S NAME: _____

NOMINEE'S County/City FIRM: _____

POSITION: _____

ADDRESS: _____

CITY	STATE	ZIP
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TELEPHONE: _____ **FAX:** _____

E-MAIL ADDRESS: _____

NOMINATED BY: _____

TELEPHONE: _____ **FAX:** _____

E-MAIL ADDRESS: _____

SECONDED BY: _____

TELEPHONE: _____ **FAX:** _____

E-MAIL ADDRESS: _____

Please submit the following:

- A letter of recommendation, typed 12-point font, (no more than two pages in length) describing why you are nominating the candidate.
- A brief resume, typed 12-point font, (no more than two pages in length) describing the candidate's qualifications and experience.
- A recent photograph of the candidate. Sent in .jpg format.

**CEAM 2018 AWARDS NOMINATION
COUNTY PROJECT OF THE YEAR
(Please Type or Print)**

PROJECT TITLE: _____

County/City: _____

Location: _____

Year Completed: _____ **Construction Cost:** _____

County/City PROJECT MANAGER: _____ **Phone:** _____

Email Address: _____

ENGINEER (FIRM): _____ **Phone:** _____

Contact Name & Phone: _____

Email Address: _____

CONTRACTOR (FIRM): _____ **Phone:** _____

Contact Name & Phone: _____

Email Address: _____

NOMINATED CATEGORY:

_____ **Small Project (under \$1,000,000.)**

_____ **Mid-Size Project (between \$1,000,000. and \$5,000,000.)**

_____ **Large Project (over \$5,000,000.)**

NOMINATED BY: _____ **(Member County Representative)**

POSITION: _____

TELEPHONE: _____ **FAX:** _____

E-MAIL ADDRESS: _____

SECONDED BY: _____ **(County, Associate or Life Member)**

TELEPHONE: _____ **FAX:** _____

E-MAIL ADDRESS: _____

Please submit the following either by postal mail or digitally (preferred):

- A letter of recommendation (no more than **three (3)** pages in length) describing the project in detail and why you are nominating it. This letter should address overall complexity of the project, innovative solutions to problems that were encountered, innovative use of County/City staff and funds, how the needs of the citizens were addressed, and cost effectiveness.
- A maximum of **five (5)** digital - **.jpg** - project photographs shall be emailed to the CEAM Awards Committee Chair (MAllen@WallaceMontgomery.com) on or before **June 29, 2018**. Pictures may be before, during construction and one (1) must be of the completed project. Submitted pictures will be used in the Award Ceremony presentation material.

Projects may only be nominated by a Member County.
A Member County may only nominate one project in each category.