

ASSOCIATED SCHOOLS OF CONSTRUCTION 2016 REGION 1 COMPETITION RULES & GUIDELINES

History & Background

The Associated Schools of Construction (ASC) is the premiere professional association for the development and advancement of construction education. It is dedicated to professional growth and fostering excellence in construction communication, scholarship, research, education, and practice. It is organized into seven regions across the United States and one international region. Regions within the U.S. hold individual student competitions and faculty conferences. Since 1989, the Northeast Region (Region 1) has held an annual faculty conference, job fair, and student competition. Teams from ASC member schools participate in a competition replicating a real-world response to a Request for Proposal (RFP) in the disciplines of Heavy Highway, Commercial Building, Design-Build and Pre-construction Services. A school may have a team compete in one or more categories.

A. Competition Format

The competition is a 2-day event. On the first day of the competition, industry judges give the competing teams a RFP based on an actual project. The judges provide the documents and guidance required by teams to provide the deliverables in response to the specific requirements of the RFP. On the second day, students make an oral presentation based on their findings and answer questions from the industry judges. The winners are determined and an awards dinner is held that evening. As part of the registration fee, the following meals are provided: breakfast and lunch on Friday; “brunch” for competitors, faculty, judges, and job fair companies on Saturday; and the awards dinner on Saturday evening. Participants are responsible for the balance of their meals, snacks, and refreshments throughout the event.

B. Competition Guidelines

The most important rule of the competition is to have fun and enjoy the experience of this great event. To that end, the following guidelines are to be followed to ensure fairness. Ethics and integrity are highly regarded in the construction industry so all participants are on the honor system during the competition.

1. Team: Maximum of 6 students that are currently enrolled on a full time basis in a construction curriculum at an ASC member school. Each competing student must have been registered previous to the event, substituting student members on the day of the event is strictly prohibited.
2. Coach: A designated faculty member or advisor that is the responsible person for the transportation, lodging, and meal logistics of a team during the competition and the point of contact, between the school and the Competition Coordinator in the case of emergency.
3. Competition Coordinator: Responsible for overall competition logistics, addressing questions and concerns about the competition, schedule, and rules with the participating teams, faculty, and Judging Companies.
4. Judging Company (Judges): Responsible for the presentation of the competition RFP within their discipline. Judges provide direction and guidance to the teams during the competition and act as point of contact on matters related to the RFP problem with the teams.

5. Start of the Competition: The competition starts when teams are excused from the first day's Opening Ceremonies and enter the RFP Kick-Off Meetings with the Judges.

C. Team Conduct, Rules, & Responsibilities

1. No outside assistance or contact can be made with any persons outside of the onsite team, the Judges or the Competition Coordinator.
2. During the competition, only Judging Company representatives and the Competition Coordinator are allowed in the team's work room.
3. The Judges are to have access to the team work rooms to monitor activities throughout the competition.
4. Teams must stay in or near their hotel room during the scheduled oral presentations, with the exception of attending the career fair, until their time to present. Teams are not permitted near the presentation rooms while competing teams are presenting.
5. The competition is concluded for a team once its oral presentation is finished.
6. Internet access will be at the sole discretion of the judges during the competition. The ASC is not responsible for the speed or service levels of the host hotel's internet service. Teams may at their own expense seek upgrades to the existing basic services in the area. If a Judging Company elects to use e-mail for communications during the competition, teams may access e-mail accounts for the explicit purpose of receiving and sending communications related to the RFP.
7. Teams may identify at any time during the competition the school with which they are affiliated. It is recommended that all students wear either a polo shirt identifying their school or business attire throughout the competition.
8. Teams to provide their own office supplies, i.e. copy paper, 3-ring binders, tabs, and 3-hole punches.
9. The Competition Coordinator will provide copiers for the use of all student teams. Teams are responsible for scheduling copying to allow for waiting lines or servicing of copiers.
10. Teams are allowed to bring whatever equipment they feel necessary to complete the written proposal and oral presentation.
11. Plotters are not permitted.

D. Coaches Conduct & Responsibilities

1. Each school must be accompanied by at least one coach at the competition. One additional faculty (other than the coaches) per school is allowed to attend all meals and functions. For example, if you are entering two teams you can have a maximum of 3 faculty attending the competition. Additional faculty and/or students attending the conference must pay for meals and refreshments.

2. Coaches are the responsible point of contact on behalf of the team and the school in case of an emergency.
3. Coaches are to have no contact with their team(s) once the competition starts.
4. If a coach must see their team during the competition, the coach must be accompanied by the Region Director, Competition Coordinator and/or a member of the Judging Company.
5. Coaches, faculty, friends, and relatives are allowed to observe their team's presentation. However, Coaches are not to have contact with their team until their oral presentation is complete.
6. Coaches may view the presentations of another school, but under no circumstances are students allowed to watch the presentation of another school.
7. No one is allowed to enter or leave the presentation room once a team has started presenting. Cell phones must be silenced in the presentation room. Please be courteous; ***if the door is closed the presentation has started and entry or exit is not allowed.***
8. Infraction of any competition rules may result in disqualification.

E. Competition Logistics

Preparation of RFP: Day 1

1. The competition starts when the Judging Company commences its RFP kickoff meeting.
2. The number of copies of all written deliverables will be determined by the Judges.
3. All written deliverables will be turned in together, at the time specified by the Judges.
4. Proposals turned in after the deadlines are subject to penalties as determined by the Judges.

Oral Presentation: Day 2

1. Preparation for Oral Presentations may begin any time after the proposal submission deadline.
2. Presentations generally begin at 8:00 a.m., unless a change is announced by a Judging Company.
3. The order of presentations will be drawn at random and posted by the Competition Coordinator no later than 1 ½ hours ahead of the first scheduled presentation.
4. Teams will be allowed access to presentation rooms 5 minutes prior to their scheduled time.
5. Presentations are typically 30 minutes, consisting of 20 minutes for the presentation followed by a 10-minute question and answer session.
6. Each member of the team must speak a minimum of 2 minutes.
7. Judging Company's will provide teams all final directions for Oral Presentation logistics.

8. A projector, projection screen, and flip chart with an easel will be provided at the competition for team use. Judges will provide a computer for the student presentations; teams are to bring their PowerPoint presentations on a memory stick. Teams are advised to bring their own computer for a back-up.

9. Videotaping of teams other than the coach's own school is not permitted

F. Industry Judge

The competition relies on an industry judges from each of the four disciplines of Heavy Civil, Commercial Building, Design-Build (building emphasis) and Pre-construction, to sponsor the RFP. Judges manage and administrate the logistics of their portion of the competition and support students during the execution of the problem. This includes:

1. Provide an abstract of the problem statement/RFP approximately 6-8 weeks prior to the competition
2. Developing the RFP problem and all support documents, drawings, bid forms and specifications necessary for students to prepare their deliverables. Providing a team of jurors, to attend the competition and oversee the execution of the RFP problem. This includes briefings to students, managing RFIs, scoring submissions, and scoring oral presentations.
3. Providing a quantitative scoring system that evaluates the student's performance on all the required deliverables [scoring matrix to be released with problem statement]
4. Provide the following in each of their respective presentation spaces:
 - Computer
 - LCD projector
 - Screen
 - Small table to hold computer and projector
 - All cords and connections
5. Providing a debriefing with the all teams of the actual job upon which the RFP was based. Judges provide specific information and answer questions on the real life successes and challenges of the project.
6. Provide a written summary/debriefing to each team within 30-days after the competition explaining how they scored and a discussing the team's strengths and opportunities for improvement in future competitions
7. Provide prize money and/or prizes to the top three teams in their category

G. Competition Rooms

1. The school reserving the rooms is responsible for incidental costs and damages.
2. The rooms used by the students for the competition will be provided with the following:
 - One six foot table
 - One lounge chair

- Four folding chairs
- One desk chair

3. It is recommended that each team also bring at least one additional four foot table to lay across the beds for additional work surface space. Per fire codes no other tables can be set up on the floor but can be laid across the beds

4. All furniture must be returned to its original location prior to checkout or the school will be charged relocation fees.