

ASSOCIATED SCHOOLS OF CONSTRUCTION 2020 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 in Region 1 participate in a competition replicating a real-world response to a Request for Proposal (RFP) or an Invitation for Bids (IFB) in the following categories: Heavy-Civil; Commercial Building; Design-Build; and Pre-Construction Services. A school may have a team compete in one or more categories. Any single category will have not less than four teams and not more than ten teams.

COVID-19 Preamble and Interpretation Procedure

The rules and guidelines herein are to be understood to be based on reasonableness and flexibility in light of the ongoing SARS-CoV2/COVID-19 pandemic that has altered the competition significantly. To that end, it is expected of all parties that they will participate in this competition in an honest, forthright, and trustworthy manner. The rules and guidelines below attempt to best anticipate the conduct of the competition as best possible, understanding the unprecedented nature of the adjustments that need to be made.

To that end, if questions arise and/or modifications need to be made to these rules and guidelines, as may be warranted and justified, these are to be addressed to the Region 1 Director who will make a determination. If that determination is not satisfactory to the parties involved, it may be appealed to the Competition Coordinator who will make the final decision as to any revisions, modifications or alterations throughout the competition.

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/IFB 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/IFB. 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 announced by the judging firms as part of an out-brief they host that afternoon/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: 4-6 students that are currently enrolled on a full time basis in an ASC member school (as defined by said school's rules and procedures). 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 that serves as the point of contact, between the school and the Competition Coordinator in the case of emergency for the particular team.

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/IFB 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/IFB problem with the teams. Also responsible for the final selection of the ranked performance of each team in their category and selecting first, second and third place winners.

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

C. Team Conduct, Rules, & Responsibilities

1. No external assistance or contact can be made with any persons outside of the student team, except the Judges, Regional Director, or the Competition Coordinator.

2. During the competition, only Judging Company representatives, the Competition Coordinator, and the Regional Director are allowed in the team's work room (virtual or in-person, as applicable).

3. The Judges are to have access to the team work rooms (virtual or in-person, as applicable) to monitor activities throughout the competition.

4. Teams are to work in appointed space as best can be provided by their host institution. Given the nature of the ongoing crisis and the academic calendars at various institutions, space may be limited. Thus, teams are permitted to work within the same physical room as another team so long as applicable guidelines for safety are provided and that ample distance is provided between the teams that the specifics of casual conversation among the team members is not easily discernable on that part of the other team operating in the space.

5. Teams must not enter another virtual presentation room, except for their own scheduled oral presentation room, until their time to present.

6. The competition phase is concluded for a team once its oral presentation is finished.

7. Teams and/or their schools must provide for any necessary internet access during the competition. The ASC is not responsible for the speed or service levels of the 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/IFB.

8. 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 shirt identifying their school or other appropriate attire throughout the competition.

9. Teams to provide their own office supplies and working space, as may or may not be applicable, i.e. copy paper, 3-ring binders, tabs, 3-hole punches, and tables.

10. Teams are allowed to bring/use whatever equipment they feel necessary to complete the written proposal and oral presentation.

11. Plotters are **not** permitted.

12. One point will be deducted from each teams' total score for:

- Each student that is competing but has not submitted a resume,
- Failure to submit the pre-qualification form itself, or
- Submitting the form and/or any or all resumes after the posted due date,

as part of the team pre-qualification procedure for the competition. The form for this submittal is provided on the ASC region 1 competition website.

D. Coaches Conduct & Responsibilities

1. Each school must have an identified and/or be accompanied by at least one coach at the competition.
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 (virtual or otherwise) once a team has started presenting until the end of the question and answer period. Any and all guests (those that are not judges or members of the team presenting) shall be muted upon entry.

8. Infraction of any competition rules may result in disqualification.

E. Competition Logistics

Day 1

1. The competition starts when the Judging Company commences its RFP/IFB kickoff meeting.

2. All deliverables will be turned in together, at the time(s) specified by the Judges.

3. Proposals/bids turned in after the deadlines are subject to penalties as determined by the Judges.

Day 2

1. Preparation for Oral Presentations may begin any time after the proposal/bid 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 communicated to the teams 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. The exact duration for presentations and the breakdown of the presentation sessions is at the discretion of the judges.
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. Videotaping/recording 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 categories of Heavy Civil; Commercial Building; Design-Build; and Pre-Construction Services to sponsor the RFP/IFB (plus Open problem judges, if applicable). 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/IFB approximately 6-8 weeks prior to the competition
2. Developing the RFP/IFB 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/IFB problem. This includes briefings to students, managing RFIs, scoring submissions, and scoring oral presentations. Clearly state all requirements of the deliverables such as due time, number of copies, format, etc.
3. Providing a quantitative scoring system that evaluates the student's performance on all the required deliverables [scoring matrix to be released with problem abstract].
4. Provide the following for the presentations:
 - A virtual room for teams to host the presentation through an online meeting service of the judging firm's preference.
 - Clear instructions as to the conduct of the presentations that are to be conducted through the selected online meeting service.

5. Providing a debriefing with the all teams of the actual job upon which the RFP/IFB was based. Judges provide specific information and answer questions on the real life successes and challenges of the project. During this debrief, announce the first, second and third place winners for that category.
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. This summary shall be sent to the coaches and applicable ASC lead for each participating school.
7. Provide prize money to ASC region 1 for the first place team in their category.