



ASC REGION 1
Annual Competition and Conference
COMPETITION RULES & GUIDELINES
 1 August 2023

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A. 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 employer expo/showcase, 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 Invitation for Bids (IFB) in the following categories: Heavy-Civil; Commercial Building; Design-Build; and Pre-Construction Services. Additional categories may be included on an at-will basis by a sponsoring judging company, with such categories being open problems to schools both within and outside the region.

B. 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 an awards banquet is held that evening.

As part of the registration fee, the following meals are provided: (1) Friday morning breakfast, (2) Friday brunch, (3) Saturday morning breakfast, (4) Saturday brunch, and (5) Saturday evening awards banquet. Participants are responsible for the balance of their meals, snacks, and refreshments throughout the event.

C. 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. 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. Each competing student must have been registered previous to the event. Substituting student members on the day of the event is strictly prohibited. See also the competition pre-qualification form.
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. In absence of this position being filled, the Region 1 officers will address these duties and create the schedule of presentations as a committee.
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.
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.
6. **Deliverables:** All deliverables will be in electronic format as the Judges may direct. The region will make accessible to Judges mechanism(s) to print deliverables at their own time and expense.

D. Team Conduct, Rules, & Responsibilities

1. No external assistance or contact can be made with any persons outside of the student team, during the two days of competition, 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.
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 employer expo/showcase, until their time to present. Teams are not permitted near the

presentation rooms while competing teams are presenting.

5. The competition phase 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/IFB.
7. Teams are not restricted, at any time during the competition, from identifying with 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, 3-hole punches, and tables.
9. Teams are allowed to bring whatever equipment they feel necessary to complete the proposal and oral presentation.
10. Plotters are **not** permitted.
11. Points will be deducted from each teams' total score per student that is competing but has not submitted a resume as a part of the competition pre-qualification form by the due date prescribed as part of the registration process.

E. Coaches Conduct & Responsibilities

1. Each school must be accompanied by at least one coach for each team 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 three faculty attending the competition. Additional faculty and/or students attending the conference must register and 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 on-site 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.

F. Competition Logistics

Day 1

1. The competition starts when the Judging Company commences its RFP/IFB kickoff meeting.
2. The judges will indicate the manner/method of delivery of electronic deliverables .
3. All deliverables will be turned- in in accordance with the directives of the judges, at the time specified by the Judges.
4. Proposals 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 before, during, or after the proposal submission deadline.
2. Presentations generally begin at 8:00 a.m., unless a change is announced by a Judging Company, and coordinated with the Regional Director and Competition Coordinator.
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. The precise duration and breakdown of the oral presentations are as indicated by 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. A projector and projection screen will be provided at the competition for team use. Judges will provide a computer for the student presentations; teams are to bring their electronic presentations on a memory stick or in a manner the Judges direct. Teams are advised to bring their own computer for back up.
9. Videotaping of teams other than the coach's own school is not permitted.

Open Problems

1. Open problems are additional categories that are open to teams that are both within the region and outside of it.
2. Open problem categories will vary based upon the interest of the sponsoring Judging Company. An open problem judging company will provide all of the requirements indicated in the Industry Judging portion of these rules and guidelines, but also provide a synopsis of the category no later than the end of June

prior to the regional competition.

3. Open problem categories can vary in focus and discipline from year to year. Further, there also may be one, several or no open category problems in any given competition year.
4. Given that open problems may require additional hotel or conference space needs, open problem Judging Companies may be requested to assist in procuring such additional space as may be required.
5. Open problems may permit graduate student participation at the discretion of the judges.

G. Industry Judging

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 problem statement, which is an abstract of the RFP/IFB, in accordance with the timeline in the guidelines & expectations for judging firms.
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, 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 statement].
4. Judges may not require of any team that they remove identifying marks for the school from which they originate.
5. 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
6. 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.
7. Provide a written summary/debriefing, inclusive of an annotated score sheet/rubric, 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.
8. Provide prize money to the first place team in their category as a part of the judging firm sponsorship fee.

H. Competition Rooms

1. The school reserving the rooms is responsible for incidental costs and damages.

2. One hotel room per team shall be set up as the “competition” space.
3. Folding tables and chairs will not be provided for the competition rooms. It is recommended that each team bring at least one 6-foot folding table with chairs to set up in the competition room or coordinate for such through the Hotel Coordinator. Per fire codes, only one table can be set up on the floor so additional tables could be laid across the beds for a workspace.
4. All furniture must be returned to its original location prior to checkout or the school will be charged relocation fees.

I. Non-Participating Persons

Persons not directly participating in the competition are encouraged to register and observe the competition events. These persons, however, must adhere to the following rules:

1. Non-participating persons may observe any and all of the oral presentations given in any category. They may also be present in the Judging Company rooms during the competition.
2. Non-participating persons are not permitted in team competition/work rooms at any time during the competition.
3. Non-participating teams from a given ASC member school will register as a team (akin to those that are competing) and pay the same fees as a competing team in order to cover meals and other costs.
4. Non-participating persons that are not associated with a team, will be required to separately register and pay fees as appropriate for meals and other costs for each day of attendance.