



February 1, 2022

Dear Fellow Contractor,

Welcome to the **CLCA-SFBA Achievement Awards**, and thank you in advance for entering your landscape projects from the past year. Please take a moment to review this important information for the awards process.

- **Application Forms** are available at www.clcasfba.org/landscape-awards
- Early Application Deadline (\$125 per entry): **Friday, April 29th, 5:00 p.m.**
- Late Application Deadline (\$150 per entry): **Friday, May 6th, 5:00 p.m.**
- **Incomplete applications, no photos, and/or no payment by the deadline will result in a disqualification. PLEASE USE HIGH RESOLUTION PHOTOS. THEY WILL BE ON THE BIG SCREEN AND WE DO NOT SORT THE BEST ONES.**
- Application packets must be RECEIVED by 5pm Friday, April 29th with the early entry fee or by 5pm Friday May 6th with the late entry fee.
- **Mailing address is a Postal Annex location. Hours of operation are 9am to 6pm, no door slot is available for after hours drop off.**
CLCA East Bay
3130 Balfour Rd. Suite D #215
Brentwood, CA 94513
- Project Judging: **May 17 , 18, and 19 (TUESDAY, WEDNESDAY, THURSDAY)**
- Awards Banquet
SATURDAY, JUNE 18th 6PM.
Michael's at Shoreline
2960 N Shoreline Blvd, Mountain View, CA
Phone: (650) 962-1014

This will be a fun and fantastic evening honoring the hard work and talent of this year's awards applicants.

On behalf of this year's awards committee, we look forward to seeing the exquisite work the San Francisco Bay Area Chapter has to offer!

Sincerely yours,
The Awards Team.

CLCA-SFBA Achievement Awards

The San Francisco Bay Area chapter of CLCA sponsors the Achievement Awards to encourage interest in landscaping, recognize craftsmen who produce outstanding landscapes, create pride in superior workmanship, and bestow recognition on companies, institutions, municipalities, and residents for their interest in a beautiful Bay Area.

Awards Presentation

The Awards Presentation Banquet will be held on Saturday, June 18th, 2022, at Michael's at Shoreline in Mountain View. Registration details will be delivered to you via email.

Entry Rules

1. Participation

All dues-paid Regular and Sustaining Members of the SFBA Chapter of CLCA are eligible.

2. Entry Packet

Please submit a separate, complete entry packet for each project. The entry packet consists of:

1. Application and Checklist
2. Project Information form
3. A reduced copy of the plan (no larger than 11x17)
4. **AT LEAST** Six **HORIZONTAL** digital image files representing the project (JPEG format), USB flash drive or CD-ROM. NOTE: PLEASE submit all images for all entries on the same storage device **IN INDIVIDUAL FOLDERS**
5. **FOR RENOVATION ENTRIES ONLY:** Three (3) **DIGITAL BEFORE PHOTOS AND 3 COPIES PRINTED ON PHOTO PAPER, LABELED "BEFORE"**
6. **FOR DESIGN/BUILD ENTRIES ONLY:** include **three reduced hardcopies** of the project Plan and a Statement of Design Intent; **(11X17 MAX). DO NOT IDENTIFY YOUR COMPANY!**
7. Map with project location circled (Google map preferred)
8. Entry Fee (one check, totaling \$125 (EARLY DEADLINE) OR \$150 (LATE DEADLINE) times the number of entries for the company).

3. Scope

A member's residence may not be entered. At least five of the items listed on the Project Information form must have been installed or maintained by you. Category cost limitations must be adhered to. Proof of contract may be requested. Projects may be entered in only one category, except in cases where both installation and maintenance are performed. **PLEASE NOTE: THE NUMBER OF ENTRIES IS LIMITED TO TWO PER CATEGORY PER CONTRACTOR, AND NO MORE THAN EIGHT PER CONTRACTOR IN TOTAL.**

4. Project Age

Installation projects must have been completed after 05/01/2019. Maintenance projects must have been continuously maintained since 05/01/2021.

B. MAINTENANCE Judging Criteria

1. General Appearance: Overall neat appearance; attention to detail.
2. Weed control: Noxious weeds and volunteers in the garden.
3. Trees: Healthy appearance; structurally pruned and properly staked; no mower or other damage to trunks.
4. Shrubs: Proper pruning; pest free; healthy vigorous appearance.
5. Lawns: Green and lush appearance; weed-free; mowed and edged neatly; basins around trees and shrubs. Judging contingent on current or recent drought restrictions.
6. Ground cover: Full and mature; edged-off walks and away from buildings; trimmed around shrubs and trees
7. Annual color: Well-selected accent color that is neat and weed-free; good quality for the season.
8. Irrigation: Pertains to water management; plant health must indicate best use of irrigation design.
9. A Site Difficulty/Professional Skill Factor shall be applied to each project from 1.0 (average) to 1.2 (exceptionally difficult).

C. DISQUALIFICATION and MARKDOWN Criteria

1. Specific work to be judged is poorly defined on entry form. IT IS IN YOUR BEST INTEREST TO COMPLETE YOUR APPLICATIONS THOROUGHLY. OTHERWISE YOU WILL LOSE POINTS OR BE DISQUALIFIED
2. The map and directions are too vague to allow judges to find the site after a reasonable effort.
3. No access to the project on the scheduled day. Return visits cannot be made.
4. The entrant or an employee is present when the judges arrive or the company sign has not been removed
5. Company information is present on other material where it is not required such as maps and design copies.
6. The project is not appropriate for competition.
7. All areas marked "to be judged" must be 100% complete.
8. Obvious exclusions due to unsightly conditions. For example: including sod, but not including broken or cracked headerboards when they are present.

A reason may be given for markdown and will be given disqualification.

These awards are presented at the judges' discretion.

SPECIAL AWARDS

- HERBERT S. FRANK MEMORIAL AWARD: Awarded to a project where unique construction methods and materials are used for artistic effects.
- EXCELSIOR AWARD OF MERIT: Awarded to first-time entrant if project scores in top 10% of category.
- SUSTAINABLE LANDSCAPE: Awarded to a project where unique reusable materials are used in construction process.

SWEEPSTAKES AWARDS

- LANDSCAPE MANAGEMENT SWEEPSTAKES: Awarded to the best project in the maintenance categories.
- RESIDENTIAL SWEEPSTAKES Awarded to the best project in the residential installation categories.
- COMMERCIAL SWEEPSTAKES: Awarded to the best project in the commercial installation categories
- LANDSCAPE AWARDS SWEEPSTAKES: Awarded to the best overall project in all categories.

Design/Build Project Information

Submit **one (1) copy** of this form with each project entry

Entry Number _____
committee use only: DB-2

Entry Category _____

Project Name _____

Contract Price _____

Project Start Date: _____

Project Completion Date: _____

Project Address _____

ATTACH MAP PAGE WITH PROJECT LOCATION INDICATED

Please include any helpful comments, instructions for locating the project site:

PHONE NUMBER, with area code, of contact person on day of judging: _____

GATE ACCESS CODE, if applicable: _____

Attach a copy of the Landscape Plan no larger than 11x17.

STATEMENT OF DESIGN INTENT (attach document if necessary)

Contractor's Comments (your challenges on this project)

Submit **one (1) copy** of this form with each project entry

Design/Build Project Judging Criteria

Submit **one (1) copy** of this form with each project entry

Entry Number _____
committee use only: DB-3

Project Name _____

YES	NO	On the list below, please mark the items to be judged by checking either "Yes" or "No" opposite each item (minimum of 5) Please include any item you were responsible for.		Judges Score (1-10)
		1.	General Appearance	
		2.	Finish Grade	
		3.	Soil Prep	
		4.	Plantings	
		5.	Lawn (specify Seed or Sod)	
		6.	Headerboard	
		7.	Irrigation	
		8.	Drainage	
		9.	Masonry (specify)	
		10.	Concrete	
		11.	Carpentry (specify)	
		12.	Water Feature	
		13.	other	
		14.	other	
		15.	other	
subtotal , items above				
1. Average Score of items above				
2. Difficulty Factor (1.0--1.2)				
3. Markdown Points , if any (based on Judging Criteria)				
Multiply 1. by 2., then subtract 3. for TOTAL				

Judges Comments _____

Submit **one (1) copy** of this form with each project entry