







# Entry Categories

## CLCA-SFBA Achievement Awards

<b>Residential Installation</b>		
<i>category</i>	<b>Single-family residence, with project total in this range...</b>	
01	Small	\$0 - 25,000
02	Small	\$25,001 - \$50,000
03	Medium	\$50,001 - \$100,000
04	Medium	\$100,001-\$150,000
05	Large	\$150,001 - \$250,000
06	Custom	\$250,001 - \$400,000
07	Estate	\$400,001 - \$600,000
08	Unlimited	greater than \$600,000

<b>Commercial Installation</b>		
<i>category</i>	<b>A commercial property, excluding apartments or HOAs, with project total in this range...</b>	
09	Small	\$0 - \$200,000
10	Medium	\$200,001 - \$500,000
11	Large	greater than \$500,000

<b>Multi-Residential Installation</b>		
<i>category</i>		
12		<b>Any apartment or HOA complex</b>

<b>Design/Build</b>		
<i>category</i>	<b>A project designed and installed by the contractor: either commercial or residential. A statement of design intent must accompany the entry, with project total in this range...</b>	
13	Small	\$0 - \$100,000
14	Large	greater than \$100,000

<b>Xeriscape Installation</b>		
<i>category</i>		
15		<b>A project, either residential or commercial, which achieves water conservation through proven horticultural practices, and produces an attractive garden.</b>

# Entry Categories

## CLCA-SFBA Achievement Awards

2 of 2

<b>Public Works</b>		
	<i>category</i>	
16		<b>Any project financed with public funds</b> (parks, recreational areas, public buildings, highways, etc.)

<b>Renovation</b>		
	<i>category</i>	
		<b>Any project with at least 40% of original landscape left intact</b> with project total in this range...
17	Small	\$0 - \$125,000
18	Large	greater than \$125,000

<b>Residential Maintenance</b>		
	<i>category</i>	
		<b>A single family residence, continuously maintained since May 2021,</b> with monthly fee in this range...
19	Small	\$0-\$500
20	Medium	\$501-\$1000
21	Large	greater than \$1,000

<b>Multi-Residential Maintenance</b>		
	<i>category</i>	
		<b>Any apartment or HOA complex, continuously maintained since May 2021,</b> with monthly fee in this range...
22	Small	\$0-\$3,500
23	Large	greater than \$3,500

<b>Commercial Maintenance</b>		
	<i>category</i>	
		<b>Any project, other than residential, continuously maintained since May 2021,</b> with project total in this range...
24	Small	\$0 - \$1,500
25	Medium	\$1,501 - \$5,000
26	Large	greater than \$5,000

## **JUDGING CRITERIA**

Judges will evaluate each item checked on the Project Information form on a scale of 1.0-10.0. Any score below 7.0 should include a comment to help the entrant improve.

### **A. INSTALLATION Judging Criteria**

1. General Appearance: Overall neat appearance; attention to detail.
2. Finish Grade: Smooth gradual transition of landscaped area; complete drainage of excess water.
3. Soil Preparation: Even, uniform mixing of soil amendment, if any; may be tested with a probe.
4. Plant Material: Healthy appearance; even branching; root ball planted at proper height; proper staking and tying; proper spacing and in good growing condition.
5. Lawn: Smooth, even grade with good physical appearance, even texture and good green color.
6. Headerboards: Good, tight lamination with proper staking and a neat appearance.
7. Irrigation: Strategic head setting; easy access to valves and controller, use of proper back flow device; wiring detail and valve box inspection.
8. Drainage: Concealment of day-lighted pipe; use of proper catch basins; placement of drains; connection to down spouts; drainage for decks and patios.
9. Masonry: True to grade; neat overall appearance. Includes, but not limited to, stone surfaces, brick, CMU block, GFRC or Pre-cast concrete units, thin veneers, wall stone, dry-set stone applications, tiles, etc.
10. Concrete: Proper grading; high quality finish; neat and clean appearance.
11. Wood construction and carpentry: High quality material with a good foundation and adequate structural strength; high quality finish work.
12. Water features: Good circulation and aeration; high quality finish with an aesthetically pleasing appearance. Pump must be on and vault checked
13. A Site Difficulty/Professional Skill Factor shall be applied to each project from 1.0 (average) to 1.2 (exceptionally difficult).

### **Assignment of score for all installations, with the exception of the Design/Build category:**

Workmanship 70%  
Materials 20%  
Aesthetics 10%

### **Assignment of score for the Design/Build category**

Design Intent 30%  
Workmanship & materials 70%

**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 Application and Owner's Consent

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

Entry Number \_\_\_\_\_  
committee use only: DB-1

Entry Category \_\_\_\_\_

Project Name \_\_\_\_\_

## ***Applicant Information***

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Phone/Email \_\_\_\_\_

Is this the first time you have entered the Achievement Awards? NO \_\_\_\_\_ YES \_\_\_\_\_

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## ***Owner's Consent***

I/we hereby grant permission to enter our property or premises for the purpose of judging, photographing, and publicizing the landscape project in this competition. It is understood that no fees or other liabilities shall be incurred on the Owner's part.

I/we hereby grant permission to use photos of this project on the website of the San Francisco Bay Area Chapter of California Landscape Contractors Association. **No personal identifying information will be included on the website.**

Owner's Signature \_\_\_\_\_ Date: \_\_\_\_\_  
or attach consent email

Owner's Name (printed) \_\_\_\_\_

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## ***Application and Checklist***

- ( ) 1. **Application and Owner's Consent** (can be fax, email, or telephone), **ONE COPY**
- ( ) 2. **Project Information Form, one (1) copy.** Include Statement of Design Intent and one Landscape Plan (11x17 max) Please fill in online and print copies.
- ( ) 3. **Six (6)+ digital images of the project**, with the image name to include the project name. Please identify the image you would like on your award plaque. All images for all entries can be included on a single USB flash drive. It is up to you to keep them organized!
- ( ) 4. **Location map of the project**, Google Map preferred. Remember, the judges have to find your project, so please indicate accurate location on the map.
- ( ) 5. **Judging Criteria Form, one (1) copy.** Please fill in online and print 1 copy.
- ( ) 6. **Entry Fee: \$125/\$150 per project.** Please send one check for multiple entries **WE MUST LIMIT NUMBER OF ENTRIES TO TWO PER CATEGORY AND EIGHT PER CONTRACTOR.**

Contractor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Submit **ONE (1) copy** of this form

# 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	
<b>subtotal</b> , items above				
<b>1. Average Score</b> of items above				
<b>2. Difficulty Factor</b> (1.0--1.2)				
<b>3. Markdown Points</b> , if any (based on Judging Criteria)				
Multiply 1. by 2., then subtract 3. for <b>TOTAL</b>				

Judges Comments \_\_\_\_\_

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