



A4LE Rocky Mountain Chapter 2025 Call for Entries

As a leader in the field of educational facilities planning in the A4LE Rocky Mountain Chapter Area, you are invited to participate in the annual A4LE Rocky Mountain Chapter Awards Program of School Planning, Architecture and Individual Achievement.

This is a great opportunity to share your best planning experience or design of educational facilities with the rest of the community. We are also requesting submittals on individuals who have committed their career to K-12 school planning and/or design. The award ceremony will take place in-person at the Chapter's Annual Holiday Party. All projects will be prominently displayed as part of an exhibition during the party. All projects will be reviewed prior to the party by a selected Jury representing all sides of school planning, design and construction and evaluated within three categories: new construction, renovation and/or addition, and un-built projects.

Holiday Exhibition and Awards Party Location and Time:

Day/Time: December 10, 2025 @ 5:30 PM

Location: DLR Group, 1401 Lawrence St., Denver, CO

Submittal Milestone Schedule 2025:

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|---------------------------------|---|
| • September 23 | Call for Entries - Awards Submission Application/Fees Portal & Registration for Awards Submission Tutorial Open |
| • October 3 | Awards Submission Virtual Tutorial @ 2PM |
| • November 7 | Application and Fees due (online) |
| • November 14 by 5:00 PM | All Awards Submittals due online via Google Drive |
| • December 10 | Holiday Exhibition and Awards Party
5:30 PM Party starts, Awards Ceremony @ 6:30 PM |

The Jury

A distinguished panel of educational facility practitioners with expertise in education, planning, architecture, and construction will review all application materials.

2025 A4LE Awards Chair Contact:

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2025 A4LE Awards Co-Chair Contact:

Adele Willson
HCM
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303-222-0221

A4LE Rocky Mountain Chapter Awards Categories

Multiple projects in each category may be recognized as an award winner. Each award-winner will be specially noted at the award ceremony, distinguished in the exhibition, and included in The Rocky Mountain Chapter Newsletter press release.

I. DESIGN AWARDS

- **Peak Design Award – New Construction Projects**
Submit under this category if 80% or more of the total impacted square footage of the project is new construction. Existing square footage that is not impacted by the project is not included in the percentage calculation.
- **Projects to be submitted in this category include:**
 - Example 1: A project that includes an 80,000 SF addition and 20,000 SF of renovation (out of 100,000 SF total impacted square footage of the project) = 80% new → Peak category
 - Example 2: A project that adds 100,000 SF of new construction to a site with a 10,000 SF existing building that remains untouched = 100% new → Peak category
 - Example 3: A brand-new facility with 100% new construction → Peak category
- **Project must be built/completed**
- **Summit Design Award – Renovation and/or Addition Projects**
Submit under this category if less than 80% (i.e. 79% or less) of the total impacted square footage of the project is new construction.
- **Projects to be submitted in this category include:**
 - Renovation-only projects
 - Projects that are a mix of renovation and addition where new construction is 79% or less
 - Example: A project with a 79,000 SF addition and 21,000 SF of renovation (out of 100,000 SF total impacted square footage of the project) = 79% new → Summit category
- **Project must be built/completed**
- **Rockies Design Award – projects not yet built *or* never to be built**
 - *This includes any project not yet under construction, currently under construction or that will never be built.*

****It is the responsibility of the submitter to submit in the proper category.***

II. PLANNING AWARD

- **Mountain and Plains Planning Award** - Long Range planning for programs, campus master planning. (i.e. Educational Specs, or Bond Programs)

III. PLANNER OF THE YEAR

- **Dr. William R. Maclay Award** – The Chapter's outstanding individual recognition for Service, Performance, or Achievement in Planning

CRITERIA FOR DESIGN AND PLANNING AWARDS

Submit projects which have been built within the last 5 years. The jury considers how well the project satisfies its own design intent. The evaluation considers the written project narrative/design response in the following four areas with the heaviest weight on the learning environment.

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| <i>Planning Process:</i> | Define and describe the process used in the planning of this facility including: <ul style="list-style-type: none">• Who was involved in the process?• What was the structure of the planning process?• How did the process affect the learning environment?• How did the Planning Team continue to be involved through the design, construction, and post occupancy phases?• What methods were used throughout the process to ensure the final environment would align with the Vision and Goals set during the planning process? |
| <i>Learning Environment:</i> | Describe how the learning environment: <ul style="list-style-type: none">• Reflects the desired learning program.• Relates to the learner/user.• Supports varied learning styles and instructional delivery methods.• Enables all Learners to be successful.• Addresses future changes in Educational approaches through flexibility and adaptability. |
| <i>Physical Environment:</i> | Describe the physical attributes of your learning environment and how it: <ul style="list-style-type: none">• Demonstrates sustainability.• Supports safety and security.• Demonstrates a creative use of materials, systems, and other building elements.• Relates to the existing site and the greater environment.• Inspires both internally and externally. |
| <i>Community Environment:</i> | Describe how your planning and design response: <ul style="list-style-type: none">• Engages the community, creating a sense of ownership.• Takes advantage of the assets available within the community.• Fosters community use/joint-use, partnerships.• Reflects the unique attributes of the community.• Connects students to their community and environment |

Design and Planning Awards Submission Requirements

Each Design or Planning Project Award submission will include the following:

1. Main Submission:

- **One (1) PDF file**, no more than **12 pages in total, (11x17 page size)**.
- Please name the file: “**Design Award Name_Project Name_Company Name**”
- File must include:

Project Data Sheet (1 page, 11x17 landscape layout, minimum font size: 11)
Must include:

- Project name, location, and specific use
- School’s design team: name of architect, educational planner, and any other appropriate credits
- Name of owner: school district and superintendent’s name, or institution and president’s name
- Name of contractor
- Project delivery method
- Occupancy date
- Project data: grades housed and pupil capacity
- Project size: site size, square footage of building or campus, square footage of area impacted per pupil, square footage impacted by project
- Project cost and cost per square foot (exclusive of land, landscaping, furniture, and professional fees)

2. Media Release Folder:

- **1 PDF file including:**
 - Summary (max. 150 words) of project narrative/design response (Should your entry be an award winner, we intend to share information with photos/narrative provided by you on A4LE RMC’s LinkedIn page)
 - Photo release (1 page, 8x11 portrait layout, signature)
 - “Photography Release Form” can be downloaded [here](#)
 - **3 JPEG images**
- Submit ONE folder titled:
 - “**Design Award Name_Project Name_Company Name_Media Release**”
- **People’s Choice PDF file:**

At the Holiday Party, we will have a QR code available for guests to scan and vote on one project. Please submit a 1 single 11x17 graphic page of text + photos, with project name, in PDF format. People’s Choice sheet doesn’t have to match the panel that you will bring to the holiday party.

Submission Notes:

- For 2025 submissions will only be accepted online via Google Drive
- Upload your file to the following [link](#)
 - Upload your submissions into their respective category sub-folders (Peak Award Submissions, Rockies Award Submissions, etc.)
 - Once your file has been uploaded **please notify Marika Bacon, mbacon@fciol.com, and cc. Adele Willson, awillson@hcm2.com** via email, to receive confirmation of receipt of your submission
- Please plan on submitting:
 - One PDF for Design/Planning Award Submissions

- One Media Release Folder (photo release, and project summary, 3 JPEG Images) [link](#)
- One PDF for People's Choice [link](#)
- Please keep PDF files under 50MB
- No materials are to be forwarded directly to the Jury

CRITERIA DR. WILLIAM R. MACLAY PLANNER OF THE YEAR AWARD

Candidate may self-nominate or be nominated.

Qualifications of Candidates:

- The candidate must be an A4LE member in good standing or an emeritus member.
- The candidate must have been actively engaged in one or more of the professional areas identified in the A4LE Bylaws as being essential to qualify for A4LE membership.
- The candidate must not have previously received the Chapter Planner of the Year Award.
- The selection will be based upon qualified candidates who have submitted complete packages.

Submittal Materials for Planner of the Year:

- The nominee's current resume or vita outlining their educational background and professional experience.
- A description of the activity that the individual has been nominated for clearly identifying the nominee's role in the activity.
- A statement on how the candidate's work embodies the values and mission of A4LE and has advanced the development of effective learning environments.

Planner of the Year Submission Requirements:

- The Application Form is due on **November 7, 2025** and the submittal package must be received by **5:00 PM on November 14, 2025**
- Planner of the Year Submissions to be uploaded via Google Drive [link](#)

CRITERIA AL SLATTERY COMMUNITY UNITY LUMINARY (CUL) AWARD

Candidate may self-nominate or be nominated.

Qualifications of Candidates:

- The candidate does not have to be a A4LE member
- The candidate must have 10+ years of experience in the PK-12 environment

Submittal Materials for CUL Award:

- Description of why the individual should receive the CUL Award: Include a short narrative (limit response to 400 characters) about the candidate's outstanding contributions to collaborative work, development of AEC industry professionals (volunteering, community support, networking, connecting others), involvement in PK-12 environment.
- Nominators provide: Name, Title, Company, Contact Info, and also include same info for Nominees
- Nominees will be contacted by award committee members to confirm intent to compete.
- Nominations will be evaluated by jury members

Community Unity Luminary Nomination Requirements:

- CUL nominations to be entered on A4LE RMC's website by **5:00 PM on November 14, 2025**
- Nominations are FREE

DESIGN PANEL SPECIFICATIONS

- Design Panels shall only be provided for the Awards Exhibition on the day of the Holiday Party
 - Firms are responsible for delivery and pick up of their panels
- All design panel entries must be exhibited on a maximum of (2) display panels. The two boards must contain at a minimum:
 - Site plan
 - Typical floor plan or a combination site plan/floor plan
 - Brief narrative (bullet points are recommended)
 - All other images/architectural drawings included are at the discretion of the entrant
- Displays must be mounted on **20" x 20"** foam board panels (Gatorfoam or other suitable, lightweight, warp-proof material) in order to be accommodated. Multiple-panel displays can be mounted either vertically or horizontally
- All architectural drawings shall be shown legibly and accurately at scale, with numerical and graphic indication of scale
- **Please provide your own easels for display and don't forget to collect easels at the end of the award party**
- Projects in the design concept category shall include pertinent explanatory data to document the design concept.
- All projects in the renovation category must include both "before" and "after" photographs as well as "before" and "after" floor plans.
- Descriptive data on the panels should match the requirements for the Project Data Sheet described above
- No materials are to be forwarded directly to the Jury
- RMC requires a two-panel maximum for each Design Award Built or Un-built project submittal, for display at the Holiday Exhibition and Awards Party
- The Planning Award, Planner of the Year Award, and Al Slattery Community Unity Luminary Award do not require panels

Registration & Pricing for Awards

<u>Description</u>	<u>Price</u>
Member Design Award Fee (1 Project) This entry fee is for A4LE members for the first design submittal.	\$225
Member Design Award Fee (2 Projects)	\$325
Member Design Award Fee (3 Projects)	\$425
Member Planning Award Fee (1 Project) This entry fee is for A4LE members for the first design submittal.	\$225
Member Planning Award Fee (2 Projects)	\$325
Member Planning Award Fee (3 Projects)	\$425
Non-Member Fee This entry fee includes a A4LE Individual one year's membership	\$450

and the first design or planning submittal. (\$175 out of the total is for membership)

Additional Design Entries Fee	\$100
Per additional design submittal	

Al Slattery Community Unity Luminary Award	FREE
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Award Application

- Application Forms and Payments must be received by **November 7, 2025**
- Register and pay online at **a4le.org**
- The submittal materials must be submitted as described in each award section.
- All submittal files must be received by **November 14, 2025 no later than 5:00 PM**