

# 2024 RULES WATERFRONT REVITALIZATION



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## Welcome to the ASCE Sustainable Solutions Competition

The American Society of Civil Engineers (ASCE) supports and encourages a fully inclusive culture that celebrates individual uniqueness, engenders a sense of belonging, and promotes equitable opportunity for all people to participate in the ASCE Sustainable Solutions Competition. (See ASCE [Policy statement 417 - Justice, equity, diversity, and inclusion.](#)) Participation should be inclusive, open, and fair to all interested and eligible students. Welcome!

## Section 1: Mission and Background

### 1.1 Mission Statement

The ASCE Sustainable Solutions Competition (SSC) challenges students to develop a stronger understanding of sustainability and learn to incorporate sustainable solutions into everyday problems that engineers may encounter. Students are encouraged to be creative in their solutions and use all resources available.

### 1.2 Problem Statement

The fictional City of ASCE (the City) is well known for its early 20<sup>th</sup> Century waterfront and manufacturing hub on the Big Brown River to support the budding industrial economy at the time. A decline and abandonment of the riverfront has since occurred as trucking has replaced water-based shipping and the major industrial products (primarily grain and coal-intensive industrial processes) has moved away from the waterfront to more accessible areas.

The City has identified the following project goals:

- Revitalize land-use and economic activity along the waterfront area
- Incorporate waterfront resiliency through [Nature-based Solutions](#) (NBS) and [Engineering with Nature](#) (EWN)
- Mitigate existing flooding problems along the waterfront area
- Enhance connections between citizens and water while also considering public safety
- Recognize the historical significance of the area

Several parcels of the waterfront area have recently undergone revitalization and are starting to attract more visitors and developers. Three adjacent parcels are targeted for redevelopment and revitalization. The old rail line that supported the industrial areas of the waterfront is no longer in use. The railway owner has recently relinquished the local rail spur and right-of-way along the site to the City, connecting other portions of the City along the rail corridor to the waterfront area.

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There are some low-lying areas of the waterfront that regularly flood from the rising waters of the Big Brown River with larger local or upstream storm events, leading to closures of the single roadway accessing the waterfront. A Flood Insurance Study indicated that elevations up to 1206 ft above sea level are likely to experience at least 6 inches of ponded water. The old rail line that crosses Widget Creek regularly floods during the current 10-year, 24-hour precipitation event. Widget Creek, a tributary to the Big Brown River, was at one time a thriving confluence that had minnows, crayfish, and game fish but is now listed by the national regulatory agency as an “impaired water” due to bacteria, sediment, and heavy metals caused by years of industrial and manufacturing activities.

The City requests that the renewal project include:

- Demolition of four existing grain silos,
- Renewal and revitalization plans for three parcels of the waterfront area that include commercial and residential properties,
- Use of NBS and EWN approaches for redevelopment, including how they might help address flooding and other water quality issues in Widget Creek included in a Flood and Stormwater Management Plan,
- Adequate parking servicing the commercial and residential properties,
- Safe, multi-modal transportation access to the area that include potential pedestrian and cycling uses of the railway corridor to the waterfront,
- An Evacuation and Severe Weather Conditions Management Plan that contains a strategy to manage public safety for extreme events and conditions projected with climate change and emergency evacuation preparedness,
- A commemorative feature to recognize the historical and cultural significance of the location.

The City requires that all design proposal submissions use the Institute for Sustainable Infrastructure’s Envision framework to meet the City sustainability goals. As such, the City has the goal of seeking a minimum of Envision Superior category (details in Section 11) in order to achieve a conceptual Envision award of Silver.

The City of ASCE has had significant rainfall events that caused flooding issues and is looking for creative solutions for stormwater runoff. Current design standards are for the 10-year, 24-hour precipitation event of 4 inches. A recent climate change and resiliency study commissioned by the City of ASCE predicts more frequent and intense precipitation events in the future. The study also recommended that engineered systems should be designed for the 10-year, 6-hour precipitation event that has a rainfall amount of 3.2 inches with a peak intensity of 2.2 inches per hour, which the City has since adopted into its engineering standards. Proposed designs and calculations for

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flood and stormwater management should be compared to existing conditions to support changes and updates.

Because the City of ASCE is a fictional city, teams are encouraged to incorporate appropriate building and plumbing codes (local or IBC and IPC 2018 or 2021) and relevant regulations to justify decisions, although the rainfall intensity, site-plan layout, and other specific design parameters provided in this document must be applied. If additional codes or design guidance is used, this should be explicitly cited within the technical design proposal.

### **1.3 Problem Intent**

*The rules of this competition are intended to simulate a request for proposal (RFP) that responds to a real-world challenge. The planning and sustainability goals for the competition are an integral part of these rules. The purpose of this rules document is to provide students with a proposal scenario, existing conditions, and goals that should be achieved in proposal submissions. The guidelines are intentionally general and encourage teams to rely on creativity to achieve all planning and design elements. Judges will assess the proposal for inspiration, inclusiveness, completeness, justification, and ingenuity in meeting the RFP's goals. Teams will be scored based on a technical design report, poster presentation, ENVISION criteria justifications, and an interview as described hereon.*

## Section 2: Participation and Eligibility

### **2.1 Team Member Requirements**

Team members must be undergraduate students enrolled during all or part of the current competition academic year, members of an ASCE Student Chapter in good standing, registered participants of the student symposium/society-wide competition finals, and Society Student Members of ASCE. (Society student membership is free; be sure to [join](#)). See also Appendix H.

Graduate students are encouraged to serve as advisors.

### **2.2 Team Requirements**

It is an expectation that teams will reflect diversity, foster an inclusive culture, and treat everyone with dignity and respect.

Only one team per ASCE Student Chapter may compete in the competition. Each team must have two (2) to five (5) members to present their proposal. A student chapter may compete in only one ASCE Student Symposium per year. Each team must designate

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one team captain. Conference assignments and student symposium hosts are listed [here](#).

ASCE Student Chapters hosting symposia may invite Official Guest teams, which are teams from Region 10 colleges or universities that have an official ASCE Student Chapter that is not yet assigned to any Student Conference. Official Guest teams may compete in only one student symposium per year and are eligible to place and receive awards at the student symposium competition (if they meet the other requirements, including eligibility requirements). ASCE Student Services shall be notified by the ASCE Student Symposium host school of an Official Guest team prior to the start of the student symposium via e-mail to [student@asce.org](mailto:student@asce.org).

An ASCE Student Chapter team wanting to enter a competition that is NOT being hosted at their assigned student symposium, may request to compete at another ASCE Student Symposium as a guest team. If the student symposium host grants permission, the guest team may compete. The guest team will be scored but shall not win awards at the student symposium competition nor be eligible to advance to Society-wide competition finals based on competition placement. Guest teams that meet student chapter eligibility requirements may be considered for a Society-wide competition finals wildcard position. See also Appendix H.

### ***2.3 Levels of Competition and Student Chapter Eligibility***

There are two levels of competition: ASCE Student Symposia and Society-wide finals competition. Winning teams at the symposium-level competition that meet student chapter eligibility requirements may be invited to the Society-wide finals competition. Eligibility criteria for the Student Symposia and Society-wide competition finals are shown in Appendix G.

A wildcard invitation may also be considered by the SSC Rules Committee for award-winning innovation as recommended by head judges at symposia. Wildcard teams, if selected, must meet eligibility requirements.

The Society-wide competition finals host school may be invited to compete in the Society-wide competition finals. They will have the choice of either competing in the year that they host the Society-wide competition finals or the following year. This host school must compete at their respective Student Symposium competition and meet eligibility requirements within the same year that they intend to compete in the Society-wide competition finals.

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The SSC Society-wide competition finals will be held in conjunction with other Society-wide finals competitions at the 2024 ASCE Civil Engineering Student Championships, June 20-22, 2024 at Brigham Young University in Provo, Utah.

### **2.4 Post-Symposium Verification of Competition Results**

Once scores of the Student Symposium competition are finalized, the head judge must promptly upload the completed official scoring spreadsheet for a Student Symposium competition to ASCE's Cerberus files transfer protocol (ftp) server. ASCE will provide the head judge with a secure submission link for ASCE's Cerberus ftp server in February 2024. Teams will not be invited to the Society-wide competition finals until this spreadsheet is received and eligibility is confirmed.

### **2.5 Awards and Recognition**

The top team at each 2024 ASCE Student Symposium will receive a plaque.

At the ASCE Sustainable Solutions Society-wide Competition Finals, ASCE shall award trophies and cash prizes to the winning teams' ASCE Student Chapter as follows:

- 1st place overall winner: \$1,500 and trophy
- 2nd place overall winner: \$1,000 and trophy
- 3rd place overall winner: \$500 and trophy

## **Section 3: Ethics and Required Conduct**

This competition is to be conducted with the highest regard for ethical responsibility per [ASCE's Code of Ethics](#). All members of ASCE, regardless of their membership grade or job description, commit to all the ethical responsibilities in this Code. All ASCE members should make themselves familiar with ASCE's Code of Ethics.

All participants shall act professionally and respectfully at all times. Failure to act appropriately may result in sanctions, disqualifications, and loss of invitations to future student symposia competitions or Society-wide competition finals. The inappropriate use of language, alcohol, or materials, uncooperativeness, and general unprofessional or unethical behavior will not be tolerated.

## **Section 4: Safety**

Safety is the highest priority and risk of personal injury will not be tolerated. Judges and student symposium hosts, including the Safety Officers, are empowered to stop or prohibit an activity which is deemed to be hazardous, or to postpone an activity until the



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hazard is rectified. All participants are responsible for complying with all campus/venue protocols and procedures, including those deemed necessary for public health purposes.

Given continually changing environments, virtual competition provisions may be provided and may be activated in coordination with ASCE.

While the SSC is primarily held indoors, if there is a thunderstorm, all outdoor activities shall cease and may not resume until at least 30 minutes have passed since the last observed occurrence of thunder or lightning.

### **Section 5: Judging**

The Student Symposium host will recruit three to five judges. The judging panel should include educators and professionals. The panel must have at least one member experienced in site design and at least one member well-versed in sustainability. *Local support for the Sustainable Solutions Competition is an essential element for the ongoing advancement of the contest and the development of an innovative community.*

ASCE will provide access to the online submissions through ASCE's Cerberus ftp server for judges at least three weeks prior to the competition. See Section 14 for more information on submissions. Judges will be expected to conduct an initial review of the submitted content and be prepared to complete all scoring within the time provided during the contest. Judges have authority over conduct of the competition. The Student Symposium host and Head Judge will ensure that all judges are fully informed of the rules and procedures and are fully equipped to complete their tasks.

Judges should consider the completeness of presentation and innovative nature of ideas. Judges should be well versed in the rules and RFIs posted on the [Collaborate site](#). See Section 7 for more information on RFIs and the Collaborate site.

The Head Judge is required to attend the Head Judge Webinar hosted by ASCE in February 2024. Contact information for the Sustainable Solutions Competition Committee will be provided to the Head Judges and they are encouraged to communicate with the committee before and during the competition with any questions or concerns.

*After both Student Symposium and Society-wide competitions, the judging panel is encouraged to provide constructive feedback to all teams as a way of enhancing the student educational experience and advancing the profession.*

## Section 6: Requests for Information

Requests for information (RFI) must be sent to [student@asce.org](mailto:student@asce.org) with the subject line “**2024 SSC RFI**”. Clarifications will be posted on the [Sustainable Solutions Competition Collaborate Site](#) every other Friday starting September 29, 2023 until February 16, 2024. Each post will address the questions received from the previous two weeks through the Wednesday before 11:59 PM Eastern Time. **The cutoff date for submitting an RFI is Wednesday, February 7, 2024, at 11:59 p.m. Eastern Standard Time (EST).**

**It is the responsibility of each participating team to regularly check the Collaborate Site for updates. RFI response posts shall be considered part of the rules.**

## Section 7: Site Parameters

The existing site design for the waterfront area of the City of ASCE is provided in Appendix A. The site is home to several historic buildings, of which one building was revitalized to house a chocolate factory, two others converted to restaurants, and the last with 40 units of housing. The City of ASCE owns all the property within the site boundary, so designs may impact any areas within the boundary.

Within the three adjacent parcels developers have proposed building 160 multifamily dwelling units, four (4) restaurants, three (3) large (>5000 square feet [sq ft]) commercial/retail spaces, six (6) small (<1200 sq ft) commercial/retail spaces, and one fitness facility. However, while the City appreciates these potential uses, they want the design team to not be constrained to these uses; they desire a location that will attract families and visitors to visit or live in the revitalized area.

A previous soil survey identified the entire site to be Hydrologic Group C soils with a saturated hydraulic conductivity of 0.16 in/hr. The seasonal high groundwater level is measured at an elevation of eight (8) ft below ground surface.

The City’s design requirements for the proposed site design and calculations package are below:

- Flood and Stormwater Management Plan
  - Calculation of stormwater runoff volume for both existing and new impervious area scenarios.
    - Water Quality capture for stormwater control measures: capture and management of the first 1.4 inches of rainfall runoff over the entire site considering pervious and impervious areas,

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- Drainage and conveyance controls to protect all property for the 10-year, 6-hour precipitation event of 3.2 inches of rainfall managing a peak flow rate of 2.2 inches/hour,
- Proper mapping, signage, and management for areas where events larger than the 10-year, 24-hour event may pond,
- Clear indication and mapping of all areas within the 100-year floodplain as shown on flood insurance rate map documents.
- Parking and access requirements
  - Adequate off-street, non-surface integrated access and structured parking to decrease new impervious area and preserve green space.
    - Minimum of 1 and maximum of 1.5 parking spaces per 1,000 ft<sup>2</sup> of residential and commercial mixed-use space,
    - American Disabilities Act (ADA) compliant parking space considerations,
  - Emergency and larger vehicle (truck) access to commercial properties.
- Sidewalk and pedestrian space to support commercial activity and other modal uses.
- Multimodal transportation facilities
- An Evacuation and Severe Weather Conditions Management Plan
  - Identify specific emergency types,
  - Determine procedures for each emergency type,
  - Determine gathering points, safe areas, and exit routes appropriate for each emergency type,
  - Document emergency features within plan set.
- Sustainable energy features that can reduce the overall reliance on imported energy and can bring site resiliency.
- A commemorative feature to recognize the historical and cultural significance of the location.

The parameters provided are intended to be general and provide teams with a starting point for their design. Teams are expected to use their engineering judgment to make reasonable assumptions for any additional parameters. Additional site parameters will not be provided by the Rules Committee and should not be requested via RFIs. Students have the latitude and are highly encouraged to make informed, reasonable, and justified assumptions in the development of their designs.

## Section 8: Competition Components

The competition is divided into four competition components which will be scored as follows:

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- Technical Design Proposal (up to 40 points)
- Sustainability – ENVISION Scoring and Justifications (up to 20 points)
- Poster (up to 15 points)
- Interview (up to 25 points)

Judges will score and rank each competition component, and then assign final score points based on each component ranking. The higher sustainability score prevails in the case of a tie of final score points.

Descriptions of each component and what judges will score for each are described in the following sections.

### Section 9: Technical Design Proposal

A technical design proposal must be submitted by each team. This proposal must include the following:

- Cover Sheet (1-page maximum).
- Executive Summary providing a summary description, highlights and key project features, and support of why your team should be selected for the project (1-page maximum).
- Project Approach describing all planning and design features of the project (6-page maximum). Includes:
  - Key project features and community amenities,
  - Primary sustainability features,
  - Flood and Stormwater Management Plan including NBS features and EWN considerations,
  - Description of Multi-Modal Transportation strategy,
  - Evacuation and Severe Weather Conditions Management Plan,
- Cost Estimate (1-page maximum).
- Site Plan Exhibit (labeled as Appendix 1, 1-page maximum)
- Team Organization Chart (labeled as Appendix 2, 1-page maximum)
- Design Calculations (labeled as Appendix 3, 4-page maximum)

The Technical Design Proposal will be scored on the inclusion of all items in this section, thoroughness of design considerations, formatting, and justification of design decisions. *Teams are expected to investigate, apply, and reference industry resources to support their design decisions. For example, teams can state, “Our design is based on the City of Pittsburgh Zoning and Historic Preservation Codes (See hyperlink: XXX)”*. If various sources of codes and regulations are used, the combinations should be ones



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that are generally used with one another in practice (*For example, it would likely not be appropriate to combine New York City, NY codes with City of Phoenix, AZ codes*).

Utilization and citation of reference materials, standards, and regulations will factor into the Design Proposal Score. *Teams are expected to be creative with their design choices. Innovative approaches are strongly encouraged.*

### **9.1 Technical Design Proposal Formatting Requirements**

The Technical Design Proposal must be written in English using at least 11-point font. Margins must be at least 0.50 inches on all sides. No additional appendices are permitted in the Technical Design Proposal other than those previously identified, as all supporting documentation must be provided within the specified page limits. Each section must have a heading corresponding to the requested report sections listed above. Blank pages or separator pages are not necessary or permitted.

As outlined in Appendix E, deductions will be assessed for technical proposals not following formatting requirements.

### **9.2 Cover Sheet**

The cover page (1-page maximum) must include the team's school name and team member names. Formatting requirements do not apply to the cover sheet.

### **9.3 Executive Summary**

The Executive Summary should include a project and design summary description, highlights and key project features, and support of why your team should be selected for the project (1-page maximum). This section may also include information on the overall design process and choices made to determine the final design, innovative methodologies and analyses accomplished for the project, and highlights of any innovative elements.

### **9.4 Project Approach and Cost Estimate**

One of the primary deliverables is the Overall Project Approach (6-page maximum) and design. The project approach should cover the following:

- Key project features and community amenities,
- Primary sustainability features,
- Flood and Stormwater Management Plan including NBS features and EWN considerations,
- Description of Multi-Modal Transportation strategy,

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- Evacuation and Severe Weather Conditions Management Plan,
- Cost Estimate.

Teams must provide an estimate for the total construction cost (1-page maximum) pertaining to the proposed design. The cost estimate should be consistent with the format shown in Appendix D. Unit prices should be thoroughly investigated. A reference for each line-item cost must be provided. Cost estimates must be in US dollars (\$) and will be scored on completeness and thoroughness of reference research. Cost estimates should be thorough and inclusive of all design decisions, and account for materials, labor, and other miscellaneous costs to the best of the Team's ability. Teams are encouraged to seek out guidance from local practitioners and advisors to determine the appropriate sources of cost information.

Other information that can be highlighted within the project approach can include:

- Key design parameters,
- Project challenges,
- Project benefits,
- Interaction with project stakeholders to determine the final design.

### ***9.5 Site Plan Exhibit***

Provide an 11x17 sheet (1-page maximum) with a clear legible site plan for the Technical Design Proposal. This can be submitted as a separate file if file size exceeds the single file limit. This deliverable should be labeled as Appendix 1. Formatting requirements for font size do not apply to the site plan exhibit.

The site exhibit must include the following:

- Plan view of the entire site including boundary properties
- Project title, legend, scale bar, and North direction arrow
- Important site features with annotations clearly identifying features. This may include:
  - Buildings/structures, roadways, sidewalks, and other site infrastructure including type, size, and visible features,
  - Stormwater control measures,
  - Site drainage and conveyance controls,
  - Anticipated 10-year event ponded areas,
  - Anticipated 100-year floodplain,
  - Emergency and commercial vehicle access,
  - Multimodal transportation features,
  - Evacuation and emergency response features,

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- Sustainable energy features,
- Historical and culturally significance features,
- Other innovative and project defining features.

### 9.6 Team Organizational Chart

Include a Project Team organizational chart (1-page maximum) in Technical Design Proposal and label as Appendix 2. The chart must include the following information for each team member:

- Name,
- Team Role,
- Class standing (*i.e. freshman, 2<sup>nd</sup> year, etc*),
- Years experience participating in the Sustainable Solutions Competition.

The team organizational chart must be supplemented by individual photos or a team photo. Formatting requirements for font size do not apply to the team organizational chart.

### 9.7 Design Calculations

Teams must include relevant design calculations (4-page maximum) used to complete the proposal and included in Technical Design Proposal and label as Appendix 3. The calculations must be clear and may be typed or legibly hand-written and scanned. The selected stormwater management strategy and corresponding calculations must be clearly presented. Calculations may include, but are not limited to:

- Existing and proposed development analysis:
  - Existing and new impervious area (ft<sup>2</sup>),
    - Show both through calculation and visual comparison,
  - Existing and new stormwater runoff volume (ft<sup>3</sup>),
  - Existing and new site discharge at outfall (ft<sup>3</sup>/s),
  - Floodplain assessment,
  - Calculations supporting placement or quantity of NBS/EWN features,
- Earthwork balance (ft<sup>3</sup>),
- Parking space justification,
- Calculations supporting evacuation and emergency considerations,
- Calculations supporting sustainability features.

## Section 10: ENVISION Justification

### 10.1 ENVISION Checklist

Teams must download and use the ENVISION (v3) Guidance Manual and Excel Checklist (Appendix B) to guide them in the development of the site design. The ENVISION Guidance Manual provides extensive information on sustainable design categories and approaches and identifies the actions that must be taken to achieve sustainable design credits for the corresponding levels of achievement.

**A webinar will be hosted in November 2023 to provide an overview of the ENVISION v3 Checklist and ENVISION Guidance Manual.** Updates for this webinar will be posted on the ASCE [Collaborate site](#).

Each team must complete the ENVISION Checklist categories and credits shown in Table 1 to reflect their proposed site design or actions taken during planning and construction to credit for sustainability. For each credit, teams will determine applicability to the project and then answer yes or no questions about their proposal to determine the point value awarded. The ENVISION Guidance Manual provides clarity for the Level of Achievement necessary to receive the corresponding criteria points. The City desires for the project to average to the **Superior Level** point scale as shown in the ENVISION Manual. Teams will be scored less upon the credit points determined, but more on the merits of their justifications to receive the corresponding points.

### 10.2 ENVISION Documentation

As a supplement to the Technical Design Proposal (Section 9), Project Teams are asked to document the ENVISION credits they submitted in the ENVISION v3 Checklist as “ENVISION Criteria Justification,” Appendix 4 of the project deliverables. *The ENVISION credit justification process will simulate the third-party verification process for ENVISION projects.*

Teams must first provide a tabular summary of the total of their ENVISION credits for each achievement category and credit.

Teams must then provide a short textual justification that considers the level of achievement points their design will receive within the ENVISION Checklist and Guidance Manual (Improved, Enhanced, Superior, Conserving, Restorative). This short justification will describe the project features or actions taken that justify the credit attained. Again, Teams will be scored on the merits of their justifications to achieve the applicable achievement level to receive the corresponding points.



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The following list of ENVISION credits are potentially applicable to this project. A single project may not qualify or be awarded points for every credit in the below list. This list has been refined from the overall ENVISION Checklist to include potentially applicable categories.

**Table 1. List of Potentially Applicable ENVISION Categories and Credits**

ENVISION ACHIEVEMENT CATEGORY	CREDIT TITLE
QUALITY OF LIFE	QL1.1 Improve Community Quality of Life QL1.2 Enhance Public Health & Safety QL1.6 Minimize Construction Impacts QL2.1 Improve Community Mobility & Access QL2.2 Encourage Sustainable Transportation QL3.1 Advance Equity & Social Justice QL3.2 Preserve Historic & Cultural Resources QL3.4 Enhance Public Space & Amenities
LEADERSHIP	LD1.3 Provide for Stakeholder Involvement LD2.2 Plan for Sustainable Communities LD2.3 Plan for Long-Term Monitoring & Maintenance LD3.3 Conduct a Life-Cycle Economic Evaluation
RESOURCE ALLOCATION	RA1.2 Use Recycled Materials RA1.3 Reduce Operational Waste RA1.4 Reduce Construction Waste RA1.5 Balance Earthwork On-Site RA2.1 Reduce Operational Energy Consumption RA2.3 Use Renewable Energy RA2.4 Commission & Monitor Energy Systems RA3.1 Preserve Water Resources
NATURAL WORLD	NW1.2 Provide Wetland & Surface Water Buffers NW2.1 Reclaim Brownfields NW2.2 Manage Stormwater NW2.4 Protect Surface & Groundwater Quality NW3.2 Enhance Wetland & Surface Water Functions NW3.3 Maintain Floodplain Functions
CLIMATE AND RESILIENCE	CR1.2 Reduce Greenhouse Gas Emissions CR1.3 Reduce Air Pollutant Emissions CR2.2 Assess Climate Change Vulnerability CR2.3 Evaluate Risk and Resilience

Again, it is critical that teams provide adequate justification for each category and the reasoning for the level of achievement to attain the corresponding credit points.

A **minimum of two (2)** credit justifications must be provided for each ENVISION achievement category (Quality of Life, Leadership, Resource Allocation, Natural World, Climate and Resilience).

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Each ENVISION criteria justification must include the following required elements:

- Credit identification number
- Credit title
- Points representing Level of Achievement and total points possible
- Sufficient support of how the identified credit values meet the criteria for the credit. Justifications should demonstrate how the project achieves various Levels of Achievement across criteria as outlined by the Envision Guidance Manual.

A sample justification (for a credit title not in Table 1) is provided as follows:

*RA2.2 Reduce Construction Energy Consumption | 8 Achieved/12 Points Possible:  
The Project Team conducted two separate planning and economic assessments to reduce energy consumption during construction. The four energy reduction strategies that will be implemented are: (1) use local sand provider to reduce trucking distance for concrete reducing diesel consumption, (2) use ash from a nearby local industry in concrete manufacture to reduce diesel consumption, (3) solar photovoltaics and batteries will be placed on the two construction trailers to reduce onsite energy consumption, and (4) LED lighting will be used in all light applications during construction to reduce onsite energy consumption.*

The ENVISION Criteria Justification document submissions (submitted as a separate file entitled Appendix 4) must be written in English using 11-point font. Margins must be at least 0.50 inches on all sides. No appendices are permitted in the ENVISION justification document. The Justification must have a cover page that includes the team's school name and team member names. The Justification Document must not exceed 3 pages, not including cover page.

As outlined in Appendix E, deductions will be assessed for the following:

- ENVISION Criteria justification documents that do not follow formatting requirements.
- Envision criteria justifications missing required elements.
- Envision Checklist (Excel spreadsheet) not submitted.
- Envision submissions received past deadline.

## Section 11: Poster

### 11.1 Public Outreach Poster

Teams must create a one (1) 48-inch maximum width by 36-inch maximum height mounted poster that will be used as educational material to help the residents of the

## ***ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization***

City of ASCE to understand the site design and benefits of the proposed waterfront revitalization. The poster should be accessible and educational to the general public, and visually highlight design features included in the Technical Design Proposal.

The poster must include, at a minimum:

- Team name, school, and project title
- Annotated site-plan (can include more imagery than a typical line drawing plan view of the site)

The poster should also include:

- Source of inspiration for the design
- Key design features and sustainability features
- Benefits of the chosen design to the City and interested stakeholders

Posters will be scored on overall aesthetics, inclusion of the information in this section, and clarity.

The poster must be printed by the team and be mounted for display at the competition in the designated poster area. The host school will determine an accessible location for a public poster display at the symposium along with times in which posters are open for viewing. The public poster display should occur prior to the interviews.

As outlined in Appendix E, deductions will be assessed for each of the following:

- Printed poster is the incorrect size
- Poster is missing required information
- Poster is received after the submission deadline

### ***11.2 Fan Favorite***

For the Symposium competitions and the Society-wide finals individual registered student attendees may vote on posters to determine the “Fan Favorite” in the categories of most livable site, best sustainability features, and best waterfront. Sample voting ballots are provided in Appendix C and will be provided by the competition host. Judges may not participate in the voting. Voters may not vote for their own student chapter’s team. The host will collect and tally the votes. Teams awarded as “fan favorite” in the various categories may receive recognition for this achievement.

## Section 12: Interview

Each team must present their proposal to a judging panel representing the City of ASCE, highlighting the merits of their project to promote selection of their design. The interview will consist of a presentation and a question-and-answer session. Teams will be scored on presentation skills, quality and integration of a 3D site walkthrough, and responses to judges' questions.

### **12.1 Interview Team**

See Section 2.1 Team Member Requirements and Section 2.2 Team Requirements. Each team must have two (2) to five (5) members to present their proposal. The interview team participants must be eligible participants:

- Undergraduate students during the Fall 2023 or Spring 2024 terms,
- Members of their ASCE student chapter,
- Registered for the student symposium/Society-wide competition finals,
- Society Student Members of ASCE (Society student membership is free, [be sure to join](#)).

As outlined in Appendix E, deductions will be assessed for each of the following:

- Interview team has fewer than two (2) or more than five (5) members,
- Interview team includes members who do not speak during the presentation or question-and-answer session.

### **12.2 Presentation**

Presentations must not exceed 7 minutes and 5 seconds. Presentations must be in English. Presentations must be conducted in a professional manner (*as would be given to a community group*). *Teams are encouraged to create a slide deck or other visual aids to accompany their presentation.*

As outlined in Appendix E, a deduction will be assessed for presentations longer than 7 minutes and 5 seconds.

#### **12.2a 3-D Site Walkthrough**

As part of the presentation, teams must include a 3-D site walkthrough of their site. Use of the 3-D site walkthrough must be limited to no more than 2 minutes of the presentation.

The 3-D site walkthrough should include:

- A bird's eye view of the entire site,



## ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization

- A first-person view from at least 4 different key locations of interest on the site.

The 3-D site walkthrough must be created using a version of Trimble SketchUp: 3D Modeling Software. Free versions of this software are available online.

As outlined in Appendix E, a deduction will be assessed for teams presenting 3-D site walkthroughs that utilize software other than SketchUp.

### 12.3 Question and Answer

Immediately following the presentation, judges will conduct an approximately 5-minute question-and-answer session with the interview team. Audience members may not ask questions during this session.

## Section 13: Deductions

Deductions will be taken into account by judges on the scoring sheet and provided to teams using a printed version of Appendix E.

A mandatory captains meeting should be held at the beginning of the Symposia competition and Society-wide competition finals to ensure all teams and judges are aware of the competition schedule, including timeline for appeals and presentation order. At this meeting, deduction sheets should be privately handed to each team outlining the deductions incurred during scoring of the Technical Design Proposal and Public Outreach Poster. All teams will receive a deduction sheet showing all deductions received. Captains will then sign the sheet to acknowledge their deductions and return to the Head Judge prior to the start of presentations. Immediately following the presentation, the Head Judge will take note of any presentation deductions and return the deductions sheet to the team captain, clearly marking presentation deductions, if any.

Teams may appeal the deductions received by submitting Appendix F to the judges. The appeal must be provided to the judges by the deadline determined by the Head Judge at the competition. The Head Judge has final say over deductions and appeals.

## Section 14: Submissions

ASCE will use its Cerberus ftp server as a submission platform. All competition deliverables must be submitted on this platform. Submissions outside of this platform will be considered non-responsive and will not be scored.

## **ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization**

ASCE will provide each team captain and faculty advisor with a secure submission link for the Cerberus ftp server in February 2024. All competition submissions will be uploaded to the ftp site with the exception of the Intent and Eligibility Acknowledgement Form (See Section 14.1).

### **14.1 Intent and Eligibility Acknowledgement Form**

Teams must submit an Intent and Eligibility Acknowledgement Form (see Appendix H), no later than **5:00 p.m. Eastern Time (ET) on November 3, 2023**.

*By completing this form, a student chapter states:*

- *Their intent to have a team participate in the competition at their assigned student symposium*
- *Their acknowledgement of the eligibility requirements for student symposium competition participation and advancement to Society-wide competition finals (Appendix G).*

The form must be signed by the Team Captain, ASCE Student Chapter Faculty Advisor, ASCE Student Chapter President, and Competition Team Faculty Advisor (if different than ASCE Student Chapter Faculty Advisor).

Team captain shall upload the Intent and Eligibility Acknowledgement Form to ASCE's Cerberus ftp server. Refer to Appendix I for upload directions.

### **14.2 Competition Submissions**

Prior to the competition, teams will submit the following materials via their unique link to ASCE's Cerberus ftp server:

- Technical Design Proposal (PDF; Submitted as one file\*)
  - Cover Sheet
  - Executive Summary
  - Project Approach and Cost Estimate
  - Site Plan Exhibit (labeled as Appendix 1; included within the Technical Design Proposal or \*may be submitted as a separate PDF file)
  - Team Organization Chart (labeled as Appendix 2)
  - Design Calculations (labeled as Appendix 3)
- ENVISION Checklist (Excel; as separate file)
- ENVISION Criteria Justification (PDF; submitted as separate file)
- Public Outreach Poster (PDF; submitted as a separate file)
- Sketchup File (SKP; submitted as a separate file)

## ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization

### **14.2a Late Competition Submissions**

Competition submission materials submitted late will be subject to the deductions in Appendix E. Judges reserve the right to refuse reviewing submissions that are more than 14 days late.

### **14.2b Symposium-Level Submissions**

Competition submission deadlines will be at least three (3) weeks prior to the competition. However, the student symposium host may determine a date that is earlier than three weeks.

### **14.2c Society-wide Finals Submissions**

Competition submission deadlines will be determined and distributed by ASCE staff.

*Teams are encouraged to make updates to their presentations and TDP between the Symposium-level competition and the Society-wide finals submission deadline. However, the Envision Checklist and Envision Justification Documentation cannot be changed.*

## Section 15: Student Symposium Host Information

Hosts have the following responsibilities:

- Communications
  - Inform symposium attendees of ASCE webinar hosted in November to provide an overview of the ENVISION Checklist,
  - Inform symposium attendees of submission deadlines.
- Judges
  - Secure three (3) to five (5) judges, including a Head Judge for the competition.
  - *The judging panel should include educators and professionals. The panel must have at least one member experienced in site design and at least one member well-versed in sustainability,*
  - Provide Head Judge contact information to ASCE when requested to ensure they will be invited to the Head Judge Training Webinar before symposia events start.
- Poster Session
  - Timeline: The poster session should be held prior to the interview.
  - Secure open location for the poster session to provide space for teams to have a poster on an easel and adequate buffer space.

## *ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization*

- If not providing easels, require teams to bring them. Notify teams in Mailers.
  - During poster session, all individual attendees may vote on a “Fan Favorite”. Student host will provide a distribution-and-collection system for physical or digital ballots. A sample ballot is provided in Appendix C.
  - Ample space (at least 6 feet) should be provided between each poster to avoid overcrowding.
- Interview
    - Secure location for interview with computer hookup, projector, and screen.
    - Schedule and host a pre-interview captains meeting.
    - Provide an interview order/schedule no later than the captains meeting. Earlier announcements of the interview schedule are encouraged. Interview times are recommended to be 20 minutes time slots to allow judge’s time to evaluate an interview before the next one commences. Provide judge breaks every four (4) to five (5) presentations.
    - A presentation space with seating available for participating teams to observe each other is encouraged.
  - If other outstanding questions or concerns arise, please contact ASCE and the Sustainable Solutions Competition Rules committee.

## Appendix A: Existing Site Drawing

*Included as separate PDF file.*

## Appendix B: ENVISION Download Guide

**Instructions:** Information about Envision and the Checklist can be found here:

<https://sustainableinfrastructure.org/envision/use-envision/>

To download the Checklist, click “*Create an account*” at the bottom, below “*Ways To Get Started*”.



About ISI   **Envision**   Membership   Credentialing   Verification   Resources   News & Events

### Components of the Envision Framework

- Envision Guidance Manual – The written framework.
- Envision Pre-Assessment Checklist – An early-phase high-level pre-assessment.
- Envision Online Scoresheet – The detailed online assessment tool and calculator.
- Envision Sustainability Professional Credential – Professional training in Envision use.
- Envision Verification – Independent third-party project review process.
- Envision Awards – Recognition for qualifying verified projects

### Ways To Get Started

- **Create an account**
- Use the Envision checklist
- Create a project
- Pursue your ENV SP

Follow this tutorial to create a free account:

[https://sustainableinfrastructure.org/wp-content/uploads/2019/12/Web-Tutorial\\_Create-a-New-ISI-Account.pdf](https://sustainableinfrastructure.org/wp-content/uploads/2019/12/Web-Tutorial_Create-a-New-ISI-Account.pdf)

Once logged in, your Dashboard will have several Envision links under the “Resources Tab”. Click the arrow to download. The checklist to be used for the Sustainable Solutions Competition is “Envision Checklist (v3)”. Be sure to download “v3” and **NOT** “v2”. The “Envision Guidance Manual (v3)” also provides helpful information on how to incorporate Envision into each project from beginning to end. Use this as a resource during project design.



## Your Dashboard

New Project



### PROFILE NAME

ENV SP STATUS **NON-ENV SP**

Complete the Envision Training course to earn your credential  
[View Details](#)

MEMBERSHIP **NON-MEMBER**

You are not connected to an organization.

[Terms and Conditions](#)

### Available Credits

ENV SP TRAINING CREDIT

0



### Expand your Account

Select an option below to either connect to an existing member organization or to become a new member organization. To learn more about what type of membership your organization qualifies for, review our membership page.

[Connect Organization](#)

[Become a member](#)

### Become an ENV SP

Take the Envision Sustainability Professional (ENV SP) training course and earn your ENV SP credential.

[Become an ENV SP](#)

### Resources

#### ENVISION

- Envision Guidance Manual (v2) 17.67 MB
- Envision Guidance Manual (v3) 24.54 MB
- Manuel de référence Envision v3 9.34 MB
- Envision Checklist (v2) 0.66 MB
- Envision Checklist (v3) 0.41 MB**

#### VERIFICATION RESOURCES

#### PRESENTATIONS AND BROCHURES

#### MEMBERSHIP RESOURCES

## Appendix C: Student Symposium Fan Favorite Ballot

**Instructions:** Student Symposia Hosts may create a personalized or digital ballot (ex. Google Forms) if desired, as long as all information below is included.

Name of Voter: \_\_\_\_\_

School Name (of Voter):  
\_\_\_\_\_

Most Livable Site (School Name): \_\_\_\_\_

Best Sustainability Features (School Name): \_\_\_\_\_

Best Waterfront (School Name): \_\_\_\_\_

Appendix D: Cost Estimate Template

No.	Line Item	Quantity	Unit	Cost/Unit	Total	Source
1						
2						
...						
				<b>Total Cost</b>		

## Appendix E: Deductions

### Deductions Form

**Instructions:** Head Judge: check box for deductions that apply for each competition component. Each competition component is graded on a 100-point scale. Provide deductions for Technical Design Proposal, ENVISION Justification, and Poster at the Captain’s Meeting. Provide deductions for Interview immediately following.

**School Name:** \_\_\_\_\_

---

#### Technical Design Proposal

- Technical Design Proposal does not include required information. (10 points)
- Technical Design Proposal submission does not follow formatting requirements. (10 points)
- Submission received past deadline. (5 points per day, up to 40 points)  
\_\_\_\_\_ Days      \_\_\_\_\_ Points

#### ENVISION Justification

- Envision Criteria Justification document does not follow formatting requirements. (10 points)
- Envision criteria justifications missing required elements. (10 points)
- Envision Checklist (Excel spreadsheet) not submitted. (10 points)
- Envision submissions received past deadline. (5 points per day, up to 40 points)  
\_\_\_\_\_ Days      \_\_\_\_\_ Points

#### Poster

- Public Outreach Poster does not include required information. (10 points)
- Printed poster (physical submission) is the incorrect size. (10 points)
- PDF Submission received past deadline. (5 points per day, up to 40 points)  
\_\_\_\_\_ Days      \_\_\_\_\_ Points

#### Presentation and Interview

- Presentation is longer than 7 minutes and 5 seconds. (10 points)
- Presentation/interview team has fewer than 2 or more than 5 members. (10 points)
- Team includes members who do not speak during the presentation or interview. (20 points)
- Presentation 3-D site walkthrough uses non-SketchUp Software. (30 points)

*I, the team captain, acknowledge the above deductions. I understand that I may submit an appeal (Appendix F) to the Head Judge prior to the appeals deadline.*

\_\_\_\_\_  
Head Judge Signature

\_\_\_\_\_  
Head Judge Signature

\_\_\_\_\_  
Team Captain Signature

\_\_\_\_\_  
Team Captain Signature

## Appendix F: Appeals

### Request for Clarifications and Appeals

**Instructions:** Please provide completed form to Head Judge. Requests will not be considered once the competition has ended and a winner has been awarded. Appeals must only involve your own team.

**School Name:**

---

**Team Captain(s):**

---

**Contact Information:**

---

**Briefly describe nature of clarification or appeal:**

---

**Head Judge Response:**

---

Head Judge Signature

## Appendix G: Competition Eligibility

*Invitations to Student Symposia and ASCE Student Civil Engineering Championships/Society-wide Competition Finals are a privilege, not a right. Failure to act professionally can result in letters of reprimand, mandatory behavior management plans, and loss of invitations to further competition for individual institutions and/or entire conferences. Please note that the requirements for eligibility for Society-wide competition finals are more stringent than the requirements for participation at student symposia competitions.*

### **Student Chapter Eligibility for Student Symposium Competition**

**The following qualifications are required of all ASCE Student Chapters to compete at the Student Symposia Competitions:**

**An ASCE Student Chapter must:**

1. Be in good standing with ASCE:
  - a. Have paid their annual dues, as received by ASCE, **no later than the start of their Student Symposium.**
  - b. Have submitted their student chapter's full Annual Report or EZ Annual Reporting Form **no later than February 1, 11:59 p.m. EST.**

### **Student Chapter Eligibility for ASCE Society-wide Competition Finals**

**The following qualifications are required of all ASCE Student Chapters in order to advance to the ASCE Society-wide Competition Finals:**

**An ASCE Student Chapter must:**

1. Be in good standing with ASCE:
  - a. Have paid their annual dues, as received by ASCE, **no later than February 1, 11:59 p.m. EST**
  - b. Have submitted their student chapter's **full Annual Report**, **no later than February 1, 11:59 p.m. EST** and have received a minimum score of 25 points out of a possible 100. **Student Chapters that submit an EZ annual reporting form do not qualify to advance on to competition finals;** and
2. Attend and participate in their assigned Student Symposium as shown through their school's:
  - a. On-time attendance and active participation by a member of the ASCE Student Chapter at the Student Symposium Business Meeting.
  - b. Participation in the Student Symposium Paper Competition, including submission and presentation by a member of the ASCE Student Chapter. Note that any papers/presentations created for any other competition do not count as an entry into the Student Symposium Paper Competition.

**Questions regarding eligibility should be directed to [student@asce.org](mailto:student@asce.org).**



## Appendix H: Intent and Eligibility and Acknowledgement Form

### 2024 ASCE Sustainable Solutions Competition

#### Statement of Intent and Acknowledgement of Eligibility Requirements for Student Symposium Competition Participation and Advancement to the ASCE Civil Engineering Student Championships

Teams shall submit an Intent and Eligibility Acknowledgement Form, **no later than 5:00 p.m. Eastern on November 3, 2023**. By completing this form, a student chapter states their intent to have a team participate in the competition at their assigned student symposium as well as acknowledges the eligibility requirements for student symposium competition participation and advancement to Society-wide competition finals. The form must be signed by the Team Captain, ASCE Student Chapter Faculty Advisor, ASCE Student Chapter President, and Competition Team Faculty Advisor (if different than ASCE Student Chapter Faculty Advisor).

The team captain shall upload the Intent and Eligibility Acknowledgement Form to ASCE's Cerberus ftp server. The main folder contains a sub-folder for each Student Symposium. (Note: Please verify that your student symposium host is conducting this competition prior to completing this form and if not, consider the guest team option.) This is a Read/Write link (no delete). Refer to Appendix I – How to Navigate Folders and Upload Intent and Eligibility Acknowledgement Form for directions.

File names shall be in the form of "School Name – Sustainable Solutions Intent and Eligibility Acknowledgement Form Year" (example: George Mason University – Sustainable Solutions Intent and Eligibility Acknowledgement Form 2024).

Click this [hyperlink](#) to submit the Intent and Eligibility Acknowledgement Form

<https://upload.asce.org/public/folder/RB7qUGGNkC2nhUOHZBWTQ/Sustainable%20Solutions%20Competition>

Late and/or incomplete submission of this form may be subject to deduction.

---

School/University Name

---

ASCE Student Chapter Name

---

Assigned Student Symposium Name

#### Statement of Intent

It is the intent of our student chapter to have a team participate in the 2024 ASCE Sustainable Solutions Competition at our assigned Student Symposium.

#### Acknowledgement of Eligibility Requirements for Student Symposium Competition Participation and Advancement to Society-wide Competition Finals

ASCE Sustainable Solutions Team Captain (TC) and ASCE Student Chapter Faculty Advisor (FA), please initial next to each statement below to indicate your acknowledgement and understanding of that item. If you have questions about any statement, please contact us at [student@asce.org](mailto:student@asce.org).

**ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization**

	TC	FA
1. We have read the 2024 ASCE Sustainable Solutions Competition Rules and understand the following:		
a. The <u>team member requirements</u> per Section 2.1 of the Rules.		
b. The <u>team requirements</u> per Section 2.2 of the Rules.		
c. The student chapter eligibility requirements to participate in the <u>ASCE Student Symposium Competition</u> per Appendix G of the Rules, specifically:  <b>An ASCE Student Chapter must:</b> 1. Be in good standing with ASCE: <b>a.</b> Have paid their annual dues, as received by ASCE, <b>no later than the start of their Student Symposium.</b> (Please note that some educational institutions managing student chapter finances may require long lead times to generate and send payments. ASCE strongly recommends that these requests are generated by December before you leave for winter break.) <b>b.</b> Have submitted their student chapter's full Annual Report or EZ Annual Reporting Form <b>no later than February 1, 11:59 p.m. EST.</b>		
d. The student chapter eligibility requirements to qualify for advancement to the <u>Society-wide Competition Finals</u> per Appendix G of the Rules, specifically:  <b>An ASCE Student Chapter must:</b> 1. Be in good standing with ASCE: <b>a.</b> Have paid their annual dues, as received by ASCE, <b>no later than February 1, 11:59 p.m. EST</b> (Please note that some educational institutions managing student chapter finances may require long lead times to generate and send payments. ASCE strongly recommends that these requests are generated by December before you leave for winter break.) <b>b.</b> Have submitted their student chapter's <b>full Annual Report, no later than February 1, 11:59 p.m. EST</b> <u>and have received a minimum score of 25 points out of a possible 100.</u> <b>Student Chapters that submit an EZ annual reporting form do not qualify</b> to advance on to competition finals; and  2. Attend and participate in their assigned Student Symposium as shown through their school's: <b>a.</b> On-time attendance and active participation by a member of the ASCE Student Chapter at the Student Symposium Business Meeting <b>b.</b> Participation in the Student Symposium Paper Competition, including submission and presentation by a member of the ASCE Student Chapter. Note that any papers/presentations created for any other competition do not count as an entry into the Student Symposium Paper Competition.		

## ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization

e. The last day to submit a Request for Information (RFI) to the ASCE Sustainable Solutions Competition Rules Committee is February 7, 2024.		
f. The project submission due date is set by the student symposium host, but will be at least three weeks prior to student symposium. We are responsible for knowing this date and submitting our project on time.		
2. If your team is a team that has placed high enough in your Student Symposium-level Competition to be considered for advancement to the Society-wide competition finals, ASCE will inform you if you have met all eligibility requirements about a week after your Student Symposia. (Any student symposium taking place prior to March 31 may have a longer turnaround time.)		
3. Submitting a student chapter full annual report is typically the responsibility of the student chapter officers. As team captain and faculty advisor, ASCE suggests that you connect with your student chapter officers as early as possible to discuss the annual report and activities that need to take place to receive the minimum score or higher.		

I have read and understand the student symposium competition information stated above, including eligibility requirements for student symposium competition participation and advancement to Society-wide competition finals.

**Please print name and email addresses clearly. This information will be used to send project submission links to team captains and faculty advisors via email from ASCE in February 2024.**

---

Team Captain

---

Date

---

Email Address

---

Signature

---

ASCE Student Chapter President

---

Date

---

Email Address

---

Signature

---

ASCE Student Chapter Faculty Advisor

---

Date

---

Email Address

---

Signature

---

ASCE Sustainable Solutions Competition Faculty Advisor (if different than ASCE Student Chapter Faculty Advisor)

---

Date

---

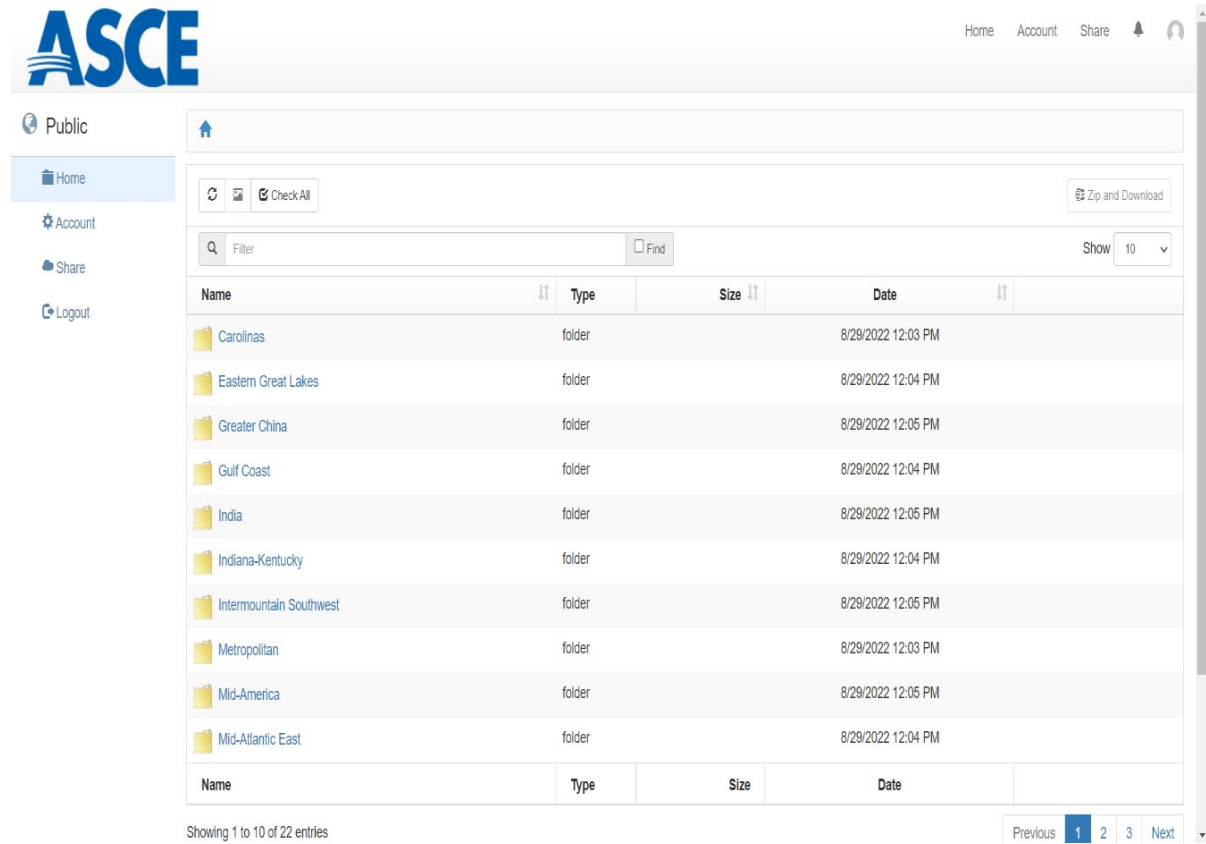
Email Address

---

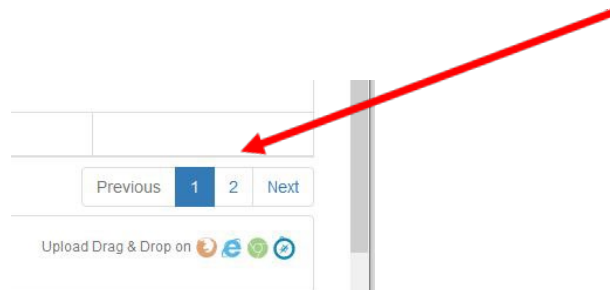
Signature

## Appendix I: How to Upload Intent and Eligibility Acknowledgement Forms

When you first arrive at the upload site, you will see folders labeled for each Student Symposium:

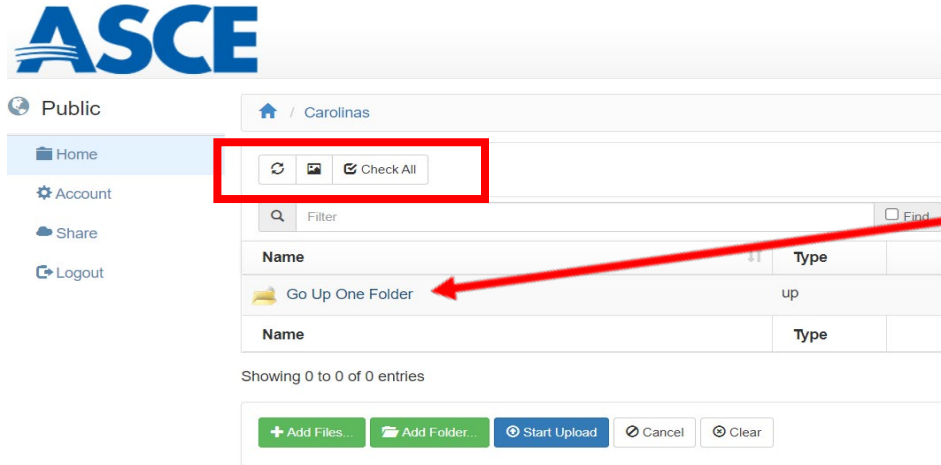


Locate your Student Symposium and click the folder to open it. If you don't see the name of your Student Symposium, click the page navigation to move to the second page:



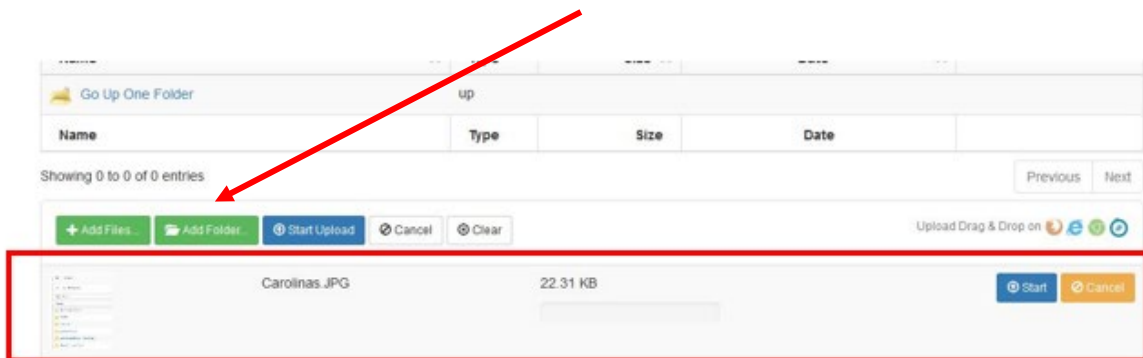
## ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization

When you have opened the folder for your Student Symposium, double-check that you are in the correct location before you begin uploading your files (In this case, **The Carolinas Student Symposium**):



If you accidentally open the wrong folder, you can “back up” by clicking the **Go Up One Folder** and

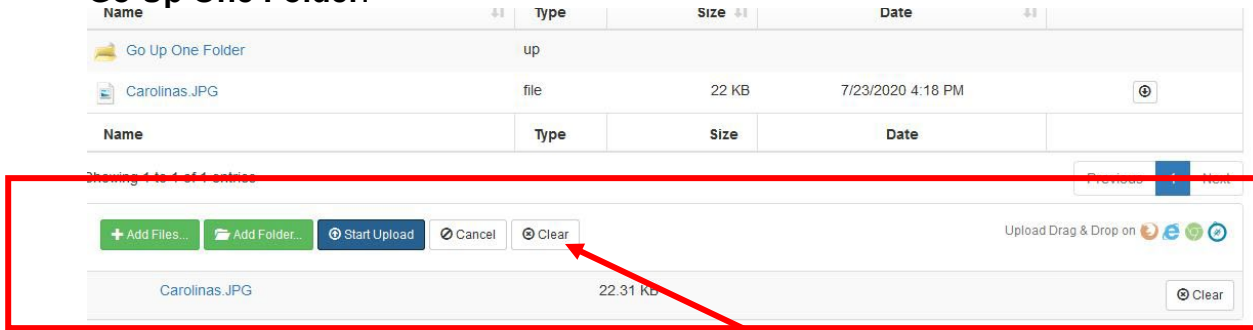
When you have confirmed that you have navigated correctly to the proper folder, you can either click the **+Add Files** button and then browse to find the files to upload or drag and drop files to the area directly below the **+Add Files** button.



The selected (or dragged and dropped) files will appear in the upload area. To upload the file into the folder, click **Start Upload**.

## ASCE Sustainable Solutions Competition 2024 - Waterfront Revitalization

When the file has been successfully uploaded, the name of the file will appear under the **Go Up One Folder**.



To clear the uploaded file from the upload area, click **Clear**.

### Need help?

If you uploaded a file to the wrong folder, or want to replace an uploaded file with a corrected version, send an email to [jupmeyer@asce.org](mailto:jupmeyer@asce.org) and ask that the incorrect file be deleted. Include both the location (folder path) and **exact name** of the file you want deleted. (Files cannot be moved – you will have to upload the file again to the correct folder after it has been deleted).

### Reminder

Please ensure you have uploaded to the correct folder for your symposium and school. Submissions outside of your own symposium folder will be considered non-responsive and will not be considered.