



WELCOME



BREAKFAST SEMINAR How To Submit A Winning Entry





PROGRAM SPONSOR

Special appreciation to

Balfour Beatty Construction

Thank you for hosting us!





SPEAKERS

Director of Business Development Vice-Chair of Special Events

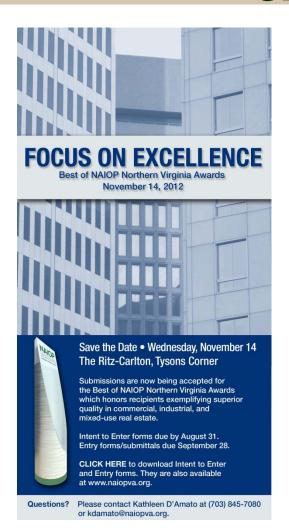
Thomas J. Aylward III Jackson Shaw

Vice President - Development Former NAIOP Judge





CALL FOR ENTRIES



You've received the Call for Entries...now what?





CALL FOR ENTRIES

FOCUS ON EXCELLENCE

Best of NAIOP Northern Virginia Awards • November 14, 2012

LL FOR ENTRIES

PURPOS

The Best of NAIOP Northern Virginia Awards recognize and celebrate significant new contributions to Northern Virginia by the commercial, industrial and mixed-use real estate community. As the Chapter's premier event, the awards program demonstrates the dedication of outstanding individuals who provide contributions to the built environment.

PROJECT ELIGIBILITY

LOCATION - To qualify, the project must be located in the Northern Virginia MSA. This includes the counties of Arlington, Clarke, Farifra, Enaquier, Frederick, Loudoun, Prince Williams, Spostyvania, Stafford and Warren; the independent cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas Park.

COMPLETION DATE - Projects must have been completed between April 1, 2011 and September 28, 2012. To be considered complete, the building must be at the shell occupancy permit level.

RESUBMISSION - If the project was submitted in 2011 and did not win in the category, it may be resubmitted in the same category for 2012. If the project won in 2011, it may be resubmitted in a different category for 2012. All resubmissions must meet the completion time frame of April 1, 2011 to September 28, 2012.

OWNER/DEVELOPER PERMISSION LETTER - The developer or owner must give permission for the entry submission. A letter from the developer or owner granting permission for you to enter their project for an award is required as part of your entry package. NAIOP Northern Virginia encourages entrants to notify all project team members prior to submission so as to avoid dufficate entries.

NON-MEMBER ENTRIES - Any team member may initiate an entry. However, a NAIOP Northern Virginia Member must sponsor the entry.

CRITERIA

Entries will be judged based on how well the entrant addresses the "5-Point" criteria summary and how effectively the project is portrayed through the use of quality and professional photographs. Marketing Entries use a criteria form specific to that category.

JUDGING

Each year the Awards Committee selects a distinguished panel of industry professionals from outside the membership of NAIOP Northern Virginia. The composition of the panel is at the Committee's discretion and not subject to review. The judges have the sole authority to determine whether and how many awards are justified in each category. They also have the sole authority to move an entry to another category if warranted. No minimum or maximum number of awards has been established. Entries are considered based on their own merits regardless of size, scope, or cost. The judges' decisions are final and not subject to review. The entries are judged based on the submission materials only. There are no site visits.

ENTRY FEI

The submission fee for each entry is \$350. Entry fees may be paid via check or with credit card online at www.naiopva.org. Payment must be received with entry. No entries are judged without payment.

All the information you need is in the Call for Entries





There are <u>15</u> award categories for 2012!

❖ NEW Master Plan

* **REVISED** Interiors – Building Common Area was added





- ✓ Your project must be located in the Northern Virginia MSA.
- ✓ Your entry must have been completed between April 1, 2011 and September 28, 2012 <u>and</u> be at shell occupancy permit level.
- ✓ If the project <u>did not win</u> last year, you may resubmit it this year in the same category.
- ✓ If the project <u>did win</u> last year, you may resubmit it this year in a different category.
- ✓ The developer or owner must give their permission for the entry submission. A letter granting permission must be included as part of your final entry package.
- ✓ You must be a NAIOP Northern Virginia member to enter <u>or</u> have a member sponsor your entry.





Best of NAIOP Northern Virginia Awards



Best of NAIOP Northern Virginia Awards

Speculative Office Building, R&D/Industrial/Flex; Building Renovation; Build-to-Suit Institutional or Non-Institutional

ENTRY FORM

INSTRUCTIONS: Fill out this form in its entirety and include one (1) printed copy with your submission package.

AWARD CATEGORY:

OFFICIAL NAME OF PROJECT/ENTRY (this will go on the trophy):

NAME OF COMPANY SUBMITTING ENTRY* (this will go on the trophy):

SPONSORING MEMBER (if applicable):

PROJECT LOCATION (address/city/zip):

DATE OF SUBSTANTIAL COMPLETION:



Best of NAIOP Northern Virginia Awards Real Estate Transaction ENTRY FORM

INSTRUCTIONS: Fill out this form in its entirety and include one (1) printed copy with your submission package.

AWARD CATEGORY (Sale or Lease):

 $OFFICIAL\ NAME\ OF\ PROJECT/ENTRY\ (this\ will\ go\ on\ the\ trophy):$

NAME OF COMPANY SUBMITTING ENTRY* (this will go on the trophy):

SPONSORING MEMBER (if applicable):

PROJECT LOCATION (address/city/zip):

DATE OF SUBSTANTIAL COMPLETION:

SUBMITTING FIRM NAME:

CONTACT PHONE NUMBER

CONTACT EMAIL ADDRESS:

NAME OF DEVELOPER OR OWNER GIVING PERMISSION FOR SUBMISSION*:

GIVING PERMISSION FOR SUBMISSION*:

*A letter acknowledging the developer's or owner's permission must be included as part of your submission package.

PROJECT TEAM MEMBERS

DEVELOPER: OWNER: BROKER: ARCHITECT:

NTRACTOR: OTHERS:

PAYMENT INFORMATION

The submission fee for each entry is \$350 and due when entry is received. If paying by credit card, pay online at www.naiopva.org

Please check the appropriate payment: ____VISA/MasterCard/Amex (paid online) ____Check (enclosed)

Please make checks payable to "NAIOP Northern Virginia." Entries are not judged if payment is not received with submission

NAIOP Northern Virginia 1729 King Street • Suite 410 • Alexandria • Virginia • 22314



6 ENTRY FORMS Choose Your Category

Best of N	AIOP Northern Virginia Awards
Mix	xed-Use or Master Plan
	ENTRY FORM
INSTRUCTIONS: Fill out this form in	its entirety and include one (1) printed copy with your submission package.
OFFICIAL NAME OF PROJECT/ENT	(RY (this will go on the trophy):
Best of N	AIOP Northern Virginia Awards
	Project Marketing
	ENTRY FORM
INSTRUCTIONS: Fill out this form in	its entirety and include one (1) printed copy with your submission package.
OFFICIAL NAME OF PROJECT/EN	FRY (this will go on the trophy):
NAME OF COMPANY SUBMITTING *If not a member of NAIOP Nurthern Virginia, plea	FENTRY* (this will go on the trophy):
SPONSORING MEMBER (if applicable	
PROJECT LOCATION (address/city/zi	ip):
DATE OF CAMPAIGN:	
SUBMITTING FIRM NAME:	
CONTACT PHONE NUMBER:	
CONTACT EMAIL ADDRESS:	
NAME OF DEVELOPER OR OWNER GIVING PERMISSION FOR SUBMIS *A letter acknowledging the developer's or owner's	
PROJECT TEAM MEMBE	CRS (as appropriate)
DEVELOPER:	OWNER:
BROKER:	ARCHITECT:
CONTRACTOR:	OTHERS:
PAYMENT INFORMATIO	N .
www.naiopva.org	50 and due when entry is received. If paying by credit card, pay online at
Please check the appropriate payment: Please make checks payable to "NAIOP! submission.	VISA/MasterCard/Amex (paid online)Cheek (enclosed) Northern Virginia." Entries are not judged if payment is not received with
	NAIOP Northern Virginia ee Street • Suite 410 • Alexandria • Virginia • 22314







ENTRY FORM

- ✓ This is the only part of your submittal material that can contain your company name or team member's names.
- ✓ The only exception is if the name of your project is the same as the name of your company (i.e.; XYZ Corporate Headquarters submitted by XYZ Company)
- ✓ Payment information is included on this page





CRITERIA #1 - PROJECT FACT SHEET INSTRUCTIONS: Use 10-12 pt. Arial or Times New Roman font only. Your response must be contained in the space provided below. No attachments will be allowed. No alteration or adjustment to this form is permitted.
AWARD CATEGORY:
NAME OF PROJECT:
Please complete all fields. If not applicable to your project please indicate by stating "N/A."
COMPLETION DATE:
CONSTRUCTION DURATION:
S/F OF FLOOR PLATE:
OVERALL S/F OF BUILDING:
COST PER S/F:
TOTAL CONSTRUCTION COSTS:
CEILING HEIGHT:
NUMBER OF FLOORS:
PARKING (total spaces):
PARKING (spaces/1,000 sf):
MECHANICAL SYSTEM:
EXTERIOR FAÇADE MATERIALS:

CRITERIA #1 "PROJECT FACT SHEET"

Different information is asked for each specific category.





Describe the design concept and miss	sion and goals you tried	to achieve in this projec	t.	

CRITERIA #2

"CONCEPT"

Describe the design concept and mission and goals you tried to achieve in this project.

BULLET POINTS! 250 Words!





AME OF P	ROJECT:				
ent limitations. t aided to the thods, and prac	Describe any specia success of the project	l design, product, ma et. Describe how the	terials, or construction project incorporated	oning, code, site/build in methods used to solv sustainable design ele entered is LEED® cen	ve the design issues ments, construction

CRITERIA #3 "SOLUTIONS"

Identify any specific design problems/issues and how they were solved; address zoning, code, site/building constraints and client limitations.

This will vary by category.





ME OF PROJECT:		
us why you think your proje has enhanced the communi	ct is a "model of excellence." For examp y where your project is located, please er	ole, if you have done something as a public amenity mphasize.

CRITERIA #4

"In Your Own Words"

Why is your project a "model of excellence?"

No more than 500 words.





Using the pictures you are submitting, insert two thuml below. Name each view. Using bullet points, explain Fext/Photos must fit in boxes provided. Photo	nail photos of the key views of your project in the space p what key elements of your project are represented in each	rovide photo
Photo		
	Text	
Photo	Text	

CRITERIA #5

"Highlights"

Use photos to illustrate features of your project.

Text should be in bullet format.





NAME OF PROJ	ECT:			
nsert site plans of your	project in the space prov	rided below. Name ea	ach view. Text/Photos m	ust fit in boxes provided.
Site Plan				
100				
Text				
Site Plan				

CRITERIA #5

"Highlights"

This can be site plan or floor plan depending on category!

For Master Plan category, a site plan is mandatory





Check One:	Sale or	Lease)	
STRUCTIONS: Use 10 -12 pt. Arial or allet points. Keep information concise &	Times New Roman font only. Your cogent. No alteration or adjustment	response must be no longer than 1000 words. Use to this form is permitted. Limit 1 page.	only
		ounding community; either by real estate values business, etc.), user's prestige, or infrastru	

REAL ESTATE TRANSACTION SALE OR LEASE

You only need to complete this form and entry form. 1000 word limit & bullet points!





NAME OF P	rinformation concise & cogent. No alt			
to life, the speci	iption should address the challenges fic target markets, and the success- uch as "giveaways" be included with	results of the marketin	ng campaign. It is hig	hly recommended that
CRITI	ERIA – FIRM	MARKE	TING	
INSTRUCTIONS	Use 10 -12 pt. Arial or Times New R p information concise & cogent. No	Roman font only. Your re	esponse must be no longer	than 1000 words. Use only
	AMPAIGN/PRODUCT:			
was brought to promotional me project, product,	lenges of the company to promote to ife, the specific target markets, and lium (whether electronic, print or service or idea and how this mediu- rials, giveaways, ads, etc. Judge request.	d the success/results of a combination) to me um met the stated goal	the efforts. Describe et the creative challen and objective. Include	the choice and use of the ge, to convey a compan samples or promotion
returned upon	equest.			
I				

MARKETING CRITERIA FIRM OR PROJECT

You only need to complete one of these forms and entry form. 1000 word limit & bullet points!

Definitely include copies of marketing materials – Makes better impression!





DO'S AND DON'TS

PHOTOGRAPHY

- ✓ **DON'T** skimp on photography! Digital photos generally do not reflect the true quality and characteristics that the judges are looking for.
- ✓ **DO** pay attention to the order of the photographs that you have selected (i.e.; walk-through, hierarchy, etc.)
- ✓ DO include a floor plan or site plan
- ✓ DO include maximum number of photos allowed (10)





DO'S AND DON'TS

ENTRY PACKAGE

- ✓ DO follow directions on the Criteria
- ✓ **DO** be descriptive, yet concise. General language, lack of specifics indicates to the judging panel that someone else wrote your submission for you.
- ✓ **DON'T** include "marketing write-ups" or use marketing-ese or overly technical jargon for building categories.
- ✓ **DON'T** include the name of your company or the name of any other team member in the write-up portion of your submission. Exception would be if the name of the entry (i.e.; "XYZ Office Headquarters" were the same as the name of the applicant).





DO'S AND DON'TS

CD-ROM

- ✓ DO make sure that you include a copy of the Entry Form/Criteria in PDF Format on your CD
- ✓ **DO** include 8-10 images of your project (JPEG format) at 150 dpi and no larger than an 8" x 10" format
- ✓ **DO** include a Powerpoint presentation of the same JPEG images included on your CD. Only one (1) image per slide. **No transition or animation of slides is permitted.** Images must be labeled as to the content (i.e.; lobby, reception area, conference room, exterior façade, etc.)





JUDGE'S PERSPECTIVE

What Makes Your Project Special?

Consider what element of your project is most likely to draw the judges attention or curiosity. Focus on that aspect and frame how you write your entry on how that unique quality separates your project from the others.

<u>Judging Process Influences Outcome</u>

Consider the range of specialities within the field that the judging panel is likely to represent, and write your project narrative to reach the broad spectrum of judges.

Do not address your narrative to one profession only.





Kearney & Company



2011 Award of Excellence Winner Best Interiors, 15,000-49,999 SF

Judge's Comments

- ➤ There were a lot of details that contributed to the excellence of this space. The architectural details were elegant but not overstated; timeless not trendy; approachable not stuffy.
- ➤ The atmosphere conveyed the brand a strong financial services company.
- > It looks like a comfortable place to work!





Kearney & Company

2011 Award of Excellence Winner Best Interiors, 15,000-49,999 SF











GeoEye



2011 Award of Excellence Winner Best Interiors, Tenant Space 50,000 SF and Above

Judge's Comments

- ➤ Thoughtfulness of design: simple, straight forward, elegant and refined.
- > Use of communal table in break room intriguing.
- > Successfully expresses client's corporate identity.
- > You can feel the technology and the imagery.











GeoEye
2011 Award of Excellence Winner
Best Interiors, Tenant Space 50,000 SF and Above





Transurban HOT Lanes Operations Center



2011 Award of Excellence Winner Building Renovation: Adaptive Re-Use

Judge's Comments

- > Fabulous, fantastic and brilliant!
- > Turning this warehouse into office space was creative and innovative.
- ➤ They changed the scale of the building which gave it great curb appeal.
- > The project serves a model for the future.





Before



2011 Award of Excellence Winner Building Renovation: Adaptive Re-Use

After







Before



2011 Award of Excellence Winner Building Renovation: Adaptive Re-Use

After







Three Flint Hill



THREE FLINT HILL

Oakton, Virginia

2011 Award of Excellence Winner Building Renovation: Capital Improvement

Judge's Comments

➤ Located in an area that doesn't command high rental rates, the owner went the extra mile with renovating this building.

- ➤ Owner made strategic decisions that created a great "new" building with 7000 square feet more space and a glass facade with immense street appeal.
- The transformation speaks for itself.
- > Trend for the future: creating a more environmentally friendly building from one that is not very old.





Before



 $\label{eq:BEFOREOVERALL} \textbf{ View of existing exterior with dark grey glass and recesses at exposed white concrete columns.}$

THREE FLINT HILL

2011 Award of Excellence Winner Building Renovation: Capital Improvement

After



OVERALL VIEW OF NEW FACADE
Overall view of new facade with light blue tinted glazing, continuous ribbon glass, and new vestibule and aluminum column wraps at entry

THREE FLINT HILL

Oakton, Virginia





Before



Overall existing lobby with wood ceilings, brick walls and inset pavers and marble on walls, floors, and columns. $THREE\ FLINT\ HILL$

Oakton, Virginia

2011 Award of Excellence Winner Building Renovation: Capital Improvement

After



Overall view of lobby with brick walls and flooring removed, floating drywal ceiling planes and metal column wraps

THREE FLINT HILL

Oakton, Virginia





Dolley Madison Library



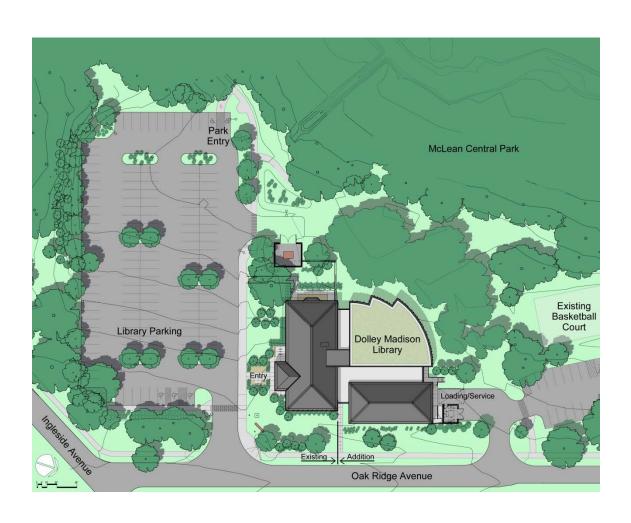
2011 Award of Excellence Winner Build-to-Suit Institutional Facility Under \$20 Million

Judge's Comments

- > Thoughtful.
- > Links the built environment with nature.
- ➤ The curvilinear lines makes you feel like you are part of the forest.
- ➤ A local landmark that was enjoyed by the community is now more universal and timeless.







2011 Award of Excellence Winner Build-to-Suit Institutional Facility Under \$20 Million











2011 Award of Excellence Winner Build-to-Suit Institutional Facility Under \$20 Million





900 North Glebe Road



2011 Award of Excellence Winner Speculative Office Building 4 Stories and Above

Judge's Comments

- As part of a larger mixed use development, this "designers building" "jumps out" architecturally in the area.
- ➤ The curved wall expresses the motion of the busy street outside.
- > Map in lobby connects past and future.
- ➤ Building makes a commendable contribution to an already unique urban area.







2011 Award of Excellence Winner Speculative Office Building 4 Stories and Above









George Mason University Founders Hall



2011 Award of Excellence Winner Build-to-Suit Institutional Facility \$20 Million and Above

Judge's Comments

- > Appealing, compelling and incredible.
- > An example of dynamic architecture in an urban infill location.
- ➤ Enhanced client's presence in community with attention to detail and responsiveness to their needs.
- > Offered a lot of "bang" for the buck.

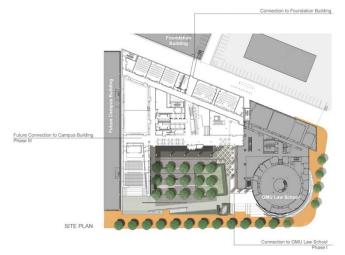








2011 Award of Excellence Winner Build-to-Suit Institutional Facility \$20 Million and Above







QUESTION

"What is the difference between an Award of Excellence winner and an Award of *Merit* winner?"

ANSWER

An Award of Excellence is the premier winner in a category.

An Award of Merit is awarded when the judges deem an additional entry(s) in the same category is worthy of recognition.





QUESTION

"Can our company submit more than one entry?"

ANSWER

Yes. There is no limit to the number of entries your company can submit.

However, if one project is being submitted for multiple awards, it must have its own complete package of materials in separate folders.





QUESTION

"How do I know if our submission has won?"

ANSWER

Plan to attend the Best of NAIOP Northern Virginia Awards Gala on Wednesday, November 14th at The Ritz-Carlton, Tysons Corner.

We will not publicly announce winning entries prior to the event.





QUESTION

"Does everyone on our team receive a trophy?"

ANSWER

No. Only the firm submitting the entry receives a trophy. However, additional trophies may be purchased for an additional cost of \$350 each.





MARKETING OPPORTUNITY



- ✓ Entrants will have the opportunity to showcase their entry the night of the Awards Gala!
- ✓ Display boards should be no larger than 30" x 40." Black mat foam core is preferred
- ✓ Winning project's marketing boards will be kept to be displayed at the NAIOP Northern Virginia Annual Luncheon in December
- ✓ Additional details will be emailed to each entrant