**ELITE Awards Entry Form - Design/Build Category**

**Questionnaire**

1. Company information
2. How many years has your company been in business?
	1. Start up
	2. Growth (in business 5 years or fewer)
	3. Mature (in business 5-10 years)
	4. Legacy (in business 10+ years)
3. Please give a brief outline (no more than 250 words) of the growth and development of your company since it was established.
4. Do you have certified people on staff?
5. If yes, how many and what designations do they hold?
6. Project name
7. Project/program location. Please provide at least city and state.
8. Property owner name, if applicable
9. Landscape designer or architect
10. Contract begin date. If exact date is not known, provide best estimate.
11. Contract completion date.
12. Total landscape budget
13. What was your profit margin (%), and why is this acceptable?
14. Did you meet the budgeted hours for this project? If not, why?
15. Did you complete all the work on this project? Were there any preexisting or subcontracted items? If so, please explain.
16. How did the property owner find you and why did the property owner hire your company?
17. Provide a short project description of no more than 100 words. This should be no more than 3 sentences in length and should be a condensed version of the project description.
18. Describe your project in 250 words or less. What was the customer's intent for the project?
19. What challenges were presented by existing conditions?
20. How does your design's scale and function address the customer's intent and the existing conditions?
21. Were there obstacles or challenges encountered in project execution? If so, describe the challenges you realized or had to overcome during the project, and what your solutions were that make this project award-worthy.
22. After installation, what, if any, warranties were provided? Has any warranty work been performed to date? If so, please explain.
23. If you were required to follow specifications such as LEED, SITES, etc., please list what you were required to do per those specifications.
24. Specify Best Management Practices (BMPs) used. Download or view BMP manual.

Questions 25-36 are photo uploads