



ASC Region #3 Mass Timber Competition

Project Description

Each team is to provide a project proposal for the mass timber scope of work for the INTRO Cleveland project, located in Ohio City, Ohio.

Team's Company Description

Each team can create a Company with a name, logo and description of their choice with the following parameters:

- a. You are a General Contractor located in Ohio, comprising a team with limited experience self-performing mass timber scopes of work.
- b. You must self-perform Carpentry (CSI Division 06 17 19).
- c. Your team is responsible for all aspects of estimating, scheduling, safety, and quality control.
- d. You are required to coordinate with the development team and other trades during all phases.

Deliverable Instructions

1. Proposal

Teams must bring Three (3) hard copies of their proposal in a three-ring binder turned in on October 24th. **An electronic copy of your proposal must be submitted via email as well.** The following items should be included in your proposal. (The Roman Numerals should be the titles of each tab)

I. Cover Letter – One page maximum

- a. Executive Summary that addresses the entire project needs, shows the total and square foot cost, shows the completion date and total duration in working days, is signed by the team's Project Manager, and is addressed to the Softwood Lumber Board.

II. Project Management Plan – Four-page maximum

The project management plan should include the following:

- a. Company Description
 - i. Company Experience, History and Mission Statement
 - ii. Past project experience that is similar to the current proposed project
 - iii. Self-Performing Capabilities and why they are important
- b. Discussion of five potential high-risk scopes of work that are to be performed (these risks can be financial, schedule, quality, or safety related).
- c. A description of the team's experience with new technologies and the technologies that will be utilized in this project
- d. An organizational chart of the proposed staffing of the project. The chart should include at a minimum a Project Manager, Superintendent, Safety Engineer and Estimator.
- e. A brief job description and responsibilities of each team member including the duration of their involvement in the project (in months).

III. Estimate – Please include all Exhibits (No Page Limitation)

- a. General Conditions (only include items that are tangential to the structural mass timber portion of the project)
- b. Breakout logistics costs relative to the mass timber delivery and storage. The material can be procured from domestic or international suppliers.
- c. Estimate Back-up (no page restriction)



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- i. Takeoff Sheets
 - ii. Pricing Spreadsheets
 - iii. Anything that shows you didn't "guess" on a cost
- d. Clarifications and Assumptions
 - i. Critical items that are to be noted in this section include acknowledgement of documents used to prepare the proposal, job site work hours, assumptions of included and excluded scopes of work and the associated costs of each item.
 - ii. Teams to provide format – make it clear and concise please sort all assumptions by their CSI Division.
- e. Provide Value Engineering options for the ownership team.

IV. Schedule:

Ideally the development team would like the structure to be erected in roughly five months following the notice to proceed with construction .

- a. Provide a Gantt Chart with a schedule that displays the approach to the project and the sequencing (Projects should have around 8 Milestones and between 50-100 tasks)
 - i. Each activity should have the following:
 - 1. Activity ID
 - 2. Activity Name
 - 3. Duration
 - 4. Early Start
 - 5. Early Finish
 - 6. Precedence Relationships
 - ii. The following activities are required in the schedule along with the dates provided
 - 1. Bid Date 10/24/2025
 - 2. Notice to Proceed - Pre-Construction 12/1/2025
 - 3. Notice to Proceed - Construction 1/1/2026
 - 4. Substantial Completion TBD by Team

V. Logistics Plan

- a. Provide a site plan that details how the site will be safely and efficiently utilized. At minimum, the following items are to be noted on your plan.
 - i. Access and Egress
 - ii. Security
 - iii. Material Laydown
 - iv. Parking
 - v. Temporary Facilities
 - vi. Temporary Utilities

VI. Safety Plan – Two-page narrative maximum

- a. Discuss the policy of your company in regards to the following items:
 - i. Safety and Health Plan Overview
 - ii. Personal Protective Equipment
 - iii. Housekeeping
 - iv. Correcting Safety and Health Violations
 - v. Fall Protection
- b. Discuss the top three safety hazards that will be encountered on this project and how these hazards will be eliminated/controlled



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VII. Quality Control Plan – Two-page narrative maximum

- a. A general discussion of the team's overall construction quality records and performance
 - i. Quality Control Policy
 - ii. Quality Control Team Members and their responsibilities
 - iii. Material protection plan
 - iv. Documentation of Inspections and Tests
 - v. Mass timber moisture control plan
- b. A discussion of the Team's Quality Control Process including the following topics:
 - i. Pre-Mobilization Meeting
 - ii. Initial Inspection
 - iii. Follow-Up Inspection
 - iv. Final Inspection

2. Presentation

Prepare a 15-minute presentation using the exhibits, information and graphics from the proposal to present to the owner. This will be followed by a 10-minute Question and Answer session.

***Exhibit Instructions**

Do not alter the Exhibits that are provided to you. If any exhibits are manipulated it will negatively impact your score.

List of Project Documents

- A. Project Drawings
- B. Specs-Mass Timber Specifications
- C. Site Plan – May be used to help describe site logistics
- D. Exhibit A - General Conditions Estimate (CSI Code 01)
- E. LEED Scorecard
- F. Proposed sequencing plan

Scoring Breakdown

Project Management Plan – 10 %
Estimate – 20 %
Schedule – 10%
Logistics Plan – 10%

Safety Plan – 10%
Quality Control Plan – 10%
Presentation – 30%