



Awards for Excellence

Deadline:
May 25, 2018

For A Business Like Yours

Thank you for your interest in the New Jersey Business & Industry Association (NJ BIA) Awards for Excellence competition. This nomination application must be completed and returned by **May 25, 2018**. Please answer all questions on the pages that follow. It is important to give the independent panel of judges all the information they will need to select the winners. Before completing this application, take the time to carefully read and follow the rules and instructions on the next page.

If you have any questions about the nomination process, please contact Katie Wittkamp at 609-858-9481, or kwittkamp@njbja.org.

This year's winners will be honored at an awards reception later in the year. The winners will be given prominent recognition in NJ BIA's magazine, *New Jersey Business*, which is read by over 114,000 top executives across the state and in its daily news service, *New Jersey Business Today*. A news release announcing the winners will also be sent to media statewide.

Good luck, and we hope to see you at this year's Awards for Excellence Reception!

Person filling out this form:

Name Drew DePalma Title Director of Operations
Company: M&E Engineers, Inc Phone 908-526-5700 Ext. 22

I certify that the information provided in this application is true and accurate to the best of my knowledge. I understand that this information may be subject to verification.

Signature Drew DePalma

Digitally signed by Drew DePalma
DN: cn=Drew DePalma, o=M&E Engineers, Inc. ou,
email=ddepalma@meengineers.com, c=US
Date: 2018.05.29 13:42:49 -0400

Nominee Name:

Company Name M&E Engineers, Inc

Address 26 West High Street

City Somerville State NJ Zip + 4 08876-2104

Phone 908-526-5700 Ext. 22 Fax 908-526-9681

Name of President/CEO William Amann Title President

Company Contact Drew DePalma

Phone 908-526-5700 Ext. 22 Email ddepalma@meengineers.com

NJBIA Membership # 15063158 Year Founded 1984 2017 Revenues \$2,606,955

of Employees working in New Jersey: Full-time 16 Part-Time 1

of Employees working in United States: Full-time _____ Part-Time _____

Public Company Privately Held Company

Type of Business: Construction Education Finance, Insurance, Real Estate Healthcare

Manufacturing Retail Services Transportation Wholesale/Distribution

Other _____

Upload files to:

New Jersey Business & Industry Association
https://njbia.org/afe_upload

Please attach answers to the following based on the category(s) your organization was nominated for. Any supporting materials that the judges might find useful when evaluating your application should also be included. Keep a copy of this information for your own records.

Did any of the following business entities contribute to this activity? If so, please provide: Company Name, Contact, Telephone Number.

- Accounting Firm Financial Institutions Law Firms PR/Marketing Firm Real Estate Firms
 Other _____

Community Service:

1. Describe the company, the type of business and its principal products or services. If the nominee is a manufacturer, describe the manufacturing process as well.
2. Describe the community service activity or activities that you wish to have considered for this award, including the actual work that the nominee completed, including and use of company staff resources.
3. Describe the people, organizations and/or communities that benefited from those activities and how they benefited.

Executive of the Year:

1. Describe the Executive, their type of business and its principal products or services.
2. How did the executive reach their level?
3. What experiences or character trait(s) make the executive a good leader?
4. What affiliations or programs is the executive involved in outside of their work?

Outstanding Employer:

1. Describe the company, the type of business and its principal products or services. If the nominee is a manufacturer, describe the manufacturing process as well.
2. Describe the program or programs that you wish to be considered and how this program benefited the employees.
3. To the extent possible, quantify the benefit to the employees.

The Rules:

1. A nominee must be a member in good standing of the New Jersey Business & Industry Association and their dues paid in full. If you wish to inquire about the membership status of a nominee, call NJBIA's Katie Wittkamp at 609-858-9481.
2. The nominator may be a representative of any private or public organization. A nominator is also permitted to nominate its own company. A company may be nominated in more than one award category.
3. All nomination application forms and any appropriate documentation must be received by NJBIA on or before May 25, 2018.
4. The number of employees (full and part time) at the nominated company must be included.
5. Previous winners cannot submit for three years in the same category.

Outstanding Employer:

- 1.) Describe the company, the type of business and its principal products or services. If the nominee is a manufacturer, describe the manufacturing process as well.

For over 30 years, M&E Engineers has been making buildings safe, healthy and efficient . We provide mechanical and electrical engineering services and are on the cutting edge of technology and innovation. As an industry leader in Sustainability, we have become one of the most recognized and sought-after mechanical and electrical engineering consulting firms in the Mid Atlantic region. Providing a full range of engineering, design, and advisory services for HVAC, electrical, plumbing, and fire protection systems, M&E Engineers is also proficient in commissioning, energy modeling, energy auditing, and LEED consulting. With a diverse client base that includes Fortune 100 firms, private owners, educational institutions, and state, county, and local governments, M&E Engineers has built a depth of understanding of energy use and conservation measures unsurpassed by most of the engineering firms in the industry.

- 2.) Describe the program or programs that you wish to be considered and how this program benefited the employees.

M&E Engineers has always made an effort to provide a healthy work-life balance and has a policy to pay medical insurance premiums 100% for each employee. Over the past few years M&E Engineers has made an additional effort to implement policies and program that have an effect on our employees' overall mental and physical wellness. M&E Engineers established flex hours to accommodate various employees' schedules and employees have the option to telecommute under the appropriate circumstances. Employees must take mandatory breaks throughout the day to reduce fatigue, and all employees are within 25 feet from a window that provides them with natural light and views of the outside. In addition, complimentary fresh fruit is provided weekly.

M&E Engineers also encourages and supports all employees to develop as professionals through community and industry organization participation and through educational initiatives. Almost all employees have achieved some form of LEED certification and we reimburse employees that are working towards relevant higher education qualifications or advanced certifications. Engineering is a field in which professionals must stay on the cutting edge of technology in order to stay current. M&E Engineers' employees are empowered to utilize the latest design tools and modeling software to insure that we can provide clients the very best services. We also hold bi-weekly "lunch and learn" meetings with vendors to insure that staff is knowledgeable in the latest products and technologies.

Lastly, we pride ourselves on making a positive impact on the environment and are huge advocates of altruism and sustainability. We encourage our employees to volunteer for various non-profit organizations and organize either a cleanup or nature walk for Earth Day each year.

3.) To the extent possible, quantify the benefit to the employees.

- Utilization by employees
 - 100% of staff participates in education initiatives.
 - 100% of staff participates in wellness initiatives, including insurance program, telecommuting, flex time, and nourishment.
 - Approximately 75% of staff either volunteer or participate in Earth Day event.
- Reduction of overall health insurance costs
 - Ever since switching our health insurance policy to a Health Reimbursement Account (HRA) a few years ago, we have noticed a slight decline in overall claims (approx 10%).
- Overall improvement in employee satisfaction
 - M&E Engineers has always had a low turnover rate throughout its 34 year history, with 4 employees providing over 15 years of service (and another 6 employees with 5-10 years of service). We promote a relaxed professional work environment and our managers have an open door policy, resulting in minimal inter-office conflict. Employees are encouraged to come forward with any questions and concerns. Each issue is taken seriously and managed with appropriate action.
- Reduction in sick days and absentees
 - Since implementing our telecommuting policy, utilization of sick days has gone down by about 25% since employees can access their work computer from home without the risk of getting their co-workers sick.