

2025 TOBY Awards Informational



What is TOBY?

The Outstanding Building of the Year **TOBY MISSION:** Recognizing excellence in building management, operational efficiency, tenant retention, emergency planning and community impact.

Benefits of TOBY Participation

- Compels you to scrutinize all facets of operations
- Provides you with a great marketing vehicle
- Broadens your market/product perspective
- Enhances image/marketability of property
- Allows you access to a broad range of market knowledge
- Promotes excellent team building
- Gives you a competitive advantage in the market



No Excuses!

- "My project is not big/fancy/new." competition.
- "I don't have the time."
- "I'll do it next year."
 - - to be recognized?!
- "I don't know where to start."
 - help.

• It's a management competition, not a beauty

• The online tool makes it easy and chances are you already have much of the material prepared.

• Work loads don't really change. Why wait a year

• You just did! Ask a committee member and we'll

OFFICE BUILDING CATEGORIES

- Corporate Facility
- Life Science Building
- Historical Building
- Medical Office Building
- Suburban Office Park low rise
- Suburban Office Park mid rise



CATEGORIES

- Under 100,000 SF
- 100,000 249,999 SF
- 250,000 499,999 SF
- 500,000 1,000,000 SF
- Over 1 Million SF



OTHER BUILDING CATEGORIES

- Industrial Office Building(s)
- Public Assembly
- Earth
- Mixed-Use
- Retail
- Renovated



The Local Competition

THE LOCAL COMPETITION HAS TWO COMPONENTS:

Online Submission - due by 12:00 PM on

1. Must meet regional criteria

2. Entry requirements & judging sheets are available on the BOMA Greater Minn. website

A site inspection - December 6-10

1.A team of judges will tour your building with you and your engineers

- 2. Each building team may create their own pathways
- 3. The full tour takes about 90 minutes

4. Checklists are available on the BOMA Greater Minn. website



TOBY Requirements

- BOMA dues-paying member building
- occupancy
- Industrial and mixed-use categories)
- necessary (Industrial category exempt)
- must pass the site inspection

• Occupied for at least one full year w/ at least 50%

• 50% of building must be office (except for in • Energy Star benchmarked- no certification Need a 70% score to advance to next level and

Frequently Asked Questions

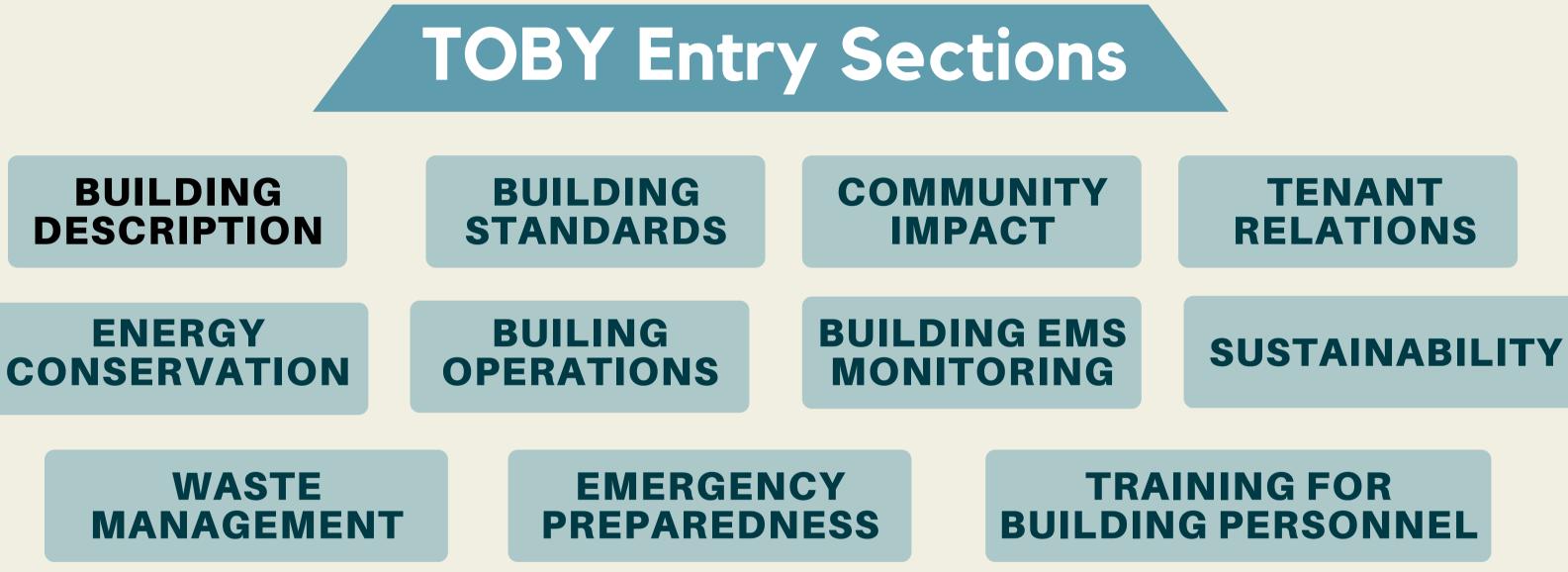
Do I need my BOMA360 to compete?

Yes, BOMA Greater Minneapolis requires BOMA360 certifications for local entry. In addition, BOMA360 is required for regional and national entries as well.

Do I need to be a member of BOMA to compete for a TOBY Award? Yes. The building must be a member—or managed by an entity that is a member—in good standing with both their BOMA local association and BOMA International in order to compete at the regional and/or international levels.

Does my building have to be ENERGY STAR certified to compete? No, buildings will need to provide ENERGY STAR benchmarking, however, certification is not required

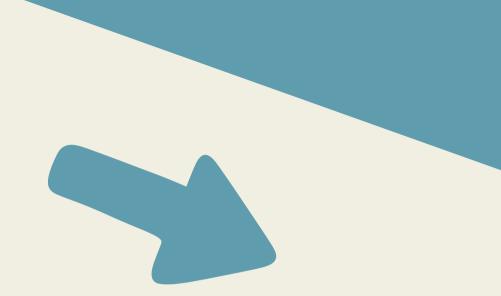
Do all TOBY participants need to compete on the local level, even those that have won Regionals? Yes, all buildings are required to compete on the local level before rising to regionals.



Plus catch the judges attention with high-quality photos in certain sctions!

SEND IN YOUR FORM

The Local TOBY entry form can be found on the BOMA Greater Minneapolis website on the TOBY webpage. Forms, entry fee, and building photos are due on October 15, 2024.



CONNECT WITH A MENTOR

The Awards & Recognition Committee members are here to help! Once we receive your entry form, we will connect you with a committee member mentor to offer guidance on your submission.

How to Start



ENTER YOUR SUBMISSION

Building submissions are due to the TOBY Portal in November 2024. In-person building tours will be scheduled by the Awards & Recognition Committee during the week of December 6-10, 2021.

The Regional & International Competitions

After winning the local competition:

- changes can be made if necessary
- Entries are then submitted via BOMA International's online portal (the same portal used for the local competition) for regional review
 - \$50 data submission fee
 - \$450 entry fee

After winning the regional competition:

- Changes can <u>no longer</u> be made
- Entries are reviewed by international judges

Midwest Northern Region

Southern Colorado Denver Metro Duluth Iowa Kansas City **Greater Minneapolis** Omaha St. Louis **Greater Saint Paul** Wichita Wisconsin

CHOOSE THE BEST CATEGORY FOR YOUR BUILDING!

PREPARE YOUR SUBMISSION IN MICROSOFT WORD TO TRACK WORDCOUNT

READ, UNDERSTAND, AND FOLLOW THE ENTRY REQUIREMENTS CAREFULLY

PRETEND YOUR AUDIENCE HAS NEVER BEEN TO THE MINNEAPOLIS AREA

TAKE YOUR BUILDING PHOTOS NOW!

Tips & Tools

TIMELINE FOR LOCAL, REGIONAL & **INTERNATIONAL COMPETITIONS**

JUL. 1, 2024 **TOBY ONLINE SUBMISSION PORTAL OPENS FOR 2024 TOBY CYCLE** LOCAL TOBY ENTRY FORM & FEE DUE (\$125) OCT. 13, 2024 NOV. 26, 2024 WRITTEN SUBMISSION DUE DEC. 4-8, 2024 **BUILDING TOURS COMMENCE BOMA 360 APPLICATIONS DUE** DEC. 20, 2024 MAR. 8, 2025 **REGIONAL REVISED SUBMISSION DUE** APR. 15, 2025 **REGIONAL WINNERS ANNOUNCED MID-JULY 2025 BOMA INTERNATIONAL TOBY AWARD CEREMONY IN PHILADELPHIA**





Home Page » Recognition & Awards



Begin on BOMA Int. web & find portal under "Recognition & Awards"



*my*COMMUNITIES

RESEARCH & RESOURCES



Buildings	ТОВҮ	BOMA 360	BOMA BEST	TOBY Admin/Judge	Shop/Plaques	BOMA
	M	ldingo				

My Buildings

SearchFilter	- •	Go <u>Clear filte</u>	я.		
Building Name	Building	Date Created	Date Modified	Active 360s	Complete T
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BOMA Building Test	Complete	1/13/2023		0 Active	0 Submitted
Testing		Tyler Kirshner		1 Pending	6 UnSubmit
BOMA Greater Minneapolis	Incomplete	4/10/2024		0 Active	0 Submitted
BOMA Greater Minneapolis		Jimmy Alsberg		1 Pending	0 UnSubmit
BOMA Test Building	Complete	4/10/2024		0 Active	0 Submitted
BOMA Test Building		Sarah Anderson		1 Pending	0 UnSubmit
BOMA Test Building	Complete	4/10/2024		0 Active	0 Submitted
		Sarah Anderson		0 Pending	0 UnSubmit
Cathedral Square	Complete	8/23/2018	8/23/2018	1 Active	0 Submitted
Cathedral Square		Meghan Schlot	Meghan Schlotz	0 Pending	1 UnSubmit
SAMPLE Building	Complete	6/17/2024		0 Active	0 Submitted
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Find your building on the portal dashboard Select "View TOBY Entries"

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Cycle Entry	Status		Cycle Year
ID	Date Submitted	Cycle Name	Cycle End Date
3629	Incomplete	BOMA/New York Local TOBY Awards	2024
			12/31/2023
3632	Incomplete	Academy Of Real Estate (ARE)	2024
			11/29/2023
3633	Incomplete	Academy Of Real Estate (ARE)	2024
			11/29/2023
3636	Pending Review	Academy Of Real Estate (ARE)	2024
			11/29/2023
3658	Pending Review	Academy Of Real Estate (ARE)	2024
			11/29/2023
3725	Incomplete	BOMA/Greater Minneapolis Local TOBY Awards	2024
			1/1/2024

Next select "View/Edit"



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+ Add New TOBY Entry

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You will be direct to your overview page. From here select desired section item line



Cycle Entry ID: 3725 Criteria Set: 2024 TOBY Office

Building Information

Building Details

Please provide the following information:

Number of floors in this building:

Sample Text..

BOMA Certified Total Building Rentable Area Square Footage

BOMA Certified Office Rentable Area Square Footage

Other Certified Rentable Area Square Footage (where applicable)

Scroll to fill in required info. You do not need to fill all info out at once.



graphs
<u>our building(s):</u>
n photos, all entrants must upload one high resolution (minimun er) color JPEG (JPG) of the building's exterior for display at the
Save
nents into a single attachment if necessary.) of the management team (minimum 300 dpi, 750 pixels wide nanagement of the building(s) is required.

Save & select next or save and hit return to view progress on overview page



n 300 or



Thank you for your time!

If you have additional questions, please do not hesitate to reach out to: Amy Remely, Transwestern - Awards & Reogition Committee Chair Dave Fox, Transwestern - Awards & Recognition Committee Co-Chair Katrina Thinesen, BOMA MPLS- Awrds & Recognition Committee Liaison

> Additional Resources: TOBY Application "How To" Video TOBY Resource Web Page TOBY Instructional flyer BOMA 360 Informational Presentation