



Knowledge for Creating
and Sustaining
the Built Environment

The Predicator

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Portland, Oregon Chapter — The Construction Specifications Institute

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Risk Management – Larger Than Mold

Tuesday, April 13, 2004

How can something so small continue to be such a big problem? We've lived with tiny mold spores for thousands, maybe even millions, of years. They're everywhere and we can't control them, so we prevent them from becoming a problem in buildings by controlling moisture. Still, there are larger issues.

A few high-profile legal settlements have exposed mold problems in construction to be a potentially virulent problem for everyone in the building and design community. Health claims, and lawsuits charging defective construction, pose significant risk. How a project team manages this risk is critical to success in building construction.

The April 13th meeting of the Portland Chapter CSI will explore this issue with a panel of professionals who devise ways to dampen the chance for mold and moisture to get under your skin.

General Contractor

Brian Clarke CSP, Hoffman Construction Company, has created and implemented water intrusion prevention programs for the construction phase, and educates subcontractors and other team members on best moisture control practices.

Insurance Broker

Shon DeVries CPCU, Vice President, Marsh USA, Inc., dives into the aspect of coverage availability -- and at what cost. He brings information that contractors, architects and engineers need to know about underwriting criteria for projects.

Building Envelope Consultant

Dave Ricketts P.Eng., RDH Group, is recognized as one of the leaders in the building science field in North America. He combines a thorough understanding of building envelope theory and materials behavior with practical knowledge of construction practices and sequencing.

Our panel will address these issues *and* the questions you bring:

- Components of a good moisture prevention program, and whose guidelines govern?
- Owner responsibilities during the warranty period and beyond – are they in the contract?
- How coverage, availability, and cost of insurance have changed with underwriting.
- Cost vs. risk -- when to buy back the blanket exclusion for mold.
- Top design strategies to minimize risk.
- How risk management principles helped on other projects.

Join us on April 13th, if you're itching to dive into the mold problem. You'll get a refreshing whiff of Best Practices recommended to keep you out of trouble.

Tuesday, April 13, 2004

The Princeton Ballroom – 614 SW 11th – Portland, OR

Dinner and Program: \$30 per person, pre-registered by April 8

Or buy a table of eight for only \$230.00

Late Registrations and Walk-ins \$40, if space available

5:30 Meet your Colleagues / 6:30 Dinner catered by Jake's

7:30 to 9:00 Program

Please see enclosed Event Registration Form for easy registration.

PRESIDENT'S MESSAGE

By Cherie McNabb, CSI, CDT



~ What is Natural? ~ ~ Environmental Impact ~

Concern for the environment today has brought renewed interest in using “natural” products. There appears to be an almost automatic approval of anything described as “natural” with the *assumption* that “natural” means healthy and good for people and the environment.

This, of course, is an over simplification and at times a misguided view. There are many so called “natural” materials that are either undesirable or unhealthy for people, or that when used inappropriately can have significant negative environmental impact. It is necessary to consider the complete life cycle of a product or material and all of its effects and impacts on the environment before automatically accepting it as “good” for the environment and rejecting a product made from synthetic materials. There are many aspects of a material or a product that need to be considered before deciding on its so called environmental “friendliness”. Those include indoor air quality, biodegradability, energy consumption, and the depiction of natural resources and fossil fuel reserves.

There has been considerable discussion on the depletion of natural resources in the world with some of these resources receiving more attention than others. Some inert minerals like limestone (which is used in many vinyl flooring products as well as linoleum) and clay do not appear to raise a great deal of concern or controversy. However, when natural resources like gas, oil, and coal which provide energy are discussed there can be a great deal of controversy and concern over how fast these resources are being depleted.

There have been independent studies conducted which estimate the amount of energy and natural resources used to produce various products. Although some specifiers tend to quickly equate products made with so-called renewable or sustainable resources like trees, bark from cork trees, and other types of vegetation as being environmentally sustainable – they have not gone to the next step of comparing the amount of natural resources used for the production of energy necessary to make these same products.

On July 28, 1992, the Federal Trade Commission issued guidelines to help reduce consumer confusion and prevent the false or misleading use of environmental claims. FTC guidelines specify that any time marketers make objective

environmental claims – whether explicit or implied – they must be substantiated by competent and reliable evidence.

In the case of the term “biodegradable” the FTC states “unqualified degradability claims should be substantiated by evidence that the product will completely break down and return to nature, that is decompose in the elements found in nature within a reasonably short period of time after consumers dispose of it in the customary way.” The FTC further states that “such claim should be qualified to the extent necessary to avoid consumer deception about: (a) the product or package’s ability to degrade in the environment where it is customarily disposed; and (b) the extended rate of degradation”.

Because of the interest by specifiers in biodegradable products, there have been numerous articles written on this subject including the following excerpt from an article entitled *Biodegradable? NOT!!!* By Charlene M. Proctor which appeared in the IBD/N.Y. Seed Newsletter published by the Council on the Environment – The Institute of Business Designers, New York Chapter several years ago. “Biodegradability is a concept which is often misunderstood, especially in the context of landfill studies which are so relevant to the design and building industries. Misconceptions about the interior life of a landfill are numerous. There is a popular notion that in its depths the typical municipal landfill is a chamber of turbid fermentation and of intense chemical and biological activity. Landfills are perceived as an environment where all organic matter is breaking down – biodegrading – into some sort of moist, rich compost. Unfortunately, this popular view of biodegradation is nothing more than a naïve romantic notion of the cycle of life. Actually some biodegradation does take place; otherwise landfills would not produce the wide variety of gasses and large quantities of methane. But, for the most part, biologically and chemically a landfill is a static structure. Some biodegradation temporarily occurs for certain organics, others of breaking them down. The result? Rather than mulch, we get mummified material.

Biodegradation is an effortless activity to create in the lab. The problem is that lab conditions aren’t comparable to actual landfill conditions. Biodegradation works under composting conditions, when debris is chopped, regularly turned, kept wet, and exposed to the oxygen that aerobic microorganism, which biodegrade organic materials, require.”

THINK ABOUT IT!

BS BY KS - Basic Specs

By Ken Searl, FCSI, CCS



Refer to The Construction Specifier Publication dated February 2004 on page 30 there is an article by David Wyatt CSI CCS CCA entitled, “Coordinated Specifications, a key to improving Practice” It is a very interesting article and his advice is most excellent.

As some you folks may already know now and again I do some nit picking. In David’s article on paragraph 1.2.3.2 second paragraph he states in part as follows: “The A/E is responsible for producing documents complying with standards of skill and care. By establishing and following standard office procedures for document coordination he takes an important step forward achieving this goal. I note David uses the word “he” for A/E. I am sure we all know many female architects. In place of word “he” place A/E.

David’s Article in general is excellent and he states “Keeping yourself to the script” avoids problematic phrases, such as “by others and as required”. In David’s opinion, mine, and others neither one of these phrases should appear in specifications. I also asked David if he had something else he would like to see in my BS Column. He answered yes, and sent me the following. “Briefly Noted” Project Manual.

The project manual is more than just specifications: It is a handbook for project. When it is properly prepared, it

- summarizes the project in simple terms
- provides instructions, requirements, & forms for bidding or negotiating construction prices
- identifies contracting requirements
- identifies sources of information about the site if needed
- specifies the product requirements for the site
- complements the drawings and other contract documents
- enables participants to exercise their rights and responsibilities under terms of their of their project-related agreements
- becomes a reference guide for facility management

Several project participants rely on project manual

* Architect relies on project manual as an instrument of professional service of professional service. Accuracy and completeness reduce administrative burdens and exposure to professional liability claims.

* Contractor relies on project manual to estimate, bid and negotiate contracts, as well as enforce subcontractors agreements.

* Owner relies on project manual to secure faithful performance from contractor, to ensure project quality, avoid under risk exposure. and control project cost.

* Owner’s facility managers and occupants rely on project manual for information about facility’s construction so that it can be properly maintained.

Project manual is the verbal hemisphere of project. It should be prepared by a trained and experienced design professional under the supervision of a licensed architect or engineer.

CARTOON

WHAT DO YOU SAY? .. News and views from the Specifiers Share Group

By Dave Shelman, CSI, CCS



The Specwriter's Bookshelf

Finally, for the hundreds of requests that have come in from subscribers dying to know what classics the specwriter scatters around him or her to give the impression they know what they're doing help get the daily job done! Actually, when I put on the specwriter's hat a few years ago I can remember considering this very question. And it occurred to me that I really have not ever looked at another

specwriter's physical workspace or bookshelf in any detail. The closest I came was to Mike Madias's and the only thing I remember seeing there besides the last 20 years of The Predicator was The Specwriter as a Young Mann (by our own SSG emeritus, Jim M. of course). Now I know Mike is a smart guy, but even he couldn't have all that spec stuff in his head. So I have done a quick little survey among the SSG crowd and this article is the very unscientific result of what I learned, with a few of my own notions thrown in for free.

The following list assumes the specwriter is using a proprietary specification source like SPECTEXT, MASTERSPEC, SpecLink or archival files from an office's past projects, some form of an office master specification or a combination of the above as the primary tool of their "trade."

Foundations:

The following items are basic, providing a fundamental understanding of the design-bid-construct continuum and how the contract documents are developed and linked to achieve a built project.

1. CSI Manual of Practice (MOP) (1996). CSI is currently updating the MOP and a new single-volume version will be published sometime in 2005.
2. Construction Specification Writing, 4th Edition (1999) Harold Rosen (Available through John Wiley & Sons).
3. AIA Handbook of Professional Practice.

Daily Essentials:

With the above as a "starter library" here are additional references that aid the specwriter in locating and describing the information that goes into a specification:

1. MasterFormat. This is a component of the MOP and is the most commonly used reference for properly locating information in a Project Manual. (Since I use MasterSpec, I keep their Table of Contents, with Section scope descriptions, handy and continually refer to it when making decisions about where to specify something.)
2. Professional liability guidelines. These are put out by A/E firm insurers or law firms.
3. Sample copies of the most common AIA Documents (A201 General Conditions of Construction, B141 Owner-Architect Agreement, A101 Owner-Contractor Agreement, etc.) These exist in the AIA Handbook as well.

4. A good English dictionary.
5. Roget's Thesaurus.
6. A dictionary of construction terms. Illustrated Construction Dictionary, R.S. Means is one example of many available.
7. The Blue Book: Building and Construction and other compilations of construction industry contractors, fabricators and suppliers.
8. Quick reference product catalogues like Sweet's Desktop, First Source, Arcat and the like. Printed product literature is rapidly being co-opted by web sources which can be continually updated.
9. Copies of good past Project Manuals.
10. NW Region CSI Membership Directory for calling someone when you want to yell "help!"

Related Valuable Resources:

Many specwriters also fill the role of office technical support or quality manager and therefore see to it that the office has good resources available for staff use. These resources get used by everyone and by the specwriter, so it is desirable to have them on a shelf that is convenient to all.

1. Construction Materials by Caleb Hornbostel or Architectural Materials for Construction by Harold Rosen and Tom Heineman.
2. Graphic Standards, Ramsey and Sleeper. Several years ago I acquired a mint condition 3rd Edition, which has been a great resource on renovation projects.
3. Graphic Standards – Finishes. This is one of several "spin-off" publications of the GS, but is more than a mere reprinting. The in-depth discussion of ASTMs and material properties is very helpful to the specwriter.
4. ASTM's in the Building Codes. Good resource when quality issues come up in construction.
5. Building Codes in the jurisdictions your office works in. Code interpretation handbooks are very helpful.
6. UL Fire-Resistance Directory.
7. The most common National Fire Prevention Association (NFPA) Standards (101, 80, 13)
8. Standards of various trades. A few examples:
 - ACI Specifications for Structural Concrete for Buildings.
 - Brick Institute and National Concrete Masonry Technical Notes.
 - Architectural Woodwork Institute (AWI) Architectural Woodwork Quality Standards.
 - Woodwork Institute of California Manual of Millwork.
 - Tile Council of America Handbook for Ceramic Tile Installation.
 - SMACNA Architectural Sheet Metal Manual.
 - Steel Door Institute and Door Hardware Institute Handbooks
 - Precast Concrete Institute Design Manual.
 - Master Painters Institute Architectural Painting Specification Manual, including Approved Product List
 - LEED Reference Manual.
 - Gypsum Association Fire Resistance Design Manual
 - American Institute of Steel Construction Manual.

WHAT DO YOU SAY (Continued)

- American Institute of Timber Construction Manual
 - National Roofing Contractors Association (NRCA) Manual.
 - Window and Door Manufacturers Association Manual.
9. Product catalogue library. Fast becoming replaced by the internet.

Web sources:

As noted above, technology is (very slowly) taking (dragging?) us out of the paper world and into electronic search and retrieval of information. General web search machines (the favorite seems to be Google, but I like Metacrawler) are listed below plus the industry focused site as well:

1. google.com
2. yahoo.com
3. metacrawler.com
4. specs.com
5. firstsourceexchange.com
6. bricsnet.com
7. sweets.com
8. buildinggreen.com
9. certifiedwood.com
10. greenspec.com

Odds and ends:

Here are some of the miscellaneous responses that I have difficulty categorizing unless they might all sit under the umbrella of "What to do when you can't write another spec paragraph":

1. Box of Kleenex.
2. A stuffed bear.
3. Colored pencils-or crayons?
4. Business card file for all those Product Reps.
5. Bottle of aspirin.
6. Thriving on Chaos by Tom Peters.
7. Winning Office Politics by Andrew Dubrin.
8. Town Planning in Practice by Raymond Unwin.
9. Chocolates.
10. Altoids.

There are usually two SSG meetings each month, on the 2nd and 4th Thursdays at Noon.. Announcements are sent out to Share Group attendees approximately a week ahead of each meeting. If you do not currently receive the announcement and wish to, send an e-mail message to either Isaac Tevet (itevet@ffadesign.com) or Fred Herbold fjherbold@comcast.net).

PERKY'S NOTES

By: Perky Kilbourn, CSI

First - A dear friend of ours, and many others in CSI, is in hospice care with a brain tumor. Larry Brown is a great friend and did a lot for CSI. I will get others to write about his CSI work and I will write about his friendship. Larry always had a big smile and hug for me. He would ask about our children and what we were doing before I got a chance to ask him about Lona and their son. Larry was active in their church and I understand from Lona many from their church are visiting Larry in hospice care. If you would like to visit Larry please call him at 503-848-7777 to make arrangements for a visit.

*Lee has a directory update for Larry, cards and correspondence should be sent to 10732 SW Oriole Circle, Beaverton, OR 97007, phone 503-524-5195.

Second - On Friday the thirteenth, Lee took me to the Annual Meeting of the American Association for the Advancement of Science (AAAS). This activity made me happy because I attended a couple of good sessions and my reports were well received by the organization which I represented (Graduate Women in Science) In addition I got to be the Fellow and Lee was the accompanying person at a breakfast for Fellows.

Third - Recently, at a Portland Chapter CSI meeting, I was asked to define "nanotechnology." There were several presentations on nanotechnology at the AAAS meetings. I didn't attend any of the session on nanotechnology but the descriptions of the sessions did confirm that my definition of "nanotechnology" is correct. "Nanotechnology" is the technology having to do with manipulation of atoms and molecules. For goodness sake don't be afraid of it! Apparently, Prince Charles fears a "grey goo" nightmare - please see www.guardian.co.uk/uk_news/story/0,3604,9454598,00.html for the full story. There is also an educational outreach program <http://nanokids.rice.edu>.

PRODUCT REPRESENTATIVE FORUM

By: Randy Tessman, CSI, CDT



It never ceases to amaze me how inconsiderate some architects can be.

For the most part I have found the architects and specification writers I speak to and meet on a regular basis to be friendly and

polite when I have a new product to present. The architects that belong to CSI have usually been the most gracious with allowing the time. Occasionally, however, you encounter one that leaves you scratching your head and asking yourself why should I bother?

You make an appointment to meet with the architect and travel three hundred miles to introduce yourself and your product to him or her. You make a follow up call to the architect the evening before or the morning of the appointment as a reminder.

When you arrive at the architect's office, a cheerful receptionist informs you that the architect has left the building but would like you to leave your color tools. "Oh, and, by the way, he was wondering if you could leave an extra set of colors for his wife- she's a designer."

"What about a specification book of our products?" I ask hopefully. The receptionist looks somewhat puzzled. "So the architect has a reference to use in choosing which our products to use with the colors?" I offer as explanation.

"Oh certainly," she says with a quick smile and returns to her computer screen. I deliver the necessary materials and leave my card with the receptionist. As I walk out of the office, I realize this architect needs a follow up call. I also wonder if the architect was just being rude, had an emergency meeting, or just wanted to avoid the meeting.

It is possible that the architect was called out by another meeting an emergency at home, the jobsite, or a conflict that occurred with scheduling. I really can accept that and consider it the most likely reason for the appointment not being met.

I also rule out rudeness. Although I have met some rough characters along the way the percentage is really so small that I don't give it much thought.

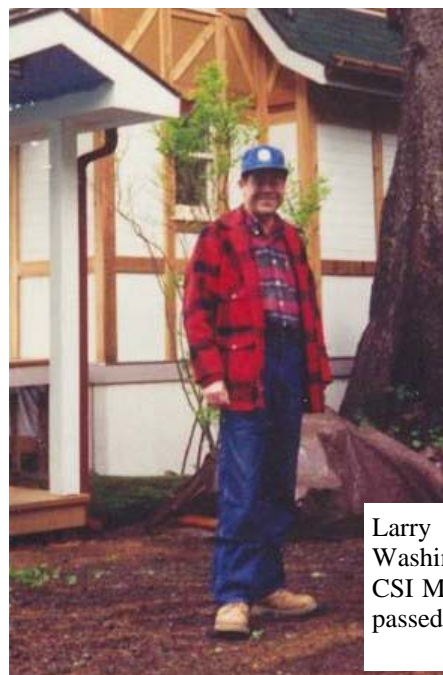
But there is another nagging thought that is a likely possibility- the architect was avoiding a meeting with a salesman. I have been to automobile dealerships where you

get the sensation you are swimming with sharks ready to attack. I have been to CSI meetings where an aggressive salesman monopolizes the time of an architect in promoting their product. I have seen the smarmy side of sales, and, in my career, have worked alongside some fairly questionable types.

Perhaps I myself have seemed a little too "pushy" when I have only five minutes to describe the hundreds of products that my company manufactures. I am always aware of it and kick myself when it happens. Those company representatives who drop by unannounced, pay no attention to the time the architect has, or who shamelessly downgrade a competitor's product make me cringe.

My first priority is to be a resource to architects, designers and engineers. I do not sell directly to anyone but can set up conduits for those who are inclined to buy our products. I have a strong dealer base to support the sales part of the organization. I am more than encouraged to achieve results, but the fruits of these efforts may be months or years in the future. I promote the benefits of my product not the weaknesses of others.

Early on I considered that the architect was inconsiderate and that may well have been the case. I consider it more likely, however, that the architect is just reacting to the rudeness of others who have been through his door promoting products. It never ceases to amaze me how inconsiderate some company representatives can be. I just consider it a challenge to not be considered one of them.



Larry Arnold, Bay City Washington. Longtime CSI Member who recently passed away.

RENEWING CSI MEMBERS DECEMBER 2003

Ajamian, Michele, CSI
Bechtel, Robert, CSI
Beeson, Mike L., CSI, CDT
Bronder, Julie A., CSI, AIA
Chorzempa, Janelle, CSI
Coggins, A.M., CSI
Cook, Lee E., CSI
Ettlin, Hans O., CSI
Friedman, Ron J., CSI, CDT
Holtschult, Dar, CSI
Hranac, Gregory A., CSI, CCS
Isaacs, Douglas G., CSI
Kirsch, Jeff, CSI
Kisling, Paul, R, CSI, NCARB
Lamb, John, CSI
Leandro, Angelo S., CSI
McBride, Steven L., CSI
Moore, Michael A., CSI
Page, Chuck, CSI, CDT
Parks, Jerry, CSI
Pfaff, Donald, PE, CSI
Seeley, Gregory Allan, CSI
Shearer, Jeff, CSI
Smith, Ken, CSI, CDT, AHC
Tevet, Isaac, CSI, AIA
Veit, Christopher K., CSI, CCS
Watson, Michael J., CSI, CDT
Wobber, Stephen, CSI, CDT

KEYNOTE SPEAKER FOR PRODUCTS AND SERVICES FAIR

Architecture and the search for poetic possibilities

Will Bruder is the 2004 Keynote Speaker for the Portland Construction Products and Services Fair, Tuesday, May, 4 8 PM at the Oregon Convention Center

Through careful inquiry and thoughtful listening Will Bruder strives to create buildings possessed of a defining sense of place - so they become inextricable from their place. In his effort to discern distinguishing features of place, he emphasizes the importance of being a good listener who embraces naiveté and innocence while bravely seeking clues for place making. Some of these clues may be discovered in the cultural record of a locale while others appear through understanding the power of its environmental elements. For Will Bruder these are the currents that shape the conditions of existence in each locale and the perceptions of its inhabitants. Through a synthesis of these he produces unique architectural icons of place. With intellectual rigor and sculptural artifice he exposes the essential facts of historical and environmental place, and displays the particular mystical qualities to be found only there. His work has been summarized by various critics as, *Accelerated poetry of the ordinary that achieves a certain transcendence through its connection to place. Humanist structures expressive of a well-developed sense of place.*

Will Bruder has been a registered Architect in Arizona for 30 years. His acclaimed work includes Phoenix Central Library 1996, Scottsdale Museum of Contemporary Art - a recycled multiplex theater (1999), the Nevada Museum of Art, Reno (2003) and a high school for the performing arts in Tempe - Recipient in 2000 of both a Chrysler Design award and the Architecture Award of the American Academy of Arts and Letters.

CROSSWORD PUZZLE

FEBRUARY MEETING RECAP

By: Perky Kilbourn, CSI

At the February meeting of the Portland Chapter of CSI, 5 individuals began by giving a two minute discussion of e - Communication.

Don Bitterman, the owner and President of *Precision Images*, started the program with his definition of e-communication as electronic transfer of data.

Kevin Henry, Electronic Technology Manager with *McGraw-Hill Construction Dodge*, feels e-communication is what we are using while we explore new technologies.

John Grasle is a contractor who still uses hard copies of drawings and specifications, especially for getting information for bids.

Rick Heiserman is an architect who feels the collaborative software is driven by the owner.

Dick Alexander is an attorney who is interested in the legal aspects of how risks and liabilities are met and addressed by e-communication.

The following are the main thoughts contributed by each panel member in the second part of the program.

Bitterman expected electronic plan centers to act as distribution centers. The United States is not becoming a paperless society. Rather, information is being transmitted electronically and then hard copies provided as needed from the e-communication.. Feels Federal Express bought Kinkos because Kinkos is a distribution network.

Henry discussed the effort being made to distribute bid documents as needed. He talked specifically about file transfer protocol.

Grasle hoped that in the future contractors could order on line just the information they need and not the whole document.

Heiserman felt that as electronic documents are modified they need to be sent to all those who have previously received electronic copies of that information. In very simple terms it is a question of how to handle addenda in the electronic world.

Alexander advised that even though an agreement was transmitted electronically it is the hard copy of that agreement which governs the limitation on liability.

The program concluded with a one minute wrap up by each speaker

Bitterman felt people are going to do what they are going to do but people need to make sure technology is doing what they expect it to do.

Henry advised that there will continue to be new technologies introduced but people need to be careful as they begin to use them.

Grasle discussed the challenge of trusting technology for better project management and need to understand software and how to use it.

Heiserman raised the question of who should do the 3-D and 4-D documentation - the builder or the designer?

Alexander concluded with a warning about the use of the technology and the liability issues.

A well attended and very thought provoking meeting.

FEBRUARY MEETING PHOTOS



ADS ONLINE SERVICE

Architectural Data Systems (ADS) announces an innovation in document production for architects. ADS's new online service integrates four labor-intensive tasks into one efficient and easy-to-use system by combining product selection, detail drawings, material scheduling, and specification production. Details, specifications, and material schedules are created and updated automatically as project design and decisions progress to completion. Changes to product and design are immediately and automatically reflected and ready for output.

The two architects who designed the system saw the need to solve two chronic problems that plague architects in their work environment. Their first goal was to solve the difficulty of producing coordinated documents quickly and efficiently; their second, to effectively manage and reuse practice knowledge. "I recently used our system on six multi-million dollar projects. The savings are even greater than we had projected," said Chuck Williams, Architect and CEO of Architectural Data Systems. "It took less than a day on each project to fully define the scope of work in ADS. The learning curve for ADS is short, measured by minutes rather than hours or days. It is a useful tool at both the production and at the management level."

The ADS practice tool is an affordable and cost effective solution with numerous benefits and features not seen in any other document preparation tool on the market. Product information integrated into the system is outputted in schedule format to communicate design intent at early critical phases of a project without the need for complete specifications. ADS creates details, schedules, and specifications automatically in the background, ready for preview at any stage, allowing the user to concentrate on content rather than format. In addition, ADS continuously records and coordinates product and design decisions as they are made ready for output in drawing, schedule, and specification formats. Efficiency in production of these documents is dramatic resulting in greatly reduced time, overhead, and maintenance of valuable practice knowledge. ADS is a Web-enabled work environment accessible anywhere, anytime via a common Internet browser. There are no costly software downloads and it does not require an IT staff, set up time, or software installation. ADS offers a seamless interface with manufacturer's products and materials using their up-to-date catalog information in an easy to use, consistent format. Product selections are merged directly into the project documents eliminating time-consuming searches. The data is retrieved automatically as product decisions are made and synched with details, schedules, and specifications.

For additional information or demonstrations contact **Chuck Williams, Co-Founder and CEO of ADS, at 800-358-4445, or Kathy Kurtas, Marketing Director, at 215-722-7848.**

CSI PORTLAND GOODBYE

After more than a year of planning and hoping, I finally will be moving to Spokane to be with my wife, Sherry Harbaugh. As many of you know, this move has been anticipated for quite some time. While we like to think of ourselves as a mobile society, it is not always that simple. If you combine kids, house, business and office lease, its not simply a matter of calling the moving company!

I have lived in the Portland area since graduating from college in 1973. I opened my business in 1988 and went through four expansions in the same building in the Johns Landing area. The landlord there was very gracious to let me out of the last year of my lease.

I leave behind a great many long and close friendships in the Portland area. I don't expect to be saying goodbye forever but it's really the frequency of seeing each other that will change. I've enjoyed being an active member of CSI, Portland Chapter for 18 years. I have come to respect many of the people that dedicate their lives to this industry. Many of you have become friends and I am certain those friendships will endure the extra miles.


My email will remain the same. Below is my new contact information in Spokane, effective April 1, 2004.

315 W Riverside Avenue Suite 411

Spokane, WA 99201

(509) 624-5600

Thank you, Portland.
John Lape



THE FEBRUARY 2003 BOARD MINUTES

CALL TO ORDER: The meeting was called to order by Cherie McNabb at 12:03 pm at the AIA office.

PRESENT: Dennet Latham, Doug Allen, Jim Wilson, Denise Carpenter, Cherie McNabb, Ray Totten, Joe Bolkavatz, Scott Dicker, Michael Wilson, Carolyn Miller, Jane Phifer

ABSENT: Bob Schroeder

GUESTS: Rick Heiserman, Lee Kilbourn, Jody Moore, Ellen Onstad, John Lape, Erica Bitterman, Sandra Stevens

Sandra came to discuss the contact between AIA and CSI. Jim Wilson stated that the relationship between CSI and AIA is important. We talked about the space available for storage and Sandra stated that there is no space available for CSI for storage. John Lape told of the stuff that is in his office that needs to be stored elsewhere. John stated that the storage is financials and needs to be secure. Sandra stated for the \$275 a month CSI has use of the board room once a month, mail delivery, logo on the front window and we can use meeting space as needed for committee meetings. If we use the meeting space after hours or before hours we will have to sign out a key and be responsible for the alarm system. There is a \$100 charge if the alarm goes off.

Architects week – they are going to do a spring lecture series, they have one lecture organized in March and working on a couple more. Their meeting to start working on Architects Week is next week. Sandra will keep us in the loop. Rick stated as chapter president the line item we give to Architect week (\$2500) seems like a lot of money but it is very important to keep that relationship. He also stated that Sandra is being very cooperative with us and we need to return that cooperation. We are one of the few chapters that has a good relationship with AIA, other chapters do not have this connection. It was suggested we get a task team together to discuss our relationship with AIA more completely. Jim Wilson, Dennet Latham, John Lape have offered to be that task team.

1. COMMITTEE REPORT

Program: Meeting at 9 am next Monday at Precision Images to finalize the program for next week. March meeting is coming along well and all is complete.

Certification: the Certification class is going well and we have 25 students. Ray stated that a student did not show because the website stated the class was at PSU not LSW Architects. Rick will update the website with the correct info.

Elections: We have several spots that need to be filled. President Elect, President, Professional Directors (3) and

Treasurer. Chair persons needed are: Certification chairman, Program Co-Chair and Products & Services Fair. Erica Bitterman and Kaye Kloster, Jon Grasle, Carolyn Miller are interested in being directors. Joe Bolkavatz is going to move to committees. Cherie stated that she is willing to run for President Cherie McNabb and President Elect Scott Dicker were accepted by the board to run for next year.

Newsletter: Jane to work with Lee on sending the mailing firm the labels electronic file instead of sticky labels.

Website: is in demo mode and the web committee will meet later this week or next to make correction/changes.

2. FINANCIAL REPORT

Dennet passed out the treasurer's report for January and stated that the trend is starting to go up. The P&L for the January Chapter Meeting is not complete, we are waiting on bills. A motion was made and approved to accept the January's treasurer report as submitted.

3 BOD MINUTES

January's minutes will be emailed out for voter approval.

4. NEW BUSINESS

The Institute is looking for members to be on the various committees. Applications need to be in by February 15th if you know of anyone interested contact Rick Heiserman.

Excellence in Concrete Awards banquet is looking for a judge from CSI to judge projects that will be done at an awards banquet. Jim Wilson suggested that we check with the Spec Writers Share Group to find someone knowledgeable in Concrete.

Golf Tournament August 20th at Redtail Golf Course.

Doug will email out the last months minutes for approval.

5. NEXT MEETING

Next board meeting is for March 2, 2004, noon at the AIA office.

Adjourned at 1:15 PM

Respectfully Submitted,
Doug Allen
Secretary

THE CONTACTS

PORTLAND OFFICERS & DIRECTORS

President

Cherie McNabb, CSI, CDT.....360-600-8444

President Elect

Scott Dicker, CSI, CDT.....503-572-9835

Immediate Past President

Jim Wilson, CSI, CCS, AIA.....503-222-1917

Secretary

Doug Allen, CSI.....360-263-0049

Treasurer

Dennet Latham, CSI, CCS, AIA.....503-423-3998

Executive Director

Jane Phifer, CSI...503-805-2500 or 503- 399-7312
CSI Office - P.O. Box 5116, Salem, OR 97304

Director, Professional 2002-2004

Michael Wilson, CSI, CDT.....503-226-6950

Director, Professional 2002-2004

Bob Schroeder, PE, CSI.....503-227-5280

Director, Professional 2003-2005

Ray Totten, CSI, CCS, AIA503-635-4425

Director, Industry 2002-2004

Carolyn Miller, CSI, CDT.....503-260-7744

Directory, Industry 2002-2004

Joe Bolkovatz, CSI.....503-978-0800

Director, Industry 2003-2005

Denise Carpenter, CSI..... 503-720-3005

COMMITTEE LEADERS

Archives/Historian

Margie Largent, CSI.....503-620-6573

Awards

Denise Carpenter, CSI..... 503-720-3005

By-Laws

Ken Searl, FCSI, CCS.....503-362-3472

Certification

Scott Dicker, CSI, CDT.....503-572-9835

Editor

Jane Phifer, CSI.....503-805-2500

Education

Jim Wilson, CSI, CCS, AIA.....503-222-1917

Continuing Education

Skip Brown, CSI, CCS.....503-222-1917

Golf Tournament - Co-Chairs

John Armstrong, CSI.....503-579-2477

Erica Bitterman, CSI..... 503-274-2030

Library

Perky Kilbourn, CSI.....503-244-1778

Membership - Co-Chairs

Lee Kilbourn, FCSI, CCS, FAIA.....503-417-4400

Pat Murphy, CSI.....503-285-4557

Nominations

Jody Moore, CSI, CDT.....503-284-6799

Operations Guide

Ken Searl, FCSI, CCS.....503-362-3472

Orientation

Michael Muhle, CSI, CDT.....503-284-6799

Planning

Curt Austin, CSI, CCPR.....503-238-1253

Product Rep Share Group

Randy Tessman, CSI.....503-318-8046

Products & Services Fair - Co-Chairs

Cornelia Gibson, CSI, CDT.....503-624-7444

Ellen Onstad, CSI, CDT.....503-225-0361

Programs - Co-Chairs

Jody Moore, CSI, CDT.....503-284-6799

Scott Dicker, CSI, CDT.....503-572-9835

Publicity

Jane Phifer, CSI.....503-805-2500

Specifiers Share Group & Technical

Fred Herbold, CSI, CCS.....503-297-1382

Isaac Tevet, CSI, AIA.....503-222-1661

Student Affairs - Co-Chairs

Randy Tessman, CSI.....503-318-8046

Igo Jurgens, CSI, AIA.....503-223-0992

Student Affiliate

Rudy Barton.....503-725-3339

Webmaster

Rick Heiserman, CSI, CDT, AIA.....503-892-1321

REGION COMMITTEES

Academic Affairs

Loren Berry, CSI.....206-223-5052

Archives

Bob Hesselstine, CSI, CCS.....503-765-0374

Awards - Co-Chairs

Leo Emerson, CSI, CDT.....206-870-1976

Certification

Brian Keil, CSI, CCPR206-763-0300

Education

Perry White, CSI, CDT.....888-284-6799x25

Membership

Lee Kilbourn, FCSI, CCS, FAIA.....503-417-4400

Newsletter/Website Editor

Robert D. Kenworthy, CSI, CCS...253-931-4826

Region Conference Direction Committee

Art Nordling, FCSI, CCS.....509-838-8681

Region Operating Guide

Ken Searl, FCSI, CCS.....503-362-3472

Region Trustee

Larry Barger, CSI, CCS.....360-943-4650

Strategic Planning Task Team

Colin Maynard, PE, CSI.....907-274-2236

Technical

Tom R. Deines, CSI, CCCA.....541-485-1700

Webmaster

Rand New, CSI, CDT.....541-688-5594

Portland Website
www.portlandcsi.org

INSTITUTE DIRECTORS

2001-2004

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2003-2006

Rick Heiserman, CSI, CCCA, AIA

Ph: 503-245-7100 Fax: 503-245-7710

Email: rickh@amaa.com

Ankrom Moisan Associated Architects

6720 SW Macadam Avenue, Suite 100

Portland, OR 97219

Region Website
www.csinwr.org

NORTHWEST REGION CHAPTER MEETINGS

Cook Inlet, Anchorage, AK (Third Tuesday)

Dan Graham, CSI, CDT.....907-261-9203

Puget Sound, Seattle, WA (Second Tuesday)

Andrew Estep, CSI.....206-382-3393

Mt. Rainier, Tacoma, WA (First Thursday)

Jerry Litwin, CSI, CCCA.....253-584-5207

Spokane, WA (Second Thursday)

Mark Elliott, CSI, CDT.....509-624-4281

Portland, OR (Second Tuesday)

Jane Phifer, CSI.....503-805-2500

Capital, Salem, OR (Third Thursday)

LaVone Clausen, CSI.....503-371-2070

Willamette Valley, Eugene, OR (Last Thursday)

Rodd Hansen.....541-687-9600

Idaho, Boise, ID (First Tuesday)

Jon Farren, PE, CSI, CDT.....208-429-1307

April 2004

Sun Mon Tue Wed Thu Fri Sat

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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

4/6 CSI Board Meeting, AIA Office
 4/8 CSI Specifiers Share Group Meeting
4/13 CSI Chapter Meeting, Princeton Ballroom
 4/12 CSI Membership Committee, Billy Reed's Restaurant
 4/22 CSI Specifiers Share Group Meeting

May 2004

Sun Mon Tue Wed Thu Fri Sat

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23	24	25	26	27	28	29
30	31					

5/4 **CSI Portland Products & Services Fair**
 5/13 CSI Specifiers Share Group Meeting
 5/27 CSI Specifiers Share Group Meeting



Portland Chapter CSI
 PO Box 5116
 Salem, OR 97304