



MARCH 2019

# SPECIFICS

THE MONTHLY NEWSLETTER OF THE  
CSI MINNEAPOLIS-ST. PAUL CHAPTER

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*IMPROVING THE  
COMMUNICATION  
OF CONSTRUCTION  
INFORMATION*

## From the President...

For many reasons, I have been doing a lot of thinking through my presidency about:

*Who is CSI?*

*Who do we want to be?*

*What are we really good at?*

At CSI, we do it together. We are 200+ volunteers, including specifiers, architects, engineers, contractors, facility managers, product representatives, manufacturers, owners and others who are experts in building construction and the materials used therein.

We learn together, showcasing best practices, new practices, tried and true practices – sharing what works and what doesn't. We drive the common language and specification standards that improve the communication of construction information and provide the education and certification of professionals to improve project delivery processes. In addition, we create practice tools to assist users throughout the facility life-cycle.

As leaders in our respective companies, industries and professions, we share a vision of achieving and maintaining competent and relevant performance throughout our careers.

How do we stay relevant? It isn't easy!

- How do you scan the horizon to know what is coming up in the future?
- How do you evaluate what is fad vs. trend amongst all the uncertain and conflicting information?
- How do you stretch in seeking alternative ways of solving your problems?

If you wish to improve your professional performance, stay relevant for your organizations and clients, and improve the design/construction/facility management industry, join us at CSI, get engaged on a committee, and truly engage your career!

### **EXPO 2019 – Celebrating the Industry**

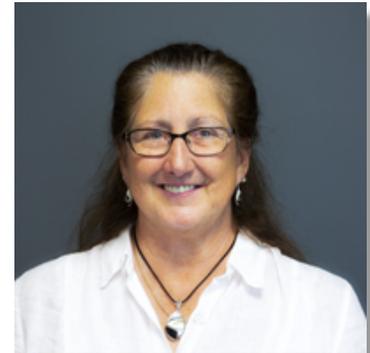
Current members of CSI and their associates, *as well as anyone who may be thinking of joining*, are invited to attend the 2019 CSI EXPO on April 16<sup>th</sup> from 2:00 – 7:00 pm at the Solar Arts Building in Minneapolis. Our annual construction products exhibition will also host the chapter membership orientation event along with two excellent and informative continuing education seminars: "Project Conception and Delivery", and "Passive House Basics", followed by a happy hour reception. *Invite a friend or two and experience a fun learning experience. The best part – the EXPO is FREE!*

### **Important**

This year one of our accomplishments was that we changed the voting procedure to make it faster and easier to vote, saving volunteers time assembling, eliminating postage, and printing costs, etc.

Another accomplishment was to expand and increase public awareness in educational information and developing and building alliances with other construction-related organizations.

Joel Meyer has been working on building these alliances with other construction-related professional organizations. He lists educational and networking opportunities for other organizations as a monthly



column in our newsletter. Take a look at “Upcoming Events from Local Construction Associations” in the newsletter.

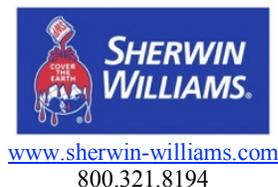
Our GAP committee (Gerhard Guth, Susan Lee, Sheldon Wolfe, Doug Lingren) are currently piloting a program to mentor individuals in firms. Their recent meetings have resulted in those individuals joining CSI and signing up for the upcoming CDT preparation course! Once the prep course has concluded, the mentors will be meeting again with the individuals to identify any additional topics or skills needed to get them up to speed quickly writing and editing specifications. The GAP committee plans to offer a lunch and learn to the entire firm and all of their project architects in hopes of identifying additional potential budding specifiers. *If you know of other firms or individuals who could use support in addressing the gap in their specifications department, contact Susan at: [susanlee@stationad.org](mailto:susanlee@stationad.org).*

I look forward to seeing all of you at the CSI EXPO on April 16.

Sincerely,

Cynthia J. Long, CSI, CDT  
President  
FY 2018–2019

## Platinum Partnerships



## GOLD PARTNERSHIPS



## SILVER PARTNERSHIPS





## Welcome New CSI-MSP Members

Please join the Chapter in Welcoming the following **57 NEW MEMBERS** of the Minneapolis–St. Paul Chapter of CSI, from July 2018 through February 2019!

### New Emerging Professional Members

Rebecca Hrobak	Combs & Associates, Inc.
Sarah Meier	Cosney Corporation

### New Professional Members



Reed Daniel	James Hardie Building Products, Inc.
Kim David	Dormakaba Group
Katie Djurich	GCP Applied Technologies (formerly W.R. Grace)
Shawn Faulkner	PPG Industries, Inc.
Richard Froberg	American Engineering Testing, Inc.
Wendy Hansen	SEH, Inc.
Mike Herbst	EBP, LLC
Ryan Nierengarten	Terracon
Patrick O'Neal	Designer Specialty Products, LLC
Jason Schaum	Rulon International
Joel Springer	Blumenthals/Architecture, Inc.
Andrew Zabowski	W.L. Hall Company
Gregory Zebro	Allied Building Products Corporation
Jacob Zikmund	ZW Design

### New Student Members

41 Student Members at Dunwoody College of Technology

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# BuchNotes

BuchNotes #82

Mar/Apr 2019

## Built

By Roma Agrawal

Roma Agrawal is a structural engineer with WSP in London. She loves buildings and has a knack for explaining how they work in easily understood terms. Using projects from her own experience as an engineer along with notable projects from the history of construction, she explains many important structural engineering principles most of us, who come in contact with them in our work every day, take for granted. For those who may know less about these kinds of things, but have wondered for example, what makes a cable-stayed suspension bridge work or what keeps a high rise building from swaying in an earthquake or a stiff wind, this book provides excellent explanations. And not a single formula or calculation is included! But it's more than a straight forward book on engineering concepts and the history of construction materials, it's also one woman engineer's observations, and delight, on growing up professionally in a period of rapid advances in engineering and construction technology.

She begins the first chapter with an explanation of the importance of structural load paths in a building, that is, how gravity and seismic or wind loads find their way from the floors to the beams, then to the columns, and finally to the foundations. This is an easy concept to grasp but sometimes engineers haven't provided enough *redundant* load paths to prevent failure. One example she cites is the 1968 collapse of the Ronan Point apartment tower in England where a relatively small cooking gas explosion in one upper floor apartment blew out a precast exterior concrete load-bearing wall panel. Because the structural system had no way to reroute the vertical loads in the wall around the failed panel, all the panels above the failed panel collapsed and then, because this load was so great, all the panels below also failed in domino fashion. A more recent and much more dramatic example of the lack of sufficient load path redundancy is the collapse of the World Trade Center Towers in 2001. (Although she doesn't mention it, the 1945 crash of a US Air Force B-25 Mitchell Bomber into the side of the Empire State Building in New York City is one instance where there was sufficient redundancy to keep the building standing in spite of over \$1 Million in damage and the loss of 14 lives.)

Most of us are familiar with suspension bridges like the Golden Gate Bridge across the opening to San Francisco Bay but what about all of the more recent cable-stayed suspension bridges. Why have they become so popular in recent years? It's simple, they're cheaper to build because they're more efficient structurally. Traditional suspension bridges rely on the roadway being carried by suspenders connecting it to the main suspension cables above that then span across two bridge towers and are then anchored to the ground at both ends of the bridge. The tension forces in the main cables are carried by the towers, putting the towers in compression, and then resisted by enormous concrete anchors at both ends. In a cable-stayed suspension bridge, the roadway is carried directly by the main suspension cables, in tension, that are supported solely by a single tower, in compression. The roadway loads on both sides of each tower are equal so there's no need for the gigantic anchors that are necessary in a conventional suspension bridge. A good local example of a cable-stayed suspension bridge is the new bridge currently under construction across the main shipping channel in the Long Beach Harbor. Another example of a cable-stayed suspension bridge, and an



extreme one, is the Millau Viaduct in southern France where cables supported over seven giant towers carry the 2.5 km long roadway 270 m. above the Tarn Valley below.

While most of the book is devoted to explanations of above ground construction she also includes chapters on construction below grade. The importance of different types of piling are described along with a description of how raft foundations work. She also describes what happens when foundations aren't properly designed. More interesting are the chapters on tunneling. She describes the primitive methods used in the first large-scale tunnel constructed beneath the River Thames in the first half of the 19<sup>th</sup> Century. It was largely hand excavated by men working on scaffolding at the front end of a 6 m. diameter iron tube. The tunnel was lined with multiple layers of brick placed behind the iron tube as it inched forward. This was a precursor to our modern tunnel boring machines. The tunnel took 19 years to complete and was initially for pedestrian use. Eventually London's Underground took it over for their trains.

Tunneling continues today in London but for a much different purpose. She describes how, for much of London's history, sewers have discharged directly into the Thames and in some cases very close to central London. This will all change when the construction of a 7.2 m. diameter collector sewer tunnel located more than 100 ft. below the River Thames is completed. This Tideway Tunnel, along with a new network of shafts to intercept existing sewer piping, is designed to dramatically increase the capacity of London's sewer and storm water drainage system and carry it to waste water treatment plants before it's discharged into the Thames.



Work below the East River between Brooklyn and Manhattan Island in New York City is described as construction of the Brooklyn Bridge began in 1869. Here, the first order of business was the foundation at each of the two bridge piers. Cofferdams to enable foundation construction were not a practical approach at this location due to the depth of the water and the speed of the current. The engineer, Washington Roebling, used caissons, a relatively new and not well understood means of providing space for working deep under water. They sunk a 50 m. x 30 m. watertight caisson to the floor of the river for each pier. As excavation proceeded by hand in the chamber below the caissons, the caissons sank further into the mud until solid ground was reached and foundation construction could begin. These were pneumatic caissons and, as a result of a lack of understanding about working in pressurized spaces inside the caissons, many workers and engineer Washington Roebling suffered the bends. This disabled Roebling so much so that he was confined to his bed at home while work progressed. In his absence his wife, Emily Warren Roebling, gradually filled his role on site. Educated in science but without any formal engineering education, she gained the confidence of both the construction workers and bridge officials in Manhattan and Brooklyn. "Her" Brooklyn Bridge was completed successfully and was opened to great fanfare in 1883. Emily Warren Roebling had stepped in to save the project for her husband and as a result became a hero to many at the time and a hero to the author today. A woman "engineer" when professional women of any kind were rare.

Built was published in 2018 by Bloomsbury USA. In addition to the topics described above, the book also includes chapters on other structural engineering topics and on the following; how the lack of adequate fire protection affects buildings, the history of building materials such as clay bricks, masonry construction, steel and the Bessemer process, concrete, mega-tall buildings, and lastly, the engineering required to provide clean water to populations in cities, large and small. It has 300 pages and includes some photographs and useful drawings to explain the engineering principles described in the text.

Ed Buch, FCSI, CCS, AIA, LEED AP  
Los Angeles  
Feb. 17, 2019

Further information regarding the seminar presented by Rockwool on April 25, 2019:



## Designing for Lasting Impact The Science Behind Better Building Enclosures

Walker Art Center, Minneapolis, MN  
Thursday, April 25<sup>th</sup>, 2019

8:30am – 6:00pm



Earn **5**  
Continuing  
education  
units

### AGENDA

- |                 |  |
|-----------------|--|
| 8:30 am         | Registration & Breakfast   |
| 8:55 am         | Welcome & Introduction   |
| <b>9:00 am</b>  | <b>The Science Behind Building Enclosures – Design Principles &amp; Elements</b> (Speaker: John Straube, RDH - 2 CEU)  |
| 11:30 am        | Lunch Buffet   |
| <b>12:30 pm</b> | <b>Designing for Fire Safety – Complying with NFPA 285 Test Standard for Exterior Walls</b> (Speaker: Keith Nelson, ECS - 1 CEU)   |
| 1:30 pm         | Break  |
| <b>1:45 pm</b>  | <b>Enrich Modern Living: Insulate for Health + Safety + Welfare</b> (Speaker: Holley Henderson, H2 EcoDesign - 1 CEU)  |
| 2:45 pm         | Break  |
| <b>3:00 pm</b>  | <b>Panel Discussion: Designing a Better Tomorrow – Experts’ Take on High Performance Buildings</b> (Participants: Sheldon Wolfe, John Straube, Keith Nelson, Holley Henderson - 1 CEU) |
| 4:00 pm         | Networking & Cocktail Reception  |

**Limited Seating – [CLICK HERE TO RESERVE YOUR SPOT](https://www.eventbrite.ca/e/designing-for-lasting-impact-the-science-behind-better-building-enclosures-tickets-57232367552?aff=CSI)**

(<https://www.eventbrite.ca/e/designing-for-lasting-impact-the-science-behind-better-building-enclosures-tickets-57232367552?aff=CSI>)

**Ticket price: \$75. CSI Chapter Discount 30%. Use Code: CSI30**

**Register by April 1<sup>st</sup>, 2019 and receive a 50% discount. Use code: EARLYBIRD50** The event includes breakfast, lunch, a cocktail reception and access to the art gallery!

For more information visit [www.rockwool.com/minneapolis](http://www.rockwool.com/minneapolis) or email [lifeisinspiring@rockwool.com](mailto:lifeisinspiring@rockwool.com)



## An Article from Colin Gilboy, Publisher, 4specs Mar/Apr2019

### Is Your Website Designed to Attract Google Visitors or to Get Specified?

This month's newsletter asks if you want to be specified. Seems like a simple question, and yet few specified product websites demonstrate the designer knew what is needed to be specified!

[http://www.4specs.com/s2a/news/1901\\_design.html](http://www.4specs.com/s2a/news/1901_design.html)

Call or email me if you have any questions or comments.

Colin

Colin Gilboy  
Publisher, 4specs  
702-505-9119

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*Send us an email or call if you have any questions:*

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## Continuing Education Presentation Considerations



*Michael D. Chambers FAIA FCSI CCS*

While content is critical for successful continuing education programs, the best content possible will not survive a poor presentation. Flexible and agile presentation skills are critical to the success of not only your continuing education presentation but everything you do as a product professional. Consider the following presentation issues and opportunities to see how your technique may be improved or fine-tuned.

### Know Your Audience and Make it Real

The more completely and in-depth you understand your audience, the more effective and compelling your presentation will be. Take the time to interview someone typical of the audience you are speaking to. It is incredible what insights you will gain and just how much more credible and confident you will be as you present. Don't be afraid to ask what kinds of problems or issues your potential audience has had with your industry, system, or even specific product. As your knowledge of your audience's issues and biases increases, your chances of being blindsided decreases. Also, understanding problems allows you to present solutions.

**Remember, it is never about products, it is always about**

## solutions.

Attempt to be as real as possible in your examples and case histories. The materials presented must be directly applicable to office practice and the observed needs of the audience. Providing material that is too abstract or not closely tied to your audience's projects is going to have much less impact than materials that speak directly to current projects, problems, and design challenges.

## Know Your Material

Content is critical and how well it applies to the audience is immensely important. However, no matter how good the information is, if you are not familiar with it or don't have any direct experience with it, your presentation will lack credibility and impact. If you are new to a product line, get some experience in the field, visit projects, talk to installers, do everything possible to get a hands-on sense of the products and systems you are going to represent. Never give a canned program if you have never had experience with the materials, products, or systems being presented.



## Presentation Rules of Thumb

- The opening statement is most important. The first words out of your mouth set the tone and determine how effective your presentation will be. Do not, under any circumstances, begin your presentation by describing your background, your company's history, capabilities, or size of production plants. No one cares, period. Well, I suppose sales managers care but they don't count. Ask questions, find out what the audience knows and doesn't know about your product or topic. Give a brief overview of the industry, the competitive situation, or other key industry issues that are affecting construction. You have 15-30 seconds to capture the audience's attention, use it wisely.
- Apparel should keep you in the background and should reflect the basic dress code of the office you are visiting. Remember that it is always better to be over dressed than under. It is very off putting to visit an office in your golf togs when everyone is in suits and ties. Conversely, you can always take off your coat if you feel overdressed. Attire should reflect your professional demeanor and allow you to focus on selling, educating, and presenting.
- Body language, eye contact, hands, and feet. How you stand, maintain eye contact, and use your hands is critical to the effectiveness of the presentation. Stand up straight with your weight evenly distributed on both feet. Be careful not to shift your weight from foot to foot. Do not move around aimlessly. Every movement you make should have a purpose. Remember excessive movement is very distracting. Keep your hands out of your pockets, don't assume the fig leaf position. Use your gestures to make points and to create a sense of purpose and intensity. Make eye contact with everyone in the room. No need to have a stare down, just brief eye contact around the room as you speak to see how your message is being received. Try never to stand behind a podium. It separates you from the audience and creates a tendency to read your notes or worse, the PowerPoint™ slides. Get a good remote so you are never tied to the computer.

- **Voice.** Your voice is your most important presentation tool. Practice projecting your voice to the back of the room so that everyone can hear you. Even if you are amplified, speak to the people in the back of the room. Speak slowly and clearly. Ask questions occasionally to ensure that people can hear and understand you. Always face your audience and never, never ever read things from the screen that the audience can read for themselves.
- **Mistakes.** Mistakes happen, Freudian slips, mispronouncing a word, or just plain forgetting to do something. Never apologize, especially never stand up and tell your audience that you are not a very good speaker or some other baloney. Nobody cares and you will get no sympathy telling people you are a loser. Never offer or make excuses. When things don't work or your projector won't talk to your computer just roll with it and stay focused on the presentation. Be prepared, because things will go wrong and your audience is more interested in the presentation than excuses on why it can't be accomplished.



### Using A-V Effectively

PowerPoint™ is a highly over rated and over used presentation tool. There is nothing wrong with PowerPoint, the fault lies solely with the presenters. Any type of AV should be used a background and support for the presentation. PowerPoint has never created a successful presentation. Only the presenter can be successful and only if excellent materials are presented in an appropriate and professional manner.

Don't forget to get there early and scope out the situation. Make certain that equipment is present and working. Give yourself at least 30 minutes prior to the presentation to get equipment squared away.

### Discussion Generators

In my experience many presenters try too hard to create dialogue with their audience by asking overly general questions. Then, when no one answers, they just stand there and look like a deer in the headlights. If you do ask the audience a question and no one answers just smoothly go on, answer the question, and continue the presentation.

Some ideas to consider for discussion generators include questions that reflect and build on the audience's self-interest. Ask them questions that reflect the firm's project types or a current code issue. Any time you can present examples from the field or from a project case history you will get questions and discussion. Demonstrations, simple or complex, are great for starting discussion and asking questions.



### Gimmicks, Humor, and related Faux Pas

Be very, very careful of using humor unless you are poking fun at yourself. Base rule: No Jokes, period. I do not recommend the use of gimmicks like we are constantly saddled with at trade shows. If you want to provide some type of memento or logo materials stick with pens, pads of "grid" paper, or coffee cups. If you want to be accepted as a colleague and a professional then be very strategic and careful of what you put in front of design professionals.

### Handouts

In a 2003 study conducted for the AIA Continuing Education System by Architectural Research Associates<sup>1</sup>, architects from 50 of the largest firms were asked a series of questions on their continuing education needs. When queried specifically about handouts 98% of the architects indicated that a handout was an important and necessary part of the education presentation. Even more important was the finding that the majority (92%) of the architects did not find PowerPoint™ handout useful.

In the final analysis, a handout is what represents the quality and intensity of your presentation. Carefully and tastefully handled, a handout can be a tremendously powerful marketing tool in support of solutions rather than products. I recommend providing a complete outline of the presentation. Also, if available, related checklists and articles can be a useful addition to the handout. Bring product literature but don't provide it unless asked.

### **Demonstrations**

Generally speaking, adult professionals learn because they have to, not because they want to. Adults learn most effectively by bringing 3 key senses together: sight, sound, and touch. Demonstrations, or for that matter, anything that is hands-on are powerful and effective teaching and marketing tools. Anytime you can get your audience involved in a learning process using each of these senses, the comprehension and knowledge retention is increased many times.

Also, an individual's best learning varies by using either sight, sound, touch, or in combination. Look for opportunities to use demonstrations and related hands-on activities in the presentation. Be careful, any type of activity can be disruptive and can burn up a lot of your presentation time.

It is critical to remember that in this business the need to stand out, to differentiate ourselves from the competition, and most importantly, to provide value, is paramount. Excellent material excellently presented will set you apart from your competitors and provide a tangible and significant value for your education seminar attendees.

\* \* \* \*

*Michael D. Chambers FAIA FCSI CCS is an AVP/Senior Project Specifier for HGA Architects and Engineers, San Francisco and principal of MCA Specifications*

Architectural Research Associates, 300 Gorge Road, Suite 42, Cliffside Park, NJ 07010 908-369-8002.

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## UPCOMING EVENTS FROM LOCAL CONSTRUCTION ASSOCIATIONS

Check websites for complete listings



Information compiled by Joel Meyer, CSI, Member Emeritus, CCPR

DATE	EVENT	ORGANIZATION	WEBSITE
3/3-9/19	Women in Construction Week	NAWIC- National Association of Women in Construction	<a href="http://nawicmsp.org">nawicmsp.org</a>
3/11-14/19	Architecture as a Catalyst Series	U of MN - College of Design & Architecture	<a href="http://arch.design.umn.edu">arch.design.umn.edu</a>
3/12/19	Leadership Forum at Cunningham	AIA MN MN Chapter - American Institute of Architects	<a href="http://aia-mn.org">aia-mn.org</a>
3/12/19	MCC 30 <sup>th</sup> Anniv Celebration- Top Golf	Minnesota Concrete Council	<a href="http://mnconcretecouncil.com">mnconcretecouncil.com</a>
3/12/19	Improving Design with Choices	USGBC - U. S. Green Building Council	<a href="http://usgbc.org">usgbc.org</a>
3/13/19	Women In Architecture	AIA MN MN Chapter - American Institute of Architects	<a href="http://aia-mn.org">aia-mn.org</a>
3/13-14/19	MN Transportation Conference	ACEC - American Council of Engineering Companies	<a href="http://acecmn.org">acecmn.org</a>
3/14/19	ACI Concrete Flatwork Finishing	ARM - Aggregate Ready Mix of MN	<a href="http://armofmn.com">armofmn.com</a>
3/14/19	NCIDQ Info Session	ASID - American. Society of Interior Designers	<a href="http://mn.asid.org">mn.asid.org</a>
3/14-15/19	CPAM Workshop and Awards	Concrete Paving Association of Minnesota	<a href="http://concreteisbetter.com">concreteisbetter.com</a>
3/15/19	2019 Bowling Brawl	ASLA - American Society of Landscape Architects	<a href="http://asla-mn.org">asla-mn.org</a>
3/18/19	Vikiings Training Facility Tour	BOMA - Bldg Owners & Managers Association	<a href="http://bomasaintpaul.org">bomasaintpaul.org</a>
3/20/19	Additive Mfg. ( 3-D Printing)	MN Society of Professional Engineers	<a href="http://mnspe.org">mnspe.org</a>
3/21/19	Minneapolis Chapter Luncheon	AIA MN MN Chapter - American Institute of Architects	<a href="http://aia-mn.org">aia-mn.org</a>
3/21/19	Day at the Capitol	AGC of Minnesota	<a href="http://agcmn.org">agcmn.org</a>
3/21/19	General Meeting Luncheon	BOMA - Building Owners & Managers Association	<a href="http://bomampls.org">bomampls.org</a>
3/25/19	<b>T.C. Ortho. Performance Ctr. Tour</b>	<b>MSP Construction Specifications Institute</b>	<a href="http://csimsp.org">csimsp.org</a>
3/25/19	NAMC/DBE/MBE Showcase	NAMC-UM - National Association of Minority Contractors - Upper Midwest	<a href="http://namc-um.org">namc-um.org</a>
3/26/19	Day at the Mn Zoo Tour	ASHRAE - MN	<a href="http://mnashrae.org">mnashrae.org</a>
3/30/19	Civil Engineering Day	American Public Works Association	<a href="http://apwa-mn.org">apwa-mn.org</a>

## UPCOMING EVENTS FROM LOCAL CONSTRUCTION ASSOCIATIONS - continued

DATE	EVENT	ORGANIZATION	WEBSITE
4/4/19	Jackson Leadership Ser. Eric Dayton	Dunwoody Institute	<a href="http://dunwoody.edu">dunwoody.edu</a>
4/9/19	Chapter Meeting	IFMA - International Facility Management	<a href="http://msp-ifma.org">msp-ifma.org</a>
4/23/19	Leadership Training Academy	Minnesota Construction Association	<a href="http://mnconstruction.org">mnconstruction.org</a>



*Jerry A. Putnam, FCSI, CCS*

## CSI RESOURCES: 3 NEW INITIATIVES TO HELP YOU SUCCEED



By Tracy Petrillo

You won't want to miss out on the new ways CSI can help you expand your knowledge, learn from your peers, or increase the value of your certification.

Your association has been busy creating new offerings to fit into your busy schedule and provide even more value. Here are a few examples of what you can expect to see from CSI in the coming weeks and months:

- Learn on your schedule, and at your time and place of need. A new, online learning library will launch in the coming weeks. The CSI Learning Library offers content and continuing education to maintain all CSI credentials. Many programs and sessions will be free to CSI members.
- A "Why be a CDT®?" campaign begins this spring. Fellow members will tell the story of how the CDT® helped them be more successful in a series of short videos, reinforced via social media.
- Promoting your credentials and professional success just got easier! CSI will launch digitally verified credentials this summer to all CDT®, CCCA, CCS and CCPR credential holders. These new digital badges attest to the currency of your credential, easily verified by CSI for all to see, and a terrific add-on to your digital resume (such as LinkedIn).
- Online learning communities—such as the Specifying Practice Community, Contract Administration Practice Community, and online study groups—engage peer-to-peer participation and will expand content. This is the best way for members to connect with members throughout the country and internationally.

Stay tuned to CSI Weekly and CSIResources for announcements as these new services are brought on-line.

## CSI ON-DEMAND WEBINARS

CSI on-Demand Webinars are education sessions that provide convenient, quality learning at an affordable price – you will be able to see materials, hear an instructor and earn continuing education credit. Courses qualify for Professional Development Hours (PDHs) and AIA Continuing Education Hours (CEHs).

### CSI's Education Learning Levels

Each session, webinar, or similar event offered through CSI's programming meets a specific level of education:

#### **Fundamental (100 Level): “Learn & Grasp”**

Attendees require little to no previous knowledge of the topic area. Participants will learn fundamental facts, terms, and basic principles and understand their meaning. These sessions inform using the “what, why, and how” approach.

#### **Intermediate (200 Level): “Apply & Organize”**

Attendees require basic knowledge and understanding of the topic area. Participants will be able to integrate knowledge into the context of practice by organizing, comparing, interpreting, and relating main ideas. These sessions are identified by key words including “execute, perform, and apply.”

#### **Advanced (300 Level): “Develop & Evaluate”**

Attendees require a working knowledge and considerable experience in the topic area. Participants will be able to analyze problems and evaluate new situations by combining acquired knowledge and techniques to generate solutions. These sessions are identified by key words including “develop, evaluate, and implement.”

The cost per webinar is \$55 for CSI members, or \$75 for non-members -- [join CSI](#) (<https://www.csiresources.org/home>) now and save when you register for an on-demand webinar!

[See the webinars available on demand!](http://eo2.commpartners.com/users/csi/) (<http://eo2.commpartners.com/users/csi/>)

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## ADDITIONAL CSI EDUCATION PROGRAMS

In addition to CSI Webinars, CSI has additional educational opportunities for members of the construction industry.

**For more information go to:** <http://www.csinet.org/Main-Menu-Category/Education>

The Construction Specifications Institute is a Registered Provider of American Institute of Architects Continuing Education System and United States Green Building Council Education Provider Network



# INSTITUTE NEWS



## 2019 NATIONAL ELECTION

CSI's next election will open March 26, 2019 and will close April 9, 2019. Professional members who were in good standing on Jan. 1, 2019, and who had a valid email address on file with CSI on that date, will be eligible to vote. To ensure your vote, update your contact information and verify your membership standing by logging into your online membership profile.

### National Election Ballot

The following members will appear on the national ballot during the spring 2019 election. Officers are nominated by CSI's Nominating Committee. Each Institute Director from a Region is nominated by the Region.

#### Officers

##### Secretary

- [Jori Smith, CSI, CDT](#)
- [Brent Williams, CSI, CDT](#)

The next Chair-elect, Treasurer and Director-at-large will be elected in 2020.

#### Directors from Regions

##### Great Lakes

- [Edmund Brown, CSI, CDT](#)
- [Jack Morgan, FCSI, CCS, CCCA](#)
- [Ralph Pitman, Jr, CSI, CDT](#)

##### Middle Atlantic

- [Lee Ann Slattery CSI, CCPR, CDT](#)

##### North Central

- [Alan Itzkowitz, FCSI, CCS, CCCA](#)
- [Jon Rao Papke, FCSI, CCS](#)
- [Andrea Zawodny, CSI, CCS](#)

## INSTITUTE NEWS - continued

##### Southwest

- [Michael Young, FCSI, CCCA](#)

### More information on CSI Board of Directors Service

Those who are elected as CSI Board members are called to continued service to the community as leaders and mentors, with an emphasis on:

- integrity and truthfulness in all of its activities and practices
- outward vision
- encouragement of diversity in viewpoints
- strategic leadership more than administrative detail
- clear distinction of Board and staff roles
- collective decisions
- a focus on the future.

The purpose of the Board of Directors, on behalf of the membership, is:

- to ensure that CSI achieves appropriate results for or on behalf of the membership (as specified in Board Ends policies) at an optimal cost
- to ensure that CSI avoids unacceptable actions and situations.

The **Governing Policies Manual** contains the current standing (ongoing) performance standards, values and expectations of the Board of Directors of CSI.

### More Information:

If you have any questions related to how to apply for a position or questions on the system, please contact: [election@csinet.org](mailto:election@csinet.org).

For questions related to the Nominations process, please contact nominating Committee Chair, William Sundquist at [WSundquist@wgpaver.com](mailto:WSundquist@wgpaver.com).

# CERTIFICATION QUIZ

By Jack P. Morgan  
Indianapolis Chapter Quizmaster



1. It is important to establish the site conditions prior to:
  - a. Notice to Proceed.
  - b. Mobilization.
  - c. Negotiation Procurement.
  - d. Signing the Contract
  
2. Which of the following is not a document for Negotiating?
  - a. Invitation to bid
  - b. Request for Proposal (RFP)
  - c. Drawings and Specifications.
  - d. Reduction in Scope of Work
  
3. All of the following could be Articles in PART 1 – GENERAL of a Specifications except for which one?
  - a. REFERENCES
  - b. ACTION SUBMITTALS
  - c. SOURCE QUALITY CONTROL
  - d. MEASUREMENT AND PAYMENT
  
4. Outline Specifications aid in the design process for all the following except for which one?
  - a. Revising cost estimates and schedules.
  - b. Value engineering studies
  - c. Checklist for selecting products.
  - d. Serving as the basis for subcontracts in fast track construction.
  
5. All of the following activities are associated with the Project Conception Stage except for which one?
  - a. Predesign
  - b. Planning
  - c. Commissioning
  - d. Programming
6. Who was the architect for Egypt's Step Pyramid?



**Bonus Points** – in what movie starring Boris Karloff was he the main character involving the Step Pyramid?

**ANSWERS ARE PROVIDED ON THE NEXT PAGE**

## Chapter Board (2018-2019)

President	Cynthia Long, CSI, CDT
Immediate Past President	Andy Garner, CSI, CDT
President-Elect	James Bergevin, CSI, CCPR
Vice President	Sandy McWilliams, CSI, LEED AP
Vice President	Andy Marolt, CSI, CCS, LEED AP
Vice President	David Rasmussen, CSI
Vice President	Kasey Howard, CSI
Secretary	Tohnya Adams, CSI
Treasurer	Mark McPherson, CSI, CDT

## Chapter Committees (2018-2019)

Awards Committee	Rick Nichols, CSI, LRRD GA, AIA, Chair Rob Ghan, CSI-EP
Certification Committee	Jerrilyn O'Brien, CSI, CDT, EIT, Co-Chair
Communications Committee	Jerry Putnam, PA, FSCI, CCS, Chair
Expo Committee	Kathrine Barrett, CSI-EP, CDT, LEED GA
Membership Committee	Gary C. Patrick, CSI, AIA, RRC, Co-Chair Susan Lee, CID, CSI, CDT, AIA, NCARB, Co-Chair
Programs Committee	Brien DuRouche, CSI, Chair
Social Committee	Andy Garner, CSI, CDT
STEP Committee	Hannah Fleischaker, CSI, Chair Adrienne Rulseh, CSI-EP, Co-Chair
Chapter Administrator	Shelby Laramy, IntrinXec Management, Inc.
Assistant Chapter Administrator	Madison Silva, IntrinXec Management, Inc.
Website Administrator	Jerry Putnam, PA, FSCI, CCS

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For more information, contact Madison Silva, CSI-MSP Assistant Chapter Administrator  
P: (952) 564-3044

## QUIZ ANSWERS

1. b (PDPG 14.7)
2. a (PDPG 13.5)
3. c (PDPG 11.3)
4. d (PDPG 11.3)
5. c (PDPG 8.1)
6. Imhotep

Bonus Points: The Mummy - 1932