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CHOICE

Volume 47
No. 5 rev. 1

January
2011

CENTRAL PENNSYLVANIA CHAPTER
CONSTRUCTION SPECIFICATIONS INSTITUTE

Construction Contract Administration Issues

Panel Discussion

Tuesday, January 11, 2011

Join our panelists, which will represent a cross-section of owners, design professionals, construction managers, contractors and supplier/subcontractors, for a discussion on a few of the issues that abound during construction and, hopefully, some ideas on how to make the process a littler smoother. Some of the questions to be explored include: Are construction documents less complete and more prone to error than in the past? What benefits are construction managers providing to the building process besides tracking paper? Why has the technical submittal process gotten

(Continued on page 4)

*Spouses, guests and visitors
are welcome and encouraged to attend.*

RADISSON HOTEL

1150 Camp Hill Bypass, Camp Hill, PA

Board Meeting - 5:00 p.m.

All members are welcome to attend the Board Meeting

Attitude Adjustment - 6:00 p.m.

Dinner - 6:30 p.m.

Program - 7:15 p.m.

Dinner Cost

Free for Central Pennsylvania Chapter CSI Members;
Students \$10, All Others \$25

*Dinner reservations by
noon, Friday, January 7, 2011
See FROM THE CHEF'S TABLE
for Menu and Reservation details.*

**The Central Pennsylvania Chapter meets
the second Tuesday monthly
except NO meetings are held in July or August.**

**Please Read Ads On Our Website
They Support "Choice"**

www.cpc-csi.org

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All material MUST be in the editor's hands no later than January 21, 2011 for publication in the February 2011 issue of "Choice".

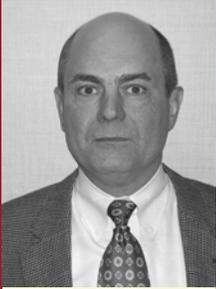
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or email to:
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The Construction Specifications Institute is a nation-wide nonprofit technical organization dedicated to the advancement of construction technology through communications, education, research and service. Founded in 1948, CSI provides a forum for architects, engineers, specification writers, contractors, suppliers and others in the industry.

Anyone who is concerned with construction specifications in any manner is invited to apply for membership.
Contact: Maria Weber
Ph: 717-790-9261 or email
maria_weber@mcgraw-hill.com.



**Knowledge for
Creating and Sustaining
the Built Environment**



*Jake Burkholder,
CSI, CCPR
President*

President's Message

Happy New Year to everyone. I hope you all had a wonderful holiday, lots of rest and are raring to start the new year with extra enthusiasm.

December's meeting was a great close-out to 2010 with the program on "What to do with lead-based Paint" and the award of gifts to two well deserving organizations. Honestly, who would think anyone could hold one's attention for an hour on paint. Thanks to Chris Atwood and our guest, Tom Reinhard. Mr Reinhard's program was both informative and quite entertaining. At the preceding board meeting, after considering numerous recommendations, it was decided to present both Caitlin's Smiles and the Be-

thesda Mission \$1000 each as a way for the chapter to honor the Christmas season and the respective organizations for their community efforts. Jeff Turicik and I visited both organizations the following week to make the presentations and were greatly impressed with the leadership of both. Each expressed their deepest appreciation to our membership for its generosity in these very difficult times.

Kicking-off the new year with programs and activities, we have a panel discussion in January on "Construction Contract Administration Issues", our product show in March and elections in April.

As a reminder to the membership; any updates to your personal information must be done by the individual on the Institute's website and the CSI Academies are back and ready for registration. A link can be found on our website for anyone interested. Given the current economic climate and employment situation everyone should give serious consideration to both. Stu Cluck, as chairman of the product show, is diligently working to give us a bigger and better show this year. He can use any help from volunteers so anyone willing to do so should contact him directly.

I look forward to continuing the excellence of our chapters past performance in 2011 and hope everyone has a prosperous New Year.

*Jake Burkholder, CSI, CCPR
President*



*Jeff Turicik
Editor*

From the Editor's Desk

The Central PA Chapter dues include all meals for the chapter program dinner meetings for the year.

Come out to our meeting to network, socialize, and learn about timely subjects in the Construction Field.

Classified Ads

To place classified ads, please submit your ad to the editor, Jeff Turicik, jeffturicik@ykk-api.com for insertion in "Choice" and on cpc-csi.org.



*Logan Myers
Hospitality Chair*

From the Chef's Table

MENU

*Choice of
Chicken Picatta or
Parmesan Encrusted Cod
Mixed Garden Greens Salad
Chef's selection
of Starch and Vegetable
Chef's selection of dessert*

*Special Dietary menus,
such as vegetarian,
low fat or low sodium,
are available upon request.*

In addition, we will try to accommodate special requests such as vegetarian, low fat or low sodium selections. A fresh fruit plate, instead of the Chef's Dessert Selection, is always available by request. Special request menu reservations should be made no later than the Friday prior to the Tuesday meeting.

Please feel free to forward either your comments regarding your meal, or any suggestions that you feel could improve the CPC-CSI dinner, to: loganmyers@hotmail.com.

*Logan Myers
Hospitality Chair*

RESERVATIONS

to Logan Myers by calling 570.850.6330 or e-mail at loganmyers@hotmail.com or use our on-line registration form at www.cpc-csi.org

YOU MUST MAKE RESERVATIONS OR CANCEL STANDING RESERVATIONS by NOON, FRIDAY, JAN. 7, 2011.

ALL NO-SHOWS WILL BE BILLED.

Entrée selection should be made when making a reservation.

First entrée listed is the default selection if no choice is made.

To schedule a Table Top Display, call Jan Myers at 717.238.4910 or use the form in Choice or online.

Attendees should make an entrée selection when reservations are placed.

(Please note that the first entrée listed will be the default selection if no choice is made.)

Curmudgeon's Corner

CSI: More than just one - or three - types of members

by Sheldon Wolfe, RA, FCSI, CCS, CCCA, CSC

Last month's *Curmudgeon's Corner* reviewed the history of CSI's membership classification, and argued in favor of a single category of voting members. Although response has been favorable, two objections have been voiced, one regarding governance, the other related to practical aspects of communication with other members. The first appears to be more important, but the second affects day-to-day activities.

Board representation

As noted last month, CSI began as a group of specifiers, or, in today's terms, professional members. There also were a very few who would today be called industry members, but it was clear that this was an organization of design professionals, concerned primarily with the art of writing specifications. Over the years, the balance changed, and we now have almost equal numbers of professional members and industry members (for convenience, I'm considering industry and associate members as a single group). Along with their growth in numbers, industry members attained more rights and privileges, and there are now only a few small differences between voting members. Clearly, CSI has changed. It is *not* the organization it was in the beginning, but is an organization of design professionals *and* product representatives, with a smaller number of contractors and subcontractors.

Our bylaws presently mandate representation of professional and industry members on the Board:

The Nominating Committee shall select candidates for Officers and Directors at Large to ensure that at least three of the eight are either Professional, or Industry or Associate members

While this may sound like a good idea, at least if you're concerned that industry or professional members might get the upper hand and drive out the other group, it ignores other factors that are at least as important when choosing candidates for office. It also does not take into account the fact that many of our professional members work for manufacturers; it is quite possible to meet the stated requirement for balanced representation, yet have only Board members who work for manufacturers.

Part of the proposed change in member classification is a new way to track members. We currently classify members in three ways: by membership type, e.g., professional or industry; by the occupation codes that appear on the membership application form; and by firm types, which also appear on the application form. If you look at that form, you will see fifty-eight occupation codes and thirteen firm types.

Combining all three classification types, we have 2,262 possible types of member. That may sound impressive, but in my

three year term as Institute director, only occasionally would I see a reference to occupation codes, and then only as a statistical report; that information was not used for anything useful.

The proposed tracking system will have six groups:

Group 100 - Academic Occupations

Academic staff, educator, student, trade apprentice.

Group 200 - Construction Occupations

Construction craftsman, construction manager, general contractor, subcontractor.

Group 300 - Design Occupations

Architect, BIM or CAD specialist, design consultant, engineer, interior designer, landscape architect, specifier, surveyor, urban planner.

Group 400 - Facility Occupations

Developer, manager, owner.

Group 500 - Product Occupations

A/E representative, dealer, distributor, manufacturer, manufacturer's representative, manufacturers association, marketing, sales.

Group 600 - Related Occupations

Accounting, attorney, banker, building official, computer support specialist, financial advisor, graphic designer, inspector, insurance, labor representative, legal staff, public agencies staff, publisher, realtor, surety advisor, technical writer, testing lab personnel, trade association, other occupation not listed in any group.

These occupation groups are much more usable than the ones we currently use - more specific than three member types, and more useful and manageable than the current occupation codes.

Institute nominating process

Until recently, CSI nominating committees have been ad hoc committees, formed just before the annual election to find volunteers to run for whatever offices happened to be open in the next election. In theory, these committees give us qualified, capable candidates who will be able to run our organization and keep it current. From what I have seen at every level of the Institute, that is not always the case.

It is sometimes difficult to find volunteers for the nominating committee, and it may not get started on time. Only rarely does anyone actually volunteer to run for office, so the committee usually starts with a list of well-known members, whose qualifications may not be known; being friendly and a great guy aren't much to go on. Occasionally, the top candidates agree to run for office, but often they don't, and the committee works its way down the list. The scarcity of volunteers makes ballots with two nominees unusual.

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A few years ago, significant changes were made to the Institute nominating process. It now is a standing committee, working year-round to find and evaluate potential candidates for the Institute Board. The process includes assessment of the current Board's knowledge and skills, which is considered when evaluating candidates. The nominating committee has always considered various factors, but it now focuses on finding candidates who will improve the Board's capabilities.

While it may be argued that the presence on the Board of one group or another is important, it is not the only thing to consider, and it probably is not the most important. Strong leaders have many characteristics: proven performance, good character and reputation, and, obviously, ability to lead; in comparison, what they do for a living is a secondary consideration. Availability also is important; Board service is demanding, and requires a commitment to do more than simply show up.

Gene Valentine, current Nominating Committee Chair, offers these comments about the restructured nominating committee.

"In the past two years, the Nominating Committee has embraced the spirit of the governance reform by intentionally broadening the potential candidate pool - especially for particular skill sets or experience. The committee has used the Balanced Scorecard system for attempting to identify the present skills and experience of board members, and then determining what gaps need to be addressed. The scorecard uses a comprehensive matrix for evaluating many factors, including skills, knowledge, age bracket, education, geographic location, and occupation to help identify the best candidates to fill a need or gap on the Board. The committee has focused primarily on the potential candidate's experience, background, and occupation rather than the traditional consideration mostly of immediate past service to the Institute or the organization. The committee has embraced a position that no individual is *entitled* to candidacy, rather that their past service is but one of the criteria used to evaluate their potential. In my opinion this has (and will) serve the best interests of CSI.

"The committee has placed greater emphasis on potential candidates' abilities to think, evaluate, and make decisions with broad perspective in their past businesses, projects, etc. I have always valued members individually for what they offered and contributed to the organization, and I think we all believe that one of the features that make CSI special is the synergy that is created by all members of the construction team."

Communication

Some industry professionals have expressed a more practical objection to the elimination of the current member categories. Put simply, they use those categories in their businesses. As one member said, "When I want to send out promotional mail, I give the secretary the mailer and the member roster, and say 'Send it to everyone with a P after their name.'" The same thing can be said for communicating other information. A

chapter certification committee might want to contact specific members about a CCPR or CCS class, or a chapter might want to target students and teachers for a specific event.

A compromise between specificity and usability will always be necessary; the six occupation groups are a reasonable refinement of the three categories we now have. They make it easier to target specific members than is possible by relying on the current associate, industry, and professional categories, but are much more usable than the current occupation codes, which appear to be ignored in any case.

It's not that simple - or that difficult

Meaningful representation on the Institute Board requires consideration of more than a member's basic occupation. While it is important to include the perspectives of both those who write, and those who use, construction documents, it is more important to find leaders who are able to think, to lead, and to determine what is important for the organization as a whole.

Communication will be improved by refining member categories. Three categories aren't quite enough, but if the number gets too large, it is likely that several groups would be combined for most purposes. The six proposed groups are a good compromise, and will serve us better than the three we now use.

There is no perfect solution, but the proposed changes will help the Institute Nominating Committee to choose the best candidates, and will make it easier to target communication to specific recipients. And, by removing mandatory representation based on a single criterion, it will be easier to respond to changes in membership and needs of the Board. Yes, we must consider the needs of large groups of members, but we also must have the flexibility to respond to changes as they occur, without the need to poll the members every time there is a change in those groups.

© 2010, Sheldon Wolfe, RA, FCSI, CCS, CCCA, CSC
Follow me at <http://swconstructivethoughts.blogspot.com/>,
<http://twitter.com/swolfearch>

(Continued from page 1)

so crazy (or is it just me)? Is putting together a realistic construction schedule that difficult? Are contractors really less inclined to "do what's expected" and more interested in taking advantage of ambiguities in the documents? Is workmanship declining? Can the contractor be expected to adequately train owner's maintenance staff? Is public construction work doomed to being more complex than private work? Is there any good way to deal with claims and disputes?

This program will be registered for AIA-CES learning units and certificates of continuing education can be provided for other disciplines.



*Paul Brunski,
Substitute
Recording Secretary*

Chapter Certification Study Course

January begins the Chapter Certification Study Course at the Midtown HACC Campus. This will be my tenth year heading up the program. I hope the 127 students that have successfully passed the class in that time period have professionally benefited from what the program. A special thanks to Armstrong World Industries for sending the largest contingent of students, and to the other instructors who have donated their time and expertise to make the program a success.

If you are interested in the program, follow the instructions below to get enrolled. It is highly recommended for anyone taking the CDT exam.

January 28th is the early deadline to register for the CDT, CCS, CCPR, and CCCA exams, so don't delay. February 26 is the final deadline.

The certification exams are scheduled for March 28 - April 9, 2011, and are available at Prometric Testing locations throughout central Pennsylvania.

Study Course:

Dates: Jan. 24 thru April 4, 2011
(Monday evenings for 10 weeks. March 7 is spring break)
Time: 5:30 to 8:30 P.M.

Location: HACC Midtown Campus, 4th and Reily Streets, Harrisburg, PA

Cost: \$140 (subject to change – check HACC website)

Registration: Refer to www.hacc.edu for registration requirements.

Textbook: CSI Project Resource Manual

The study course is designed to assist candidates preparing for the examination(s) by offering a complete overview of CSI's Project Resource Manual and the General Conditions publications by AIA (A201 or EJCDC 1910-8). The course will be offered as both a 1-credit course in HACC's Building Construction Technology curriculum and a non-credit course in HACC's continuing education program. Registration is available now.

To register: Go to www.HACC.edu and click Admissions.

Non-credit course enrollment: Course no. CRN 51939

Credit course enrollment: Course No. CRN 33606

It's also a great way to brush up on your skills regarding contract document relationships, change orders procedures and formats, or the elusive contents of the AIA A201.

If you have any questions about the class or the certification program feel free to contact me at 717-263-8464 or pbrunski@noelkerhull.com.

Invest in yourself! Get certified!

Paul Brunski CCS, CSI



*Jeff Turicik
Editor*

President Burkholder makes holidays happy for Local Charitable Groups

President Burkholder and Editor Turicik spread some holiday cheer from our group by heading up donations to Caitlin's Smiles, and the Bethesda Mission, both local Central PA Charitable organizations.

I was honored to accompany Jake as we met Cheryl Hornung, Executive Director of Caitlin's Smiles, an organization that provides crafts, toys and art projects to hospitalized chronic and severely ill children. Located in uptown Harrisburg, this organization reaches out to over 90 hospitals and medical facilities in 9 states, and is contacted weekly from new sources asking for services. Started in 2000 by Cheryl Hornung,



the organization accepts donations of art supplies, overstocked toys, and most any children's toy or craft item for redistribution. Caitlin's Smiles has youth volunteers that organize work parties to assemble hundreds of craft and art projects for distribution monthly. Ms Hornung stated that she can always put volunteers to work. The Central PA chapter of CSI donated \$1,000 to assist in this cause. For more information, check www.caitlins-smiles.org.

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Minutes of Board of Directors Meeting



Mark B. Therikildsen,
AIA, CSI
Recording Secretary

Date: December 14, 2010

Time: 5:00 pm

Location: Radisson Hotel, Camp Hill, PA

The Board of Directors of the Central Pennsylvania Chapter of the Construction Specifications Institute met at the Radisson Hotel in Camp Hill, PA on December 14, 2010. President Burkholder called the meeting to order at 5:00 p.m. Board members and committee chairs present were: Atwood, Brunski, Burkholder, Cannon, Cluck, Deck, Frigm, Scruggs, Saylor, Shaw, Snyder, Steffan, Turicik, and Therikildsen.

Opening Comments:

1. President Burkholder welcomed the group of officers, board members, and attendees. We had a quorum, and the meeting was brought to order. We need to continue discussions for use of the Chapter's reserve funds. New ideas include speaker fees for the next CSI Trade Show and a scholarship fund in the name of Sid Myers.

Approval of Minutes:

2. Minutes from the November 9, 2010, meeting were approved with no comments or revisions.

Treasurer's Report:

3. Treasurer Brightbill was not present. President Burkholder distributed the 2010/2011 Budget dated 11/30/2010.

Officer's Reports:

4. **President-Elect:** No report.

5. **Vice President:** No report.

6. **Secretary:** A letter of condolence from the Central PA CSI Chapter was written to the family of Rob Neitzche and passed around the table for review.

7. **Past President/Advisor:** No Report.

Editor's Report:

8. Photos from the November building tour are on the CSI website.

Committee Reports:

9. **Academic Affairs:** No report.

10. **Advertising:** No report.

11. **Archives:** No report.

12. **Awards:** New criteria for awards will be released in January. See Choice for additional information.

13. **Budget/Finance:** No report.

14. **Bylaws:** Institute level changes are being made which will need to be reflected in the bylaws. Possible changes in February or March include revisions of membership titles.

15. **Certification:** Seven people have signed up for upcoming Monday night CDT classes. The starting date will be January 24. Most of the enrollees are HACC students.

16. **Education:** Tonight's program will be registered with the American Institute of Architects (AIA).

17. **Electronics:** No report. This committee could possibly be eliminated.

18. **Exhibit/Show:** Nine vendors have signed up for the next Exhibit / Show. Invitations have been sent to numerous vendors.

19. **Hospitality:** No report.

20. **Long Range Planning:** No report.

21. **Membership:** A 50/50 membership dues program will be promoted at the next Trade Show.

22. **Program:** The January program will be a panel discussion on construction contract issues. Panel members will include construction and design professionals.

23. **Publicity:** No report.

24. **Roster:** The roster update was distributed by e-mail this week to the board members, officers, and committee chairs for review and comments. The new roster will be published in early 2011. Note that members must

contact Institute directly if they have any changes in their personal information.

25. **Technical:** No report.

Directors:

26. Larry Saylor informed the group that John Gilbert passed away recently.

Old Business:

27. Don Scruggs and Dave Shaw are working on a by-laws update.

28. Don has sent out the old list of responsibilities to each committee chair for review, editing, and updating. Acknowledgement is needed from all committees, even if you have no changes.

New Business:

29. The Board approved donations of \$2,000.00 to charity \$1,000.00 will be donated to Bethesda Mission, and \$1,000.00 will be donated to Caitlin's Smiles. The Central Pennsylvania Chapter of the Construction Specifications Institute is happy to contribute to these wonderful charities. Action: Burkholder, Brightbill, Turicik

30. A Middle Atlantic Conference is scheduled for February 24-26. Institute has requested a chapter link for CSI Academies for easy member access. Action: Turicik

31. The Institute is considering a program to help existing members pay their dues as the economic recession continues. A 50/50 program is being discussed for new member dues, according to Mitch Miller.

32. The Education Committee and the Exhibit / Show Committee are working on continuing education programs. The Board approved \$2,400.00 funding for a program on the 2009 International Existing Building Code. Admission fees will be charged, and we anticipate this to be a popular draw to the Trade Show day. The IEBC program will be approx. 3 hours long. Action: Cluck, Atwood, Altman

Respectively submitted,
Mark B. Therikildsen, AIA, CSI
Recording Secretary



Jan Myers,
Advertising Chair

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Editor
Jeff Turicik

Advertising
Jan E. Myers

Roster
Don Scruggs

Calling All Reps!

Would you like to highlight your company or a special product? Do we have a deal for you. For a mere \$125-\$150 you can display your wares during the social time and have 10 minutes of everyone's attention during dessert at one of our CPC/CSI dinner meetings. What an awesome opportunity to hit several specifiers at once. If you are a member of this chapter, it will cost \$125. If you are not, it will cost \$150. For more details, see the CPC-CSI.org website. To schedule a table top, call Jan Myers at 717.238.4910. Thanks!

Jan Myers
Advertising Chair



**Central Pennsylvania Chapter of the Construction Specifications Institute
Table Top Display Registration**

Name/Contact: _____

Company: _____

Meeting Date: _____

Telephone: _____ E-Mail: _____

Cost: \$125 members /\$150 non-members (does not include meal)

Fee Includes:

1. One 72 x 30 inch table to display product.
2. Display time: 6:00 - 7:00 P.M. (During social hour)
3. Presentation: 10 minute presentation during dessert.
4. Electrical: Outlets available. Vender supplied extension cords.

Contact: _____

CPC _____ Committee

717- _____ - _____

Calendar of Events

January 11, 2011

CSI Central Pa. Chapter
Dinner Meeting & Program:
Construction Contract Administration Issues - Panel Discussion

February 8, 2011

CSI Central Pa. Chapter
Dinner Meeting & Program:
Explaining the Master Painters Institute & High Performance Paints

March 9, 2011

CSI Central Pa. Chapter
35th Annual Exhibitors' Show - Radisson, Camp Hill, PA. Education seminars throughout the day.

March 28 - April 9, 2011

Certification exams



(Continued from page 5)

Soon after, Jake and I drove down 6th street in Harrisburg to the Bethesda Mission, a long time fixture in Harrisburg for assisting the hungry and homeless. We met with Ken Ross, and Chuck Wingate, directors for the Mission, and heard their story. The Bethesda Mission has a responsibility to provides shelter, meals, medical assistance, and rehabilitation from chemical dependence. Their story was one of hope and challenge, as they described the process by which they take in and challenge their subjects to reform, attend classes, and make amends with family to right the wrongs of their life and change for the better. Jake and I listened in to one of the classes, and the reality of the subject matter made this visit real and gratifying. Our chapter donated \$1,000 to this organization. As a member of this organization, you can feel proud that assistance was given to such a caring Christian based organization that helps men and women as they restart their lives in a positive drug free environment. For more information, check www.bethesda-mission.org

Jeff Turicik
Editor

29 11

EXHIBITORS' SHOW

THE CENTRAL PENNSYLVANIA CHAPTER OF THE CONSTRUCTION SPECIFICATIONS INSTITUTE, INC.



Knowledge
for Creating
and Sustaining
The Built
Environment



MARCH 9, 2011

11:00 A.M. - 6:00 P.M.

CAMP HILL RADISSON

1150 Camp Hill Bypass, Camp Hill, PA

Don't miss this chance to exhibit at Central Pennsylvania's Premier Exhibit Show attended by architects, engineers, contractors, facility managers and building owners.

In addition to your exhibit, The Show will feature free sandwiches, wine tasting, coffee, soda and cheese. Door prizes will be drawn hourly.

Complete and return the Reservation Form below to reserve your space for this exciting event. Check must accompany reservation form. Exhibit spaces (6 feet deep by 10 feet wide) are \$500 and will be provided with one table and two chairs, if desired. Number of spaces is limited to 90, first-come, first-served.

The schedule:

- Set-Up 6:00 A.M. until 11:00 A.M.
- Show Time 11:00 A.M. – 6:00 P.M.
- Down & Out 6:00 P.M. – 10:00 P.M.

Each exhibit space can be provided with a duplex receptacle with 120 volt power, if requested. (Please check the box on the Reservation Form.) NO POWER EXTENSION CORDS will be provided with the spaces. If required, please provide your own. Each exhibit space will be provided with a back drop and side drops.

THIRTY-SIXTH ANNUAL EXHIBITORS' SHOW 2011 COMMITTEE

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CENTRAL PENNSYLVANIA CHAPTER CSI OFFICERS

Jake Burkholder, CSI, CCPR *President* John Groff, CSI, CCS, PE *President-Elect*

CPC CSI 36th ANNUAL EXHIBITORS' SHOW RESERVATION FORM

RETURN TO: Stewart C. Cluck, 930 Century Dr., Suite 103, Mechanicsburg, PA 17055.

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____ E-MAIL _____

REPRESENTATIVE _____

Enclosed is our check in the amount of \$ _____ for _____ exhibit spaces.

Please advise major product being displayed _____

(Please make check payable to Central Pennsylvania Chapter, CSI)

Yes, we will require a 120 outlet.