



**The Construction
Specifications Institute**
Santa Clara Valley Chapter

Summary
March 2008

Serving the Valley of Santa Clara since 1960

MARCH'S PROGRAM: STORMWATER MANAGEMENT AN OVERVIEW UTILIZING SITE DESIGN PRINCIPLES

Join us for an evening of enlightenment on the challenges faced by developers and land owners as cities and counties impose increasingly stringent stormwater treatment requirements on new projects.

Bill Southard, ASLA, and Chris Boyle, PE will present an overview of the current requirements faced by architects, landscape architects, engineers and their clients for addressing a site's stormwater treatment. Their presentation will also include examples of constructed Best Management Practices for different projects, construction difficulties encountered, and how these practices can yield credits for projects seeking LEED certification.

Bill Southard is the Director of Design with Suzman Cole Design Associates, San Francisco. Mr. Southard has over 25 years experience in landscape architecture. He has been involved with on-site stormwater management

issues related to Regional Water Quality Permitting since the late 90's. Working with Mr. Boyle they have achieved success in blending both function and form; or engineering and design ideals to successfully meet local stormwater treatment requirements and provide for aesthetic site considerations.

Chris Boyle is the Director of Civil Engineering for DES Architects + Engineers, Redwood City, and has teamed up with Mr. Southard on numerous presentations of stormwater treatment to various organizations and the mentoring of in-house staff. He has nearly 20 years of site design and stormwater treatment experience on various projects throughout California.

WHEN: Thursday, March 6, 2008

LOCATION: Ramada Inn Silicon Valley
1217 Wildwood Avenue, Sunnyvale
(Lawrence Expressway & 101)

TIMES: Board Meeting: 5:00 p.m.
Social time: 6:00 p.m.
Dinner: 7:00 p.m.
Program: 8:00 p.m.

MENU: Mixed green salad with fresh rolls; California chicken - layered chicken breast, avocado, cheese and salsa with rice pilaf and seasonal vegetables; fruit tart with coffee or tea
OR
Mixed green salad with fresh rolls; vegetable kabobs on a bed of rice with seasonal vegetables; fruit tart with coffee or tea.

COST: No host bar, dinner is \$28.00 including gratuity and tax

RSVP: Please make your reservations to Jim Morelan with choice of meal by noon on Tuesday, March 4th.
email: jim@morelan.net
phone: (408) 247-3322

Guests are welcome • No-shows will be billed



AIA/CES Learning Units: This program meets AIA/CES criteria. Participants will receive 1 hour of LUS (learning units) per each program which also applies to 1 HSW (Health, Safety, Welfare) hour.

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PRESIDENT'S MESSAGE

BY KRISTA NELSON, RA, CSI, CDT, LEED AP

It is getting quite busy in the CSI world these days. It is elections time for CSI both at the Institute and local levels. At the national level, Institute has worked hard to develop a new governance proposal taking into consideration many of the comments that came out of last year's effort. By now, you should have received your Specifier magazine with an insert which provides information about the ballot items as well as the candidates. I urge all of our members to take the time to review the election information and vote. More information is available at www.csinet.org/election or go to www.csinet.org, click on 'Membership' and then click 'CSI Election 2008.' You can read candidates' statements and biographies as well as post questions to the candidates in CSI forums. You will need to be logged in as a member to see this forum.

On the local front, we're preparing for elections. That means that it's time to start thinking about the next year and how you could get involved. Committees will be forming over the next few months so that they're ready to take off in July. If you're interested in either chairing or working on a committee, please let Jim O'Keefe or myself know. Call or email if you have any questions about what it means to be on a committee. If we can't answer the question, we can put you in touch

with the right person. There are many opportunities available to help lead the chapter from putting together our programs to organizing education seminars, to party planning.

Things are busy at the region level too. The mid-year meeting is on March 8th in Oakland with the Speak-Out meeting being held Friday evening. This is a great opportunity to understand what's going on with the region and to provide your input to region leaders. Additional information about these meetings is provided below.

It's also time to start thinking about conferences. CSI's Annual Convention Construct 2008 is rapidly approaching. This is the first year that the convention is being produced by Hanley Wood. See www.constructshow.com for information about the show including education, schedule, exhibits and housing. Registration and housing reservations are available now. Come and see what's happening with CSI. Be sure to put the West Region Conference in your calendar, September 18 - 21 in Monterey. It should be a fun time in Monterey with both your CSI friends and the jazz festival and it's all in our backyard. See you at the March meeting. ♥

WEST REGION MID-YEAR MEETING

It is time for the West Region Mid-year Meeting. Please join the West Region Leadership at the Waterfront Hotel located in Oakland's Jack London Square (10 Washington Street) the second weekend in March.

Speak-Out Meeting
March 7th at 5:30 p.m.
Waterfront Hotel, Chart Room

West Region Board Meeting
March 8th from 8 a.m. to 4 p.m.
Waterfront Hotel, Regatta Room ♥

2007-2008 COMMITTEE CHAIRS

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CSI ONLINE

Chapter
www.csiscv.org

Region
www.westregioncsi.org

Institute
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Jazzin' with CSI

2008 WEST REGION CONFERENCE



MONTEREY  CALIFORNIA

September 18-21, 2008
Monterey Marriott
(800) 228-9290

Donny Crawford, Tyler Lusk, and Bryan Taylor, CSI, CCPR of FloorSeal Technology at the February Meeting.



MINUTES OF THE BOARD MEETING

CSI, Santa Clara Valley
(Draft, Board Approval Pending)
Place: Ramada Inn, Sunnyvale
Date: February 7, 2008

Opening

The meeting was called to order by Chapter President Krista Nelson at 5:02 p.m.

Attendees

Board Members

Krista Nelson, RA, CSI, CDT, LEED AP, President; Jim O'Keefe, CSI, Vice President Elect, (late arrival); Albert Wege, CSI, CCCA, Treasurer; Maia Gendreau, AIA, CSI, CDT, Secretary; Marvin Bamburg, CSI, AIA, Immediate Past President; Hannah Moyer, AIA, CSI, CDT, VP/Director – Professional; Jim Morelan, AIA, CSI, Professional Director; Barbara Brosh, CSI, Industry Director; Bryan Taylor, CSI, CCPR, Industry Director.

Region Director

Dave Ingram, CSI

Committee Members

Rietta McCain, AIA, CSI, CDT

Minutes

The minutes of the January meeting were reviewed by those present. The minutes are approved as distributed.

Treasurer's Report

Account balances: monies were invested in CD's, and available cash balance is adjusted.

Education seminar and last month's meeting area accounted for under assets.

Received money from Frazee for sponsorship.

To date the budget is ahead

Treasurer's report is filed for audit.

Region Director's Report

Mid-Year meeting is coming up, speak out meeting is the Friday evening before the meeting. Anyone may attend the board meeting to observe. Traditionally it is held in Oakland and it is a good opportunity to speak out at the Friday night event to the board. Information will be in the newsletter, (Ingram to get information to McCain by the 10th).

President's Report

CSI 2008 ballot information should have arrived with the Specifier. There is an item on governance again, you can find information on the website also.

Congratulations to all on last month's very successful meeting.

Unfinished Business

Charter Framing

The framer is in progress.

New Business

Nominating Committee

Bamburg, Brown and Ingram would like to place the following names for nomination:

President: James O'Keefe, CSI

President-elect: Hannah Moyer, CSI, CDT, AIA

Director Professional: Rietta McCain, CSI, CDT, AIA, (1 year term)

Director Professional: Kevin Norman CSI, AIA, LEED AP, (2 year term)

Director Industry: Rose Garrison, CSI, (2 year term)

Brosh moves to accept, motion seconded, carries.

Bamburg will reproduce ballots, folding and mailing by Brown. Ballots need to be opened at April meeting.

Committee Reports

Special Events: No report.

Membership: No report.

Educational Seminar

Two seminars are in development:

MINUTES • cont'd on pg 5



James O'Keefe, CSI

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MINUTES • cont'd from pg 4**LEED Exam Prep Study Seminar:**

We have a proposal from Erica Paul for a joint venture with CSI and Rosendin Electric (REI) for a LEED exam prep course that Paul is qualified to teach. Rosendin has paid the USGBC licensing fees.

Proposed dates April 12 and 26. Paul has reserved room at JATC Center.

Proposed pricing: \$90 members, including study guide, \$120 for non-members.

Payment processing is proposed via check and VISA/MC through CSI. Advertising will be through CSI and Rosendin networks.

Questions/Discussion:

Is the board ok with joint-venture with for-profit firm?

Licensing fee? REI has already covered licensing fee. REI has also offered to cover copying costs.

Regarding instructor fee: fee has been reduced from SJ State fee, and is stated to cover other consultants as well as Erica Paul's fee?

Timing: Question about whether there is adequate timing to advertise the seminar. Is the seminar tied to a USGBC timeline?

Discussion regarding paying chapter member's instructor fee: the Board states that all members are volunteers and contribute their skills to the Chapter, and that there

is a possible conflict of interest. A clarification is required of Paul's contribution versus paying for outside consultant.

The Board instructs the Committee to strive for a letter of understanding with Paul.

The Board agrees that the timeline should be pushed out and questions should be brought back to Paul for next month's meeting.

Advanced Plan Reading Seminar:

Dawn has agreed to do the Advanced Plan Reading Seminar again. This seminar was successful last year.

We have reserved a room at the Builders Exchange for May 31.

Advertising to start in March.

Programs/Technical

Steel Construction tonight, Stormwater management next month, other items needs finalizing for the rest of the year.

AIA Liaison

CSI credits are getting figured out, and need to be inputted on the internet. Nelson will follow up on inviting the new AIA director to a meeting.

Greeter/Raffle

O'Keefe will greet tonight.

Wine from holiday event is here.

Moyer is storing the leftover wine from holiday event.

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PLANNING CALENDAR**CHAPTER MEETINGS**

March 6 Storm Water Management Practices

April 3 TBD

May 1 Value Engineering for Glazing

WEST REGION**Mid-Year Meeting**

March 7 & 8, 2008
Oakland, CA

CSI ELECTION 2008**Institute:**

March 7 Votes Due

Chapter:

April 2 Votes Due

PLAN AHEAD**CSI Convention:**

"Construct 2008"
June 3-6, 2008
Las Vegas, NV

West Region Conference:

"Jazzin' with CSI"
September 18-21, 2008
Monterey, CA



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WEST REGION CORNER



WEST REGION PRESIDENT

Janet J. Piccola, CSI
(714) 278-0288
jpiccola@frazee.com

Region News

We are growing! Congratulations to all 12 Chapters in the West Region. Based upon our last report, the West Region is the second-largest region in the Institute, with 1,593 members. Virtually every one of our Chapters grew in membership from July 2007 to June of 2008. The West Region, overall, saw an increase of 33 members during this time period. Why are we growing? The main result is the health and vitality of all of our Chapters; each of which bring people together

with interesting programs, informative newsletters and educational opportunities. CSI offers each member opportunities to develop as leaders in our chapters and region and take those personal skills back to the workplace with us. CSI offers opportunities to network with other members of the construction building team. Information, knowledge and ideas are shared and exchanged, bringing value, both personally and professionally, to each professional and industry member. Do you remember why you joined? Who do you know that would appreciate being introduced to CSI?

West Region Mid-Year Meeting

The West Region Mid-year Board Meeting is scheduled for Saturday, March 8th, 2008, at the Waterfront Plaza Hotel in Oakland, CA. The West Region Board of Directors meets twice a year. A Board of Directors meeting is always held at the annual WR Conference and again at Mid-Year. The Mid-Year meeting is especially important as the major order of business is the passage of Region's budget for the new fiscal year.

It has become a tradition to hold an annual 'speak-out' for our members the evening prior to the Mid-Year meeting. This year's speak-out will be held at the Waterfront Plaza Hotel

on March 7, 2008. The speak-out will start at 5:30 p.m. The speak-out generally lasts for about two hours. This is a chance for interested members to share and discuss topics of importance to them. Bring your great ideas and hear what others have to say. We hope will join us.

Institute News

The Institute Board of Directors' meeting will be held, via Webex, on February 27, 2008.

We have major items of importance to our Region scheduled for discussion. One item will be the new Governance Vote. We should know when the ballots will be out, and will transmit that information to our members as soon as we know about its current status.

These are exciting times for our organization and progress on a number of fronts is being made. Recent announcements include the update of the Institute's computer system. Upgrades of this type are never easy, but recent transmittals from Institute indicate that giant strides are being made in the following areas:

- Updated Member Renewal Reports

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Jim Balboni
 Project Executive
 New Equipment
 Western Region



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Tom Brzica

BMI Products Representative

Phone: 408-592-6842

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- Non-Affiliated Member Reports
- Expired Member Reports
- Monthly Chapter and Region Statistics (late February)
- Web Site Sign-On (available immediately to new members)
- CSI Forms
- CSI Wiki
- Construction Specifier Articles (available for sale to non-members)
- GreenFormat
- National Cad Standard (NCS) v. 4.0, to be released

(late February)

- Section Format, Page Format to be released (late February)

Hanley Wood's Construct 2008, held in conjunction with the CSI Annual Convention, will be held in Las Vegas June 4-6, 2008. Make plans to attend. This year's convention brings changes, but you will still recognize it as your CSI convention. ♡

REMEMBER TO VOTE: CSI ELECTION 2008

This year, voters have the option of voting online or by mail. Use only one of these methods. If multiple votes are received, only the online vote will be counted. All online votes and mailed ballots must be received at Intelliscan by noon, March 7, 2008.

CSI has posted information about the candidates at www.csinet.org/ election. A forum on the election has been opened as well. Members are encouraged to post questions for candidates there. ♡



**VOTING DEADLINE:
MARCH 7, 2008**

BUCH NOTES

**BY EDMUND C. BUCH,
CSI, CCS, AIA**

"Construction Specifications, A Primer" by Ralph W. Liebing, RA, CSI, (122 pages, self published in 2007 and available at www.lulu.com for \$10.09), is a welcome introduction to the discipline of specifications writing, touching on many aspects of putting a project manual together. It's short and is best read a topic at a time rather than reading it from start to finish.

Its length and the fact that it's organized around 30 topics are the book's most attractive features. Someone who might be curious about specifications practice will find it very easy to jump in almost anywhere and read one of the topics. They are interconnected and themes from one topic often appear in other topics. (On this point I think the book would have benefited from a good editor to cut down on some of the repetition.) It's almost as though each topic was written independently before the idea of the book emerged.

For other architects and engineers, who have no intention of ever writing a specification section but who

BUCH NOTES • cont'd on pg 8



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MR. WOLFE GOES TO WASHINGTON LOST SOULS

BY SHELDON WOLFE, RA, FCSI, CCS, CCA

For as long as I can remember, we have had difficulty with our membership rosters. Not everyone has problems, of course; members of smaller chapters sometimes know everyone in their chapters, while those in the large chapters may never see some of their CSI colleagues.

To most members, this is not all that important, but there are times when we need to know who is or is not in a chapter. For leaders, it is a very important matter, as they cannot address their chapter or region members if they don't know who they are. In the good old days of paper records, chapter membership committees had no choice but to keep their own rosters. The normal delay in updating the Institute member records made the Institute roster useless for chapter needs, and there were countless differences between Institute and chapter member records. Since then, Institute staff has moved to computer databases, and has gone through a series of hardware and software upgrades. Unfortunately, we still have discrepancies, for a variety of reasons. As many computer owners know, it isn't unusual to see loss or change of data after upgrading hardware or software. In most cases, though, upgrading either works or it doesn't; the data is there and correct, or it's gone, leaving you wishing you had backed it up. Random, hard-to-find errors do occur, but they are unusual.

The advantages of electronic databases come at a price. Because computers are so good, we have come to rely on them, forgetting the old computer adage, "Garbage in, garbage out." It's easy to blame the computer for inaccurate data, but in

the vast majority of cases, it is a result of human error. Here, too, it's easy to pass the buck and blame those who directly maintain the database, but it's often the members themselves who create problems or unknowingly allow them to exist.

As noted in "Santa's helpers" (last month's MWGTW), our staff at Institute headquarters is doing a pretty good job for us. Yes, they do make mistakes, but instead of blaming them for everything, I believe each chapter should accept some responsibility and verify its members' information in the Institute database. I know some chapters do work at keeping accurate records, but I suspect the majority of chapters have not been so diligent. I recently reviewed my region's member information and found numerous mistakes and anomalies; I expect other regions will find the same. Rather than complain about the problems, I would like to see a concerted effort to update and maintain the Institute database. To succeed, all chapters must be involved.

I ask chapter membership chairs to start by obtaining the Institute member information, not for their chapters, but for their regions. As noted, there are many errors in the database, and it would not be surprising to find that some members are listed as members of the wrong chapter, or even the wrong region. The only way to know is to match the Institute records with those of the chapters.

We talk a lot about communication, but we cannot communicate effectively with our own members if we don't know who they are. We also cannot

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BUCH NOTES • cont'd from pg 7

ought to know how they fit into a set of construction documents, there is an informative topic describing how the drawings and specifications should be developed together, in a coordinated and collaborative manner.

Liebing uses an eclectic approach in selecting his topics. Some younger readers will wonder what he's talking about in Topic 7 where he describes the very, very long ago practice of using ditto masters and carbon paper in preparing specifications.

He includes a good presentation on the Standard of Care and how this differs from an architect's negligence per se. He also makes the very good point that specifications should be proactive in describing what's required in a project and not viewed solely as a defensive tool to be used against the contractor when problems arise.

I thought it was curious that he didn't include any mention of any of the commercially available specifications systems. This is a short book and he couldn't include everything. But, given the extent to which they're used today by independent specifications consultants, and in A/E offices, I'm surprised he didn't offer an opinion on them.

The author is a frequent contributor to the Discussion section on the website www.4specs.com, and in the Forum section of the Institute's website, www.csinet.org. In both locations he provides thought provoking comments on topics beyond those included in his little book.

This book is a much easier way to read about specifications for

BUCH NOTES • cont'd on pg 10

MINUTES • cont'd from pg 5**Annual Roster**

One ad sold for roster.

Editor

Deadline for March is Friday.

LA chapter is also running the Monterey Conference ad.

Historian

Brown and Balboni are discussing tapes for re-recording. Tapes are not lost.

Awards: No report.

Website: No report.

Operating/House

22 for tonight's meeting.

Morelan thinks he has located the correct lock for the cabinet.

Toys-for-Tots: No report.

Marketing Committee

Request for some invoices, advertisements are open.

Social Events

Brown, Nelson and Paul have been having discussions for Awards Dinner.

Operating Guide Task Team

First portion has been assembled and is under review by committee. Second portion is being developed.

50th Anniversary Task Team

Committee members will schedule a meeting after the board meeting next month.

Announcements

None.

Closing

The meeting was adjourned by Chapter President Krista Nelson at 5:51 p.m. ♡



NOTE FROM THE EDITOR



Several emailed versions of the *Summary* have been returned to the Webmaster due to incorrect addresses or a blocked account.

Please review your email and physical address online at www.csinet.org.

Please notify Rietta McCain at rietta@aba-arch.com of any changes, as soon as possible, to ensure uninterrupted delivery of your newsletter and other SCV CSI mailings.

**"The difference
between ordinary and
extraordinary is that
little extra."**

Jimmy Johnson

Photo flash back to the Awards Dinner held in June of 2007. Clockwise from lower left: Ed Buch, CSI, CCS, AIA; Kevin Norman, CSI, AIA, LEED AP; Krista Nelson, CSI, CDT, RA, LEED AP; Julie Barrett, CSI; Karen Wege, and Albert Wege, CSI. CCCA



LOST • cont'd from pg 9

communicate with them if they don't want to listen. Membership chairs, when you get your region information, look carefully at the "don't talk to me" options. I was surprised to see how many members apparently do not want to receive information from CSI. According to the member database, of the 2,300 North Central Region members, nearly half don't want bulk mail, 500 don't want e-mail, 200 don't want to be in the member directory, and 50 don't want to be called. Skimming through the records, I found two chapter presidents, as well as two of my own chapter's committee chairs, who apparently don't want to be contacted by any means!

I suspect many members don't know about those options; I do know they can be accidentally changed. A little over a year ago, after having received e-mail from Institute for many years, I got a few calls from members of my region, asking about a specific e-mail they had received from Institute. Being a member of CSI's board of directors, I was a little surprised that I had not seen the e-mail in question. After calling customer service, I was told that my member record indicated

I did not want to receive e-mail from CSI. It's unlikely that the option changed on its own, more likely it was accidentally changed while something else was done to the record. I might have done it myself! Although they are intended to be user-friendly, interfaces with check boxes, drop-down menus, and pick lists are almost as easy to mess up as those that require text entry.

Now that our chapter membership chairs have accepted my challenge, and are working on their chapters' records (you are, aren't you?), I'll go one step further, and ask you to go to the Institute website to verify the information that is in your record. It takes just a couple of minutes, and you may be surprised at what you find.

And please - when you change jobs, move to a new location, or get a new e-mail address or phone number - please, please return to the database and update your records! ♡

BUCH NOTES • cont'd from pg 8

anyone who might be put off initially by the sheer size and scope of such standard texts on the subject such as CSI's Project Resource Manual or Rosen and Regener's Construction Specifications Writing, Principles and Procedures, (both of which, by the way, are excellent books but for a more experienced audience). As Liebinger makes clear, there's no one best way to prepare a specification or assemble a project manual, only better ways of creating them. Certainly this little book will point the reader in some of those better ways. ♡

"Success is not the key to happiness. Happiness is the key to success. If you love what you are doing, you will be successful."

Albert Schweitzer

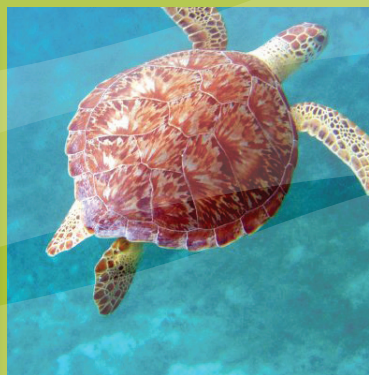
Photo flash back to the Awards Dinner held in June of 2007. Clockwise from lower left: Nancy Rhea, CSI; Gus Sharvey, CSI; Ron Ronconi, CSI; Mel Cole, FCSI, CCS; Matt Crawford, CSI, CCPR; Dave Ingram, CSI; and Dede Impink, CSI, CCS





Greening the Golden State— California at a Crossroads

April 7-9, 2008
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Environmentally Preferable Purchasing
Waste Management
Transportation
Water Management
Developing an Organizational "Green Culture"
Planning and Development
Funding

"I budgeted two hours to walk through the exhibit hall, but for a guy like me, it was a trip to Disneyland ... I was there for more than five hours and still wanted more time."

Andrew Hurst, Presenter, Sustainable Operations Coordinator
California Environmental Protection Agency

"Much of the battle to preserve California's environment is being fought at the local level. The Green California Summit provides a much-needed forum to share best practices and to discover the newest, most innovative green products and services."

Chris McKenzie
Executive Director
League of California Cities

Exhibition

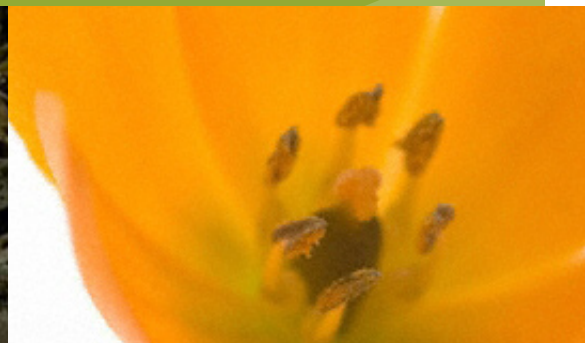
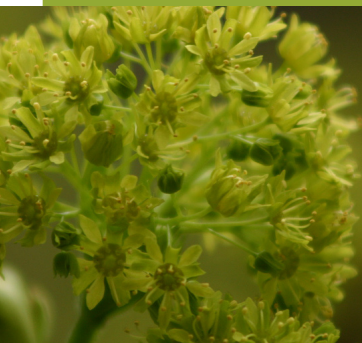
Simplify your next procurement and browse hundreds of products all in one place. Meet the innovative companies that are helping California achieve its green goals. A partial list of exhibitors includes:

1st Light Energy, Inc.
Able Services
Alteryx
Apex Construction Systems
Asean Corporation
Bentley Prince Street
California Data Center Design
California Stationary Fuel Cell
Collaborative
California Water Service Company
Chevron Energy Solutions
Clean Energy
Columbia Cascade Company
CPI Daylighting, Inc.
CRI/CARE
DMS Facility Services
Facility Engineering Associates
Falcon Waterfree Technologies
GreenScreen
Green Building Services, Inc.
Green Seal
Host/Racine Industries, Inc.
IFMA Sacramento
Interface FLOR
International Water Treatment
JDR Enterprises, Inc.
Johnson Controls

Kelly-Moore Paint Company
MCA Clay Roof Tile
Mohawk Commercial Carpet
Multistack
NCFI
Pacific Southwest Concrete Alliance
Phillips Lighting Co.
Premium Power Solar
Procyon
Quality Attributes Software
SOL Induction Lighting
Solar City
Speakman CRS
SunEdison
T3 Toner
Tate Access Floors, Inc.
The Ultimate Coatings Co.
Timbron International
Turner Construction
Umicore
Unisource
VMware
Wasau Paper
Webster Industries
Western Blue
World Recycling Surfacing Group/USSA

Who should attend:

- Agency Secretaries
- Commissioners
- Department Directors
- Chiefs, Administration Division
- Facility Managers
- Engineers
- Transportation Specialists
- Capital Outlay Managers
- Building Managers
- Procurement Managers
- Real Estate Managers
- Budget Officers
- Purchasers
- Recycling Professionals
- Waste Management Professionals
- Fleet Managers
- Anyone with green program responsibilities!



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