President's Message

Our Tri-Region Conference has come and gone. I am very pleased to report the positive feedback I have received on how well the conference was run, the great educational tracks, the wonderful location, of course, that led to an abundance of opportunities to network with like-minded people, and last but not least, our wonderful exhibitors that made all of this possible. I believe our trade show was a glowing success with exhibitors expressing their thoughts and experiences of good quality audiences and a steady flow of foot traffic.

If you missed out on the Zoo, I am sorry, as we had a grand old time. What a fantastic band, along with the food and ambience, made quite a lot of us get up to boogie the night away or was that the alcohol?

Thank you to Neal Drell, Valarie Harris, Tori Harris, Doug Wolthausen, Brian Giguere, Steve Josee, Rob Smith, Jim Likes, Fred Snedeker, Craig Finch, Gregory Mowat, and Margy Ashby, and their respective spouses … I know there were a lot of other people helping, and I apologize for not specifically mentioning you, but please know your help was very much appreciated. A big appreciative applause to our fantastic presenters and, of course, to each and every attendee!

Our June 25th Chapter meeting—the Annual Installation of Officers and Awards Dinner, held at Gordon Biersch in Mission Valley—honored one of our own, emeritus member John Bretton, who passed away on February 24th. It was a special time spent together with John’s daughter, Lise Bretton, and many of John’s compatriots from Delawie. Thanks to Chapter members Clayton Herndon and Rob Smith for the logistical planning, and to Ingrid Baisch for her generous donation of centerpieces, complete with the American and Danish flags.

Please remember CSI is a volunteer organization and its lifeblood is its members. We need people to step up and help propel our Chapter and CSI as an organization into the future. We can only grow and continue to be the one group that unites all the players in the construction industry. CSI is a great organization to be a part of ... Please step up to volunteer. We have some crucial positions open with which we need YOUR help! Contact one of the Board members to offer your assistance.

Racquel McGee, CSI, CDT 2014-15 SDCSI President

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Calendar of Events

♦ WEDNESDAY TO SATURDAY
MAY 13-16, 2015
CSI Tri-Region Conference
Location: Hilton San Diego Resort & Spa
1775 East Mission Bay Dr, San Diego 92109

♦ SATURDAY, MAY 16, 2015
CSI/AIA 3rd Annual Golf Classic—8:30 AM
—SHOTGUN SCRAMBLE—
IN CONJUNCTION WITH THE TRI-REGION CONFERENCE
Cost: $109 - single  $396 - foursome
Sponsorships: $299 w/single  $596 w/foursome
Transportation ON YOUR OWN
Location: Riverwalk Golf Club
1150 Fashion Valley Road, San Diego 92108

♦ SATURDAY, MAY 16, 2015
AFTERNOON AT THE ZOO—4:00-10:00 PM
IN CONJUNCTION WITH THE TRI-REGION CONFERENCE
Cost: $74, includes exotic animal show, private dinner and dancing, round-trip transportation between zoo & hotel (leaves hotel at 3:00 PM)
FULL DAY AT THE ZOO—10 AM - 10:00 PM
IN CONJUNCTION WITH THE TRI-REGION CONFERENCE
Cost: $115, includes exotic animal show, private dinner and dancing. Transportation between zoo & hotel ON YOUR OWN.
Location: San Diego Zoo
2920 Zoo Drive, San Diego 92101

♦ THURSDAY, MAY 28, 2015
NO REGULAR CHAPTER DINNER MEETING

♦ THURSDAY, JUNE 25, 2015—5:30-8:00 PM
CSI San Diego Installation of Officers and Awards Dinner
INCLUDING A TRIBUTE TO JOHN BRETTON (R.I.P.)
Location: Gordon Biersch
5010 Mission Center Road, San Diego 92108

♦ JULY 2015—DATE TO BE DETERMINED
CSI San Diego “A DAY AT THE RACES”
Location: Del Mar Thoroughbred Club
Pacific Pavilion
2260 Jimmy Durante Blvd, Del Mar 92014

RESERVATIONS
877.401.6733  619.401.6733
admin@sandiegocsicsi.org
The CSI San Diego Chapter accepts credit cards for Chapter events through BROWN PAPER TICKETS.
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San Diego Chapter SpecTickle Advertising
SPEC TICKLE ADVERTISING RATES
Business Card: $275 - 6 issues or $500 - 12 issues
¼ page: $550 - 6 issues or $1,000 - 12 issues
1-pg flyer/issue: $125 mbrs; $150 non-mbrs
For more info, contact Executive Administrator Margy Ashby at admin@sandiegocsicsi.org or 877.401.6733 / 619.401.6733.
DEADLINE for newsletter input: MONDAY, JULY 13th

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10 Painless Ways to Free Up Major Chunks of Time

by Jeff Haden, LinkedIn and Inc. Magazine Contributor

Success is awesome, but it comes with one unfortunate by-product: the more successful you are, the busier you tend to be. Pretty soon you fall prey to the tyranny of "more": more meetings, more projects, more decisions, and more items on your to-do list. Eventually something has to give, and that something is usually you -- unless you do something about it.

Here are some simple ways to regain more of the most valuable thing you have, time:

1. Remove one point of acquiescence.

It might be hard to think of this way, but how you behave shows people how they can treat you. For example, if you let employees interrupt your meetings or phone calls they'll feel free to interrupt you at any time. Or if you drop what you're doing every time a certain person calls, he will always expect immediate attention. Or return every email within a few minutes and in time people will always expect a quick response.

So determine at least one point of acquiescence and claw back control.

A friend maintains an "emergency" email account whose messages he responds to immediately. His employees know he only checks his "standard" email a couple times a day... and they act accordingly. (And he's very quick to point out when an "emergency" is anything but.)

Figure out how you work best, and then make sure you show the people around you how you wish to operate. While you can't always control unnecessary interruptions, you can establish a lot more control than you think.

2. Eliminate one report.

You're not reading most of them anyway. And if you're not reading it, your employees are definitely not reading it.

3. Eliminate one signature (yours).

When I first started working at a manufacturing plant, a supervisor had to sign off on quality before every job could be run. Seemed strange to me: we trusted the operators to ensure jobs met standards throughout the run, so why couldn't we trust them to know if a job met quality standards before they started running?

So I got rid of that little procedure right away. (And not only did we free up a little supervisory time, we also ensured production lines didn't sit idle waiting for a supervisor to arrive.)

You probably have at least one sign-off in place because long ago something went badly wrong and you don't want the same mistake to happen again. But in the process you also reduced the amount of responsibility your employees feel for their own work because you've inserted someone else's authority. Train, explain, trust -- and remove yourself from all the processes where you don't belong. (Here's a hint: that's pretty much every process.)

4. Fire one customer.

You know the one: the high maintenance, low revenue, eats-up-huge-amounts-of-time-and-yields-almost-no-profit customer.

Start charging more or start providing less, and if neither is possible fire that customer as soon as you can.

(cont’d on page 5)
What's the Difference Between Drawings and Specifications?

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

We all know what specifications and drawings are. Or do we?

In casual conversation, it's not unusual to hear someone say "the specs" or "the specifications" when referring to the project manual. Similarly, it's common for people to say "the drawings" when referring to, well, the drawings. In either case, it's almost certain that everyone's mental images are of documents in two sizes: 8-1/2 by 11, and 30 by 42, or some other large size.

What's wrong with that? Nothing - except that paper size has nothing to do with what's on the paper. Yet because of the way we have printed documents for decades, we suffer from a common preconception. I'm as guilty as anyone; I often have used the acronym SPDNORUTT - small paper documents no one reads until they're in trouble - when referring to the project manual. Again, what's wrong with that? Aren't specifications printed on small pages, and drawings on large sheets?

In short, No. What the information is has nothing to do with paper size. It's true that, until recently, what we call specifications typically has been printed on small paper, and what we call drawings typically has been printed on large paper, but even then the distinction was artificial. Let's look at what AIA has to say about the matter.

The A201 (and similar documents) defines the specifications as "that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services." Note there is no mention of where those requirements occur, or what size paper they're printed on. Drawings are defined as "the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams." Again, there is no mention of where those things appear, or what the size of the paper is.

Even when the A201 used the term "project manual," there was nothing that prohibited specifications from appearing on large paper, or drawings from appearing on small paper. The project manual was defined as "a volume ... which may include the bidding requirements, sample forms, Conditions of the Contract and Specifications." (My emphasis.) Again, there is nothing that says specifications can't appear on large paper.

By definition, drawing notes that describe materials, equipment, systems, standards, or workmanship are specifications. And, though far less common, graphic images that appear on small paper are drawings.

Since 1911, the AIA-A201 and its predecessors have flirted with what I have called the "single document" concept. "The Contract Documents are complementary, and what is required by one shall be as binding as if required by all." Together with the definitions of specifications and drawings, it can be argued that the "instruments of service" are a single document that just happens to be printed on paper of more than one size. The coming of BIM, which can store information of many types without regard to printing format, pushes us past the convenient but artificial separation of information, and actualizes the complementary nature of construction documents.

This may seem a strange way of looking at our documents, but it's easy to show that it's nothing new. It's common, at least in this neck of the woods, to have structural engineers put specifications for concrete, masonry, and steel on drawings (large paper). Mechanical and electrical drawings (large paper) also frequently include specifications. If you think about the definition, many of the notes that appear on drawings (large paper) are, indeed, specifications, as they specify "requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services." Furthermore, because it is permissible to include graphic images in specifications (small paper), drawings can be part of what is commonly referred to as "specifications."

Of course, it is convenient to have simple terms for the small and large paper used for construction documents, even if those terms ignore their own definitions. In fact, even though the building model obviates the need to rely on any given size paper, our continued reliance on printed output means it's not likely the situation will change.
10 Painless Ways to Free Up Major Chunks of Time

5. Use a real to-do list.
A to-do list with 20 or 30 items is not only daunting, it’s depressing: why even start when there’s no way you will ever finish?

Try this instead. Create a wish list -- use it to write down all the ideas, projects, tasks, etc. that occur to you. Make it your “would like to-do” list.

Then pick three or four items off that list that will make the most difference. Pick the ones with the biggest payoff or that will eliminate the most pain. Make that your to-do list. And then get it done.

6. Eliminate one expense.
Right now you’re spending money on something you don’t use, don’t need, or don’t want. But since you buy it... you feel you have to use it. I subscribed to a number of magazines (because subscribing is really cheap compared to buying at the newsstand). Great -- but then the magazines show up. Then I feel like I have to read them. If I don’t they sit around and make me feel guilty.

So I dropped three or four subscriptions. I don’t miss them. Often the biggest savings in cutting an expense isn’t the actual cost; it’s the time involved in doing or maintaining or consuming whatever the expense represents. Pick one expense you can eliminate that will also free up time and effort: your bottom line and your workday will thank you for it.

7. Drop one personal commitment.
We all do things simply because we feel we should. Maybe you volunteer because a friend asked you to but you feel no real connection to the cause you support. Maybe you have a weekly lunch with a few old friends but it’s long felt more like a chore than a treat. Or maybe you serve on a board but your contributions are minimal and your sense of fulfillment is nonexistent.

Think about one thing you do out of habit, or because you think you’re supposed to, or simply because you don’t know how to get out of it... and then get out of it. The momentary pain -- or in some cases, confrontation -- caused by stepping down, dropping out, or letting go will be replaced quickly by a huge sense relief.

Then you can use that time to do something you feel has real meaning.

8. Stop making irrelevant decisions.
You already make enough decisions. Just as an example, what you have for lunch shouldn’t be one of them. Pack tuna and a small salad. Pick something healthy and something simple. Or maybe, like Leo Widrich of Buffer, what you wear should not be one of those decisions: he wears jeans and a white t-shirt every day. (And eats the same dinner six days out of the week.)

Pick something you spend regular energy thinking about and make one long-term decision. Then stick to it.

Not only will that free up a little brainpower, that will also help you create a routine -- and routines are the surest path to success.

9. Eliminate one willpower drain.
We all have a finite supply of willpower. Resisting temptation creates stress and eventually exhaustion... and then we give in.

But if you don’t have to exercise any willpower you don’t drain your energy. Say you keep a bowl of candy for customers at the front desk. Every time you walk by you’re tempted to grab a piece but force yourself to stand firm. Resisting tires you out, though, and eventually you can’t the candy’s charms.

Here’s a better way: get rid of the candy altogether. Then you don’t have to use any willpower at all.

What’s the Difference Between Drawings and Specifications?
It’s interesting that the AIA Commentary for the A201 states, “The term Drawings does not imply representations only in paper format [but] are also found in addenda, change orders, construction change directives, minor changes in the work, other modifications in the work, or in responses to the contractor’s requests for information” but does not expand “Specifications” at all. Even though it should be obvious, these definitions reinforce the need to ensure consistency between the notes that appear on drawings (large paper) and requirements stated in specifications (small paper).

If it’s text, and it says something about materials, equipment, systems, standards, workmanship, or performance of related services, it’s a specification no matter where it appears.

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Specifier-Contractor Connections

by David Stutzman, AIA, CSI, CCS, SCIP, LEED AP

Specifiers may be one of the best kept secrets on the design team. Specifiers, especially independent specifiers, typically interact with the architectural team only. Even then, the interaction may be limited to project architects and project managers. It is rare that specifiers have an opportunity to meet with owners and contractors during the specification production process.

So when given an opportunity to meet owners or contractors, this specifier is more than willing to accept. The Architectural Glass and Metal Association (AGMA) extended an invitation to attend their annual winter meeting and to present design and specification trends from a specifier’s point of view. Here is what we discussed in the hour allotted.

Quality Assurance

Architects are looking for better control over manufacturers, fabricators, and installers to ensure the overall quality of the completed construction. Currently the only means to exercise control is to specify minimum qualifications. What might that be – years experience, similar projects, references? Must manufacturers approve, certify, or train installers? Even though specifications include such requirements, actually complying with the requirement may not be possible.

If gaps in required qualifications are discovered after bidding, will architects and owners actually reject contractor-proposed manufacturers, fabricators, and installers? It is unlikely, because rejection and replacement will result in increased costs.

The Finishing Contractors Association International (FCA) initiated the North American Contractor Certification (NACC) program. The initial certification is available for glazing contractors as a business entity. FCA is completing the initial certification program for glazing craft-workers as individuals. Certification will be available to every glazing contractor and craft-worker. Certification is provided through an independent organization as an ANSI and ISO compliant program.

Performance

Building envelopes are more and more complex. The complexity brings a new emphasis on performance. It is no longer adequate to rely on manufacturers’ published details and test results for standard systems when the systems are used in customized ways. Consequently, the architect relies more often on an envelope consultant for specialized expertise in designing and documenting exterior walls.

Increasingly the architect and owner elect to use design-assist to enlist the contractor and installer’s expertise during the design process, too. The design becomes a shared responsibility, although in this scenario, the architect maintains the design liability.

Design-Assist allows the architect, contractor, and subcontractor to use a collaborative process to achieve an end more quickly and efficiently – presumably. The design-assist goal is to produce acceptable shop drawings as the design is completed. This will allow the architect to approve the shop drawings at the completion of the design-assist process.

Architects and envelope consultants must resist the temptation of specifying indeterminate performance. Without defined performance, proving energy code compliance will not be possible. Low E glass is a common example. This glass type is presumed for exterior insulating glazing to meet current energy codes. Low E insulating glass comes in literally thousands of configurations – each with different performance, color, and reflectivity affecting the building aesthetics. Be specific!

Detailing

Architects are expecting energy analysis and thermal modeling of typical and unique project conditions. The manufacturers, fabricators, and installers must be willing to create the models to demonstrate the product will not produce adverse conditions at the building interior – like condensation and potential mold. To permit the analysis, the architects must specifically define the project design conditions rather than leaving it to the contractor’s imagination.

Complex facades require customized details to suit the project-specific conditions. Architects cannot know what customization may be required to accommodate interfaces between individual components when the manufacturers’ standard details do not apply. So architects are asking fabricators and installers to develop project-specific shop drawing details. Show the adjacent materials, the interfaces, and intersections to demonstrate an understanding of the requirements for the completed installation. Simply showing the edges of the abutting construction and labeling the work as “by others” is no longer acceptable practice.

(cont’d on page 7)
Specifiers-Contractor Connections

Specifications

Some architects, certainly not all, are using BIM. Most seem to use BIM for graphics and visualization, not for embedded data. Architects report that they wish to work generically with the building model for as long as is possible. This suggests that design decisions may not be final until well into the construction documents phase. Therefore, embedding model specification data entry early in the design process may be counterproductive. Few AGMA members reported using or having access to architects' building models, so data availability may be moot.

Preliminary project descriptions (PPD) describe projects by building system and assembly. The arrangement—UniFormat (created by estimators)—aligns with BIM objects one-to-one and with contractor's early project estimates. PPDs are beneficial for collecting owner's project requirements and the architect's performance criteria. PPDs can be written to document performance before the final design solution is known. Using BIM to show the building arrangement, a PPD to describe the systems and assemblies, and an estimate for the project costs, all arranged by the same format allows for easy value analysis to select optimum design solutions before the final design stages. Proactively employing value analysis as part of the design process will help preclude the need for reactive value engineering after the design is completed.

The specifications process is a risk management process. Specifiers gather and analyze data continuously in conjunction with the design drawing development. Specifiers, because of their exposure to many more projects than architects, are able to leverage the experience to help identify alternative materials and systems to satisfy design conditions. Specifiers, because of their direct connections to manufacturers, are able to coordinate the technical requirements of the various building systems. And because the specifications control the project quality, real-time collaboration between the specifier and the estimator will help ensure budgetary control needed to successfully complete the project.

10 Painless Ways to Free Up Major Chunks of Time

Pick one thing you have to resist -- food, wasting time, web browsing, checking social media accounts -- and eliminate the temptation.

Discipline depletes. Discipline exhausts. Stay fresh by removing the need for discipline altogether.

10. Make one last decision: decide who will decide (Hint: it's not you).

Instead of making serial decisions, try making just one: who will make certain decisions on an ongoing basis.

Say you regularly need to decide whether to juggle customer workflow due to unexpected delays. Instead of remaining the decision-maker, appoint people in your organization to make those decisions. Provide guidance, parameters, and advice... and then turn them loose. (Then check in periodically to see if they need more direction.)

That way you get to spend your time figuring out how to eliminate delays instead of figuring out how to react to delays.

Almost every decision you currently make can be taken over by people you trust.

Of course that means you'll have to learn to trust. Fortunately it's easy: teach, train, guide, verify. Focus on that process and in time you'll give your employees the authority and responsibility they deserve.

And you'll free up a lot more time to work on the thing that is most important to you -- your future.

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600 plaster
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Acrylic Finishes
PHOTOS FROM CSI TRI-REGION CONFERENCE:
SATURDAY NIGHT, AT THE SAN DIEGO ZOO

Many attendees of the Tri-Region conference tweeted notes, pictures, and highlights from the Tri-Region Conference. Cherise Schacter, CSI, CDT, complied these tweets into a Storify recap. View conference highlights.

PHOTOS COURTESY OF GREGORY MOWAT, FCSI, CDT

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Tri-Region Conference Photos (Zoo Dinner) (cont’d from pg 8)

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Tri-Region Conference Photos (Zoo Dinner) (cont’d from pg 9)

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Tri-Region Conference Photos (Zoo Dinner)