

THE MEMPHIS PERSPECTIVE

June/July Edition

WWW.CSIMEMPHIS.ORG

2012



Most people give up just when they're about to **achieve** success. They quit on the one yard line. They give up at the last minute of the game one foot from a winning touchdown. Ross Perot



What **helps** people, helps business. Leo Burnett



I look for what **needs** to be done. After all, that's how the universe designs itself. R. Buckminster Fuller



If you have **ideas**, you have the main asset you need, and there isn't any limit to what you can do with your business and your life. Ideas are any man's greatest **asset**. Harvey S. Firestone



Determine never to be idle. No person will have occasion to complain of the want of time who never loses any. It is wonderful how much may be done if we are always **doing**. Thomas Jefferson



This Month:

Awards Banquet 2012 ~ May 2012 Meeting Report ~

Dempsie B. Morrison Scholarship Fund Campaign ~ CSI Historical Highlights
Construction Specification Educational Series ~ CSI Memphis Golf Tournament



110 South Union Street, Suite 100
Alexandria, VA 22314
www.csinet.org

Founded in 1948, the Construction Specifications Institute is a not-for-profit technical organization dedicated to the advancement of construction technology through communication, research, education and service. CSI serves the interests of architects, engineers, specifiers, interior designers, contractors, product manufacturers and others in the construction industry.

Membership

Architects, engineers, contractors, and manufacturers—14,000 members strong—are in touch with one another through their Construction Specifications Institute membership. CSI provides contacts in the construction industry as well as provides you up-to-date information to help you do your job efficiently and effectively. Yearly Institute membership fee is \$240 plus \$40 Memphis Chapter fee = \$280; Institute membership fee for an Emerging Professional is \$115 plus \$40 Memphis Chapter fee = \$155.00; and Institute membership fee for students is \$27 plus \$10 Memphis Chapter = \$37.

Membership Info. - Janya Roland
479-899-7165
janyaroland@yahoo.com

Tabletop Displays at Monthly Meetings

At each monthly meeting, the Chapter encourages all members to provide a table display of their product and/or services for inspection and education of those attending the meeting. After the meal and prior to the program, the displayer will be given five minutes to address the group. The table display is also encouraged to be represented during the social hour and after the program for any questions by the attendees. The presentation fee for this time is \$25.00.

Table Top Info. - Mark Setterlund
(901)-577-0566
Email: msetterlund@hbginc.com

The Memphis PerSPECTive Information

The Memphis PerSPECTive is published ten times a year by the Memphis Chapter of the Construction Specifications Institute. Appearance of products or services, name or editorial copy does not constitute an endorsement by the Memphis Chapter of CSI nor any of its members.

Circulation of *The Memphis PerSPECTive* includes over 500 people consisting of members of the Memphis Chapter of CSI, members of the Memphis AIA Chapter, CSI Regional editors, the CSI Institute and other interested persons nationwide. To be included on future mailings, forward your name, mailing address, and e-mail address to the following address:

The Memphis PerSPECTive
P.O. Box 172349
Memphis, TN 38187-2349

You may also access a complimentary copy of *The Memphis PerSPECTive* online at www.csimemphis.org.

SUBMITTING ARTICLES

Readers are encouraged to submit articles of interest within the construction industry for publishing. Articles on individual projects whether currently in design, under construction, or recently completed are encouraged.

Any article and its related images must be submitted **before the 20th of the month preceding publication** in order to meet production deadlines. Any printed articles, photos or program inserts should be forwarded to:

The Memphis Perspective
Attn: Ron Roberts
1758 N. Reid Hooker
Eads, TN 38028
ronr5929@yahoo.com

Articles and images should be submitted in electronic format via digital media or email. Microsoft Word documents are strongly preferred for articles, minus tabs and any other formatting. All images must include a date and caption. If printed photographs are submitted, please include SASE

MAGAZINE ADVERTISING

The advertising rates for 10 issues of *The Memphis PerSPECTive* in printed version and as published on the CSI Memphis Chapter website (www.csimemphis.org) are as follows: 5

Issues	10 Issues		
One-Eighth Page	\$125	\$215	
One-Fourth Page	\$245	\$430	
One-Third Page	\$330	\$575	
One-Half Page	\$490	\$860	
Full Page	\$900	\$1,600	

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Advertising Info. Contact - Jay Sweeney (901) 260-9670
Email: jsweeney@brg3s.com

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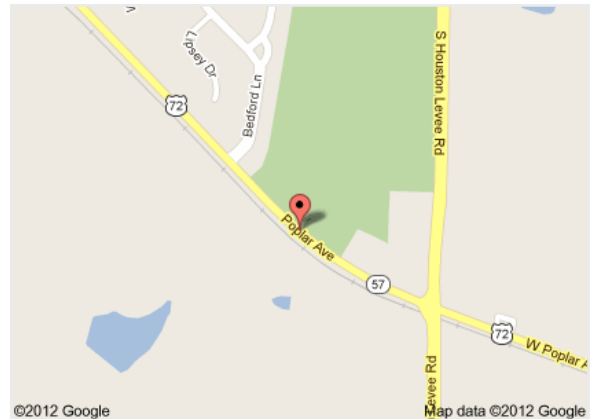
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CSI-Memphis June/July



2012 CSI-Memphis Annual Awards Banquet- Installation of Officers

- Date: Saturday, June 16, 2012
- Time: 5:30 PM
- Location: Ridgeway Country Club
- Address: 9800 Poplar Ave. – just west of Houston Levee Road.
- Reservations: Charlotte Cooper (901/377-8063) or (charlotte.c@comcast.net).
- Cost: \$30.00 per person (includes Country Club Buffet, cash bar-one free drink)



Schedule at a Glance:

- June 8 Golf Tournament
 June 14 Flag Day
 June 16 Annual Awards Banquet
 June 18 Board Meeting -Smith
 Doyle Office @ 5:30 pm
 163 Wynne Road
 June 17 Father's Day

June 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13		15	16
17 *	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2012

- July 4 Independence Day
 July 14 Transfer of Power/ Board Meeting
 8 AM Till Noon
 brg3s Office 11 Huling
 (across from Spaghetti Warehouse)
 July 20 Deadline for August PerSPECTive
 articles

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 *	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



**Charles F. Cooper,
CSI, CCCA
President**

**The CSI Memphis
Chapter
2011-2012**

This is my last President's message and my term of President of the largest CSI chapter in the Gulf States Region is coming to a close. I have been honored to serve for the past two years. I may no longer be your President but that does not mean I am fading away. My role next year will be as your Immediate Past President. I will strive to offer the best guidance possible to the new incoming chapter President and his officers and committee chairs. Your new incoming officers have taken on a great responsibility. They will need our continued support and help. My efforts over the last two years were shaped and guided by the others that came before me. They should receive as much credit for the success of our chapter in the past two years as I.

Teamwork is why our chapter is successful. CSI Memphis has the best and largest Products Display Show east of the Rockies, the largest membership in the Gulf States Region, an award winning newsletter (*The Memphis PerSPECTive*), an award winning website (www.csimemphis.org) and the winner of more awards (10) at the region level than any other chapter.

Now, to close our fiscal year at the end of June and to get ready to start again in July, we will build upon our successes and become even better next year. We have a great slate of incoming officers and board members and committee chairs. With new vigor and new ideas our chapter will be even better. I have been informed that the awards committee will add more people and start earlier to get maximum awards from the Gulf States Region and also build on the awards that we submit to Institute. Our membership committee will work hard again in the new year to gain even more new members and also serve our existing members with emails or phone calls to remind you of your renewal dates.

Are you ready for a thrilling ride beginning July 2012? We had great programs this past year and expect the same for this new year. Be ready to attend the first meeting of our new year by noting August 16th on your schedule. We will have an announcement for the location and program title soon. Watch our website for updates- just go to www.csimemphis.org to view the activities in our chapter.

To repeat myself one final time, we are the best Chapter, the largest Chapter and the most awarded Chapter in the Gulf States Region. We are all these things and more because of our talented people who volunteer their time and talents because of our common passion and belief in CSI.

Who are we? WE ARE CSI MEMPHIS !!

Thank you for allowing me to serve,

Charles F Cooper, CSI, CCCA, President CSI-Memphis

2012 GSR Leadership Meeting



Dates:

8/10/2012–8/11/2012,
12:00 PM - 10:00 PM CST

Location:

Doubletree by Hilton Hotel
407 Chestnut St. - Chattanooga, TN





Thomas Elliott
President
CSI Memphis
Student Chapter
2011-2012

What a year it has been! I can't believe the summer has finally arrived and the students here at the University are more than ready for a much needed break. It has been a great year for CSI and the University of Memphis! From the field trips and the National Convention in Chicago, to the Products Display Show, it truly has been a rewarding and incredible year! We owe it all to your support and encouragement. Without your influence none of these events and opportunities would have been available to the students. For some of us, this is the closing of a chapter in our lives and the beginning of a new one. This will unfortunately be my last presidential post for the "PerSPECTive". But I know you are being left in good hands, Edward Hall will be your 2012-2013 University of Memphis Student Affiliate Chapter President. Many of you are familiar with Mr. Hall. He has served as the student chapter secretary for the last two years. He has attended many of the CSI local functions and National Conventions. He understands the responsibilities of the position better than most. The student chapter is always looking for new, fun and interesting projects to help us become involved in CSI. So, keep us in mind and feel free to forward any in-

formation to Edward or myself. The rest of the 2011-2012 CSI Memphis Student Affiliate Officers are: Ben Cooper—Vice President of Industry, Jeremy Dollar—Vice President of Community and Sreeram Chattu—Secretary. I believe these individuals will make next year's chapter a success. Please keep them in mind and look out for them in the months to come! I want to say THANK YOU for everything you have done in the past for the student chapter and the Department of Architecture at the University of Memphis. Your support has helped enrich the educational experience of the students. The opportunities and additive education you provide are essential to the growth in the academic and professional fields. It has been a privilege and honor to serve as the student chapter president. It has also been a great privilege to be a recipient of the Dempsey B. Morrison Scholarship. I allowed me to finish my degree without the additional stresses of life. So please continue to be supportive of these young minds. Your role in their college education is incredibly important. CSI-Memphis offers educational lectures and events that the students cannot receive anywhere else. The organization allows students to gain an insight to the professional world beyond the limitations of textbooks. Your organization has taught me a great deal and I can't thank you enough for all that you provide for students! I want to say THANK YOU again from all the students members of CSI-Memphis. I hope the year to come are rewarding and I wish all of you well.

God Bless and Thank You

Thomas Elliott CSI-S

CSI NEEDS YOU

For Membership, Fellowship and
Leadership
Call a CSI Leader Today and
Volunteer

THE UNIVERSITY OF
MEMPHIS[®]
Department of Architecture

architecture@memphis.edu - 901.678.ARCH
404 Jones Hall
The University of Memphis, Memphis, TN 38152



**Janya Roland,
Student Affiliate-
President
ITT Technical
2011-2012**

Wow! The Quarters until our Graduation is hurriedly winding down! What a wonderful year it has been for our students being involved with CSI and ITT Technical School. CSI Education Chairs have taught us the CDT program and it is also at its end. We have plans to test in September, 2012. It has been a great time with the CSI members and a fantastic learning experience. Time does fly by so fast, when you're studying for a test, working with CSI on the Product Show, and working as the new Membership Chair. It all has been great and that of the membership mentoring me has been a time I would not change it for anything.

I would like to thank Joe Cavelo, Michael Cardone, and President Charles Cooper for their invested time in ITT students. We have been able to think outside the text

books into the real world experiences and reality of construction practices. I feel that this experience is one of the most important tools in our education and preparing us for the professional world of a Construction Manager.

None of our experiences would have been possible without the CSI Memphis Chapter's support and investment. Thanks to all the members for their help to me as Student Affiliate President and Membership Chair, we are very grateful. At this time, we have 3 members. I am actively working to show the other students how important CSI is to our future. That's not all, but we are the future of CSI and that is a big responsibility!

As this is the middle of our Bachelors degree, it will quickly wind down to graduation in June 2013. We hope that by that time, the economy will be turned around and many opportunities for the new Construction Managers will be limitless! So please continue to be as supportive as in the past, because your role in our education is incredibly important to us and the field.

Your organization has taught me so much in the past year I have been a member and the experience as your chapters Membership Chair has allowed me to learn more of you than most of the student population. Let me say THANK YOU from me and the other students!

Thanks again for you investment,
Janya Roland

CSI-Membership Chair Report



Hello everyone,

It has been a learning experience for me as I assumed the responsibilities of the Membership Chair at the end of last year. It has been a great time getting to know you all, and I am still learning.

This is my first report to you all and I apologize, but I will be reporting back to the first of the year. As of this year we have had two membership drives, the 50/50 and the BOGO. We began the year with 126 members; we are now up to 141. These two drives have brought us 16 new members. There have also been other members that have moved back to the area or rejoined the chapter in the last few months and we would like to welcome them back.

For the month of February, 2012 we would like to welcome the following: Ryan Bell, Jason Futch, William Healey, and Isaiah Rivers.

For the month of March, 2012 we would like to welcome the following: Kiernan Bensey, Joe, Corey, Zachary Gaines, and Peter Warren.

The month of April, 2012 has proven to be the largest drive we have done with the 50/50 and the BOGO programs and they are as follows: James Bowles III, Barbara Brillard, George Burns, Brian Jones, Billy Oyler, Bob Smith, and Barry White.

Last but not the least is the month of May, 2012 which is not over yet. We welcome Terri Meyers.

At this time we have the largest membership in the Gulf States Region. Let me say, we need to continue this trend!

Speak to you again in July,
Janya Roland, CSI-Membership Chair



Date: Saturday, June 16, 2012

Time: 5:30 PM

Location: Ridgeway Country Club

Address: 9800 Poplar Ave. – just west of Houston Levee Road.

Reservations: Charlotte Cooper (901/377-8063) or (charlotte.c@comcast.net).

Cost: \$30.00 per person (includes Country Club Buffet + one free drink, cash bar)

As emblazoned by the cover of the June, 2012 *PerSPECTive*, success is a long sought for situation.

One measure of success in the Chapter is the annual Awards Banquet and installation of our new officers and Board members for the FY 2012-2013 term.

Due to our Chapter's huge success this year, many, many members are being recognized and rewarded for their efforts. We need for all of us to be there to celebrate!



On April 21, 2012, CSI-Memphis Chapter president, Charles Cooper (kneeling), was presented with 10 awards (one is not displayed), by the Gulf States Region at its annual spring conference in Jackson, Mississippi..

All of these awards for just one chapter : CSI-Memphis! (According to our best info: The most awards ever given to one chapter by the Gulf States Region!) Come on out to see just who is honored and who helped to put all of this together.

Thank you for your continued support and dedication to CSI and the Memphis Chapter. We look forward to seeing you for the meeting.

PS Remember: **WEAR YOUR PIN!** **INVITE A FRIEND!**



Members enjoying dinner: Harvey Wilmoth, Tommy Smith, Carl Drennan and wife, Joan, Wally Bostelmann, Julie Vanardo, Byron Graves and Carol Wilmoth



John Bigham, Robert Valentine, Bob Smith, Randall Haynes Jim Fox and U of M student member, Hy Lai sat at this – why is everyone (except Jim Fox) so solemn?

On Thursday evening, May 24, 2012, the CSI-Memphis Chapter held its monthly meeting at the Racquet Club with just over 30 members in attendance – somewhat less than what was expected. Among the business items presented was the slate of officers nominated for FY2012-2013. The slate of seven officers and six Board members was approved by those members present (see below). Reports were also given by the Scholarship Committee (66% of Goal reached - \$5,250), the Golf Tournament Committee (eight teams lined up so far – looking for 16 teams), the Membership Committee (141 members with three more joining this week) and the Products Display Show (2013 PDS to be held on Tuesday, March 19, 2013), the Awards Banquet Committee (to be held at the Ridgeway Country Club on Saturday, June 16th) and the Conferences/Conventions Committee (GSR Leadership Meeting in Chattanooga on Friday/Saturday, August 10/11; [see preview in this issue](#)).

The evening's program was extremely well presented by Josh Flowers, CSI-Memphis member and currently President of the AIA-Memphis Chapter. The four objectives as presented by Josh included (1) determining the factors to consider in providing sustainable design services for different project types; (2) identifying the important liability considerations presented by common green building rating systems and strategies for managing related risk; (3) understanding the methods for effective management of sustainable projects for primary and secondary design consultants; and (4) distinguishing the important documents that are critical components of a risk management plan for sustainable design projects. The program was very well received, with Josh answering the many questions posed by the attendees.

(*The Memphis PerSPECTive* thanks Dennis Elrod, Joe Cavallo and Janya Roland for their photographic expertise.)

CSI-Memphis Officers and Board Members, FY 2012-2013:

President: Joe Cavallo, CSI, CDT
President Elect: Michael Cardone, CSI,
Vice President: Mike Zielinski, CSI, CDT
Secretary: Jay Sweeney, AIA, CSI
Treasurer: John Bigham, AIA, CSI, CCS
Past President: Charles Cooper, CSI, CCCA

Non-Voting Student Affiliate Chapter Presidents: U of M: Edward Hall, CSI-S; ITT Tech: Janya Roland, CSI-S

Board Members:
2012-2015 - Dennis Elrod, AIA, CSI, CDT, USGBC
2012-2015 – Randall Haynes, CSI
2011-2014 – Mark Thoss, CSI
2011-2014 – Ron Spurlin, CSI
2011-2013 – Ron Roberts, CSI, CCS, Emeritus
2011-2013 – Mark Setterlund, CSI, CDT





New member, Lisa Crewey, sits with Ron Roberts, Dan Brewer, new member - Michael LaMountain, Ron Shirley, Ron Spurlin, Dennis Elrod and Ray Cahoon



Mike Eckles dines with Joe Cavallo, Michael Cardonne Ronnie Bonner, Josh Flowers and Charles Cooper. Janya Roland is missing while taking these photos.



Member and guest speaker, Josh Flowers, AIA, CSI, CCCA, LEED AP BD + C, presents the evening's program: "Sustainable Design and Professional Liability"



June, 1972: We can't find the June, 1972 issue of the "Bulletin", but the following was extracted from the May, 1972 issue: "Buddy Alliston and Mike Hill reported on prospects for the annual party (and installation of new officers) to be held in June and, after considerable discussion regarding the various types and locations for the party, it was approved by the Board to hold the party at the (Gaslight) Dinner Theatre on the evening of June 15, 1972. The committee was authorized to get a firm commitment from the Dinner Theatre for this night, and all of the members will be notified of the location, date and cost as soon as possible". *Editor's Note: The party was held as per the above and the new Chapter President, Norman Newman, was inducted.*

June, 1982: The annual June installation of Chapter officers and Awards Banquet will be at the Café St. Clair on June 8th. (*Morris Ungren was inducted as the new Chapter President*). The first CSI-Memphis Chapter golf tournament (which also included swimming and tennis), John Denie, Chairman, was held at the Whitehaven Country Club on July 20th. 34 Chapter members attended. The Chapter membership stands at 161.

June, 1992: Byron Graves, Awards Committee Chair, reports that only five of the 17 Gulf States Region chapters submitted for 17 nominated awards - CSI-Memphis was one of these chapters. These awards were presented to the Memphis chapter: Tommy Smith received the prestigious "Director's Certificate" for his work on "Edguide"; Jeff Ervin received the Region "Certificate of Appreciation" for his work in establishing the student affiliate at Memphis State University; and Gary Wagoner received the Region's one and only "Publication Award" after also receiving the same award from the Institute. The Chapter's annual Awards Banquet will be held on Saturday, June 15th, at the Coors Belle, 5151 E. Raines Rd. (*Tommy Smith was inducted as Chapter President.*)

June, 2002: The Annual Awards Banquet will be held on 14 June at the Three Oaks Grill in Germantown. The speaker will be Russell McGruff of the consulting firm, Performance Systems, Inc. The cost to members and guests - \$18.00 and for students - \$10.00. For reservations, contact Pam Davidson. (*Steve Mangin was inducted as Chapter President for 2002-2003*)

Ron Roberts, Chapter Historian

Construction Specification Series by Steve C. Tubré, CSI, CCCA



Question :

Why are SEQUENCING and SCHEDULING in PART 1 if so many general conditions say that "the contractor shall be solely responsible for and have control over means, methods, techniques, sequences and procedures and for coordinating all portions of the Work . . ."? (A201 3.3.1)

The A/E should be careful when stipulating construction sequence or scheduling requirements and be sure there is very good reason for such a step. In no case should a specifier include statements like, "construct walls and ceilings before, not after, painting."

More from the AIA A201-2007...ARTICLE 3 CONTRACTOR

§ 3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the jobsite safety thereof and, except as stated below, shall be fully and solely responsible for the jobsite safety of such means, methods, techniques, sequences or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely written notice to the Owner and Architect and shall not proceed with that portion of the Work without further written instructions from the Architect. If the Contractor is then instructed to proceed with the required means, methods, techniques, sequences or procedures without acceptance of changes proposed by the Contractor, the Owner shall be solely responsible for any loss or damage arising solely from those Owner-required means, methods, techniques, sequences or procedures.



DEMPSIE B. MORRISON SCHOLARSHIP FUND, INC.



2012 CONTRIBUTION

LEVEL OF PARTICIPATION:

- DIAMOND (\$500+)**
- PLATINUM (\$400)**
- GOLD (\$200)**
- SILVER (\$100)**

MY IRS-DEDUCTIBLE CONTRIBUTION: \$ _____

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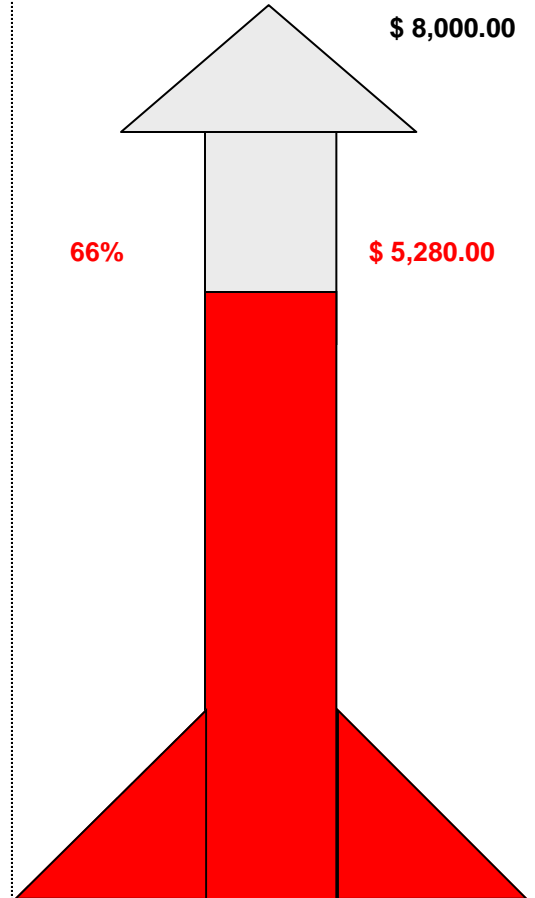
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Memphis, TN 38126**

Make check payable to: Dempsie B. Morrison Scholarship Fund, Inc.

**ARROW OF
PROGRESS**



Have YOU Responded?

**Dempsie B. Morrison
Scholarship Fund**



The Annual Chapter Golf Tournament
Presented by the
Memphis Chapter

Construction Specifications Institute

Golf Tournament '12

SPONSORSHIP OPPORTUNITIES

List of Sponsors featured at registration. Signage provided at each hole featuring sponsor's name plus GPS golf carts will feature hole sponsor name at each hole. Food and beverage sponsors featured at lunch and on drink cart.

Enjoy a great day of golf with friends and potential customers with the added benefit of advertising for your company. *A portion of the proceeds will go to the Dempsey B. Morrison Scholarship Fund, Inc.*

Please join us at the beautifully renovated
Stonebridge Golf Club
 Friday June 8, 2012
 Registration 10:30 AM
 Shotgun start 12:30 PM



For more information contact:

Ron Shirley - (901) 355-8306 - rshirley@euclidchemical.com
 Randall Haynes - (901) 462-4145 - rhaynes@baldwinshell.com



Food & Beverage Sponsor
\$300

Add a team for \$240 (\$80 discount)

Hole Sponsor

Longest Drive Sponsors (holes 7 and 12) **\$175**
 Closest to Hole Sponsors (holes 2 and 13) **\$175**
 Hole Sponsors (all other holes) **\$125**

Team + Hole Sponsor
\$400

4-person team plus hole sponsorship (\$445 value)

Pay online at www.csimemphis.org
 or

Make checks payable to CSI Memphis Chapter
 And mail form and entry fee to:

Randall Haynes
 c/o CSI Memphis Golf Tournament
 PO Box 466
 Jonesboro, AR 72403

 Company Name

 Contact/Phone

 Address

 City/State/Zip

____ Food & Bev Sponsor (\$300)
 ____ Food & Bev + Team (\$540)
 ____ Team+hole Sponsor (\$400)
 ____ Longest Drive Hole Sponsor (\$175)
 ____ Closest to Pin Hole Sponsor (\$175)
 ____ Hole Sponsor (all other holes) (\$125)
TOTAL: \$ _____



The Annual Chapter Golf Tournament
Presented by the
Memphis Chapter

Construction Specifications Institute

Golf Tournament '12

Stonebridge Golf Club

Friday, June 8, 2012
Shotgun start at 12:30pm

18-hole 4-person SCRAMBLE
 Registration: 10:30 AM

Entry Fee:

Includes lunch, free range balls, green fees, GPS cart and beverages

- \$320.00 per 4-person team
- Or \$ 80.00 per golfer

Teams must be paid in full prior to the day of the tournament
 Mail checks payable to CSI Memphis Chapter OR register & pay online at www.csimemphis.org

- Mulligan Package: \$20 per golfer
 Includes 2 mulligans, entry in putting contest and additional door prize tickets.



Registration Deadline: Friday
 May 25, 2012

Needed: Sponsors, Volunteers,
 Door Prizes, Goody Bag Items.

Good Times, Fun,
 and Fellowship



Prizes

Prizes for the First, Second, and Third Place winning teams

Longest Drive and Closest to the Hole Prizes *2 of each*

Hole In One Contest
 \$10,000 Prize

Chipping Contest

Door Prizes

For more information:

Ron Shirley: (901)355-8306
rshirley@euclidchemical.com
 Randall Haynes: (901)462-4145



BRING YOUR OWN TEAM OR WE WILL PUT YOU ON ONE!

Pay via PayPal at www.csimemphis.org
 Or:

Mail form and entry fee to:

Randall Haynes
 c/o CSI Memphis Golf Tournament
 PO Box 466
 Jonesboro, AR 72403

Captain's Name

Name

Name

Name

Phone

Phone

Phone

Phone

Handicap

Handicap

Handicap

Handicap

A portion of the proceeds from this tournament will be donated to the Dempsey B. Morrison Scholarship Fund, Inc. for University of Memphis Architectural student scholarships.



Hans Dietrich Faulhaber, AIA, CSI ©2012 | brg3sarchitects

The Submittal Process

The submittal process typically commences with the execution of the construction contract between the Owner and Contractor. The date the contract is signed triggers the time limit to submit the Products List and the Submittal Schedule, which is usually days and is commonly not more than two weeks. The Submittal Schedule submittal will establish the timeline that the contractor intends to follow related to the submittal submission as required by the Contract Documents. The Products List will reveal the products selected from the specifications to be integrated into the Work of the project.

At this point in the process the designer has the obligation to review the schedule and the opportunity to have it modified to increase the efficiency of the review process. For example the contractor may split submittals up into product data and samples. In general designers prefer the submission of ALL required submittals of a given section at one time. This way there is no need for the designer to return to that submittal subject again. Designers also prefer that associated components be submitted concurrently; an example of this is finish selections. If all of the finish selections are presented in one submittal they can be selected in a coordinated manner and returned as a group instead of individual components.

The submittal process is initiated by the contractor who will compile the submittals based on the Contract Document requirements. The participants in the process at this level also include the sub-contractor who bears the largest responsibility in compiling the submittals for the general contractor who will ultimately proffer the submission to the designer. The sub-contractor has presumably reviewed the Contract Document requirements for the work under his purview and is intimately familiar with what the submittal requirements are for the Work of his sub-contract. Consequently he will compile the entire submission and forward it on to the general contractor.

The general contractor has the responsibility and obligation to back check his sub-contractor's submittal in detail to ensure that the designer is not the first person to review the submittal package. The general contractor will signify his review by use of his review stamp indicating what the status of the review is, what the date of the review was and the initials of the reviewing party. Passing submittals through without thoroughly reviewing them is not a good practice because it will typically add time to the review process. Because submittals are time sensitive and allotted a specific amount of time contractually, failure to thoroughly review and dispose of submittals essentially violates the terms of the contract. Again, this is not a good practice and should be avoided at all cost.

Designers bear the same time requirements related to their review having the same time sensitive requirements. This time allotment is also typically listed in the contract. The times are usually 14 days for in house review and 16+ days for outside consultant review. Failure to adhere to the submittal review timeframe can and often does cause disruptions to the construction schedule if the item is on the project critical path or if there is a long lead time associated with procuring the item.

When presented to the designer for review the submittal should be accompanied by a formal transmittal indicating what is being presented for review, the date to establish when the review time commences and signification of who is presenting the submittal. All submittals should flow through the general contractor to the designer and then from the designer back to the general contractor. Once received the submittal should be logged into the designer's log, reviewed and then logged out back to the contractor. The contractor (and the sub-contractor) should likewise keep a log of submittal activities too in order to track the time and advise any party when their review time is getting close to or has already expired.

After the submitted item has been reviewed and there are no comments requiring subsequent action by any party the submitted item is then deemed acceptable for integration into the work. At that time there is no further action required by any reviewing party. The goal of submittals is to convey the contractor's intent related to the materials to be integrated into the work by the contractor. The goal is also to establish the level of material quality to be expected. The more thorough the preparation of the submittal and the more attention the person who prepares the submittal pays to the contract documents, the more likely it is that there will be no comments made that will cause a resubmission of the item. A single submission is the goal because that will take the least amount of time and cost all parties the least amount of money to process. After all, isn't the bottom line what we are striving to maximize?

Hans Dietrich Faulhaber, AIA, CSI © 2012 | brg3sarchitects

We would like to thank Hans for this many contributions this year to The Memphis PerSPECTive. You could not get better or more informative articles anywhere in the country.



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