

Facilitations

News & features for facility professionals

Published periodically by



September 2008

PRESIDENT'S MESSAGE

As you've been hearing, education is one of the key focuses in our Chapter. The 9 Core Competency Areas of Facility Management are part of every program. Since we have so many new members, I thought I would take the time this month to review these Core Competency Areas. Keep in mind under each competency there are several performance items. If you want to view the complete list of competencies with all the performance items, you can go to www.ifma.org/learning/fm_credentials. Click on Competency Areas. It's on the left side of the screen about half way down. If you can't find it give me a call, I would be happy to help you out.

Competency Area: Operations & Maintenance

Competency 1: Oversee acquisition, installation, operation, maintenance and disposition of building systems.

Competency 2: Manage the Maintenance of building structure and permanent interiors.

Competency 3: Oversee acquisition, installation, operation, maintenance and disposal of furniture & equipment.

Competency 4: Oversee acquisition, installation, operation, maintenance and disposition of grounds and exterior elements.

Competency Area: Real Estate

Competency 1: Manage and implement the real estate master planning process.

Competency 2: Manage real estate assets.

Competency Area: Human and Environmental Factors

Competency 1: Develop and implement practices that promote and protect health, safety, security, the quality of work life, the environment and organizational effectiveness.

Competency 2: Develop and manage emergency preparedness procedures.

Competency Area: Planning and Project Management

Competency 1: Develop facility plans.

Competency 2: Plan and manage all phases of projects.

Competency 3: Manage programming and design.

Competency 4: Manage construction and relocations.

Competency Area: Leadership and Management

Competency 1: Plan and organize the facility function.

Competency 2: Manage personnel assigned to the facility function.

Competency 3: Administer the facility function.

Competency 4: Manage the delivery of facility services.

Competency Area: Finance

Competency 1: Manage the finances of the facility function.

Competency Area: Quality Assessment and Innovation

Competency 1: Manage the process of assessing the quality of services and the facility's effectiveness.

Competency 2: Manage the benchmarking process.

Competency 3: Manage audit activities.

Competency 4: Manage developmental efforts of facility services to make innovative improvements in facilities and facility services.

Competency Area: Communication

Competency 1: Communicate effectively.

Competency Area: Technology

Competency 1: Plan, direct and manage facility management business and operational technologies.

Competency 2: Plan, direct, manage, and/or support the organization's technological infrastructure.

If you are interested in specific competencies from this list, let John Schneider or Ron Rowe from the Program and Tours Committees know. Just send them an email. They would be glad to put a program together. The more feedback we get from our members the more value IFMA brings to both you and your employer!

As I've said before, take the time to learn something new!

Until next month,

Karyn Biller
IFMA Madison - President
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Chapter Monthly Luncheon

September 16, 2008 / 12 Noon - Sheraton Madison

Successful Integration of Wireless Technologies

This presentation will cover the successful integration of wireless technologies into the facility. Technologies include computer networks, control systems and surveillance systems. John Fuchs of AVI Systems will speak to best practices design, placement, design theory and security concerns as well as address common troubleshooting scenarios such as possible interference solutions and alternatives. John is a Microsoft Certified System Engineer (MCSE) and a Cisco Certified Network Professional.

August Tour Recap

August's tour and social at the Ale Asylum brewery was a hit with 16 members and guests attending (Sheri Rose's husband and son in photo below). Dean Coffey (photo below), the well disciplined and hard working Brewmaster at the Ale Asylum gave the group a personal guided tour. Dean was very excited to share his insight on the engineering and design of their production tanks, which is very unique to small breweries like the Ale Asylum. The group learned about what type of water is best for brewing beer, where the brewery gets their hops, how the water is heated and cooled, the role that the ever important yeast plays in the fermentation process, how long it takes to make various beers and how oxygen is kept out of the beer during the bottling process.



The Ale Asylum has been growing and expanding their capacity to brew more beer by strategically adding tanks in their brewery production room. They are very proud to announce that they buy all of their tanks from a local source right here in Wisconsin, citing that the main reason for buying locally is superior quality and instant service. They have plans to keep growing at their current location as demand requires.

September Tour Preview



American Family Children's Hospital (AFCH) is upon their second grand opening, which will feature one floor of brand new state of the art OR rooms. We will be given a unique opportunity to have a guided, behind the scenes tour led by the Findorff Project Manager and the UW Hospital Facilities Architect. The tour will be on September 9th at 5:30. We will meet at the AFCH lobby main revolving doors. Parking is available in the main hospital parking ramp and access to AFCH can be achieved via the skyway bridge connecting the two building (signage leads the way however the information desks can help with directions if needed). Please RSVP to rbrown@creativebusinessinteriors.com by September 8th.

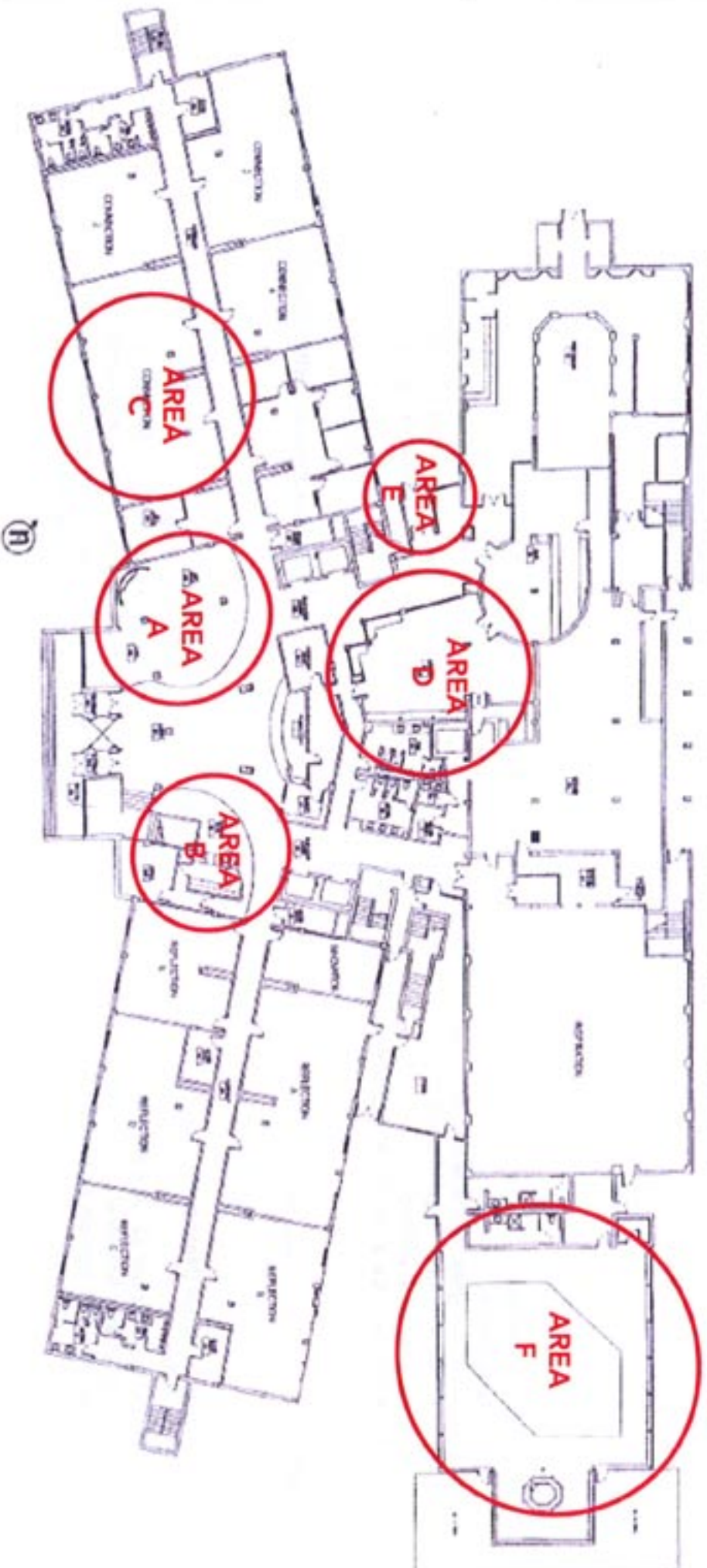
August Luncheon Recap - Sheraton Scavenger Hunt

Thank you to all who attended last month's luncheon and participated in the visual scavenger hunt! The hunt was designed to get all members a little more familiar with the Sheraton (even though we each visit the facility every month we may not realize all that they have to offer), test everyone's knowledge on facility related tid-bits, foster conversations among other members and to generally have fun.

Congratulations to all teams for doing so well!

See the Sheraton floor diagram and our program plan on the next two pages.

Map of Sheraton Hotel



IFMA August Lunch Meeting Facilities Scavenger Hunt



Team: _____

Area A: Links/Lobby

Subject: Materials

Hint: It is made from Class A Fire Rated MDF

Hint: It is 3/4" thick

Hint: It can be finished in wood, metallic or custom paint

Answer: _____

Area B: Coffee Shop

Subject: Kitchen Components

Hint: It can be air or water cooled

Hint: It can be free standing or under-counter

Hint: It produces optimum results when used with filtered water

Answer: _____

Area C: Connection Room

Subject: AV Equipment

Hint: It can be white, grey, or made of glass beads

Hint: It can be motorized or fixed in place

Hint: It typically hangs 4' off floor

Hint: It's typical size is 4'x 3' or 16'x 9' & aids with presentations

Answer: _____

Area D: Harvest Lounge/Bar

Subject: Lighting

Hint: Uses cylindrical incandescent bulbs to create soft light _____

Hint: It uses directional light to create focal points _____

Hint: It uses floodlights to produce bright general lighting _____

A. Downlights B. Sconces C. Wallwashers

Match correct answer with description listed

Area E: Hotel Entrance (Near bar)

Subject: ADA/Fire

Hint: It should be installed 32" A.F.F.

Hint: It is made of stainless steel

Hint: It can be installed indoors or outdoors

Answer: _____

Area F: Pool/ Workout Room

Subject: Safety & Sanitation

Hint: Air temperature must be 2 degrees warmer than this

Hint: Drain must be able to be seen through this

Hint: Must be sanitized with disinfectant such as hypochlorous acid, sodium hypochlorite, bromine, salt or mineral sanitizer

Answer: _____

Chapter Newsletter Wins Award!

Our Chapter WON the 2008 Small Chapter Newsletter Publication Award!

Congrats to Emily Rowe and Vicky Statz for making our monthly Newsletter award winning! Great job Ladies! Keep up the good work!

We will be presented the award at World Workplace, Oct 15-17! Come join us and cheer on the Madison Chapter's outstanding achievement!

Karyn Biller
IFMA Madison Chapter - President

IFMA Madison Member News

All IFMA members: Do you want to get more involved with our organization? We have two committees looking for members.

Join the PR Committee! Angela Brzowski, our PR Chair, has some exciting plans for the PR/Marketing Committee. Come join the fun by joining this committee! If you are interested please contact Angela at 441-5551.

PR not your thing-then how about the Education Committee? Help other members get the most from their IFMA Membership. Please contact Mike Schwartz at 256-9696 or mschwartz@ccoakley.com if you are interested.

Membership

The membership committee thanks all who attended our recent new member event on top of the Pyle Center!

IFMA New Member Events always have:

A Great view at a Great Location

Great Food

Great People

A Great way to get involved

Great Door Prizes at the end

A great way to get started with IFMA

If you would like to join the member squad, contact Karen Miller or Jim Zirbel.

Executive Committee Meeting
Tuesday, September 9
at
Target Commercial Interiors

Education Update

The Education Committee will be conducting another Circle of Excellence Session on the benefits of LED lighting. Rob Everhart, from Energy Tech Solutions will be presenting on September 23rd, at 7:30 am. Further details on presentation overview and location will be provided in the next few weeks.

The Madison and Milwaukee education committee's will meet next month to review and plan a CFM training program to be implemented sometime in 2008. The joint effort will yield many opportunities for both chapters to prepare our facility managers for CFM certification. Please remember to check the IFMA website for upcoming webcasts to assist in preparing for the CFM exam. The webcasts are listed under i-sessions on the website. Many of the sessions are free.

The University of Wisconsin-Madison, Department of Engineering Professional Development, will be offering the following short courses:

Water Entry Prevention and Moisture Control in Buildings,
Sept 9-10, Madison, WI
<http://epd.engr.wisc.edu/emaK192>

Upgrading, Maintaining and Repairing Parking Facilities,
Nov 18-19, Madison, WI
<http://epd.engr.wisc.edu/emaK454>

Physical Plant Engineering Design and Management,
Dec 1-6, Madison, WI
<http://epd.engr.wisc.edu/emaJ429>

Preventive Maintenance and Repair of Buildings and Grounds, Dec 3-5, Madison, WI
<http://epd.engr.wisc.edu/emaK498>

For more information:
call 800-462-0876
email custserv@epd.engr.wisc.edu

October Newsletter Deadline
Wednesday, September 24, 2008

Please submit materials to Emily Rowe
emily.rowe@creativebusinessinteriors.com
or
Vicky Statz
vstatz@ofr-inc.com
(as an attached WORD document)

LEDs:

A Truly "Green" Lighting Alternative
by Rob Everhart, Energy Tech Solutions

Energy saving initiatives have become a much bigger priority for businesses than ever before. More and more companies are looking for ways to reduce energy expenditures to improve their bottom line. One alternative to consider is the use of LED lighting. LEDs are the most efficient light source available and last longer than any other conventional lighting product. They also produce no UV rays and do not contain any mercury. Therefore, they are a truly "Green" lighting alternative.

For example, LED lighting will not only reduce your electrical load but will substantially reduce your maintenance costs as well. New approximate LED lighting ratios are as follows:

- LEDs use ten times less energy than standard incandescent
- LEDs use three times less energy than compact fluorescents
- LEDs use half the energy of fluorescent tube technology
- LEDs use three times less energy than HID products.

In commercial applications, returns can range from 1 to 5 years placing them as a very cost-effective alternative to standard lighting products. Many more exist but a couple of options are as follows:

Replacing 24 hour use, standard incandescent lighting with LED products will produce the best return on your investment. An LED replacement exists for most incandescent technology used today. The end result payback will likely be from 1 to 3 years. Considering the fact that most standard incandescent lamps only last approximately 1,000 hours as compared to LED's at 50,000+ hours, maintenance savings may affect the payback as well. Based on product life, one would have to purchase 50 incandescent bulbs to equate to that of one LED resulting in an additional cost savings potential. Although the cost of an incandescent lamp is significantly less than that of a LED, the maintenance costs alone balance the playing field in comparison.

Another area of potential savings is in the upgrade of the common fluorescent fixture. One option is to simply use an LED replacement tube. Two different types of tubes exist. One has an integrated driver built into the tube which requires you to bypass the ballast and wire the system direct. These tubes typically come in 120V or 277V. The other type of tubes comes with a small driver that replaces the ballast. The payback comes in around 2.5 years.



The second option is to use a light panel system. Light panels are great for several reasons; they are very thin, (roughly one inch), they allow for a lot of flexibility in output and use and they can be suspended freely, mounted in a drop ceiling or even hung on a wall. Most are fully dimmable and have life expectancies of up to 100,000 hours. At 24/7 hour operation, this option offers over 11 years without changing a lamp or ballast. The down side is that these fixtures are still expensive resulting in longer paybacks.

Expenditures can be reduced and payback terms shortened by considering the following:

- Using the incremental cost differential in new construction
- Taking advantage of Day-Lighting and using the dimming function to contribute more energy savings
- Replacing product that is close to the end of its useful life
- Capturing utility rebates
- Considering energy savings related to reduced air conditioning loads
- Calculating maintenance savings.

Other LED applications to consider include under cabinet task lighting, sign lighting, parking lot lighting and security lighting and many more.

In summary, LED lighting is one of the most exciting, fastest growing, emerging technologies in the energy industry. Contrary to some beliefs, cost-effective LED alternatives are available now. LEDs will not only reduce your electrical load and maintenance costs, but will improve your bottom line in an earth-friendly fashion. LED lighting is as "green" as you can get in the lighting arena.

We are looking for anyone who wants to contribute to the Green Corner. There are many of you reading this that may have environmental knowledge or expertise that could benefit others, so why not share it in the newsletter? Or if you have a topic that you would like to see addressed in the corner, please contact Vicky Statz at vstatz@ofr-inc.com or 608-208-6146.



Contact: Jenny Crubaugh

Company Name: Interior Investments, LLC

Phone: (608) 216-7900

E-mail address: jcrubaugh@interiorinvestments.com

Website link: www.interiorinvestments.com

Company Description:

Interior Investments, LLC was founded in 1994 and employs in excess of one-hundred twenty professionals in seven regional locations, providing full service facility management solutions to clients on a local, regional and national level.

Our expertise has allowed us to grow from a start up company, to the second largest Herman Miller distributor worldwide and one of the largest contract dealerships in Madison.

Interior Investments realizes the need to create flexible, responsive and supportive work environments in today's cost competitive climate. We are able to assist with all of the needs associated with this planning including furniture, flooring, walls, windows, lighting, artwork and signage. Our professionals have worked hand in hand with team members to develop environments for financial, educational, corporate, healthcare, retail and hospitality settings.

The Interior Investments team of professionals is dedicated to impressing our customers. Our goal is achieved by continually honing our knowledge, skills, systems, and expertise. Add to that our technical competencies and an unwavering commitment to doing whatever it takes for our clients. The end result – we leave a legacy of lasting, positive impressions.

IFMA Chapter Scholarship Committee Report

At the August Luncheon we selected the 4 scholarship recipients by having the members present at the luncheon draw names from a fishbowl. These \$250 scholarships can be used towards World Workplace, working towards achieving your CFM or FMP Certifications, any FM courses offered through the IFMA website, as well as towards CFM and FMP recertification.

The winners are: Cindy Torstveit, Dave Boland, Doug Haselwander, and Tom Riffle

We welcome everyone's feedback on the scholarship process and suggestions for future scholarships. Please feel free to contact Cheryl Weisensel at CAWeisensel@aaawisconsin.com or Jen Bendoritis at jbendoritis@americansecurityllc.com

Congratulations to our winners!

IFMA Madison Member Profile



We are looking for IFMA Madison members who would be interested in being the highlight of our member profile in upcoming newsletters.

This is a great way for other members to get to know you better, be introduced at a luncheon meeting, and get your picture in the newsletter!

Please contact Vicky Statz at vstatz@ofr-inc.com or 608-208-6146 if you would like to contribute in any way.

September Anniversaries

1 Year

Brian Forss	Tomotherapy
Herman Green	
Michael Schwartz	Coakley Relocation Systems

2 Years

Jim Wildman	Miron Construction
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3 Years

Eugene McCurdy	Associated Bank Corporation
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6 Years

Michael Gehrmann	Novagen
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7 Years

Sheri Rose	T.Wall Properties
Lawrence Barton	Strang, Inc.

9 Years

Jeffrey Kent	Nemours Foundation
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10 Years

Shannon Kassner	Telephone & Data Systems, Inc
Judy Benish	Alliant Energy Corporation

11 Years

Patricia Sweitzer	TDS Telecom
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19 Years

Richard Pierce	UW - Wisconsin Union
Michael Stark	MATC

28 Years

Richard Kusch	WPS Health Insurance Corp
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ERRORS & OMISSIONS:

At the July meeting, Coakley Brothers was the honored Gold Level Sponsor. Unfortunately, they were announced with the wrong name. Our apologies to Coakley Brothers for that error. The correct information is as follows:

Coakley Brothers Company
1818 Haynes Drive
Sun Prairie, WI 53590
Contact: Mary Edwards & Greg Dandridge
Phone: 800-545-7338
Mary 414-238-2525
Greg 414-238-2526

Thanks again Coakley Brothers for your generosity! We appreciate your continued support and dedication to the IFMA Madison Chapter.



IFMA Madison Chapter Calendar of Events

September 2008

- 9 Executive Board Meeting
- 9 Tour - American Family Children's Hospital
- 16 Luncheon Meeting - Wireless Technology

October 2008

- 14 Executive Board Meeting
- 15 -17 World Workplace
- 21 Luncheon Meeting - Why Wal-Mart?
- ?? Tour - Monona Wal-Mart

November 2008

- 12 Executive Board Meeting
- 19 Luncheon Meeting - Green Cleaning
- ?? Tour - TBA

Career Opportunities

PROPERTY MANAGEMENT MAINTENANCE TECHNICIAN

Executive Management, Inc. is seeking a self-motivated and service oriented Property Management Maintenance Technician that would be responsible for all maintenance aspects of our real estate portfolio. Work duties include maintaining and repairing the physical condition of all properties, perform general carpentry/plumbing/electrical/HVAC/drywall repairs, general grounds keeping work, snow removal and additional duties as assigned.

Must be available for an on-call schedule with additional after hours/overtime work as needed. Requirements include High School diploma or equivalent, valid WI drivers license, clean driving record, and a minimum of 3 years work experience. Benefits include competitive compensation package, medical and dental insurance opportunities, paid holidays, paid vacation and numerous other opportunities.

Please mail resume to: HR @ Executive Management, Inc., P.O. Box 8685, Madison, WI 53708

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