



PIKES PEEK



Pikes Peak Chapter of IFMA

September 2007
Volume 4 Issue 9

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Speakers, Happenings and Events

Monthly Meeting:

September 19th, 2007
 Time: 11:30 am – 1:00 pm
 Location: Academy Hotel
 8110 North Academy Blvd.
 Colorado Springs, CO 80920

Sponsored By:



Please send reservations to:
rsvp@ifma-pikespeak.org

Board Meetings

The Board meets the 1st Friday of every month
Time: Breakfast 6:45 a.m.; Meeting 7:00 a.m. to 9:00 a.m.
 (All members are welcome to attend)
Location: Oracle Corporation



Next i-Session:

SOX Compliance
 September 13, 2007 / 12:00 PM CDT

www.ifma-pikespeak.org

Pikes Peek is a monthly publication of the Pike's Peak Chapter of IFMA

Mission Statement:

To advance the professional growth of our members and develop the profession.



President's Message

Dear Chapter Members,

September is National Preparedness Month. As we remember and honor the victims of September 11, 2001, many will reflect on the people and places they protect: family, friends, home, work, school.

President Bush proclaimed September as National Preparedness Month on August 30, 2007 by asking "the people of the United States to recognize the importance of preparing for potential emergencies and to observe this month by participating in appropriate events, activities, and preparedness programs".

As facility professionals, we are responsible for protecting our organization's physical assets and personnel. Having an emergency preparedness plan in place is vital; it is most effective when building occupants understand the process and know what they are expected to do.

National Fire Prevention Association, NFPA, devised a simple, easy to remember plan to help building occupants remember what to do in the event of an emergency: **RED** model - **R**eact, **E**valuate, **D**ecide.

No one emergency is the same, potentially creating confusion to building occupants. The **RED** model is intended to simplify the decision making process. The **RED** model, according to <http://www.nfpa.org/>, is defined as follows:

React: Take any indication of smoke, fire or other potentially threatening situation seriously. Activation of building fire alarms, smell of smoke, visual indication of flames, warning from other occupants, arrival of the fire department are some of the attributes that may signal an imminently dangerous situation.

Evaluate: You must judge the level of threat. This includes confirming evidence or presence of smoke or fire; judging the conditions in your immediate area; self-judgment of your physical ability to relocate or evacuate; evaluation of the needs and abilities of others who may need assistance; consider additional information being received.

Decide: There are only two, but difficult choices:
Follow your plan and immediately leave the building, OR
Follow your plan and stay where you are, or descend to the designated level below the fire floor and be prepared to take protective/defensive action. In this case, anticipated action may include alerting the fire department of your location, seal doors, windows and vents that lead into your space. Do not break out the windows. Be prepared to wait for a considerable time period (at least one hour) if you contemplate rescue by the fire department.

There are so many helpful tools available – too many to list here. However, for your reference, President Bush's proclamation that September is National Preparedness Month, from [WhiteHouse.gov](http://www.whitehouse.gov/news/releases/2007/08/20070830-4.html), is included in the newsletter.

I hope you find this information useful.
Sincerely,
Rachelle Otis

To access President Bush's proclamation go to <http://www.whitehouse.gov/news/releases/2007/08/20070830-4.html>

Professional Development

ATTENTION CFM MEMBERS!

Volunteers needed with current CFM certifications to facilitate this fall's CFM Review sessions. These sessions prepare facilities professionals to take the CFM Exam and attain the prestigious Certified Facility Manager (CFM) designation. Facilitating the CFM sessions is an excellent opportunity to contribute back to the Chapter and the IFMA organization and promoting the field of facilities management. The sessions are scheduled for September 2007, comprised of a total of 4 evening sessions, Tuesdays and Thursdays, from 6:00-9:00 p.m.

Contact Pepe Alicea at 487-6220 or e-mail at palicea@us.ci.org.



CFM REVIEW SESSIONS

The Pikes Peak Chapter of IFMA is pleased to present "The CFM Review Session". This PPIFMA Chapter sponsored event is provided at no cost to chapter members—a \$495.00 value. This session is designed to equip facility management professionals in the nine competency areas: Planning & Project Management, Real Estate, Operations & Maintenance, Quality Assessment & Innovation, Human & Environmental Factors, Finance, Communication and Technology. The sessions are facilitated by Certified Facility Managers and subject matter experts from our chapter. This is an excellent opportunity to develop your knowledge in competency areas, network among peers and share some best practices applicable to the CFM review as well as your day-to-day jobs.

The CFM Review Sessions will be held the Seagate facility on Tuesdays & Thursday September 11, 13, 18, and 20, from 6:00 p.m. to 9:00.

To sign up for these sessions, go to the www.ifma-pikespeak.org and qualify for a free drawing for the CFM Review Handbook.

Contact Pepe Alicea at 487-6220 or e-mail at palicea@us.ci.org with any questions.



IFMA i-Sessions

SOX Compliance
Sept 13, 2007 / 12:00 PM CST
/ 90 Minutes

Integrating FM Technologies
Sept 18, 2007 / 12:00 PM CST
/ 60 Minutes

www.Future.2010
Sept 19, 2007 / 12:00 PM
CST/ 90 Minutes

Making Spreadsheets and
Budgets Work for You Part 1
Sept 25, 2007 / 2:00 PM CST /
60 Minutes

www.Future.2020
Sept 26, 2007 / 12:00 PM CST
/ 90 Minutes

Introduction to Sustainability
Sept 27, 2007 / 12:00 PM CST
/ 60 Minutes

Making Spreadsheets and
Budgets Work for You Part 2
Sept 27, 2007 / 2:00 PM CST /
60 minutes



Membership

We would like to take this opportunity to thank all those members who volunteer for the Membership Committee. Your help is greatly appreciated!

Membership Chair:

Roy Van Esselstine, FBG Service Corporation

Committee Members:

- Vicki Chase – Johnson Controls, Inc.
- Jim Cook – The Brickman Group
- Pam Cornella – Verizon
- Jim Edwards – Verizon
- Mitch Hamdeed – Advantage Security, Inc.
- Michael Mooney – FBG Service Corporation
- Randy Zornes – FBG Service Corporation

If you have questions about your membership or know of anyone who might be interested in joining the chapter, please contact any member of the committee.



September 2007 Anniversaries

2 Years

Charles Cress – The Aerospace Corporation

3 Years

Erica Fitzmorris, FMP – Service Management Systems
John Pamperin, BSME – Farmers Group, Inc
Cynthia Senger, ASID – Senger Design Group

5 Years

Erin Hankla, FMP - Student

9 Years

Ray Landwehr – Intel Corporation

Special Thanks!!!

To those Professionals and Associates that have renewed their memberships!!!

Cynthia J. Senger, ASID (Senger Design Group)

Frank T. Serpe (Sisters of St. Francis)

Don't Forget!!!!

New Professional members receive (5) \$20.00 IFMA Bucks certificates...to be used at any local Pikes Peak Chapter event of their choice!!!

Current Professional members who sponsor a "New Professional" into the Pikes Peak Chapter...Will themselves receive (2) - \$20.00 IFMA Bucks Certificates!!!

Programs

September Meeting

Date: Wednesday, September 19, 2007

Time: 11:30 AM – 1:00 PM

Location: Academy Hotel
8110 North Academy Blvd.
Colorado Springs, CO 80920

At This Month's Meeting

September 19th

Rapid Response permitting
Colorado Springs Regional Building
Dept. - Melissa Rowberg

Reservation Deadline: Noon- Monday,
September 17, 2007 rsvp@ifma-pikespeak.org

When leaving an RSVP for a Guest,
Please include your Guest's name.....
You will receive an e-mail confirmation back
after you have RSVP'd.

Upcoming Events



September 14th – BOMA/IREM/IFMA Golf Tournament –
Gleneagle Golf Course

October 17th – Monthly Meeting
Sustainable Carpet

A carpet's lifecycle impacts include chemical emissions from manufacturing, depletion of natural resources like petroleum, transportation, indoor air quality upon installation, and disposal costs at landfills and recycling operations. Choosing carpet that minimizes these impacts is especially important given the huge amount of carpeting used in the United States and its relatively short expected useful lifetime. - Ryan M Davis, Shaw Contract Carpet

November 21st – Monthly Meeting
Tour and Lunch at The World Arena

LEED Study Group Sponsored by Bonitz Flooring Group, Inc.

The next meeting for the LEED Study Group will be at 5:30 PM on WEDS, 9/26. Contact Denise Jacoby at 719-593-2220 for details.

BOMA / IREM / IFMA

13th Annual Golf Tournament

PROCEEDS TO BENEFIT

"Assistance League of Colorado Springs" - Serving the needs of children in the Pikes Peak Area.

THE TOURNAMENT

Golf Tournament is a scramble format. Cost includes 18 holes of golf, golf cart, driving range and range balls, cocktails, food, prizes, giveaways and raffle!

Date:	September 14, 2007
Registration:	12:00pm-1:15pm
Shotgun Start:	1:30pm
Cost:	\$125/ person
Location:	Gleneagle Golf Course

AWARDS/PRIZES

Best Team Score for 1st, 2nd and 3rd Places • Longest Drive • Closest to the Pin
Hole-In-One Prizes!!! Four par three holes with a chance to WIN on each hole.



IT'S TIME TO REGISTER

Mail registration form with check payable to IREM:

IREM
430 North Tejon Street
Colorado Springs, CO 80903
Attn: Linda, Phone 633-7718, Fax 632-7459

THANKS TO OUR SPONSORS

SPONSORSHIPS ARE STILL AVAILABLE * Call Cheryl Fitch at 228-6729 OR Aimee Hentosz at 228-3615

GRAND PRIZE TRIP

Guaranteed Giveaway - Golf Trip

3 Nights and 4 Days

Roundtrip Airfare for 2,

3 Nights Hotel,

2 Rounds of Golf and 4 Day Rental Car

Must be present to win. Only one entry per golfer.

Sponsorship



Herman Miller, Inc. creates great places to work through the design, manufacture and distribution of furnishings, interior products, and related services. Herman Miller is widely recognized for its decades-long leadership in environmental policies and practices. These include eliminating environmentally harmful materials and processes through a deliberate "design for the environment" protocol, minimizing any and all forms of waste, and proactively enriching the natural resources, with the ultimate ambition of being truly sustainable. The company has designated the year 2020 as a deadline to achieve a range of sustainability targets, including zero landfill and zero hazardous waste generation. Our publicly held company has been headquartered in Zeeland, Michigan since our founding in 1923.

Products & Services

- Office & healthcare furniture systems & accessories. Furniture Mgmt. Leasing
- Freestanding furniture products for office, healthcare, and learning environments
- Office and institutional seating. Strategic facilities consulting.
- Small office, home office, and residential furniture
- Filing and storage products

For more information contact-

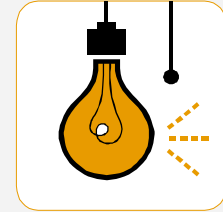
Monique Lowe

Account Development Manager

p.303.335.5856

monique_lowe@hermanmiller.com

www.hermanmiller.com



If you are interested in sponsoring a monthly luncheon or an upcoming Chapter event, please contact Randy Zornes at 719-471-3851 or email RZornes@fbgservices.com

FM – Information You Should Know

HVAC – Switching From Cool to Hot

Heating equipment obviously needs preparation. In addition, cooling equipment needs “winterizing” and inspections to insure that equipment will not deteriorate and heat will not be lost during the cool months from inoperative or poorly adjusted cooling equipment.

The process and timing varies according to the type of Mechanical Systems in the facility. The process for Chillers and Boilers varies from Rooftop Units.

Chilled hot water systems: Check glycol and the operation of outside air dampers. Complete boiler annuals. Check igniters before the first cool day when the facility will need heat. Older systems with pilot lights will need to be checked and restarted. Inspect and service gas-fired RTUs. Complete flu gas test and adjust combustion on boilers and RTUs to insure efficient operation during the cooling months.

Test and inspect controls. For simple thermostats, check the programs and adjust times and set points for shorter, heating days. For both digital and pneumatic control systems, check valves and actuators and verify the calibration of sensors.

Most work for many types of buildings should be completed in September or early October. Some facilities operate cooling most of the year because of design, occupancy and/or use. Scheduling work is more critical when equipment has little out-of-service time.

Schedule work for cooling systems early in winter to insure that all needed parts can be obtained and work can be scheduled during regular business hours (rather than overtime hours) to minimize costs.

It should be stressed to facility managers that if they are proactive and recognize the value of having a year-round preventive maintenance program in place for their mechanical equipment, the change in seasons should be a relatively seamless transition, with no necessity for a flurry of last-minute, “must-do” activities. Critical items will have been checked and re-checked, essentially behind-the-scenes, well before the seasonal “show-time” ~ so you and your customers can have confidence in the continued comfort of your working environment and can devote your time and talents to your respective businesses and true interests.

When selecting a contractor to complete work, select an organization that has extensive training and experience with the type of equipment in the facility. Next, select a contractor that will complete detailed work, related to the manufacture's recommendations and how the owner is using the equipment. (Ask prospective contractors to list the scope of work and the details of tests and maintenance.) This is easy for contractors that do detail work and difficult for contracts who just do superficial work.

Thank you to our associate members who contributed to this article:

Paul Angotti - Haynes Mechanical Systems
 Vicki Chase - Johnson Controls
 Carl Chinn - Long Building Intelligence
 Elizabeth Seeger - Tolin Mechanical Systems
 Tim Seibold - American Mechanical Services

The Lighter Side

If you tend to suffer from a lack of punctuality, you're not alone. One-in-ten workers -- 13 percent -- say they arrive late to work at least once a week and 24 percent say they arrive late at least once a month.

One-in-five admitted to making up fake excuses to explain their tardiness. Here are some of the most unusual excuses employees offered for arriving late to work:



1. I dreamed that I was fired, so I didn't bother to get out of bed.
2. I had to take my cat to the dentist.
3. I went all the way to the office and realized I was still in my pajamas and had to go home to change.
4. I saw that you weren't in the office, so I went out looking for you.
5. I couldn't find the right tie, so I had to wait for the stores to open so I could buy one.
6. My son tried to flush our ferret down the toilet and I needed to tend to the ferret.
7. I ran over a goat.
8. I stopped for a bagel sandwich, the store was robbed and the police required everyone to stay for questioning.
9. A bee flew in my car and attacked me and I had to pull over.
10. I wet my pants and went home to change.

Facilities Management - Industry Spotlight

Buildings. Maintenance. Furniture. Quality. There are many similarities in the work that we perform that bring us together in IFMA to contribute and develop our profession and ourselves. But what about the differences? Surely the needs and culture of a non-profit would differ from a high tech industry and influence how and what services we deliver.

In the coming year, we will explore the industries represented in the Pikes Peak IFMA chapter in a series of newsletter articles. Professional Members of different industries will be contacted by Karen Jones via an email survey and telephone follow-up to explore the differences. Industries will include Finance and Insurance, High Tech and Communications, Non-Profit, Public Sector, Institutional and others. Through these articles, it is hoped to expose you to members and new ideas that may help you, and each other, in your current work and career path. Facilities Management is an integral part of the infrastructure of diverse organizations, each with unique needs.

If you have any requests for information or suggestions to include in the survey and articles, please contact Karen at 622-6038 or kljones_cos@hotmail.com. Thank you in advance for your anticipated participation!

