February 2011

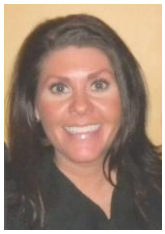
Bluegrass Chapter of IFMA
Lexington, Kentucky

BLUEGRASS BLUEPRINT

Inside this Issue

IFMA Awards of Excellence
1997 Distinguished Member
1998 Educational Programming
2001 Small Chapter of the Year
2003 IFMA Fellow Award
2005 Newsletter Publishing

Program News



Diana Lynn Hubbard-Caskey, CFM
Program Chair and Secretary, Bluegrass Chapter of IFMA

February Program

WHAT: **Computer Services/Networking/Security**

COMPETENCY AREA: **Technology**

WHO: **NetGain Technologies**

Founded in 1984 by Don Jacobson, NetGain Technologies has evolved a lot like technology. From its modest beginnings with a single office and small team to now having a team of 130+ and offices in Lexington, Louisville, Little Rock, Chattanooga and Cincinnati; NetGain Technologies has successfully met the changing needs of businesses.

Rob Wildman, VP of Operations
25 years experience in the Telecommunications / IT Industry
Kim Hutton, President of Sales
Technology sales consultant for 27 years in the Lexington marketplace - last 10 years with NetGain Technologies.
Bret Anderson

WHEN: **Tuesday, February 8**
Lunch at 11:30 with meeting at Noon

WHERE: **Lexington Herald-Leader Building**
100 Midland Avenue
Lexington, Kentucky 40508-1999

Message from the President

Mary Martin
President, Bluegrass Chapter of IFMA
HMC Service Company

I want to thank everyone who has offered their time and volunteered to work on one of our Committees. If anyone else is interested, please let us know, we can always use the extra help. I would also like to welcome some of our new members to the ranks.

John Bergs
Angela Berthold
Kevin Vanover

As we begin planning for the year, our Golf Committee has started looking into the venue for our May Golf Outing. **Mark Clark** and **Todd Kamphaus** have volunteered to help out this year. We would like to get the information out shortly after our February meeting so we have time to get commitments from our players and volunteers. We should have some final locations picked out and ideas to be presented at our February Meeting. If anyone has any suggestions, please get them to one of us.

We will also have a brief discussion about our program teams to see how we want to proceed in the future. We are hoping for some new & innovative speakers and content which fall into our competency areas. We always welcome ideas for our program speakers. Please get with us, if you have any ideas. We will also be preparing for our first quarterly after hours get together, meet and greet, sometime in March. One of our new members, Glenda Cooper, will act as our Hospitality Chair, and looks forward to pulling these together.

Last, I am looking forward to our February Program being presented by Net Gain Technologies. They will present a program on Technology - Computer Services/Networking/Security. Please mark your calendars to join us on February 8th.

Mary

Chapter Officers

President
Mary Martin
HMC Service Company
859-277-7760
martinm@hmcservice.com

Vice President
Casey Cropper
Comstock Brothers Electric
859-509-1281
ccropper@cbehq.com

Treasurer
Roger Kirk, CFM, CFMJ
Fayette County Public Schools
859-381-3967
biscuit7@insightbb.com

Secretary
Diana Lynn Hubbard-Caskey, CFM
AT&T Mobility
606-925-6137
DH8991@att.com

Immediate Past President
Lynn Pearson, CFM
Coleman Group Property Services
859-255-8855
lpearson@colemangroup.net

Committees

Programs
Diana Lynn Hubbard-Caskey, CFM
AT&T Mobility
606-925-6137
DH8991@att.com

Community Projects & Events
Mary Martin
HMC Service Company
859-277-7760
martinm@hmcservice.com

Casey Cropper
Comstock Brothers Electric
859-509-1281
ccropper@cbehq.com

Committees

Directory
Lori Gibson, KYCID
CDC Distributors
859-588-5688
lgibson@CDCDIST.com

Communications & Newsletter
Gordon Springstead, CFM
502-608-2446
gordon.springstead@gmail.com

Membership
Lynn Pearson, CFM
Coleman Group Property Services
859-255-8855
lpearson@colemangroup.net

Marketing/Public Relations
Angela Berthold
Blue Chip Facility Services/SaniGLAZE
859-835-8493
wangak@comcast.net

Web
Lynn Pearson, CFM
Coleman Group Property Services
859-255-8855
lpearson@colemangroup.net

Golf
Mary Martin
HMC Service Company
859-277-7760
martinm@hmcservice.com

Casey Cropper
Comstock Brothers Electric
859-509-1281
ccropper@cbehq.com

Mark Clark
CORT
502-499-2779
mark.clark@cort.com

Todd Kamphaus
Executive Management Services, Inc.
513-418-1633
tkamphaus@emsinc.com

Bluegrass Chapter
www.ifmabluegrasschapter.org

Looking Back…

Bluegrass Chapter Meeting – January 11, 2011
Casey Cropper

Overview of the
Alltech FEI World Equestrian Games

LEXINGTON, KY—In addition to an incredible host city and state, the world's best athletes, and the friendliest volunteer workforce in the world, it took a lot to stage the Alltech FEI World Equestrian Games. Here's a look at the 16 days of September 25 through October 10, by the numbers:

- 507,022 attendees
- 16,800 feet of bike barricade
- 8 miles of linear fencing
- 396 temporary structures
- 70 temporary power generators
- 59 miles of electrical cable
- 20,000 temporary seats
- more than 11,000 signs placed around the park
- 500 flags
- 30,000 feet of extension cord
- 632 athletes
- 752 horses
- 58 countries
- More than 100,000 servings of Kentucky Ale brand beers poured
- 1,734 Maker's Mark bottles dipped in red wax at the station inside the Kentucky Experience
- 175,220 pounds of recyclable and compostable materials removed from the park
- 56 percent of waste diverted from landfills through green initiatives
- 500 temporary toilet facilities
- 7.6 million page views to the Games web site from September 25 through October 10
- 193 countries represented in web site visitors
- 62,707 school children visited the Games thanks to Alltech
- 79,802 Facebook fans…and still counting!
- 6,000 AWESOME volunteers
- 1.1 million meals served to spectators, staff, athletes and volunteers
- 112,368 cars parked
- 326,260 trips to and from the Games taken through the main entry transport mall
- 16,000 caps, 5,000 walking sticks, and 1,000 saddle pads sold in the merchandise store
- 11 months-- youngest credentialed person; the son of press officers John and Heather Strassburger

Hazard Communication Guidelines for Compliance – Part 1

Introduction

OSHA's Hazard Communication Standard (HCS) is based on a simple concept -- that employees have both a need and a right to know the hazards and identities of the chemicals they are exposed to when working. They also need to know what protective measures are available to prevent adverse effects from occurring. OSHA designed the HCS to provide employees with the information they need to know.

Knowledge acquired under the HCS will help employers provide safer workplaces for their employees. When employees have information about the chemicals being used, they can take steps to reduce exposures, substitute less hazardous materials, and establish proper work practices. These efforts will help prevent the occurrence of work-related illnesses and injuries caused by chemicals.

The HCS addresses the issues of evaluating and communicating chemical hazard information to workers. Evaluation of chemical hazards involves a number of technical concepts, and is a process that requires the professional judgment of experienced experts. That's why the HCS is designed so that employers who simply use chemicals -- rather than produce or import them -- are not required to evaluate the hazards of those chemicals. Hazard determination is the responsibility of the manufacturers and importers of the chemicals, who then must provide the hazard information to employers that purchase their products

Employers that do not produce or import chemicals need only focus on those parts of the rule that deal with establishing a workplace program and communicating information to their workers. This publication is a general guide for such employers to help them determine what the HCS requires. It does not supplant or substitute for the regulatory provisions, but rather provides a simplified outline of the steps an average employer would follow to meet those requirements.

Becoming Familiar with the Rule

OSHA has provided a simple summary of the HCS in a pamphlet entitled *Chemical Hazard Communication (OSHA 3084).* Some employers prefer to familiarize themselves with the rule's requirements by reading this pamphlet. A single, free copy may be obtained from your local OSHA Area Office, or by contacting the OSHA Publications Office at (202) 693-1888.

The standard itself is long and some parts are technical, but the basic concepts are simple. In fact, the requirements reflect what many employers have been doing for years. You may find that you already largely comply with many of the provisions and will simply have to modify your existing programs somewhat. If you are operating in an OSHA-approved State Plan State, you must comply with the State's requirements, which may be different than those of the Federal rule. Many of the State Plan States had hazard communication or "right-to-know" laws prior to promulgation of the federal rule. Employers in State Plan States should contact their State OSHA Offices for more information regarding applicable requirements.

The HCS requires information to be prepared and transmitted regarding all hazardous chemicals. The HCS covers both physical hazards (such as flammability) and health hazards (such as irritation, lung damage, and cancer.) Most chemicals used in the workplace have some hazard potential, and thus will be covered by the rule.

Hazard Communication Guidelines continued

One difference between this rule and many others adopted by OSHA is that this one is performance-oriented. That means you have the flexibility to adapt the rule to the needs of your workplace, rather than having to follow specific rigid requirements. It also means that you have to exercise more judgment to implement an appropriate and effective program.

The standard's design is simple. Chemical manufacturers and importers must evaluate the hazards of the chemicals they produce or import. Using that information, they must then prepare labels for containers and more detailed technical bulletins called material safety data sheets (MSDSs).

Chemical manufacturers, importers, and distributors of hazardous chemicals are all required to provide the appropriate labels and material safety data sheets to the employers to whom they ship the chemicals. The information must be provided automatically. Every container of hazardous chemicals you receive must be labeled, tagged, or marked with the required information. Your suppliers also must send you a properly completed MSDS at the time of the first shipment of the chemicals, and with the next shipment after the MSDS is updated with new and significant information about the hazards.

You can rely on the information received from your suppliers. You have no independent duty to analyze the chemical or evaluate the hazards of it.

Employers that "use" hazardous chemicals must have a program to ensure the information is provided to exposed employees. "Use" means to package, handle, react, or transfer. This is an intentionally broad scope, and includes any situation where a chemical is present in such a way that employees may be exposed under normal conditions of use or in a foreseeable emergency.

The requirements of the rule that deal specifically with the hazard communication program are found in the standard in paragraphs (e), written hazard communication programs; (f), labels and other forms of warning; (g), material safety data sheets; and (h), employee information and training. The requirements of these paragraphs should be the focus of your attention. Concentrate on becoming familiar with them, using paragraphs (b), scope and application, and (c), definitions, as references when needed to help explain the provisions.

There are two types of work operations where coverage of the rule is limited. These are laboratories and operations where chemicals are only handled in sealed containers (e.g., a warehouse). The limited provisions for these workplaces can be found in paragraph (b), scope and application. Basically, employers having these types of work operations need only keep labels on containers as they are received, maintain material safety data sheets that are received and give employees access to them, and provide information and training for employees. Employers do not have to have written hazard communication programs and lists of chemicals for these types of operations.

The limited coverage of laboratories and sealed container operations addresses the obligation of an employer to the workers in the operations involved, and does not affect the employer's duties as a distributor of chemicals. For example, a distributor may have warehouse operations where employees would be protected under the limited sealed container provisions. In this situation, requirements for obtaining and maintaining MSDSs are limited to providing access to those received with containers while the substance is in the workplace, and requesting MSDSs when employees request access for those not received with the containers. However, as a distributor of hazardous chemicals, that employer will still have responsibility for providing MSDSs to downstream customers at the time of the first shipment and when the MSDS is updated. Therefore, although they may not be required for the employees in the work operation, the distributor may, nevertheless, have to have MSDSs to satisfy other requirements of the rule.

Hazard Communication Guidelines continued next month

FM News

U.S. General Services Administration

New Building Standard Published; Setting Criteria for GSA Buildings

By Marie-Alice Denis
General Services Administration

WASHINGTON, Jan. 27, 2011 – GSA has released a new facilities standards document geared toward meeting greater sustainability measures and achieving operational excellence in public buildings.

P100-2010 outlines the principles and criteria to be incorporated in the programming, planning, design and construction documentation of new and modernized GSA buildings.

The current standards serve as a cornerstone document for Public Buildings Service-owned buildings for incorporation in contracts between GSA and the design and architectural-engineering community. It is GSA's first facilities standards to be released online only (via PDF). Future releases will be web-based, fully interactive, and user-friendly. This standard covers such topics as site design, architecture and engineering disciplines, landscape design, and fire protection and life safety.

The next issue will be released as a performance-based standard, which will focus on setting the standard for achieving the green proving ground and zero environmental footprint goals laid forth by GSA. Future standards will be released annually.

To read the entire P100 building standard, visit www.gsa.gov/p100 .

FM Topics

U.S. General Services Administration
Excerpt from P100 Building Standard

Sustainability

Sustainability is the conditions under which humans and nature can exist in productive harmony, that permit fulfilling the social, economic, and other requirements of present and future generations. Sustainable design seeks to ensure that future generations are not disadvantaged by the depletion of natural or nonrenewable resources by the current generation. Sustainable designs follow an integrated, synergistic approach, in which all phases of the facility lifecycle are considered. Following sustainable design principles improves building performance, promotes the health and comfort of building occupants, minimizes environmental impacts, and supports natural resource availability. The result must be an optimal synergy of cost, environmental, societal, and human benefits while meeting the mission and function of the intended facility or infrastructure. Subsequent chapters of the P100 include requirements and recommendations to meet these objectives. The essential principles of sustainable design and development are:

- Optimize site potential
- Minimize nonrenewable energy consumption
- Protect and conserve water
- Use environmentally preferable products and materials
- Enhance indoor environmental quality
- Optimize operations and maintenance practices

These principles must serve as the basis for planning, programming, design, budgeting, construction, commissioning, operation, maintenance, and disposal of all new facilities, major renovations, and existing building alterations. These principles must be applied as appropriate to every project scope. Applicable strategies and opportunities to improve sustainable performance must be included in all projects.

New construction and major renovations of GSA buildings, as well as applicable work in existing GSA buildings, must comply with the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings. Strategies to meet the Guiding Principles are included in each appropriate chapter of the P100. For the latest guidance on implementing the Guiding Principles see www.wbdg.org/sustainableEO .

Sustainability continued

LEED Certification

Through integrative design and application of sustainable design principles, all new construction projects and substantial renovations must achieve, at a minimum, a LEED Gold rating through the Leadership in Energy and Environmental Design (LEED) Green Building Rating System of the U.S. Green Building Council. GSA's use of LEED is to measure and quantify building performance achievements in relation to our mandates and goals. Pursue LEED credits appropriate to the goals of GSA and to the type of project being designed.

For projects seeking LEED certification, the following prerequisites and credits must be achieved to comply with the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings, unless specifically exempted from the project scope. Credits are listed under each Guiding Principle. Additional credits listed are interrelated and synergize with the Guiding Principles but are discretionary to achieve.

I. Employ Integrated Design Principles

Integrated Design
Innovation & Design:
LEED Accredited Professional

Commissioning
Energy & Atmosphere Prerequisite:
Fundamental Commissioning of the
Building Energy Systems
Energy & Atmosphere:
Enhanced Commissioning

II. Optimize Energy Performance

Energy Efficiency
Energy & Atmosphere Prerequisite:
Minimum Energy Performance
Energy & Atmosphere: Optimize Energy
Performance—Improve by 30 percent
for New Buildings or 20 percent below
prerenovations 2003 energy use baseline
for major renovations

On-Site Renewable Energy—
interrelated discretionary credit,
Energy & Atmosphere: On-Site
Renewable Energy (solar hot water)

Measurement and
Verification/Benchmarking
Energy & Atmosphere:
Measurement and Verification

III. Protect and Conserve Water

Indoor Water
Water Efficiency Prerequisite: Water
Use Reduction (20 percent reduction)

Outdoor Water
Water Efficiency: Water Efficient
Landscaping—Reduce by 50 percent
Sustainable Sites: Stormwater Design—
Quantity Control (Imperviousness),
Sustainable Sites: Stormwater Design—
Quality Control (Best Management Practices)

IV. Enhance Indoor Environmental Quality

Ventilation and Thermal Comfort
Indoor Environmental Quality Prerequisite:
Minimum Indoor Air Quality Performance
Indoor Environmental Quality:
Thermal Comfort—Design,

Daylighting
Indoor Environmental Quality: Daylight
and Views—Daylight 75 percent of Spaces

Low-Emitting Materials
Indoor Environmental Quality: Low
Emitting Materials—Adhesives and Sealants
Indoor Environmental Quality: Low
Emitting Materials—Paints and Coatings

Indoor Environmental Quality: Low Emitting Materials—Flooring Systems
Indoor Environmental Quality: Low Emitting Materials—Composite Wood and Agrifiber Products

Protect Indoor Air Quality during Construction
Indoor Environmental Quality: Construction IAQ Management Plan—During Construction
Indoor Environmental Quality: Construction IAQ Management Plan—Before Occupancy

Environmental Tobacco Smoke Control
Indoor Environmental Quality Prerequisite: Environmental Tobacco Smoke (ETS) Control

V. Reduce Environmental Impact of Materials

Recycled Content
Materials & Resources: Recycled Content—10 percent (post consumer + ½ preconsumer)

Biobased Content—interrelated discretionary credit
Materials & Resources: Rapidly Renewable Materials
Materials & Resources: Certified Wood

Environmentally Preferable Products—interrelated discretionary credit
Consult the Federal Green Construction Guide for Specifiers at www.wbdg.org/design/greenspec.php
Materials & Resources: Materials Reuse—5 percent of total value of materials
Materials & Resources: Regional Materials—10 percent Extracted, Processed & Manufactured Regionally

Waste and Materials Management,
Materials & Resources Prerequisite: Storage and Collection of Recyclables,
Materials & Resources: Construction Waste Management—50 percent Recycled or Salvaged,

Ozone Depleting Compounds,
Energy & Atmosphere Prerequisite: Fundamental Refrigerant Management ,
Energy & Atmosphere: Enhanced Refrigerant Management,

FM News

www.energystar.gov

All Federal Agencies Now Required to Lease Space in ENERGY STAR Labeled Buildings

As of December 19, 2010, Federal agencies are now required to lease space in buildings that have earned EPA's ENERGY STAR in the most recent year. This provides an opportunity for owners and operators of ENERGY STAR labeled buildings to attract and retain Federal tenants, and allows Federal agencies to help move the market for energy efficient buildings.

Who is affected?

1. All Federal agencies entering into a new lease for more than 10,000 square feet.
2. Owners and managers of commercial real estate (lessors) with existing Federal leases for more than 10,000 square feet.
3. Owners and managers of commercial buildings (lessors) interested in attracting Federal tenants.

Continued next page

Energy Star Labeled Buildings continued

What are the rules?
According to Section 435 of the *Energy Independence and Security Act (EISA) 2007*:

1. Federal agencies are required to lease space in buildings that have earned EPA's ENERGY STAR.
2. The rule applies to any new leases entered into on or after December 19, 2010.
3. The lessor's building must have earned EPA's ENERGY STAR on a date not more than 12 months prior to the lease award date.
4. In instances where a lessor's building is not eligible to earn EPA's ENERGY STAR, Federal lessees will require the lessor to implement certain cost-effective energy efficiency upgrades to the building.

Why is this important?

- The Federal Government occupies nearly 500,000 buildings across the nation. By raising the bar on the energy performance of those buildings, the Federal Government is leading the way towards a more sustainable, energy-secure future for America.
- To earn EPA's ENERGY STAR, buildings must perform better than 75% of their peers. These top-performing buildings use, on average, 35% less energy than average buildings—saving money and preventing greenhouse gas emissions without sacrificing comfort or quality.
- ENERGY STAR labeled buildings are verified by independent licensed professionals, ensuring that Federal agencies are only leasing the most energy-efficient properties on the market

FM News

OSHA QuickTakes January 1,. 2011

OSHA acts to protect workers in residential construction

OSHA issued a new directive withdrawing a former one that allowed residential builders to bypass fall protection requirements. The directive being replaced, issued in 1995, initially was intended as a temporary policy and was the result of concerns about the feasibility of fall protection in residential building construction. However, according to data from the department's Bureau of Labor Statistics, there continues to be a high number of fall-related deaths in residential construction and industry experts now feel that feasibility is no longer an issue or concern. The National Association of Home Builders, the National Advisory Committee for Construction Safety and Health, and the Occupational Safety and Health State Plan Association all recommended rescinding the 1995 directive. To view the directive and for more information, visit OSHA's Residential Fall Protection page.

Green Jobs: New online resource provides information on green job safety and health

Information on Green Job Hazards is now available on the OSHA Web site. Green jobs are being defined broadly as jobs that help to improve the environment, such as in the wind and solar energy, recycling and biofuels industries. However, green jobs are not necessarily safe jobs. Workers in the green industries may face hazards that are commonly known in workplaces -- such as falls, confined spaces, electrical, fire, and other similar hazards. Additionally, workers may be exposed to new hazards which may not have been previously identified. For example, workers in the solar energy industry may be exposed to Cadmium Telluride, a known carcinogen, if adequate controls are not implemented. The information now available online is part of OSHA's commitment to helping workers and employers ensure that green jobs are safe jobs.

FM Glossary

Building Information Modeling

Building Information Model (BIM) – A product or intelligent digital representation of data about a capital facility. BIM authoring tools are used to create and aggregate information which had, before BIM, been developed as separate tasks with non-machine interpretable information in a paper-centric process (NBIMS, 2007).

Building Information Modeling – The process of developing and using a Building Information Model (NBIMS, 2007).

Create Task - Authoring, expanding, refining, and identifying constraints and parameters which advance the development of the facility concept with increasing level of detail as the concept evolves (Leicht, 2009).

Examine Task - Reviewing the design/solution for viability and to ensure compliance with the project goals, code requirements, and owner and design intent (Leicht, 2009).

Focus Task - Identifying the concept(s) which best satisfy project requirements and offer the best opportunity for advancing the project (Leicht, 2009).

Integrate Task - Combining information from design/problem-solving subtasks ensuring the extent of compatibility amongst the compiled concepts and systems (Leicht, 2009).

Integrated Project Delivery - A project delivery method that integrates people, systems, business structures and practices into a process that collaboratively harnesses the talents and insights of all participants to optimize project results, increase value to the owner, reduce waste, and maximize efficiency through all phases of design, fabrication, and construction. IPD represents a return to the "Master Builder" concept where the entire building team including the owner, architect, general contractor, building engineers, fabricators, and subcontractors work collaboratively throughout the construction process (AIA, 2007; Matthews and Howell, 2005).

Interactive Workspace - An Interactive Workspace is a technologically augmented team-project room that represent a specific sub-domain of ubiquitous computing (Johansen and Fox, 2004).

Virtual Environment - A partially or totally computer based sensory input environment (Air Force, 1994).

Virtual Prototype - The design or construction of a computer model for realistic capabilities and simulation (Pratt, 1994).

References

Air Force (1994). Glossary, Proceedings of the NSIA Spacecast 2020 Symposium, 9-10 November 1994, Washington, DC, USA. pp-v.htmhttp:*www.fas.org/spp/military/docops/usaf/2020/a*

AIA (2007). American Institute of Architects California Council May 15, 2007Johanson, B. and Fox, A. (2004). Extending tuplespaces for coordination in Interactive Workspaces. Journal of Systems and Software,// 69(3), 243-266.

Leicht, R. M. (2009). A framework for planning effective collaboration using interactive workspaces. Ph.D. Thesis, The Pennsylvania State University, University Park, PA, USA.

Matthews, O. and Howell, G. (2004). Integrated project delivery: An example of relational contracting. Relational Contracting Symposium, Lean Construction Institute, Atlanta, www.leanconstruction.org/files/ Dec. 22, 2004.

NBIMS (2007). National building information modeling standard, Version 1.0, Facilities Information Council, National Institute of Building Standards, Washington, DC, USA.

Pratt, M. J. (1994). "Virtual prototypes and product models in mechanical engineering." Proceedings of the IFIP WG 5.10 workshops on virtual environments and their applications and virtual prototyping, Providence, RI, USA, 113-128.