

THE CONSTELLATION

Newsletter of the Baltimore Chapter Construction Specifications Institute

January 2021 Volume 57, Issue 7

January Meeting Details

Place

Online

We will send you the link when you register.

Thursday, January 14, 2021

4:30 Board Meeting 5:30 Program

Make your reservation before 8:00 p.m.

Wednesday, January 13, 2021

Cost: Free

CHEAP!
And it is not a typo!

RSVP

Send Email to Katherine Good

OR



January's Program

Transitions

MAKING EMPLOYMENT MOVES

With the upheaval thrust upon the construction industry since February 2019 by the Covid 19 pandemic, individual employment situations have changed. For product representatives, they have changed beyond the loss of in-person meetings with design professionals and co-workers. For several Chapter members, it has meant changing employers. Sometimes by choice — sometimes not.

Changing employment situations brings challenges and opportunities. Personal comfort levels affect decision-making on making these changes. Unanticipated promotions can result from the changes. Applying lessons learned from previous employers get applied to the new. Training occurs with unfamiliar products and different business practices.

Join us for a panel discussion as we spend time with several Chapter member product representatives as they discuss the changes they have experienced over the past few years as they have changed employment venues. Listen for similarities and differences of their experiences, so you can compare to your own.

February's Program

We have another panel discussion in planning, but we're still in planning mode with the participants.

The Construction Specifications Institute is an international non-profit technical organization dedicated to the advancement of construction technology through communication, education, research, and service. For information about Baltimore Chapter CSI, contact Brian Lockwood at 717-817-1713

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Awards	lim Clanav	410-980-2888		
	Jim Clancy			
Elec Comm	Meagan Elfert	410-790-8161		
Finance	Steven Evans	410-916-1910		
Handbook	Scott Sider	410-290-9680		
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Tellers	Scott Sider	410-290-9680		
William J. Grabowski Scholarship Fund				
	Liz Stone	410-507-5135		

Check the Chapter Website www.csibaltimore.org

www.baltimorecsi.org
for information about Chapter
events and activities

Join us at felttips.blogspot.com

Editorial Policy Notice

The Constellation acts as a moderator without approving, disapproving, or guaranteeing the validity or accuracy of any data, claim or opinion appearing under a byline or obtained or quoted from an acknowledged source.

The opinions expressed by authors do not necessarily reflect the official views of the Baltimore Chapter CSI or The Construction Specifications Institute.

Editorial deadline is the last Wednesday of each month.

President's Message

I don't know about you, but I don't set New Year's Resolutions. Why? Because inevitably I fail at joining the gym, losing 25 pounds, and giving up sugar. What I can get behind, goals! You all who know me, know I am a PLANNER. I like things obvious, figured out, and checked off a list. Inevitably my mind has turned towards setting goals for 2021 and I realized something; they are the same as 2020.

One blogger put it like this "You can create a plan, make a list and set a timer — or better yet, a tomato-shaped Pomodoro timer. (Wait. Do they sell those on Amazon?) Yet four hours later, you're sobbing over a video about a penguin that swims 5,000 miles every year to cuddle with the man who rescued him from the rocks when the bird was but a peep. No wonder your ice cream melts." I have watched that video.

After being slightly depressed with the failure of 2020's goals I thought, "Hey, that's okay. 2020 turned into a crappy year." My inner planner won out determined to reset these goals and succeed in 2021, but with everything still so uncertain, how do I do that?

Thanks to Google and some research, I'm sharing a few tips in case, like me, your goals went unaccomplished or you're not sure what to do this year.

- 1) It's okay to let go of goals you set before the world changed. COVID-19 happened. We're right there with you. Give yourself a break.
- 2) It's okay if you don't reach your goals this year, as long as you don't stagnate. The world is still in flux; our business and personal lives will likely never go back to "how it was," for better or worse. Goals are meant to flex with your life. However, don't let yourself get stuck. Do grow in ways that are manageable, whether it's online seminars, picking up a trade magazine, or finding a new favorite band.
- 3) Set fewer but more meaningful goals. What's really going to make a difference in your life and career? Personally, I'm setting only three goals this year and two of them will be a challenge. One regards my health, the second my profession, and the third is a personal goal.
- 4) Be specific and pick something manageable. I learned this in a workshop for Multiple Sclerosis, which I deal with daily, but it's been super helpful in life and career. They taught us (and it's my preferred method of goal setting) the SMART method: Specific, Measurable, Attainable, Realistic, Time-bound (Google has all sorts of tools!). For me that means instead of my goal being "exercise more" it instead means, "I will exercise three times a week for 15 minutes for the next month." Or "I will limit myself to one chocolate truffle three times a week." Maybe it's "I will call two clients who I have not heard from in over a year by the 10th of each month."
- 5) Like Nike, JUST DO IT.

Now, I'm trying to remind myself to go exercise for 15 minutes instead of eating chocolate.

Cheers!

Katherine Good, CSI Chapter President

Winter Professional Development Seminars

From January to March 2021, the Chapter will be offering sessions on the organization of construction contract documents, the use of standard forms and formats, product representation, construction contract administration, and specification writing. Improve the way you write or use construction contract documents.

Attend these classes if you intend to take a Certification examination (CDT, CCS, CCPR, or CCCA) or want to enrich your knowledge on the core documents of the construction industry. Intern architects taking the seminar series and CDT Exam can use the time spent on the study sessions and the exam towards NCARB's Architectural Experience Program credit hours.

The two-hour sessions will be held on Tuesday evenings, starting on January 12, 2021 via an MS Teams online connection. Registration fee is \$100 for the entire series of sessions, or \$10 per session ala carte.

Attendees will need to obtain a copy of the Project Delivery Practice Guide (for CDT), Specifications Practice Guide (for CCS), or Construction Administration Practice Guide (for CCCA), and copies of AIA Documents A101 and A201. Order the Practice Guides from the Institute at 800-689-2900; www.csiresources.org. The Practice Guides cannot be ordered through the Baltimore Chapter CSI. Order the AIA documents from the Building Congress and Exchange at 410-823-7200, Baltimore Chapter AIA at 410-625-2585, or online at www.aia.org. Please be sure to order your documents in time to receive them before the first class.

Registration forms and details are attached to **The Constellation**. For more information, contact Professional Development Chair Scott Sider, CSI, CCS, CCCA, at 443-573-2248.

Board Meeting Highlights December 2020

Electronic Communications Chair Meagan Elfert, reported that the website is up to date.

Membership Chair: Brian Lockwood, reported we are now at 80 members, with one previous member rejoining.

Professional Development Chair Scott Sider, reported that registration for the winter seminars is progressing. One person has signed up for the CDT program. Scott described the continuing education requirements for the certifications, particularly the new continuing education requirements and fees for the CDT.

Future Chapter monthly programs were discussed. Possibilities include several panel discussions. January's will be on the subject of product representatives, their movement from company to company, or position changes within their firms. Looking past January to February and March, the programs will remain virtual. We'll look into the possibility of a bowling or some other fun events, when the pandemic is behind us; maybe in June. Katherine suggested doing outdoor tours when the weather warms in April and May. We're looking for ideas for the outdoor events, and for virtual presentations.

Table Top Sponsorships Chair Todd Guntner, discussed the fee charged to tabletop sponsors. Currently, it is \$250; but we may want to reduce it to \$150 for a virtual presentation. These days, product representatives may be looking for any opportunity to reach the community. Discussion as to the marketing budgets of various firms. Todd will talk to other product representatives, to ask how they'd react to such a proposal.

We will try to review the Chapter's Bylaws next month. Our bylaws are listed on our website, and we're asking Officers, Board Members, and Committee Chairs to look them over. Please submit proposed changes to Katherine.

Sam Grant, CSI Chapter Secretary sgrant@gfnet.com

Smiling Faces

Many buildings constructed before the middle of the 20th Century had character in the form of faces hidden among the ornaments on building facades. Many are hidden in column and pilaster capitals. Some are jolly, some are somber, and some may seam like they came from a nightmare.









Calendar Of Events

January

- 12 Professional Development Seminars begin at Waldon Studio Architects' Baltimore office at 31 Light Street, and runs until March 23. For more information, contact Professional Development Chair Scott Sider, CSI, CCS, CCCA, at 410-290-9680. Sessions will be offered via MS Teams connection. See the next couple of pages for the Syllabus and Registration Form
- Northern Virginia Chapter CSI Program: *Bridging the Gap: Designing Your Project in the Specifications*. Email rtrafton@nehmer.com for registration information.
- 14 Baltimore Chapter Meeting. *Transitions Making Employment Moves.* Online; send reservation and we'll send you the link to join us.

February

11 Baltimore Chapter Meeting. Location and program to be determined.

March

11 Baltimore Chapter Meeting. Location and program to be determined.

April

8 Baltimore Chapter Meeting. Location and program to be determined.

May

13 Baltimore Chapter Meeting. Location and program to be determined.

January Anniversaries

Rodney Anderson, CSI, CCS, CDT	
Michael Clancy, CSI, CDT	40
Nicole Dyer, CSI	1
Marc Held, CSI, CDT	22
Steven Kohl, CSI, CCS, CDT	14
Jon Lipka, CSI, CCCA, CDT	10
Brian Lockwood, CSI	
William McCarthy, CSI, CDT	24
Mitchell Nelson, CSI, CCS, CCCA, CDT	
Scott Robison, CSI	28
K. Andrew Stone, CSI, CDT	
Kimberly Wilson, CSI	7



Baltimore Chapter CSI

Professional Development and Certification Seminars — Winter 2021 Syllabus

Location: Waldon Studio Architects — Baltimore; 31 Light Street (building entrance is on Water Street), Baltimore, MD (go to the

5th floor).

Contact: Scott Sider, Professional Development Committee Chair, Waldon Studio Architects; 410-290-9680, Extension 303.

swsider@waldonstudio.com.

Class Dates: Tuesdays from January 12, 2021 through March 23, 2021.

Class Time: 5:00 PM to 7:00 PM.

Seminar Series Fee: \$100.00 (for the entire series). \$10.00 for individual sessions.

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Date	CDT Preparation	CCS, CCPR, CCCA Preparation
Tuesday January 12, 2021	Building team members and their relationships; Commissioning; Construction process; Project phases; Facility Life Cycle; Integrated Project Delivery	CCCA: Construction Administration; Roles and Responsibilities; Preconstruction; Meetings; Construction Observation and Inspection
Tuesday January 19, 2021	OmniClass, MasterFormat, and UniFormat.	CCCA: Submittals; Quality Assurance and Quality Control; Executing the Work
Tuesday January 26, 2021	SectionFormat, PageFormat, OmniClass, Spec Data, and GreenFormat	CCCA: Contract Document Interpretations and Modifications; Claims and Disputes
Tuesday February 2, 2021	AIA A201 – Contract Provisions: Definitions and provisions.	CCCA: Measurement and Payment; Project Closeout; Construction Administration Guides
Tuesday February 9, 2021	AIA A201 – Rights, Duties, and Responsibilities: Understand Owner, Contractor, and A/E roles. AIA A101 – Owner-Contractor Agreement	CCS: Project Manual and Specifications Practices; Producing a Project Manual; Coordinating Drawings and Specifications (Scott)
Tuesday February 16, 2021	Codes and Regulations; Project Conception; Programming; Project Cost and Scheduling; Project Delivery Methods; Integrated Project Delivery.	CCS: Methods of Specifying; Performance Specifying; Procurement Specifying; Specifying for Government Agencies
Tuesday February 23, 2021	Product Selection Processes and Evaluation	CCS: Specifications and Contract Forms, Construction Bonds, and Construction Insurance; Division 01 Specifications
Tuesday March 2, 2021	Design; Sustainability; Value Judgement Processes; Schematic and Design Development Documents	CCS: Master Guide Specifications; Short Form Specifications;
Tuesday March 9, 2021	Construction Administration	No Session
Tuesday March 16, 2021	Procurement	CCPR: Services of Product Representatives; Forms of Representation; Working with the Project Team; Product Information
Tuesday March 23, 2021	Facility Management Exam Preparation	CCPR: Filing Product Information; Distributing Product Information; Forms of Presentation; The Sales Process

Baltimore Chapter CSI Professional Development and Certification Seminars Winter 2021 **Registration Form**

Location: Waldon Studio Architects — Baltimore; 31 Light Street (building entrance is on Water Street), Baltimore, MD (go to the 5th floor). Sessions will also be available via a Go To Meeting link.

Contact: Scott Sider, Professional Development Committee Chair, Waldon Studio Architects; 410-290-9680, Extension 303. swsider@waldonstudio.com.

Class Dates: Tuesdays from January 12, 2021 through March 23, 2021.

Class Time: 5:00 PM to 7:00 PM.

Seminar Series Fee: \$100.00 (for the entire series). Please make checks payable to Baltimore Chapter CSI and bring to first class with completed registration form. If you register for individual sessions on Eventbrite, they are \$10.00 each. Registration for this class does not register you for taking the certification exams. To register for exams, contact CSI at www.csiresources.org or call 800-689-2900. Certification Exam registration (\$375 member/\$625 non-member; students at \$165 with valid ID) runs from February to April.

Instructional Materials You Must Obtain:

- CDT Sessions: Project Delivery Practice Guide. Access MasterFormat™ and UniFormat™ 2010 from the companion web
- CCS Sessions: Specifications Practice Guide. Access MasterFormat™, UniFormat™ 2010, SectionFormat™ 2008, and PageFormat[™] 2008 from the companion web site.
- CCCA Sessions: Construction Administration Practice Guide. Access MasterFormat™ and UniFormat™ 2010 from the companion web site.
- CCPR Sessions: Product Representation Practice Guide (PRPG). Access MasterFormat™ and UniFormat™ 2010 from the companion web site.
- Order the Practice Guides from the Institute at 800-689-2900; www.csiresources.org. If you are a CSI member, make sure you log into the CSI web site prior to ordering, so you receive the member discount.
- 2017 edition of AIA A101, Standard Form of Agreement between Owner and Contractor Where the Basis of Payment is a Stipulated Sum. You can purchase the AIA A101 at http://documentson.demand.aia.org. It will cost about \$30 for the
- 2017 edition of AIA A201, General Conditions of the Contract for Construction. You can purchase the AIA A101 at http://documentson.demand.aia.org. It will cost about \$30 for the document.
- Purchase the EJCDC documents at http://www.ejcdc.org/index.php?option=com_virtuemart& page=shop.browse &category id=1&Itemid=27. This would cost about \$340 for the two documents, if you purchase them. Since the concepts of the AIA documents are similar to the EJCDC documents, per information received from the Institute Certification Committee, you can study for the exam using the AIA documents or the EJCDC documents.
- Study Guides. Handbooks, and Study Work Books Links:
 - CDT: Candidate Handbook and Candidate Study Work Book (requires having or creating an account on website).
 - CCS: Candidate Handbook and Candidate Study Work Book (requires having or creating an account on website).
 - CCCA: Candidate Handbook and Candidate Study Work Book (requires having or creating an account on website).
 - CCPR: Candidate Handbook and Candidate Study Work Book (requires having or creating an account on website)...

Credits: 2 AIA CES credits per session attended, typically. Please provide the following information: _____ Firm:_____ Name: Mailing address: Telephone:____ Email: Are you planning on sitting for a CSI exam in Late March / Early April 2021? Yes No. If yes, which?

- If you need continuing education units or learning units, please furnish the name of your professional organization and your membership number so we can submit your credits.
- Are you a CSI member? Yes No. Baltimore Chapter member? Yes No. If not, would you like more information about joining CSI? Yes No.
- To obtain study materials, or to register for exams, contact CSI at www.csiresources.org or call 800-689-2900.
- Reserve your seat as soon as possible. Space is limited and fills up fast.