



# THE WINNER'S CIRCLE

A Publication of the Indianapolis Chapter of the Construction Specifications Institute

MEETING DATE:  
Thursday November 11, 2010

TOUR SCHEDULE:  
12:30 Registration  
1:00-2:30 Tour

MEETING SCHEDULE:  
5:30 Social Hour  
6:30 Dinner  
7:15 Program/Meeting

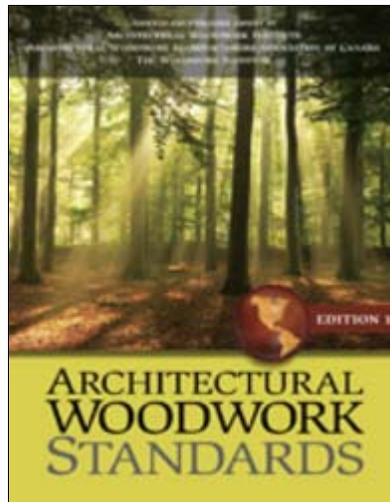
MEETING LOCATION:  
Riverwalk Banquet Center  
Indianapolis, IN

FEES:  
Free to Members  
\$20 Guests  
\$10 Students/Retired

RESERVATIONS:  
Please RSVP via the chapter website, or contact the Chapter Voice Mail, (317) 465-1491

## NOVEMBER MEMBERSHIP MEETING: VENEER FACTORY TOUR AND AWI PROGRAM

*Programs Committee*



Become familiar with the new format and content of the new Architectural Woodwork Standards – the joining of the Woodwork Institute's Manual of Millwork and the AWI/AWMAC's Architectural Woodwork Quality Standards Illustrated.

Learn how to create a specification for architectural woodwork, using a Guide Specification, properly referencing the new standards to embed the applicable sections of the new standards into their specification.

Understand and be able to utilize the power and details contained in the new Architectural Woodwork Standards with regards to specifications covering these sections.

Reduce the design and development timeline for woodwork elements, resulting in more effective billable hours in the office.

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**NOVEMBER 11, 2010**  
November: Veneer Factory Tour and AWI Program

**NOVEMBER 11, 2010**  
Veteran's Day

**DECEMBER 9, 2010**  
Annual Holiday Party

**NOVEMBER 25, 2010**  
Thanksgiving



**VIEW FROM THE TOWER**

November 2010

*D. Blake Wagner, AIA, CSI, CCCA, LEED AP*



With Thanksgiving in a couple weeks and a new year approaching, we have plenty to be thankful for.

I'm thankful for the great CSI members I get to work with at our chapter. A special thank you to Kent Hughes, Ratio who spearheaded the organization and even volunteered as a tour guide for the tour of the expansion to the Convention Center preceding our October Program on structure supported glazing systems by Novum. Next month is December and we'll be celebrating the year

with the annual holiday party at the Columbia Club on December 9th. Pete Baker, Seward Sales has done a great job once again organizing this annual event where I would encourage you all to bring a guest to share the view of the world's largest Christmas tree from 10-floors above Monument Circle and be entertained by on the premier choirs, the Indianapolis Children's Choir following dinner.

My picture this month is with Student Prize award winner Steve Herron from BSU at the conclusion of the 2010 Trade Show. With Steve, timing was everything in returning his dot card to win the prize. Be sure to watch for changes with next year's Trade Show as chairman Henry Stella, RW Armstrong and the Trade Show Committee will be moving from September to October 2011.

November marks another historic month in the establishment of the Indianapolis Chapter CSI Education Foundation with the Indianapolis chapter gifting the investment account and finalizing the final money from the chapter to the foundation. They have applied for 501c3 status and have even prepared the scholarship applications for spring 2011. A special thanks to Foundation President John Fleck and the many hard workers on the Foundation Board.

*(continued on page 3)*



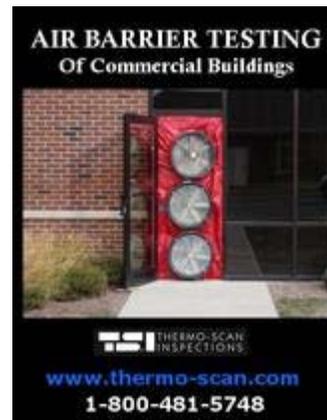
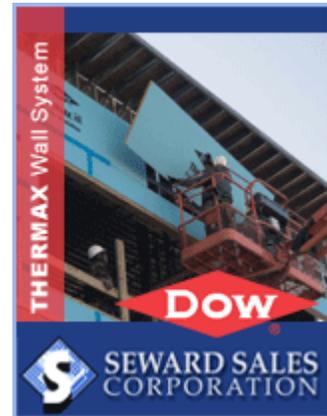
As the year ends, it is also Certification Registration time! The exams will be held March 28-April 9, 2011, but by registering before January 28th you will save money and give yourself additional time to study. CSI Construction Document Technologist (CDT) Certification will provide you a great base knowledge to understand the communications channels, processes, and procedures in the construction industry. A MUST for anyone entering the industry or having trouble understanding why things are done the way they are done. Go to <http://csinet.org/certification> today to register.

As I wrap up this month's View from the Tower I'm looking ahead to 2011. CSI Institute nominations just closed and we'll be starting our chapter election proceedings in a couple months. If you have interest in becoming more active in the Indianapolis Chapter, give me a call and I can help connect you with the movers and shakers that make our chapter one of the nation's Outstanding Chapters. If you would be interested in becoming a Board member, contact Nomination Committee chairman Pete Kerfoot, Curley Brothers Masonry to be placed on the ballot.

I hope to see everyone at the November program on the AWI standards and as always, if you have any suggestions, criticisms or questions feel free to contact me at [bwagner@interdesign.com](mailto:bwagner@interdesign.com), 317.263.9655 or by stop by my office downtown. See you on Veterans Day, November 11th!

### INDIANAPOLIS CHAPTER CSI MEMBER BADGES

If you've ever attended an Indianapolis chapter meeting, you will recall our red (well technically terra cotta is the official CSI color) name badges. If you have never received your own badge or need to correct something (i.e. employer, last name, or to add a CSI Certification), contact our Badgemaster, David Young with Ratio Architects at 317.633.4040 or [dyoung@rationarchitects.com](mailto:dyoung@rationarchitects.com)



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**CERTIFICATION QUIZ**

Indianapolis Chapter CSI - Quizmaster

*Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA*

1. When cross-referencing between the Drawings and Specifications, the proper term is:

- a. Refer to Specifications
- b. See Specifications
- c. Neither, as the practice is discouraged

2. Owner occupancy of the premises during construction:

- a. Should not be specified in Section covering temporary facilities
- b. Is specified in Section 01 11 00 – Summary of Work
- c. Is not the concern of the specifier
- d. Precludes Contractor's use of existing facilities such as stairs, elevators, and sanitary facilities.

3. The specification writer in a small firm is usually the:

- a. Intern architect
- b. The lead designer
- c. Project architect
- d. The firm principal

4. Public projects generally forbid the use of \_\_\_\_\_ specifications, except under special circumstances, since they can effectively eliminate competition:

*(continued on page 5)*

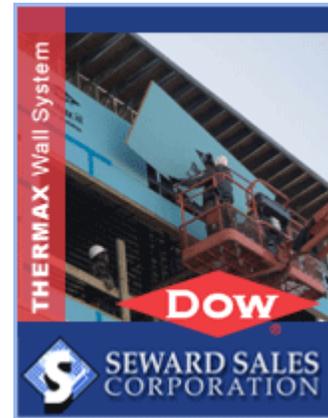
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- a. Descriptive
  - b. Performance
  - c. Reference Standard
  - d. Proprietary
5. What question should the A/E ask about the performance history of a particular product?
- a. Where has it been used and under what conditions?
  - b. How long has it been on the market?
  - c. Has it been properly engineered and researched?
  - d. What is its maintenance record?
  - e. All of the above.



**ANNUAL HOLIDAY PARTY**

Date: 12/09/2010  
 Location: Columbia Club; Indianapolis, IN

Contact: Pete Baker - pbaker@sewardsales.com

The Indianapolis Chapter CSI cordially invites our members and guests to its annual Holiday Party, December 9th from 6:00-9:00PM at the Columbia Club's 10th Floor Ballroom. The Columbia Club is located, as it has been since 1889 on Monument Circle in the heart of downtown Indianapolis.

Complimentary valet parking will once again be available to you, simply tell the attendant that: "you are with the CSI Holiday Party group". You are welcome to check your coat at the coat check just beyond the front desk and then take the elevator to the 10th floor where you will be greeted by the Holiday Party welcome committee of Pete & Gayle Baker and Terri Truitt. Dick Simon will once again be entertaining us with his rendition of Christmas Classics on the piano during the Cocktail & hors d'oeuvre session from 6:00-7:15. Did you notice the hour has extended itself to an extra 15 minutes to benefit all of us who take this opportunity to meet & greet our friends along with their spouses or significant others. The Columbia Club will once again regale us with their Holiday Buffett starting at 7:15 until 8:30 at which time the Indianapolis Children's Choir, under the direction of Ruth Dwyer will entertain us. We have with us the outstanding "Children's" choir of 8-12 year olds after having the Youth Chorale for a couple years. For those of you so inclined Dick Simon will provide accompaniment for those wishing to Carole (continued on page 6)





following the evening's conclusion.

Your Chapter continues to provide its membership what we believe to be a very reasonable charge of \$25/person for this delightful evening including all of the above, with the exception of "adult beverages". Payment & Reservations are requested to be made via the Chapter Website BY CLOSE OF BUSINESS, MONDAY, DECEMBER 6TH. You may bring cash or checks the evening of the event but reservations are binding if not canceled by December 6th. We encourage each of you, along with your loved one to join us for this most festive event ushering in your Christmas season overlooking the "World's Largest Christmas Tree" with your fellow design and industry professionals. Please feel free to call Pete Baker @ 979-2100 should you have any questions or concerns.

### CSI AND AIA INTERN DEVELOPMENT PROGRAM SEMINAR

*Charles Thompson CSI, CCS*

On October 9, 2010, the Indianapolis Chapter CSI and AIA Indiana presented a specifications seminar for members of the Intern Development Program (IDP) for Indiana. Local CSI members, Laura Frye, AHC, CSI, CCS, Jack P. Morgan, AIA, CSI, CCS, CCCA, MAI, NCARB, Merlin Ray Kirchoff, NCARB, CSI, AIA, and Charles D. Thompson, CSI, CCS developed and presented the seminar.

The seminar was presented at the offices of Browning, Day, Mullins Dierdorf Architects and was attended by 9 IDP members. A short history of the IDP, CSI, and AIA was presented by Ray Kirchoff. Jack Morgan gave a more detailed history of CSI, a general discussion of Masterformat, and a general discussion of specifications as part of the Contract Documents. Chuck Thompson then discussed the Project Manual and its contents, followed by Laura Frye's presentation of a specification section, its parts, and basically the proper way to write or edit a section.

The IDP attending members received two hours of credit for attending and, hopefully, gained a better understanding of the history, proper use, and proper writing/editing of construction specifications. The chapter extends its thanks to these members who gave their time and efforts in helping young architects better understand the documents with which they work and helping them reach their IDP goals.



## OCTOBER TOUR AND MEETING

*Ralph R Pitman, Jr*



OCT 14 2010





**CHAPTER PHOTOS**

Indianapolis Chapter CSI

*Ralph R Pitman, Jr., CSI, CDT*



The Indianapolis Chapter of CSI is fast approaching its 50th Anniversary in 2011. What I'd like to do is archive our history in picture for posterity. I have been taking pictures for the chapter for a short time now and need your help. What I'm looking for are any and all photos that have been taken since the beginning of the Chapter. It doesn't matter if they are old black & whites or new digitals, we need them all. All photos submitted to me will be

scanned and returned or you could scan them and send me a disk. If anyone can help locate all the pictures taken during the SpecSource days that would be a start. All of slides donated by Ken Schmidt are uploaded now. Over 350 slides were able to be restored. I have added captions to some of the pictures but need your help. If you will please add a comment letting me know who is in the picture, when it was taken, and where it was taken. If you don't want to set up an account you can make a note and give it to me. You can also let me know if a slide needs to be deleted because it's not related to a CSI event. The scanner will also allow me to scan negatives and old photos and clean them up. Below is a NEW link to all the pictures I have collected so far, 140+ galleries. Stop by and leave a comment about who's in the picture or where it was taken. Please see me at the monthly meetings or contact me at Sebree Architects, Inc., via e-mail at [rpitman@sebreearchitects.com](mailto:rpitman@sebreearchitects.com) make sure to put 'Old Pics' in the subject line or at (317) 272-7800.

<http://picasaweb.google.com/csiindy>

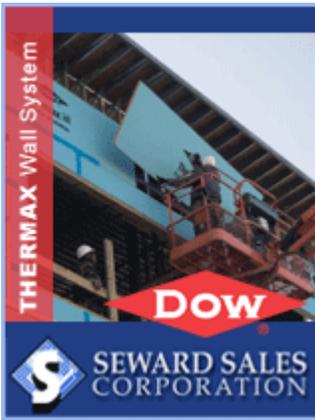
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**TABLE TOP PRICES**

Indianapolis Chapter CSI

*Ralph R Pitman, Jr., CSI, CDT*

The Indianapolis Chapter of CSI is accepting reservations for Table Tops for upcoming Chapter meetings. The list of programs for upcoming Chapter meetings is published in this newsletter, the web site, or contact Program chairman Jack Morgan, so if you would like to target a particular meeting, make sure to get your reservation in early. We do have a limit of four spaces available for Table Tops in a standard meeting room and 10 if we have a double room.

Table Tops are an opportunity to promote your company, products, or services to all attendees of our regular chapter meeting during the social hour. There is a maximum of 20 minutes for Table Top presentation at a regular Chapter meeting. You have the floor for maximum of five minutes during the dinner to communicate to the entire group if there are four presenters. If there is a greater demand, the 20 minutes will be divided by the number of presenters and rounded down to the nearest 30 seconds.

The Table Top presentations are FREE, one time, to new members, and cost current Indianapolis Chapter members only \$75. Non-members get the same opportunity for \$125. A 30 by 60 table with a cover and skit will be included. All proceeds go to support the Chapters Education Fund. Another opportunity for a Table Top is during an Education Seminar. The cost is if you combine it with the Chapter meeting and Education Seminar the cost would be \$100 for current members and \$150 for non-members.

If you would like to schedule a Table Top for a future meeting or seminar, contact Ralph Pitman, Sebree Architects, Inc., via e-mail at [rpitman@sebreearchitects.com](mailto:rpitman@sebreearchitects.com) (317) 272-7800 or Matt Maier at [mmaier@edgewoodbuildingsupply.com](mailto:mmaier@edgewoodbuildingsupply.com) (317) 846-6060 make sure to put 'Table Top Request' in the subject line.





## INDIANAPOLIS CHAPTER CSI SEPTEMBER BOARD MEETING MINUTES

September 9, 2010

**Robin Leising, CCCA - Secretary**

Indianapolis Chapter CSI September Board Meeting  
InterDesign, 141 E. Ohio Street, Indianapolis

**Attendance:** Blake Wagner, Pete Kerfoot, Ralph Pitman, Jami Spice, Andy McIntyre, Edmund Brown, Robin Leising, Andy Meiring, Kent Hughes

**Excused:** Scott Bays, Cheri Longerbone, Phil McMullan, Mark Smith

**Guest:**

Indianapolis Chapter Board Meeting called to order 6:16 pm

- 1) Review Meeting Minutes of previous Meeting: Leising
  - a) The Board approved the minutes. (Kerfoot/Meiring) Motion Passed.
- 2) Treasurer's Report:
  - a) Review bills and budget. Submit for audit. Meiring
  - b) CSI Chapter board has transferred to the Foundation checking to finalize attorney fees as well as the remaining funds promised to the Foundation. Discussion.
  - c) Discussion on funds that are owed to the IRS for filing of taxes. Discussion.
- 3) Presidents Report: Wagner
  - a) Looking to start a network of information for possible job leads to help other CSI members that are looking for work. Discussion.
  - b) Blake Wagner to serve as the CSI liaison to AIA for 2011.
- 4) Committee Reports:
  - a) Growth:
    - i) Academic Affairs/Student Affiliate: Kerfoot
      - (1) Moving forward on student competition for the Tradeshow. Four universities have been contacted.
      - (2) Communications is to send out email blast for the competition.
      - (3) Competition to be a scavenger hunt.
      - (4) Still looking for monetary sponsors.
    - ii) Membership Outreach: Bays
      - (1) Committee is developing a policy that would allow first time guest to have a "Free Meal".

*(continued on page 11)*



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iii) Membership Retention: Bays  
 (1) David Young is going to be taking over the name badge ordering. Intent to have badges for the next month after they have been requested.

iv) Technical: Longerbone  
 (1) No report.

b) Events:

i) Programs: McIntyre  
 (1) September 2010 Tradeshow. Looking for volunteers.  
 (2) October 2010 tour of the new Indiana Convention Center expansion. Discussion.  
 (3) November 2010 AWI seminar and program joint with DHI.  
 (4) December 2010 Holiday Party.  
 (5) January 2011 panel discussion concerning what happens two prior and after bidding. Discussion.

(6) February 2011 possible joint with IIDA on energy efficient lighting.  
 (7) March 2011 joint meeting with USGBS on Green Schools.  
 (8) April 2011 50th Anniversary  
 (9) May 2011 program involving health care engineers.  
 (10) Andy has created a Presenter Agreement that Programs will be using to elevate the quality of speakers.

ii) Golf Outing: Meiring  
 (1) No report.

iii) Education: Brown  
 (1) September Trade Show Seminar on Sustainability with BIM – Registration is at 13. Discussion.  
 (2) October-10/09/10 IDP Seminar at BDMD  
 (3) November- 11/11/10 Miller Veneer Plant Tour and hands-on demonstrations  
 (4) January-Integrated Project Delivery 1/20/11

iv) Trade Show: Hughes  
 (1) Sold all booths per revised floor plan with four lost spots. Discussion.

v) Special Events: Smith  
 (continued on page 12)

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- (1) Family picnic went well. Looking for photos for newsletter.
- (2) No update on the Holiday Party.

vi) CSIINDY 50th Anniversary: McMullan

- (1) The committee is finalizing entertainment. Discussion.
- (2) Subcommittees are being forming if anyone is interested in helping out in areas such as event program, history, promotional items, and video presentation committees.
- (3) Logos and apparel is being worked through for retail.
- (4) The committee has approved their budget. Discussion.
- (5) Anniversary program is going to be at the JW Marriott.

c) Administration:

i) Advertising: Spice

- (1) Committee is working on advertising sales.
- (2) Pending sale with PPG.
- (3) Committee is going through old newsletters to update a calling list to get new advertising.

ii) Awards: Leising

- (1) Still looking for committee members to help with submission requirements.

iii) Certification: Spice

- (1) No one is registered to take the CDT classes for the Fall.
- (2) Not sure how many are registered to actually take exam this fall. Deadline was August 30th.
- (3) Eastern Engineering decided to wait until spring to take exams.
- (4) Spring should be a large group taking exam if the City and State makes it a requirement. Chuck Thompson will contact Scott Perez.
- (5) Spring registration begins in January 2011.

iv) Communications: Leising

- (1) Newsletter should be out in the next couple of days.
- (2) Committee has a new member that is working through options using the Institute Microsites for revisions to our own website system.
- (3) Going month to month on Constant Contact at this point in case our change in the website will make that obsolete.

*(continued on page 13)*





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v) Education Foundation: Wagner  
(1) Per John Fleck, the hold up on the 501c filing for the Foundation is because they need all the funds in hand to finalize paperwork. Discussion.

vi) Nominations: Kerfoot  
(1) No report.

vii) Table Tops: Pitman  
(1) None for October because of the tour and none for November as of yet.  
(2) Can we sell table tops for the tour? Discussion.

5) Old Business:  
a) Free meal for first time guests (Tabled to Membership Committee)

6) Tabled / In-Progress Business (No discussion Needed):  
a) By-Laws – In Process – Don Amt Chair.  
b) Chapter Policy – In Process – Don Amt Chair.  
c) Chapter Administrative Guide is posted to <http://csiindy.wikispaces.com>.  
d) 2011 Meeting location Ad Hoc Committee – Matt Meier Chair. No anticipated change in cost from Riverwalk after the tradeshow. Email any issues with the Riverwalk to discuss with them. Looking at other venues, but any decisions will be after the tradeshow.

7) New Business:  
a) None

8.) Next Meeting: October 7, 2010 at InterDesign, 141 East Ohio Street, Indianapolis

Indianapolis Chapter Board Meeting was adjourned at 7:22 pm

**Attachments:** Board Meeting Agenda September 2010  
Treasurer's Report September 2010

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Respectfully Submitted, Robin Leising, Secretary, Indianapolis Chapter CSI



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**CERTIFICATION QUIZ ANSWERS**

Indianapolis Chapter CSI - Quizmaster

*Jack P. Morgan, CSI, CCS, CCCA, MAI, AIA*

**ANSWERS: 1. -c; 2. -b; 3. -d; 4. -d; 5. -e**  
(November 2010, The Winners Circle-Electronic)

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## ADDRESS CHANGE?

If you are moving or changing the address at which you receive CSI mail, you MUST contact the Institute and change/correct your address with them. You can accomplish this relatively quickly by calling (800) 689-2900 and ask for the Manager, Member/Customer Service.

## NEWSLETTER SUBMISSIONS

Editorial content for future monthly communications, whatever form they may take, should be emailed to Scott Perez at [sperez@fulcrum-studios.com](mailto:sperez@fulcrum-studios.com) or a disk mailed to: Indianapolis Chapter CSI; Box 20802; Indianapolis IN 46220

## COMMITTEES

Academic Affairs, *Pete Kerfoot* - (317) 867-2566  
 Advertising, *Jami Spice*  
 CEU's/AIA LU's, *Kristin Welty* - (317) 402-5956  
 Awards, *Pete Baker* - (317) 252-5415  
 Budget, *Andrew J. Meiring* - (317) 670-9349  
 Bylaws, *Andrew Meiring* - (317) 848-7800  
 Certification, *Chuck Thompson* - (317) 275-1850  
 Chapter Librarian, *Joe McGuire* - (317) 529-4175  
 Communications, *Dan McCloskey* - (317) 635-5030  
 Ambassador 10-11, *Phil McMullan* - (317) 696-9112  
 Education, *Ed Brown* - (317) 875-5500  
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 Goodwill Ambassador, *Paula Pearson* - (317) 547-9511  
 Handshaker, *Mark Smith* - (317) 726-1060  
 Meeting Arrangements, *Todd Taykowski* - (317) 575-7258  
 Membership, *Scott Bays* - (317) 849-6066  
 Membership Retention, *Robin Leising* - (317) 263-6226  
 Newsletter, *Dan McCloskey* - (317) 635-5030  
 Nominations, *Pete Kerfoot* - 317-557-4057  
 Orientation, *Mike Brannan* - (317) 632-7484  
 President's Forum, *Phil McMullan* - (317) 696-9112  
 Programs, *Andy McIntyre*  
 Rafflemeister, *Matt Maier* - (317) 846-6060  
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 Scholarship, *Ron Boots* - (317) 844-4008  
 Special Events, *Peter Baker* - (317) 252-5415  
 Table Tops, *Ralph R. Pitman* - (317) 272-7800  
 Technical, *Paul Sternberg* - (317) 819-7878  
 Tellers, *Kristin Welty* - (317) 263-8125  
 Trade Show, *Glen Baines* - (317) 263-8125  
 Web Site, *Mike Maxwell* - (317) 786-0483

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