

Facilitations

News & features for facility professionals

Published periodically by



January 2013

PRESIDENT'S MESSAGE

Happy New Year! I am amazed every year how quickly time passes. Apparently Santa's gift bag was a little light this year when he hit my house. I am troubled by this because I was a very good boy last year. In any event, with the holidays behind us it is time to focus on our objectives for the first half of 2013. The following are events and areas we will be focusing on in 2013:

- **Madison College Certificate Program-** Registration has begun for spring classes. There are four classes presently offered, descriptions listed below.. We are very excited about the educational offerings, and our partnership with Madison College. You can go online to check out registrations, credits, cost, and other details at <http://madisoncollege.edu/program-info/facilities-management>
- **Project Management Fundamentals-** Introductory Project Management class which develops the following project management skills; defining projects; planning projects; scheduling projects; controlling projects; and leading projects. Emphasis will be placed on applying these fundamentals, as both a participant and project leader, in case studies and group projects, using worksheets and Microsoft Project software. Skills covered include but are not limited to Project Charters, Gant Charts, Critical Paths, Milestones, Risk Control and Prioritization, Teamwork and Problem Solving.
- **Safety in the Workplace-**The learner applies the skills and tools necessary to provide a safe and secure work environment. Each learner will demonstrate the application of strategies regarding safety awareness, compliance, investigation and documentation. Other topics include: safety orientation, chemical safety, right-to-know, inspections, risk analysis, workplace violence, substance abuse, first aid, fire and electrical safety, emergency preparedness and liaison with external agencies.
- **Maintenance Management -** Industrial Maintenance Program- Emphasizes maintenance management and quality control techniques to give maintenance students an understanding of their roles in an organization. Covers maintenance record keeping, parts ordering and shop operation.
- **Building Management Systems-**Studies computer-based energy and building control systems in detail. Includes sensing devices, pneumatic and otherwise, as well as basic energy efficiency calculating. Also presents and discusses cost- and energy-saving ideas and plans.
- **CFM/FMP classes-** sign for FMP classes that will be starting on February 27th and 28th. Go to chapter website to get additional information and register for FMP classes. CFM classes have been changed, and will be offered in the fall of 2013.
- **Tri-Chapter-** The Madison Chapter will host this year. The event will be held on May 10th, 2013 at American Family's corporate office. We are very excited about this event. The entire program and breakout sessions will be phenomenal. This is definitely one you do not want to miss.

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2012-2013 OFFICERS & TEAM DIRECTORS

President

Mike Schwartz
C. Coakley Relocation
256-6683
mschwartz@ccoakley.com

Vice President & President-Elect

Kyle Roux
University of Wisconsin
262-0381
kroux@chem.wisc.edu

Secretary

Patty Sweitzer
TDS Telecom
664-8915
patricia.sweitzer@teldta.com

Treasurer

Tom Riffle
Madison College
243-4020
triffle@madisoncollege.edu

Immediate Past President

Jim Zirbel
Capital Fire & Security
442-8777
jzirbel@capital-fire-security.com

Show 'n Go



Jon Schneider, Co-Director
577-2407
jonmschneider@tds.net

Ron Rowe, Co-Director
Alliant Energy
458-3493
ronrowe@alliantenergy.com

Member Squad



Emily Rowe, Co-Director
Creative Business Interiors
249-0904
emily.rowe@creativebusinessinteriors.com

Roberta Montague, Co-Director
Schroeder Solutions
262-207-6363
rmontague@schroedersolutions.com

Lunch Bunch



Robbie Kritz, Co-Director
A&J Specialty Services
576-6323
rkritz@charter.net

J.R. Roethke, Co-Director
UGL Services – Unico Operations
232-6178
jroethke@yahoo.com

Birdie Brigade



Kim Keister, Director
Concepts in Art, LLC
756-0333
kimk@conceptsinar.net

Sponsorship Task Force



Barb Millan, Co-Director
Emmons Business Interiors
441-8900 X21
barbm@ebiweb.com

Lorelle Micklitz, Co-Director
Shred-it
222-6510 or 772-9123
lorelle.micklitz@shredit.com

Team PR



John Desens, Co-Director
Westphal & Co. Inc.
216-9554
jdesens@westphalec.com

Brian Hoffman, Co-Director
Harker Heating & Cooling, Inc.
2255-6902
BrianH@HarkerHeating.com

News Crew



Jennifer Hardebeck, Co-Director
Esurance
608-234-9050
jhardebeck@central.esurance.com

Margaret S. Fisher, Co-Director
Lange Bros. Woodwork Co. Inc.
414-466-2226 ext 121
Margaret@langebros.com

IFMA 2.0



Dick Pearson, Co-Director
Pearson Engineering
274-3339
dick@pearsonengineering.com

Nathan Hanson Co-Director
CDP, Inc.
608-831-6969
Nathan@cdpcorp.com

Community Crew



Doug Sutter, Co-Director
Bachmann Construction Company
608-222-8869
dsutter@bachmannconstruction.net

Gene Post, Co-Director
Potter Lawson
608-274-2741
genep@potterlawson.com

Professional Development Task Force

Brett Wedekind, Co-Director
Wedekind Enterprises
608-628-2215
brettwedekind@gmail.com

Leah Samson-Samuel, Co-Director
Madison Environmental Group, LLC
608-280-0800
leah.samson-samuel@madisonenvironmental.com

Madison IFMA Administration

Le and Bob Jordan, Communicators of Wisconsin (COW)
848-1960, fax 848-9266;
ifma@mailbag.com

IFMA International

Tawa Busari, Member Services Manager
IFMA International (Houston)
(713) 623-4362
tawa.busari@ifma.org

President's Message Continued from Page 1

- **Building the Future Event-** Originally scheduled for March, this event will be integrated into our Tri-Chapter Symposium on May 10th. Please contact me to nominate individuals or buildings for the following awards before April 1st:
 1. Young Facility Management Professional of the Year.
 2. Innovative Building Solution/Best Facilities Practice.
 3. Sustainable Building Solution.
 4. Facility Manager of the year.
 5. Exceptional Building Operations Award.
 6. Lifetime Facility Management Award.
- **Other great events for 2013**-new member events, community crew projects, and great programs and tours...to name a few.

I want to thank everyone from all teams for their efforts last year. We have a fantastic organization, and incredible, hard-working individuals that help ensure we maintain a high level of benefits and educational offerings for our members. I look forward to 2013. We are going to have a lot of fun.

Cheers,

Mike Schwartz.

Chapter Monthly Luncheon January 15, 2013 12 Noon - CUNA Mutual Financial Group

On January 15th, Dick Pearson and Brian Basken will describe the engineering and Energy Management concepts which led to a very successful heat recovery chiller installation at the Truax Campus of Madison College. The chiller cools all of the data closets in this 750,000 SF building, and the rejected heat is used to cause a significant reduction in gas consumption of the entire building. Specific energy results have been documented and will be presented. They will describe the applicability of this installation in many typical sites.

This Month's Tour Death's Door Distillery

More info to come via IFMA Blast!

Professional Development Task Force

IFMA FMP Course Schedule and locations

Course Name	Dates	Registration Deadline	Location
Leadership and Management	Feb. 27-28 8 am to 5 pm	Feb. 13, 2013	MILWAUKEE Wisconsin Association Management 11801 W. Silver Spring Drive, Suite 200 Milwaukee, WI 53225
Operations and Maintenance	April 24-25 8 am to 5 pm	April 10, 2013	MILWAUKEE Wisconsin Association Management 11801 W. Silver Spring Drive, Suite 200 Milwaukee, WI 53225
Business of FM	June 19-20 8 am to 5 pm	June 5, 2013	GREEN BAY VerHalen Commercial Interiors 500 Pilgrim Way Green Bay, WI 54304
Planning and Project Management	Aug. 14-15 8 am to 5 pm	July 31, 2013	MADISON TDS Learning Center Wisconsin Trade Center 8401 Greenway Blvd. TDS Learning Center Middleton, WI 53562

*Registration and cost information to follow.

We will be having a Team Development Meeting/Social
Wednesday February 6th, 5:30-6:30
The Great Dane
Same time and place as the IFMix!
Come join us for a beer!



Please join Member Squad in welcoming the following new member for December!

Scott Mensch, FMA
Facilities Manager
The WRC Group of Companies
2810 City View Drive
Madison, WI 53718
Email: smensch@thewrcgroup.com
Phone: (608) 441-3188

Roberta Montague and Emily Rowe are always happy to assist you with potential new members. Please feel free to submit an email request with the interested parties information and we'll take it from there!

WHAT A DIFFERENCE 100 YEARS MAKES!



***We told you the future was going to be more energy efficient!
Pearson Engineering just made it happen a little bit sooner.***

At Madison College, “energy efficiency” in 1912 meant going to school in a horse and buggy and having no air conditioning. In the 21st century, Madison College has become a model of sustainable energy management—and Pearson Engineering is proud to be its partner!

Working closely with Wes Marquardt, the Engineering Manager at Madison College, we’ve helped them reduce their energy use by nearly 50% over the past decade. And our collaboration is still going strong. As Madison College implements its most ambitious expansion plan ever, Pearson Engineering will act as an “Owner’s Advocate” working with four teams of architects, engineers, and contractors to ensure that the planning, design, construction, and commissioning of its newest buildings meet the highest standards of HVAC design and energy efficiency at a reasonable cost.

We value our long-standing partnership with Madison College, and we look forward to becoming your partner too! Our services include

- HVAC Problem Solving
- Sustainable Energy Management
- Design
- Functional Testing
- Integrated Project Delivery
- Many More HVAC Solutions!



Pearson Engineering, LLC

www.pearsonengineering.com

Contact Pearson Engineering and find out what we can do for you!

Pearson Engineering
14 Ellis Potter Court, Madison WI 53711
(608) 274.3339; brian@pearsonengineering.com



IFMAdison Green Corner

Transportation Demand Management

By Kayla Baake, Madison Environmental Group, LLC

Transportation Demand Management, or TDM, is an overarching term used to describe strategies that aim to lower the amount of single-occupant vehicle (SOV) trips by encouraging alternative transportation use.

TDM plans generally cover two areas: how to build the infrastructure needed to support alternative transportation use, and the maintenance of programs such as incentives or conveniences. Infrastructure needs include upgrades such as easily accessible bike racks or lockers. There are also a number of programs like a guaranteed ride home taxi voucher system, or educational events that increase the awareness and feasibility.



There are several motives and benefits for developing a TDM plan for your facility.

A TDM plan might even help you avoid a costly expansion to overcrowded parking structures, or may even be required or rewarded by your city. Benefits of a successful TDM plan will be felt both directly and indirectly. Indirectly, your occupants will reap the benefits of alternative transportation use, such as increased exercise, outdoor time, and lower stress from traffic and parking frustrations. An overall raised level of employee happiness and well being has been linked to increased productivity in the workplace. Depending on the size of your facility, a deepened sense of camaraderie could emerge due to the participation in programs and educational events. In terms of direct benefits, cost savings can be realized by a reduced need for parking space or structures. If you have a cost associated with providing parking for your occupants, lowering the amount of SOV's can save money and also time on maintenance. If your facility has regular customers visiting, they may also benefit from increased parking availability and convenience.

Case Study: A busy downtown Madison office building developed a TDM plan in 2006 in order to satisfy a requirement by the city and also to attract prospective renters. They first put into place the needed infrastructure to support alternative transportation use. They also chose to include a car sharing vehicle in their onsite ramp. In addition, they laid out an easy to use and appealing incentive program. This program allowed users to track alternative transportation trips and receive prizes in return. In order to increase awareness and build knowledge of how to use alternative transportation options, they created several informational outlets including a website page, a bulletin board, and a monthly newsletter. The newsletter also lets them highlight an alternative transportation user in an interview. Periodically they host events talking about options and teaching skills needed to successfully use alternative transportation. When they began, their SOV rate was at 65% and it is now at 54%.

An easy addition and start towards a sustainable workplace, a transportation demand management strategy can be beneficial to your facility, your tenants, and your community.

Employment Opportunity Maintenance Service Coordinator

The QTI Group is a privately owned human resources and staffing organization. Specializing in the placement of industrial, administrative, professional and executive talent, we partner with you to understand your career goals and advise you on opportunities. Our wide reaching network lets us offer you more choices at all skill levels with flexible placement options.

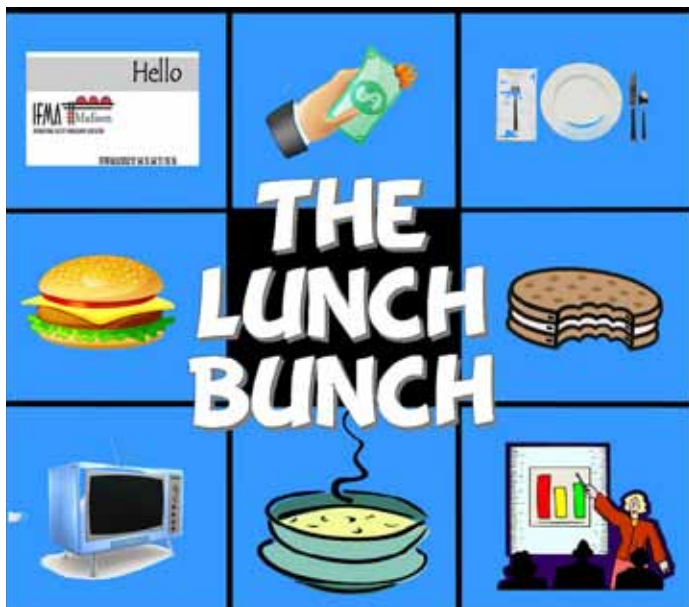
Summary:

A Madison area real estate development and management firm is currently looking for a Maintenance Service Coordinator to join their team!

This position will be responsible for coordinating the maintenance activities for approximately 1 million square feet of property. Qualified candidates will have demonstrated knowledge of general maintenance and janitorial operations as well as experience handling customer requests, dispatching technicians, working with outside contractors, managing construction and repair projects, and keeping detailed records.

This is a direct hire opportunity that offers a competitive pay rate that is based on experience as well as an excellent benefits package upon hire.

Go to <http://qtigroup.com/JobDescription.aspx?jpid=MMIS54602> to apply and learn more about qualifications and responsibilities.



It's that time again time to sign up for the yearly lunch bunch meal plan! It's only \$75.00 per person (a savings of \$55.00/yr) so sign up now!

Just complete the form on the following page and send it in today!

Tri-Chapter Planning Underway

For those who would like to get more involved, please consider joining us at one of the next planning meetings for the Tri-Chapter Conference. Please check out our new Google Team Calendar on our chapter's website.

Tri-Chapter Conference planning meetings

- **January 10th** - Noon to 1:00, Location: TDS - Wisconsin Trade Center, 8401 Greenway Blvd., 2nd Floor TDS Telecom Room
- **February 5th** - Noon to 1:00, Location: TDS - Wisconsin Trade Center, 8401 Greenway Blvd., 2nd Floor TDS Telecom Room
- **March 7th** - Noon to 1:00, Location: TDS - Wisconsin Trade Center, 8401 Greenway Blvd., 2nd Floor TDS Telecom Room
- **April 2nd** - Noon to 1:00, Location: TDS - Wisconsin Trade Center, 8401 Greenway Blvd., 2nd Floor TDS Telecom Room
- **May 7th** - Time: TBD, Location: American Family



Monthly Meeting Meal Ticket Invoice

Save Time & Money

Purchase of the Meal Ticket option will entitle the holder to attend Madison-IFMA Monthly Membership meetings without a door charge through December 2013. Normal door charge will be \$13.00 per meeting. For members of record on January 2013 this offer expires on February 1, 2013.

Your Name: _____

Your Email address: _____

Please make your \$75 check payable to: **Madison-IFMA**

And mail to: **Madison IFMA**

PO Box 44008

Madison, WI 53744-4008

Paying with Credit Card? Sign up by fax (don't put credit card info in emails!)

Provide the following necessary credit card information and email to ifma@mailbag.com

Please Charge My: ☐ VISA ☐ MasterCard in the Amount of: **\$75.00**

Charge Card Account Number: _____

Exp. Date: _____

Name on Credit Card: _____

Billing Address of Credit Card: _____

or

Using this form, fill in credit card information and FAX to: **608-848-9266**



IFMA Madison Chapter Calendar of Events

Some topics and tours are tentative and subject to change

January 2013

- 8 Executive Board Meeting
- 15 Luncheon Meeting - Brian Basken, Pearson Engineering
- TBA Tour, Death's Door Distillery

February 2013

- 12 Executive Board Meeting
- 19 Luncheon Meeting – Daniel Guerra, Argus Ventures Tech Integration
- TBA Tour, Lighthouse of Sun Prairie?

March 2013

- 12 Executive Board Meeting
- 19 Luncheon Meeting – MATC FM Program Update
- TBA Tour, MATC Professional Services

April 2013

- 9 Executive Board Meeting (3 pm)
- 16 Luncheon Meeting Kay Nachreiner, Sustainable Engineering
- ?? Brewers game with SEW Chapter

May 2013

- 10 Tri-Chapter with SEW & NEW
- 14 Executive Board Meeting
- ?? Brewers game with SEW Chapter

Our 2012-2013 Sponsors

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February Newsletter Deadline
Wednesday, January 30, 2013

Please submit materials to Jennifer Hardebeck
jhardebeck@central.esurance.com

IFMA Madison
INTERNATIONAL FACILITY MANAGEMENT ASSOCIATION
NEWS CREW