



SAABE TIMES

A publication of the San Antonio Association of Building Engineers

December 2004

Mark Your Calendar—

JOIN US FOR OUR DECEMBER LUNCHEON

The next General Membership Meeting of the San Antonio Association of Building Engineers is set for 11:30 am on Wednesday, December 15. This month, our speaker is Cathy Young, Director of Human Resources for the Guadalupe Valley Telephone Cooperative. Her topics will include the legal things you can and cannot ask in an interview; how to hire a “keeper” and identify a “hidden loser;” how to conduct an evaluation for positive results with an “underachiever;” and things you need to know to get more out of your employees. She will also cover any new or “hidden” HR rules. SAABE will also elect its 2005 Board of Directors at this meeting.

The meeting will be held in the first floor Travis/Bowie rooms, to the right of the entrance. There is plenty of parking at the back of the restaurant. **Please make sure to check in at the front desk when you arrive.**

Bring your business cards – we’ll have the SAABE Networking Board there to help facilitate networking.

Please RSVP to (210) 408-1699 by Tuesday, December 14. PLEASE RSVP so we can be sure to have enough meals on hand!

We hope to see you there! ❖

Education Corner

Power Distribution Equipment 1 and 2

- Sponsored by Technical Training Group
- December 14–15, Houston
- Visit www.t2ginc.com for more information.

2005 National Electrical Code

- Sponsored by National Technology Transfer, Inc.
- February 8–10, San Antonio
- Learn about the newest code from top experts.

Maintenance Manager Course

- Sponsored by The Geaslin Group
- February 1–3, San Antonio; cost, \$500
- General management seminar designed to offer college-level management training to the Maintenance Manager and his/her staff.
- For more information, visit www.geaslin.com.

Advanced Operations and Maintenance Management Seminar

- Sponsored by The Geaslin Group
- January 14, San Antonio; cost, \$250
- Learn how to improve operational efficiency, reduce maintenance costs, and improve safety.
- For more information, visit www.geaslin.com.

OSHA Guide to Industrial Hygiene

- Sponsored by the Texas Engineering Extension Service
- January 10–14, Houston
- Cost: \$795
- Call 1-800-824-7303 or visit www.teex.com for more information.

Contact Laura Bray (408-1699) if you know of other courses or events. ❖

2004 BEOTY Nominees

Jock Tilghman, CBE-J, Corporate Square (Transwestern)

Robert Divin, Broadway Bank

Roland Ortiz, North Frost Center Building

Charlie Mikolajczyk, CBE-M, The Forum Building (Endeavor Real Estate Group)

Joseph Basta, Travis Park Building (Baxter Southwest Corporate Realty Services)

Tony Norton, Weston Centre (Weston Properties)

Andy Vivian, CBE-J, Colonnade Center (USAA Realty Company)

Cesar Alvarado, GPM Life Building

Mark Rybczynski, CBE-J, Westgate Medical Center (Cambridge Healthcare Management) ❖

A Message from the President

by Bob Beal

This year at SAABE, we have accomplished so much. I have spoken about our accomplishments at various luncheons. I have also listened to some of the shortcomings that have been amplified by some of our members and board members. Everyone likes to strive for the best, and at the end of the day, we find ourselves falling short of what we set out to do. Often you find yourself concentrating on what seems important at the time and let other things go on a downward curve. The first thing that comes to mind is sponsors and speakers at our luncheons. We did a great job of creating a friendly environment for our vendors (with vendor tables) and a little more relaxed atmosphere. But we have not spent enough time on finding more interesting topical speakers for our luncheons. Even though we now have some great free education and social stuff going on, in reality, finding educational and informative programs is of the utmost importance to the board. We look forward to taking on this challenge.

BEOTY

Here are our nominees for our distinguished Building Engineer of the Year (BEOTY) award for 2004:

- Jock Tilghman, CBE-J, Corporate Square (Transwestern)
- Robert Divin, Broadway Bank
- Roland Ortiz, North Frost Center Building

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- Charlie Mikolajczyk, CBE-M, The Forum Building (Endeavor Real Estate Group)
- Joseph Basta, Travis Park Building (Baxter Southwest Corporate Realty Services)
- Tony Norton, Weston Centre (Weston Properties)
- Andy Vivian, CBE-J, Colonnade Center (USAA Realty Company)
- Cesar Alvarado, GPM Life Building.
- Mark Rybczynski, CBE-J, Westgate Medical Center (Cambridge Healthcare Management)

We have a great bunch of volunteer engineers to take on the hard task of picking a winner. Congratulations and good luck to all. Doug Graves, Mike Halvorson, and I will not vote but will be the referees of the judges.

Engineer Spotlight: Kim Graham

Assistant Engineer, Travis Commercial
One International Centre

"Becoming a chief engineer to me was a given. It did not take me long as an assistant to become captivated with my chief engineer at the time, Russell Price. Russell was an excellent engineer, and for the short time I was with him, I learned more than he may have realized. He had several old school teachers that he spoke about often. One of his cries was 'put your head above the ceiling and see what is up there.' He would say that when he would find me sitting at my desk or doing stuff that was not teaching me anything.

"We had an Andover EMS system, and before he allowed me to get temps and such off the screen, I had to perform a full cold call. This included doing a temp and humidity check with my sling psychrometer, identifying the CVI box number, and performing a field test on the CVI box with squeeze bulb or a PRV valve. In reality he had already made the change to the zone on the computer before I even made it to the suite. He did not want me to get in the habit of walking to the

(Continued on page 4)



Tech Talk #89: Preparing a Request for Proposal, Part 2 by The Charlie

When developing your RFP, be very detailed; give precise specifications, quantities, special needs, deadlines, types, model numbers, colors, and a list of everything you expect to be included in the total. This is needed to insure that no important consideration is omitted. As you can see from the following specifications, many items can be overlooked and not included in the proposals. These specifications keep your apples to apples when working with several vendors and ensure you get what you requested.

There are many variations and options available for a single piece of equipment. Just as well, there are many operating variations. To ensure that you get what you want when the project is completed, these areas must be spelled out. Using cut sheets, the Internet, and the Tech-Talk articles as a reference, it is easy to spell out any special conditions, which may apply to your RFP.

Although extensive, the following are examples of specifications/options for a typical air-cooled chiller replacement that are usually not inclusive in a proposal:

- The contractor shall contact [The Manufacturer] for design records of existing units and shall compare/ensure that new unit(s) meet or exceed original design specifics. In addition, the existing pump gpm should match the required gpm as stated in the manufacturers specifications. If any modification or pump changes are to be required, the changes/modifications shall be inclusive of this bid.
- The inclusion and installation of one of the following items as to ensure that the existing Energy Management System can monitor and operate the installed equipment (a BAS Interface, a Remote Control Panel, or a Multi-unit sequencing control). Any additional EMS software/upgrades to the existing EMS system which, may be required to provide control of the start/stop, lead/lag operation, and basic status, shall be inclusive.
- High and Low ambient kits are to be incorporated in the control sequence if unit(s) are not already equipped.
- Each compressor shall have gauges installed or, a visual display on the unit control panel, regarding the suction and discharge pressures, shall be included.
- The option of copper condenser coil construction shall be included.
- The option of louvered protective panels (condenser sections only), are to be included.
- The option of double insulation (1-1/2") shall be included.
- If not already available, a flow switch shall be installed and incorporated into the control circuit of each installed chiller.
- If not already existing, 1/4" threaded taps for gauges, wells for thermometers, and wells for temperature sensors, shall be installed on the chilled water supply and return lines. Additionally, of new 3-1/2" brass socket, bourdon tube style gauges, and solar powered digital thermometers shall be included unless these items are already a functioning part of the unit control panel.
- New 4" isolation valves shall be installed on the chilled water return, and the chilled water supply, if the new ones are not supplied with the unit(s).
- If not already available as an option, phase failure protection shall be included for each unit.
- The contractor/sub-contractor shall verify that the existing service disconnect, fusing, electrical supply, etc. are compatible and suitable for service for the new unit(s). If electrical service is not suitable, all necessary improvements to the electrical installation to support the new unit(s) shall be included.
- All newly installed electrical piping/electrical connections on the exterior of the building are to be constructed of rigid EMT, threaded couplings/connectors, and/or rain tight couplings/connectors. In transition/vibration areas, a UL listed, liquid tight flexible conduit suitable for outdoor use shall be installed between the unit and the rigid EMT. All penetrations into control panels or electrical panels shall be made with a Myers type or rain tight entrance hubs.
- The vibration isolators shall be new and of premium nature/type so as not to impose any additional noise or vibration unto the structure or to the tenant space below.
- A base line vibration analysis and noise/decibel readings are to be recorded by a third party on the floor immediately below the roof equipment.
- A vibration analysis and noise/decibel readings are to be taken by a third party after the installation is completed. Any positive variance of these readings after the installation will not be accepted and the contractor shall bear the expense to reduce these amounts to a comparable level as taken before the installation.

(Continued on page 5)

President (continued from page 2)

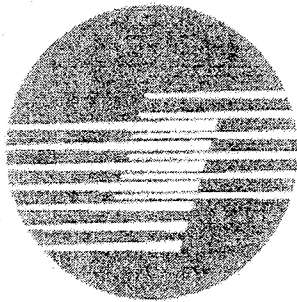
computer and making changes without looking at all the things that may be wrong. He finally accepted a job at USAA, and I worked with two other Chiefs at the same property before I was given the chance to be Chief. Russell was very hard on me, but when I finally became Chief Engineer, I knew every location and the needed mechanics of every piece of HVAC equipment in that building. To this day I use and try to teach the things taught to me by others. I do not know one Chief Engineer that did not start as an assistant, so I think it is very important to recognize the people that really do most of the behind-the-scenes stuff."

Kim Graham came to me about three years ago. I originally hired him as a third engineer through a temp service. Kim was born in North Carolina, and after high school, joined the Army and did a tour during Desert Storm. Kim really had no experience as an engineer but knew tools and such and was mechanically inclined. After a few months Kim came on as a permanent employee and has been with me ever since. Kim has received his EPA CFC certification and his Electrical Maintenance Technicians license. Kim has taken on his own budget accounts and is responsible for budgeting, reforecasting, and answering to the assistant manager, the manager, and me for his expenditures. He is in charge of the tool and storage areas. Even I can't rearrange anything without getting scolded. When you have a building like OIC, there is a lot to keep up with. He understands the importance of tenant relationship and has become a great asset to the tenants who all know him. Just like I was reminded as a young engineer, we all have to remind



our assistants that there is a lot more to the job than just changing lights and unplugging toilets. Kim realized this long ago and is now capable of handling just about every aspect of our building. It is nice to be able to take a two-week vacation and know the building is in great hands. I am starting to get him a little more involved with the HVAC technicians, especially on the chillers and related equipment. I feel after he becomes a little more comfortable with the ins and outs of the chillers, he will be ready for his own project. Be looking for Kim in the upcoming years. I am sure he will be one the better engineers in our trade.

I would really like to invite any of our Chief Engineer members to write a little about the accomplishments of their assistants and people working with them. I will be glad to print it however you would like. My email is bbeal@traviscommercial.com. ❖



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RFPs (continued from page 3)

- The contractor shall inspect, compare and modify as necessary, the roof curb and/or mounting pedestals, including any structural modifications needed to accommodate the new unit(s).
- The inclusion of any roof repairs due to damages caused by the installation shall be included.
- This installation shall include all new insulation with aluminum jacketing to all chilled water piping and any domestic make-up water lines from the point of where the piping exits/enters the building, to the new unit(s).
- The inclusion and installation of all needed materials and labor to ensure that the existing Energy Management System can monitor and control; each zone, start/stop, outside air, etc.
- High and Low ambient kits are to be incorporated in the control sequence if unit(s) are not already equipped.
- The unit shall also include panels for the protection of the condensers.
- The alteration/fabrication of the existing roof curb or a roof curb adapter shall also be included.
- All electrical, plumbing, drains, roof repairs, gas, ductwork, ceiling work, controls, crane & rigging, etc., are to be inclusive.
- If not already available, phase failure protection shall be included for each unit.
- The contractor shall reimburse the landlord for expenses regarding a security person to watch over the tenant space during the times that these spaces are occupied by the contractors personnel and the space is unoccupied by the tenant.

CHARLIE'S LAW: The 50-50-90 rule: Anytime you have a 50-50 chance of getting something right, there's a 90% probability you get it wrong!

NEXT MONTH: Items overlooked on a chiller
JUSTA MAINTENANCE MAN ♦



SAABE President Bob Beal (second from left) presents **YOUR** donations to the Contract-A-Kids Toy Drive to the staff of *Construction News*. **THANK YOU!!**


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Vendors Wanted to Offer Training Sessions

SAABE is looking for vendors to offer lunchtime classes or seminars on topics of interest to building engineers. Our goal is to have a supplemental class on the last Thursday of every month (except November and December). Please contact Education Chair Charles Gilbert (646-0056) if you'd like to offer a training session to SAABE members. ❖

Job Listings

Visit www.saabe.org to find current job openings. Contact Laura Bray if you'd like to post a job. ❖

Welcome New Members

Tom Toles & Brian Popham
Western States Fire Protection
13122 Lookout Way, Suite 2
San Antonio, TX 78233
(210) 967-4731
brian.popham@wsfp.net,
tom.toles@wsfp.net

Troy Jessee
Troy Jessee Construction LP
312 W. Josephine St.
San Antonio, TX 78212
(210) 737-3434
troy@tmjinc.com

If you know someone who'd like to join SAABE, have them visit our web site at www.saabe.org to obtain a membership application. ❖

It's Important to RSVP!!

At recent meetings, we've had up to 15-20 unexpected people show up. We're delighted that you enjoy meeting people and sharing new ideas at monthly SAABE meetings. But when that many people show up unexpectedly, it makes it difficult for us (and the restaurant) to provide quality food and service. We can't plan correctly if we don't know how many people are coming.

You may not be able to RSVP until late – that's OK. But **please** RSVP if you plan to attend. Call or email Laura Bray (210-408-1699, laurabray@braycommunications.com) and let her know that you plan to attend.

Please help us effectively plan your monthly membership meetings and RSVP by the Tuesday deadline. It's also important to **cancel** your RSVP if you cannot attend! We appreciate your help! ❖

The Daily Chronicle

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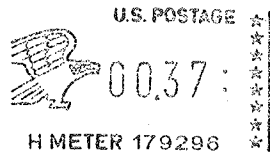
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...and much more!



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**SAABE TIMES
 December Issue**

Final Thought:

"Happy Christmas to all, and to all a good-night!"
 — Clement Clark Moore, *The Night Before Christmas*

2004 Board of Directors

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JR Uresti SABOMA Representative	495-2195
Elena Castillo Past President	822-8570

Laura Bray 408-1699
 Association Coordinator
 (laurabray@braycommunications.com)

**Membership Luncheon
 December 15, 2004**

Time: 11:30 a.m.

Location: Alamo Cafe on 281

Cathy Young

**Director of HR for the Guadalupe Valley
 Telephone Cooperative answers your HR
 questions**

Upcoming Programs:

Wednesday, January 19

Alamo Cafe

Program to be announced

The *SAABE Times* is edited by Laura Bray and printed monthly for the San Antonio Association of Building Engineers by:



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