



Helpful Information on the CASE Website www.acec.org/about/case.cfm

In addition to basic information about the history of CASE, a list of officers and committees and membership information, you might be surprised at what else you might find. There is a list of CASE White Papers on "Successful Practices of Structural Engineering Firms" written by successful structural engineers for structural engineers, a PowerPoint presentation that tells all about CASE and links to take to just about any area of interest to structurals. These include: professional and government organizations, technical organizations, building codes, professional registration, standards, specifications, liability, insurance, seismic resources and professional magazines.

Additionally, if Special Inspections is what you do or would like to do, there is available free on the site the CASE National



Practice Guidelines for Special Inspections, Special Inspections Specification. Statement of Special Inspections and Final Report of Special Inspections forms. All in all, the site is a portal to just about whatever a structural engineering firm needs. The site ends with a list of CASE Patrons. These are member firms that paid a little extra to get their firm listed on the CASE opening page with a link to their website.

NAVFAC Showcases \$8 Billion 2004 Program

Chief Engineer Predicts "Robust" Spending

Speaking to a full house at ACEC's Market Forecast event, Jim Wright, chief engineer at the Naval Facilities Engineering Command (NAVFAC) discussed his agency's \$8 billion program for \$2004. Nearly \$6 billion is in operations and maintenance, with over \$1 billion in funds for military construction and \$300 million for environmental restoration. Wright predicted robust spending on NAVFAC programs through the next several years.

Wright stressed that NAVFAC will continue to use the private sector to execute its mission. "NAVFAC is not

interested in building staff," said Wright, "but will maintain a sufficient in-house capability to leverage contracts." Currently, NAVFAC outsources 90 percent of its engineering work.

Wright also fielded questions from ACEC members on the agency's design-build policy. Stating that design-build is the preferred contract vehicle at NAVFAC, Wright explained that there must be a compelling reason not to use it. NAVFAC is considering the use of stipends on major design-build projects

Contracting with the Government New SF 330 Form Released

The Federal Acquisition Regulation office has issued a new standard form for all firms that want to do business with the federal government. It replaces standard forms 254 and 255. The form became effective on January 12, 2004 and will become mandatory by June 8, 2004.

A CD-ROM seminar by the two authors of SF330 on how to complete the new form is available from ACEC. For more information contact Cortney Coxon at ccoxon@acec.org.

Professional Liability Insurance

Design Professionals Do Not Have to Have the Same Type of Insurance Coverage as Contractors

From DPIC's The Contract Guide

Some clients think that because they are used to specifying insurance requirements for contractors that design professional should carry the same types of coverage. Some of it may be impracticable, what can you do?

Take the initiative and offer a paragraph that says you will attempt to maintain

appropriate policies within reasonable limits of coverage. Offer this up front and you may head off a problem later on. A good source of insurance assistance is an independent agent knowledgeable about the design professions.

Clients often confuse professional liability with general liability insurance

and try to specify the same coverage they require of contractors. Because of this, it is important to review and negotiate client-drawn contracts and delete unreasonable requirements. Despite clients demands there often are provisions which you simply cannot agree to.



U.S. Navy photo by Journalist 2nd Class Brian Brannon

to address the concerns of the high proposal costs associated with pursuing such projects.

OSHA Inspection Priorities

From the OSHA website –

www.osha.gov

Normally OSHA conducts inspections without advance notice. Employers have the right to require compliance officers to obtain an inspection warrant before entering the worksite.

1. Imminent danger situations – hazards that could cause death or serious physical harm, receive top priority. Compliance officers will ask employers to correct these hazards immediately or remove endangered employees.

2. Fatalities and catastrophes – incidents that involve death or the hospitalization of three or more employees, comes next. Employees must report such catastrophes to OSHA within 8 hours.

3. Complaints – allegations of hazards or violations also receive a high priority. Employees may request anonymity when they file complaints.

4. Referrals – of hazard information from other Federal, state or local agencies individuals, organizations or the media receive consideration for inspection.

5. Follow ups – checks for abatement of violations cited during previous inspections are also conducted by the agency in certain circumstances.

6. Planned or programmed investigations – inspections aimed at specific high hazard industries or individual workplaces that have experienced high rates of injuries and illnesses, also receive priority.

When OSHA issues a citation, it also offers the employer an opportunity for an informal conference to discuss citations, penalties, abatement dates or any other information pertinent to the inspection. The agency and employer may work out a settlement agreement to resolve the matter. OSHA's primary goal is correcting hazards and maintaining compliance rather than issuing citations or collecting penalties.

Alternatively, employers have 15 working days to contest the alleged violations by sending a written notice to the Area Director.

Online Business Seminars Available from ACEC

All online seminars are on Wednesdays from 1:30-3:00PM Eastern Time. The cost is \$199 for ACEC members, \$249 non members. 1.5 PDH's for each session attended. Apply online at

www.acec.org/education

March 24

Developing Persuasive Presentations, Clare Ross

The key to getting new business is presenting a proposal that persuades the client that you are the right firm for the job. Times are tight and there are fewer projects out there. In this session a highly regarded marketing consultant who specializes in serving engineering firms will tell you what makes proposals persuasive and how to win new business.

March 31

Retain, Maintain and Contain Your Best Employees, Greg Churchman

It's an employer's job market now, but are your employees planning to leave as soon as the opportunity presents itself? Revisit your firm's mainstay of business stability...its retention plan. You'll find new ways to keep your firm successful.

April 7

Systematic Approach to Hiring, Greg Churchman

Many employers interview and select prospective employees based on gut feelings, which often result in a poor choice. This session offers a data based and systematic approach to increase your odds of hiring the right people the first time.

April 14

How to Coach Presenters and Presentation Teams, Gary D'Angelo

Coaching requires credibility, an ability to design persuasive presentations and effective mentoring skills for professionals who do not have the skills to speak effectively. Increase your skills in these areas.

ACEC Convention

CNN Anchor Carlson, Interior Secretary

Norton to Highlight ACEC's

"Five-Star" May Convention

Tucker Carlson, considered one the nation's best political analysts and co-host of CNN's *Crossfire*, will be a keynote speaker at ACEC's Annual Convention, May 9-12, 2004 at the Broadmoor Resort in Colorado Springs.

U.S. Secretary of the Interior Gale



Norton, the first woman to head the 154-year-old department and former Colorado Attorney General, has also been invited to headline the Convention.

Also featured are more than 30 educational business sessions, international meetings and specialty forums. The five-star, five-diamond Broadmoor Resort, known as the "Grand Dame" of the Rockies will be the setting for the 2004 Convention.

To reserve a room early, call the Broadmoor at 800-634-7711. Be sure to mention ACEC to receive the discounted group rate. Watch for 2004 Annual Convention updates at www.acec.org.