



SEATTLE NEWS

The Newsletter of the Greater Seattle Chapter of IFMA
IFMA SEATTLE: YOUR RESOURCE FOR EXCELLENCE!

August 2013

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Our Mission

The Greater Seattle Chapter is a professional organization dedicated to advancing and promoting the facility management profession through informational and educational interaction.

The Greater Seattle Chapter of IFMA serves to support our members on a local basis. Our Vision is to be an organization that fosters social interaction and opportunities for personal and professional growth within the facility management industry.

For more information or to contact us, please visit our website at www.ifmaseattle.org.

SUSTAINABILITY

Keeping it Green-Steps to a Green Cleaning Plan

by Lynn M. Clark, CFM, FMP, LEED AP BD+C

Whether you have a new building or an existing building, green cleaning is an important way to maintain your asset. I have had multiple opportunities in my 6 years of green building operations with LEED projects to guide the facility staff in creating new or interpreting existing policies; and to develop and implement plans and programs in support of identified green initiatives. Green cleaning done correctly protects the facility, the occupants and the environment.

The following is an overview of recent work with the Senior Maintenance Manager of a local multi-family property developer. My role was to collaborate in the development of a Green Cleaning plan. Here are a few steps that can ease in the plan development and implementation.

Assess the Space Usage - Understanding how the occupants use the space aids in prioritizing the cleaning scope and staffing assignments. In this project, the initial areas of focus were the common areas of the multi-family facility. A matrix was created to identify the surfaces/materials to be cleaned, who will clean them; the frequency, plus who will review the work and how frequently.

Access to current floor plans and interior material specifications shortened the time required to develop the matrix of surfaces. The Senior Maintenance Manager still provided a walk-through of the facility to confirm that materials specified were actually installed.

Set Goals - Consider goals that support the values of your company. As an example, for Customer Services determine a metric, as in a percentage of improvement (20% less calls for cleaning) and set a time (within 6 months of the implementation of the plan). Other goals may relate to the recycled content of the product. With this goal, the recycled content of the paper towels was to be maintained or exceeded. The selected third party verification of Green Seal (GS-01) has the post-consumer content at 50%.

Communication Protocols - Determine means to communicate to all building occupants when a major cleaning is to be completed. This can be through posting of signs, posting on the building website and/or emails to the occupants.

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Sustainability, *continued*

Safety Training - Keeping the building occupants and cleaning staff safe, while minimizing the impact on the environment is a basic of green cleaning. At a minimum, safety training should cover the proper use of protective attire (PPE), e.g. safety goggles worn when handling liquids, the correct lifting procedures and safety features of the equipment, e.g. access to instant stop button for emergency and/or how to ergonomically adjust the equipment to minimize bodily stress.

The correct dilution, application, e.g. spraying the cloth and not the surface can lower costs as less product is used and less airborne particulates released, and the storage of cleaning products is also critical to a safe green operation.

Inventory Cleaning Products, Tools and Equipment - Taking inventory is an opportunity to review whether the existing product, tools and equipment meet the intent of the Green Cleaning plan. This is a good time to identify preferred alternatives that could be used once stock was depleted and/or tools or equipment is due for replacement.

Again, the Senior Maintenance Manager confirmed on his walk through of the facility that equipment, e.g. towel and toilet paper dispensers specified were actually installed. This assured that the product ordered actually was sized correctly for the dispensers.

Be sure to include the products, tools and equipment to be used by outsourced service providers. In the case of the multi-family facility, the contracted deep cleaning services provider had equipment that was due for replacement. The list of preferred equipment helped the provider in their decisions on replacement equipment purchases.

Third Party Verification - A common challenge which applied to this LEED project is that the company was currently contracted to buy from a particular vendor. While the vendor may claim their items are green, it is wise to review which if any of several third party verification programs their products meet. Green Seal, e.g. GS-47, and DfE (EPA Design for the Environment) are two such programs. A third program is the Carpet and Rug Institute (CRI) which rates floor cleaning equipment.

The Ripple Effect - This project provided several unique opportunities to spread the green impact. Upon move-in, the developer/owner provided 6 months worth of green product to the tenant for use in the cleaning of their homes. Survey tools are in place to assess the role this introduction of green product plays in keeping the building green.

When the tenant moves out, the home is cleaned by the green cleaning staff. And, this client is considering implementing Green Cleaning plans at their non-LEED facilities. It is the green that keeps giving.

Additional Resources - This article provides a brief overview of the green cleaning plan components. Check out these resources for additional tips.

IFMA Foundation produced The Sustainability “How-To Guide” Series is available online at http://www.ifmafoundation.org/documents/public/IFMA_Green_Cleaning_Guide.pdf

One of the series contributors, ISSA CIMS (Cleaning Industry Management Standard) Green Building provides an outline available online at http://www.issa.com/data/File/CIMS/CIMS-GB%20FINAL%2010_13_09.pdf

Lynn Clark joined IFMA as a Student member in 2006, an Associate in 2007, and a Professional member since 2012. Volunteer roles include education committee member, co-chair and chair 2006-2010. Strategic Planning Committee member in 2009. Chapter VP 2010-2011. She may be contacted at lmclark32@Q.com

President's Message

by Annette Bailes, CFM



We have moved into a new fiscal year effective July 1 and our 2013-14 program year, “FM Education & Resources – Growing With You.” What does this mean to you, you say? The Seattle Chapter has always been highly regarded for its educational offerings, and we continue to live up to our reputation. Robert Blakey, CFM, recently completed teaching a FMP (Facility Management Professional) study course at Renton Technical College, and is preparing to start a second session on August 24th. Their plans also include starting a SFP (Sustainability Facility Professional) course in the near future. Vicky Hardy, CFM, and certified instructor for CFM (Certified Facility Manager) study and exam prep workshops, is in initial stages of planning for classes in the Fall. In addition, we are making efforts to re-connect the University of Washington Certificate Course and IFMA. We want to make the learning process as easy (and less expensive, if possible) for all of you in your pursuit of excellence and credentialing.

So, how does Resources fit into the equation? Well, our Associate members bring so much value to our association. We get to know Associate Members in a variety of fields, who have a likelihood of being of value and assistance to us in the future. When you know and trust someone, you want to use them in your business requirements. It's a win-win situation for all of us, Professional and Associate. We each grow in our knowledge, work accomplishments, networking, and professionalism.

I'm grateful to serve again this year as your Seattle President, along with the same supporting Executive Board members. We strive to bring you a vibrant, educational, fun chapter through the variety of programs, classes, and networking events we provide. Join us at these events and see how you can benefit both personally and professionally.

If you've never attended World Workplace, you should definitely add this to your “To Do List.” Put it in your budget (professionally if possible, or personal if necessary) for next year if it's too late for this year. The WW '13 event in Philadelphia is October 2 – 4, 2013. I can assure you from last year that the educational concurrent sessions are amazing, often forcing you to pick between two or more sessions that are a tough toss-up. We are honored that two Seattle Chapter members are presenting on different subject matter in Philadelphia: Tushar Patel, CFM and Candace Goldsmith, FMP, LEED AP. I am looking forward to hearing each of their presentations. As a look ahead, the 2014 World Workplace is scheduled in New Orleans – always a fun and interesting city full of good food, good times and good people. It's almost like going home for me, so I'm excited about the prospect of combining two of my favorite things: Louisiana and my love of FM.

I look forward to seeing you at future events. Make sure you don't delay your registration, particularly for the cruise, or you might be left at the dock, so to speak. Enjoy the rest of your summer!



Greater Seattle Chapter of IFMA 16th Annual Golf Outing!

September 11, 2013 * 1:30 pm Shotgun Start



Washington National Golf Course

14330 SE Husky Way

Auburn, WA 98092

[Directions](#)

[Click here](#) to register to play.

[Click here](#) to see how you can get involved as a sponsor!

Agenda:

12:00 pm Golfer Check-In, Driving
Range, Putting & Chipping Contest
1:30 pm Shotgun Start
6:30 pm Awards Dinner

Cost:

Golf: \$150/person
Super Tickets: \$40/ticket
Dinner only: \$45/person

Questions?

Contact the Association Office at Toll

Free 1-877-460-5880

or email Katie@AMInc.org

Thank you to our sponsors:





Lunch & Learn Monthly Meetings – Have You Attended One or More Yet?

by Annette Bailes, CFM

I'm very pleased with the success of the Lunch & Learn monthly programs that began in May. Please see the article elsewhere in this newsletter regarding the variety of speakers and subject matter of future programs. I've learned something in each session, often in an area I was not expecting to get that "Aha" moment.

In May, we heard Joe McWilliams of the Port of Seattle speak on the various real estate and facilities that the Port of Seattle manages. Seattle is one of a few large cities that does not directly manage its airport and seaports, but has the Port of Seattle to manage these unique facilities. It was also very interesting to learn of the various charges/taxes that apply to incoming goods and how some ports of entry have less fees and better transportation infrastructure than Seattle, so are luring imports to other ports of entry.



June's program was from Eric Schinfeld, Chief of Staff of the Seattle Metropolitan Chamber of Commerce as well as being President of the Washington Council on International Trade. Both of these positions work to keep the Seattle area economy healthy and thriving. It was interesting how this speaker's responsibility in some ways overlapped with the Port of Seattle. His insightful presentation advised how imports as well as exports are very important to our area.

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LUNCH & LEARN, *continued.*

Barbara Wilson, Executive Director of the City of Seattle Planning Commission, was our guest in July and explained how she and her staff gather information for presentation to the 16-member expert professional Commission. Then, the Commission studies the data and advises the City Council of their findings and whether they recommend the Council approve or reject the various urban planning and development applications. So the Commission itself does not make rulings, but rather provides its expert opinions and recommendations to the City Council.



August through November will bring more programs of diversity and interest. Please join us as we continue this program format. If you have a suggestion for a future speaker or program subject, please let me know and I'll be sure and pass it on to our Program Committee. We want to provide you with subject matter you are interested in, so your input is encouraged.

Upcoming Lunch & Learn events:

August 15th: Wes Weston - Booz Allen Hamilton

September 19th: Linea Laird, WSDOT - Alaskan Way Viaduct Director

October 17th: Tracy Robinson - Seattle Center Foundation

November 21st: Richard Conlin – Seattle City Council Member

All *Lunch & Learn* events take place at 11:30 am - 1:00 pm at:

[Tukwila Community Center](#)

12424 42nd Ave S., Tukwila, WA 98168

[Directions](#) / Just north of the I-5 and 405 intersection; Free parking



2013 Member Appreciation

Argosy Boat Cruise

Join your fellow IFMA members for an afternoon on Lake Union and Lake Washington.

Wednesday August 14, 2013 * 3:30 pm to 6:00 pm

Cost: \$20 IFMA Members; \$30 Non Members

Buffett Dinner – No Host Bar

Only a few spots left; [click here](#) to register.



Member Spotlight

Christopher Dawe
LEED Green Associate
Jones Lang LaSalle
 by Virginia Andersen



Chris moved to Seattle with his wife in 2010 from the San Francisco Bay Area. Her job brought them to the bounty of the Pacific Northwest. Chris originally grew up in Walnut Creek, California.

He worked his way through his college years earning a degree in Humanities and Creative Writing. He also took a few courses in construction as well as project management. His facilities management career direction was set. He is currently in Facilities Management for Jones Lang LaSalle in Seattle.

Chris IFMA in 2008; this helped him achieve his LEED certification. He is planning on embarking on his CFM this fall. He strongly urges each member of IFMA to pursue additional certification to push, learn and challenge themselves.

Chris is very active in the Seattle IFMA chapter as co-chair of the Education Committee with Tushar Patel and Co-Chair of the Programs Committee with Dan Mundle. His efforts are really appreciated by the Seattle Chapter.

Chris will have his plate filled in October with the anticipated arrival of their first child. He laughingly indicated during the interview they may consider a "Naming Sponsorship" for their soon to arrive son. They are open to name suggestions from IFMA members and will donate sponsorship dollars to their soon to arrive son's college fund. Great idea Chris!

Chris is also involved in the American Red Cross with their Bulk Distribution Team and enjoys working with KEXB as a donor and at the front desk.

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Welcome New Members

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Kevin Waltrip
Vicky Hardy, CFM
Joseph Chapman, Starbucks Coffee Company
Arthur Sawe, Legacy Group
Devin Thompson, PACCAR Parts
Chad Sullivan
Guy Miner, CFM, SeattleProCure Management, LLC.
Josh Krogman, Meteorcomm LLC
Julie Pond, Sage Environmental Services, Inc.
Robert Rinas
Larry Price, Edmonds Community College
David Soike, Port of Seattle
David Gluth, Gluth Contract Flooring
Jesse Conrad, GCA Services Group
Tony Taxdahl, Janicki Industries
George Wright, HomeStreet Bank
Terri Campbell, COG
Thomas Merisko, Account Manager, Har-Bro
Barry Brophy
Mark Jordan, Shoreline Community Church
Sharon Podolak, Mutual of Enumclaw
Brian Moore, Cushman & Wakefield
Colin Aldworth, Vertafore, Inc
Paul Chen, PEMCO Mutual Insurance
Valerie Larry, OpenWorks
Eric Bowles, FMA Avista Utilities
Mohammad Luqman, Hensel Phelps Services

Anniversaries

1 YEAR

Gary Richer, Port of Seattle
Wayne Dobbs, CRISTA Ministries
Ed Ramsey, Providence Point Community
Brian Mullen, Aledra Led Lighting
Keith Jr Hill
Shannon Summers, Honeywell
Paul Noll

2 YEARS

Charles Evens, Port of Seattle
Jeff Herrmann, CDT, Georgia Pacific Gypsum LLC
Cleone Maines, Port of Seattle
Evan Cottingham, Big Fish Games, Inc
Sunny Rittenberg, SNC-Lavalin Constructors Inc
Ryan Bates, Big Fish Games
Harold Ellebracht, FMP, Snoqualmie Casino

3 YEARS

Michael Nolan, City of Renton
James Porter, US General Services Administration
Matt Liezen, Sterling Bank
Rick Sherman, FM:Systems, Inc.
Dave Tomber, Port of Seattle
Chuck Lockart, Water Engineering Technologies, LLC
Tushar Patel, CFM
Jamie Thomas, Cushman & Wakefield

Anniversaries (cont.)

4 YEARS

Eugene Gibson, Muckleshoot Indian Casino

5 Years

Clark Miller, The Museum of Flight
Calvin Richards, Terex Aerial Work Platforms
Leya Barr, FMP, Impinj, Inc.
Stephanie Seyk, Jones Lang LaSalle
Christina Arner, OpenWorks

7 YEARS

Doug Bean, Port of Seattle
Amy DuDash, FMP, Getty Images, Inc.
Kath Simmering, REI

8 YEARS

David Nicholas, Eastside Catholic School
John Wilmart, Eastside Catholic School
Diane Chapel, Amgen, Inc.

10 YEARS

Al Spencer, Fred Hutchinson Cancer Research Center
Jay Cozby, Adobe Systems, Inc.

11 YEARS

Linda Gettman, Western Office Interiors
Nick Milos, Port of Seattle
Pete Gillespie

12 YEARS

Cindy Strickland, Trendway Corporation
Andy Reiswig, Boeing Employees' Credit Union
Hans Rosta, Wizards of the Coast

13 YEARS

Joe Hoskovich, Swinerton Builders
Ken Fox, CFM, Judson Park Retirement Community
Evan Pate, McKinstry

14 YEARS

John Balch, OASIS, Inc.
Bret Carlstad, Pierce County
Michelle Keen, CFM, Enterprise Holdings
Swarn Soldate, CFM, Enterprise Rent-A-Car

15 YEARS

Christine Lang, CFM, Norgren GT Development

16 YEARS

Frank Pinney, City of Bellevue

17 YEARS

Michael Nolan, CFM, Google, Inc.
Linda Coan, ASID, LEED AP, Premera Blue Cross
Dan Maus, The Maus Group

IFMA Greater Seattle News is published quarterly by and for the members of the Greater Seattle Chapter of the International Facility Management Association (IFMA). Opinions expressed in Seattle News do not necessarily represent the views of the association, its members, or its Board Members.

IFMA is the premier professional association for facility management. Representing the largest community of FM professionals on the planet, IFMA membership comprises 18,000 facility professionals worldwide.



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