



## CASE News

June 2008

Welcome to the inaugural electronic newsletter of the Council of American Structural Engineers (CASE). The purpose of this quarterly newsletter is to increase awareness among CASE members (and non-members) regarding the issues that impact structural engineering firm business management and risk and how CASE is addressing those issues. The CASE Executive Committee hopes that you will benefit from the news items brought forth in this publication and we ask you to become part of the process by providing your feedback and contributions. Thank you and enjoy!

*Chris D. Poland, Chairman  
CASE Executive Committee  
[cpoland@degenkolb.com](mailto:cpoland@degenkolb.com)*

### CASE Spring Convocation in Vancouver Well Received

During the SEI Structures Congress in Vancouver last April, CASE Risk Management Convocation took place. This marked the first time the Convocation was held in conjunction with the Congress. Feedback on the various CASE sessions, including the CASE Dinner with War Stories, was very positive. The CASE Convocation Committee is lining up a great program for the 2009 Structures Congress, which is scheduled for April 30 – May 2 in Austin, Texas.

The next CASE Risk Management Convocation will take place during the ACEC Fall Conference, October 19-22, 2008, at the Fairmont – Queen Elizabeth, Montreal, Quebec, Canada. The CASE Convocation kicks off with a dinner and speaker on the evening of October 19, and on October 20 the Convocation will include the following sessions:

- The Independent Expert Cost Estimator in Dispute Resolution
- Ethics Reform and New Risks to the Business of Engineering
- Risk Issues Related to Green Design and Green Building Certification
- CASE Site Visit Checklists and Other CASE Tools
- Closed Claims – Lessons Learned
- Understanding and Managing Structural Engineering Claims

## New CASE Site Visit Cards Available

Are your people who make site visits confident in the tasks that they are expected to perform while in the field? Do they know what to do before the site visit? Do they know what to bring with them to the field? Are the items to be observed for the particular type of structural system clear and final, and do they know what to do after completing the visit?

Recently CASE Tool No. 10-1: Site Visit Cards, was released. It is the first tool related to the 10<sup>th</sup> Foundation (Construction Administration) of CASE's *10 Foundations of Risk Management*. The tool contains sample site visit cards and instructions, which serve as a guide and reminder for the field observer to help minimize oversights and chances for not doing a comprehensive site visit. The cards cover general guidance and rules of thumb for CA and site visits, and structural observations of the following:

- Composite Slabs on Metal Deck
- Reinforced Concrete Flat Slabs
- Concrete Spread & Wall Footings
- Reinforced Concrete Masonry Unit Walls
- Structural Steel – General Framing
- Wood Framing – Shear Walls

This tool was provided to CASE members free of charge as a member benefit. The CASE Toolkit Committee develops tools to help structural engineering firms focus their practice on avoiding and minimizing risk. These tools are based upon the CASE Foundations for Risk Management shown below. The foundations listed in the left column deal with the process of the engineering business and those listed in the right column address project management.

### **The CASE Ten Foundations for Risk Management:**

Culture	Scope
Prevention and Proactivity	Compensation
Planning	Contracts
Communication	Contract Documents
Education	Construction Phase

Shown below is a list of currently available CASE tools.

**Tool 1-1** – Create a Culture for Managing Risks and Preventing Claims

**Tool 2-1** – A Project Risk Evaluation Checklist

**Tool 3-1** – A Risk Management Program Planning Structure

**Tool 4-1** – Project Status Report Template

**Tool 5-1** – A Guide to the Practice of Structural Engineering

**Tool 7-1** – Client Evaluation

**Tool 8-1** – Contract Key Word Scanning tool

**Tool 10-1** – Site Visit checklist cards

In the near future the following tools will be released:

**Tool 6-1** – Scope Management Checklist (based on CASE Contracts)

**Tool 9-1** – Quiz for the CASE Coordination and Completion of Structural Documents

## **CASE Summer Meeting Comes to Minneapolis – Bigger and Better**

Plans are now underway to hold the CASE Summer Meeting in Minneapolis on August 20-22, 2008. This meeting would be an expanded version of previous face-to-face meetings that are held twice a year to work on projects like new and revised CASE risk management tools, guidelines and contracts, as well as programs, convocations and publications. These meetings also allow the various CASE committees to interact across all of CASE's activities.

On Wednesday evening, August 20, a CASE reception and roundtable will be held on topics of vital interest to the profession. The reception is a new idea intended to attract interest from local CASE members as well as ACEC and non-ACEC firms who are not CASE members. Those individuals will be welcome to attend the CASE meeting the next day, with Thursday involving program overviews, discussion of future direction and committee breakout meetings, and Friday reserved for the CASE Executive Committee.

## **CASE Website Redesign Coming Soon!**

The redesign of CASE's website is almost complete and will become more user friendly, increase resources for members, and provide a better interface for member input and feedback. A greatly expanded members only section will allow for members to download (or order in hard copy) all CASE guidelines, contracts and tools. These materials are provided free of charge to CASE member firms. In addition, the members only section will include a bulletin board for CASE committees and members to provide feedback and input on CASE activities and products under development. In the near future, an email announcement will be sent to each CASE member firm representative providing a specific username and password to allow access. The website will include more up-to-date articles written by CASE members for various industry magazines and materials from past CASE convocations.

## **CASE Officers and Executive Committee Members for 2008-2009**

Over the past year, the CASE Executive Committee has been streamlining its organizational structure to make CASE more efficient and productive, and to increase coordination between its various committees to ensure consistency and avoid duplication of efforts. The following are officers and Executive Committee members for 2008-2009:

Chairman	Chris Poland	Degenkolb Engineers
Chairman-Elect	Doug Ashcraft	Walter P. Moore and Associates, Inc.
Secretary/Treasurer	James Parker	Simpson Gumpertz & Heger
Directors-at-Large	Andy Rauch	BKBM Engineers (Guidelines)
	Cory Matsuoka	SSFM International (Toolkit)
	Jeff Asher	KPFF Consulting Engineers (Insurance Liaison)
	Lance Atkins	Atkins Engineers (Contracts)
	Mike Planer	Pruitt Eberly Stone, Inc. (Convocation)
Past Chairman	Edward Pence	Stroud, Pence & Associates

**The CASE Executive Committee is here to serve your needs. Please send all comments and suggestions to CASE Executive Director David Bixby at [dbixby@acec.org](mailto:dbixby@acec.org) or call him at (202) 682-4332.**