



**Chambers  
Construction**

**Volume 8 Issue 1  
January 2023**

*Building What's Important In Peoples' Lives*

- Stay positive; play to win-win. • Be a teammate; communicate and act to build respectful and trusting relationships. • Find the time and create opportunities to help each other. • Be a problem solver; bring solutions daily. • Build long-term relationships before short-term gains. • Build it like you own it. •

## President's Message



**Dave Bakke, CEO/President**

### "January 1, Just Another Day"

The main question I get asked when talking to anyone about Chambers is, "How does next year look for Chambers?" That usually gets followed up with, "I see your signs everywhere; you must have a busy year ahead." My answer is, "Yes, we are busy; we're always busy." I've always thought it kind of funny that in life when we go from December 31 to January 1 something magical is supposed to take place and things will change, or because of a single day in time we can change what we do and how we do things. I don't think the weather cares what day it is.

Granted, we must comply with new rules and regulations because January 1 is some magical date for the government to continue to rule our lives; but comply we must. The tax man cometh based on what you accomplished by December 31. And then on January 1, he figures out how to get more.

At Chambers, our people are always looking ahead for new opportunities or new and better ways to do things. It is an ongoing process that takes time, effort and dedication. We don't wait until January 1 and then say, "Let's do this now." and it magically happens. We continually set goals and milestones; some are met, some aren't. Some ideas are good, some aren't. There is no secret formula. It boils down to collaboration and communication inside and outside the company with our coworkers, peers, customers and everyone else we deal with. We all must be keenly aware of what we are doing and what our competition is doing. We learn

a lot from our competition; I'm sure they are watching us, too.

Look at your calendar. Look at tomorrow. Tomorrow is the beginning of another year. In our business, it doesn't matter if it's January 1 or any other date. The work needs to be done, the planning needs to continue, the good and bad ideas need to be discussed, goals need to be set and progress needs to continue. For me, tomorrow is the new year, then the next day is, then the next; it's continuous. We must always be planning and improving, not waiting for a date.

That said, welcome to 2023! Thank you for all you did in 2022 and "Go Chambers!"

- Dave



**874 Seneca**  
874 Seneca Rd, Eugene

**2300 Oakmont**  
2300 Oakmont Way, Eugene

**Bulk Handling Systems  
Sorting Center Precon**  
Short Mountain Landfill,  
Eugene

**Camas Ridge Elementary  
School**  
1150 East 29th Ave, Eugene

**Civic Park Phase II**  
2077 Willamette St, Eugene

**GloryBee**  
1680 Irving Rd, Eugene

**Grain Millers**  
215 Madison St, Eugene

**Homes for Good Child  
Development Center**  
540 Oak St, Eugene

**LTD Glenwood**  
3500 East 17th Ave, Eugene

**McKenzie School District**  
51187 Blue River Dr, Vida

**Papé Corporate Remodel**  
355 Goodpasture Island Rd,  
Eugene

**Shedd Façade**  
868 High St, Eugene

(continued on page 2)

### PROJECTS BIDDING



**41 Large Projects**  
\$308,613,736

**21 Small Projects**  
\$428,574



- **State of the Company**  
Jan 17th
- **Apprenticeship Graduation**  
Feb 24th

**CHAMBERS  
CONSTRUCTION**

**76,635**

**HOURS WORKED  
WITHOUT INJURY  
12/31/2022**

# Employee Spotlight



## UNDER CONSTRUCTION

**South Eugene Family YMCA**  
600 East 24th St, Eugene

**SUB Glenwood Control Enclosure**  
4001 East 22nd Ave, Eugene

**Small Projects Division Jobs Under Construction**  
SPD is working on 22 various jobs for different owners.



Logan Zenk and his wife at the coast

## Logan Zenk

Logan Zenk is one of our Project Managers who is currently working on several projects, including the new South Eugene Family YMCA! He has been in the Medford area for most of his life and spent time commuting down there every week after joining Chambers. He finally got his family moved to Eugene this past September!

Logan has been in the construction industry for almost 15 years working as a Project Engineer at Northwestern Design and the Ausland Group before joining our team a little over four years ago. He said one of his favorite things about the job is seeing a project built from start to finish and getting to be part of everything in between that happens to get the job done.

When he's not working, you can find Logan fishing or hiking with his wife of 11 years and enjoying time with his two daughters, Joslyn and Samara. He likes going on cruise ships for vacation but would love to visit Italy and Greece someday to see the ancient architecture.

When asked what he likes about Chambers, he simply said, "It is a great company to work for." We couldn't agree with you more, Logan, and we are so glad to have you on our team!

## Know Your Hard Hats



**WHITE**—  
Experienced

**ORANGE**—  
Under 18

**BLUE**—  
Inexperienced



## Carpenters

Any employee who refers an applicant receives a \$.50/hour increase when the employee is hired, for as long as they stay employed with us, up to one year. That equates to a \$1,000 employee referral fee for new hires who stay for a year or longer. Please direct experienced carpenters to our website to apply. Tell them to check the employee referral box and fill in your name. You can also let Stacy Ivey, Frank Travis or Scot Moore know of your referral.

## Trivia Drawing

**November's "Trivia" Winner: Cheryl Williams**

Last issue we asked, "What should you use when drilling into metal to preserve your drill bit?" and the answer was cutting oil.

**This Month's Trivia Question: How much money per year is lost due to construction equipment theft?**

For a chance to win this month's drawing and \$50, submit your answer to Kristen Ross by February 15, 2022 at [kross@chambers-gc.com](mailto:kross@chambers-gc.com) or call her at 541-868-8529.

## Employee Spotlight



**Scot Moore**

### Meet Your Team – Warehouse

Scot and Steven are the dynamic duo who help support all of us in so many ways! They deliver materials, job trailers, tools, safety equipment and any other items upon request to our various site locations. They also clean and maintain all company equipment, keep our first aid kits stocked, supply all PPE for our employees, deliver fuel to sites and manage equipment inventory all while keeping our warehouse looking nice and tidy. If you didn't think that was enough, they provide help and support for all company functions and events, too.

Scot has been with Chambers since 2000 and oversees the warehouse, field HR and safety. He also helps coordinate job set up and take down, schedules manpower and helps with apprenticeship responsibilities.



**Steven Serjeant**

Steven has been with us for over seven years now. He joined as a carpenter and jumped at the opportunity to work in the warehouse when it became available. He is always busy doing something and happy to lend a hand with anything you need.

These two put in a lot of work making us all successful and safe in what we do every day at our jobs, both in the office and out in the field. We can't thank them enough for everything they do!



### Introducing Joseph Nelson!

Joseph started with Chambers in November as the Executive Assistant to Debi, Dave and Chris! He was born in Inglewood, Calif. where he grew up and lived for many years. Joseph's family ties brought him to Oregon a couple times, and he also lived in Boston for about five years. He is the youngest in his large family that includes eight brothers and sisters.

While Joseph has experience in different industries, he has always enjoyed working in an administrative role, whether that be office management, executive assistant or on the operational side. What he enjoys most about being in this type of role is supporting others and taking on different challenges.

Joseph is a proud member of the LGBTQ+ community and has done advocacy work for the DREAMers along with other organizations. In addition to this, he worked with a company that teaches the English language to individuals in other countries. That job is part of the reason he would like to someday travel to Australia and Brazil.

When asked his thoughts about Chambers, Joseph mentioned that it is one of the most organized companies he has been a part of and praised the fact that when he was hired, everyone had their part ready in preparing him for his duties without him having to request the items he needed. He added that the core values seem to be widely accepted and practiced throughout our team.

Welcome to the team, Joseph!

# 4 Your Health

### Stick to Your Resolutions

It's that time of year again where most of us are setting goals for the new year. Some goals could be saving money, losing weight, working out more, or maybe even cutting down on screen time. These can be hard to stick with for the entire year! Did you know that one third of people who make new year's resolutions don't stick with them past the end of January? According to a time management firm, Franklin Covey, resolutions fail for one of the following reasons.

- It's a resolution created based on what someone else (or society) is telling you to change.
- It's too vague.
- You don't have a realistic plan for achieving your resolution.

### Setting Goals

When setting your goals, think about using the SMART method. This acronym was taken from a management journal in 1981 and it stands for Specific, Measurable, Achievable, Relevant and Time-bound.

- **Specific.** When making your resolution, make sure it is very clear. Making a concrete goal instead of leaving a goal vague will be more effective in reaching your desired outcome. For example, maybe you start with a goal of losing 10 pounds in three months versus just setting a goal to lose weight this year.
- **Measurable.** This piece can be easy when it relates to weight loss or a fitness goal, but it can be applied to things you might be trying to cut back on as well. A *New York Times* article uses biting your nails as an example. You can take photos to view the progress of how your nails grow back over time which helps reinforce the progress of those behavior changes. Other ways to track can include journaling, making notes, or using an app on your phone.
- **Achievable.** You can make a stretch goal! But make sure it is realistic enough that it won't lead to frustration or negatively impact your life or of those around you. Too big of a goal can lead to feeling like you are going to fail no matter what, so you give up. Say you want to start saving your money, so you plan to set an extra \$50 aside each month



toward your goal. If this is easy, maybe you choose to increase your monthly goal to \$100 a month.

- **Relevant.** Make sure your resolution matters to you. Are you making it for the right reasons? In a *New Yorks Times* article, a quote from Dr. Michael Bennett stated that, "If you do it out of the sense of self-hate or remorse or a strong passion in that moment, it doesn't usually last long. But if you build up a process where you're thinking harder about what's good for you, you're changing the structure of your life, you're bringing people into your life who will reinforce that resolution, then I think you have a fighting chance."
- **Time-bound.** This portion is related to the "achievable" part of your goal setting. Make sure you are realistic on the timeline you set to reach them. For example, you might set smaller goals throughout the year to help you reach your target weight or cutting back on screen time. Make sure you are able to celebrate small wins and gradual progress which can help you build healthy habits that will carry you through 2023 and beyond!

*Adapted from How to Make (and Keep) a New Year's Resolution written by Jen A. Miller as published in The New York Times <https://www.nytimes.com/guides/smarterliving/resolution-ideas>.*

# Employee Spotlight



## Innovation Suggestions

**Cheryl Williams** suggested installing a camera and speaker to allow her and Peggy to control the unmanned door in the Small Projects Division when the training room is being used so guests can go in and out as they need to. Cheryl will receive \$100 for her suggestion and will be entered in the \$500 drawing at the end of the year.

**Ruby Pendowski** suggested we refresh our head shot photos on the website every five years so we can see how we've grown and changed (and to keep them current). Ruby will receive \$100 for her suggestion and will be entered in the \$500 drawing at the end of the year.

**Gregg Wallsmith** suggested we survey subcontractors to evaluate our superintendents. The feedback could help us improve and would build our relationships with subs. Greg will receive \$100 for his suggestion and will be entered in the \$500 drawing at the end of the year.

The rules say the idea must be implementable, even if it's not implemented, and can be a suggestion to improve any aspect of our business. Send your suggestions to Peggy Burian at pburian@chambers-gc.com or drop them by the office.



## Caught in the Act!

In November, **Ken Smith** and **Izayah Moriguchi** nominated **Nancy Thornton** for CV #2. "Over the past few years, Nancy has helped build our relationships and this department on a foundation of trust and respect. She has helped foster an environment where everyone feels heard and valued. We come to work every day knowing that Nancy not only has the department's best interests in mind, but each teammate in the Small Projects Division as well. Thank you, Nancy!"

In December **Kim Hutchens** recognized **Amber Keffer** for demonstrating our Core Values! "Accounting had been experiencing slowness and problems with the accounting programs. After working on it, I needed to test it and Amber emailed me some items I could test that wouldn't interfere or cause problems for the department. Thank you for thinking outside the box and finding a solution (CV #4) so I could confirm all was working effectively."

**Kim Hutchens** also recognized **Kim Cailteux**, **Kellie Norris** and **Joy Pendowski** for CV #3. "Leading up to the security updates migration, we found the need to clean out, change and update forms before the deployment could happen. Kim, Kellie and Joy jumped in and helped with this unexpected additional work."

**Hailee Horn** recognized **Gunnar Larsen** for CV #2 and #3. "I had ruptured my ear drums and couldn't locate ear/headphones that worked. Gunnar handed me his that attached to his hard hat to use until I could get some of my own." Way to look out for a fellow employee! Note: anyone needing ear protection or any safety PPE to meet a special need should call Scot Moore.

Everyone will receive \$100 and a chance at the \$500 drawing at the end of the year! To nominate an employee you catch in the act of following our core values, send a summary to Peggy Burian at pburian@chambers-gc.com or drop it by the office.

## February/March Work Anniversaries

Brent Shjerve	25
Levi Connelly	19
Kim Cailteux	16
Brian Anderson	9
Jason Londo	9
Todd Keffer	8
Leroy Wyant	8
John Roe	6
Peggy Burian	5
Breck Hosford	5
Mike Good	4
Anderson Vanberg	4
John Bell	3
Hailee Horn	3
Malcolm Burke	3
Kristen Ross	1
Ruby Pendowski	1
Cheryl Williams	1

## Birthdays

John Wright	2/21
Kellie Norris	2/21
Amber Keffer	2/21
Dave Bakke	3/1
Tim Cabble	3/1
Scot Moore	3/7
Steven Serjeant	3/7
Brianna Marcantoni	3/8
Joy Pendowski	3/10
John Roe	3/14
Nancy Thornton	3/18
Liz Becker	3/22
Mike Hogenson	3/26





## Safety Suggestions

**Levi Connelly** suggested having bags of ice melt (a product safe for concrete) on jobsites for the winter season. This could help prevent a slip and fall injury. He received \$100 for the suggestion and will be entered in the \$500 drawing at the end of the year.

Send your safety suggestions to Peggy Burian at [pburian@chambers-gc.com](mailto:pburian@chambers-gc.com) or drop them by the office.

2022

2022

2022



## 2022 Caught in the Act!

For four years, employees have been catching fellow employees in the act of following our core values! Each month, a winning submitter and the person they recognize are awarded \$100 and all entries, whether chosen the monthly winner or not, are entered into a \$500 drawing at the end of the year. They are detailed in the newsletters. The nominees in 2022 for the \$500 drawing were:

- January - **Peggy Burian** recognized **Kim Cailteux** for assisting even when busy - CV #3.
- February - **Brent Shjerve** was recognized by a former employee for CV #3.
- Marc - **John Wettengel** nominated **Jon McCoy** for being a problem solver on a nana door at Bronco - CV #4.
- April - **Kellie Norris** recognized **Levi Connelly** because the owner mentioned in the OAC how professional and respectful he was when handling their aerial photo needs! CV #2.
- July - **John Wright** nominated a former employee for moving his OAC meeting to accommodate John's OAC meeting set for the same time - CV #2.
- August - **Amber Keffer** nominated **Hailee Horn** for helping her locate the temp office on a jobsite so she could do the Wednesday run and pick up their paperwork - CV #3.
- September - **Jon McCoy** recognized **Michael Jenkins** and **Scot Moore** for staying after hours to address a problem with a lift so that it could be retracted and the job secured - CV #2, #3 and #4.
- October - **Cheryl Williams** recognized **Stacy Ivey** for handling a difficult situation on one of our jobsites reported by an unknown caller - CV #3 and #4. **Kristen Ross** nominated **Peggy Burian** for helping make our events successful, even when she's busy - CV #3. **Ken Smith** and **Izayah Moriguchi** were recognized by the manager of CASA for doing beautiful work, treating them respectfully and working around their scheduled events - CV #4 and #5. **Peggy Burian** nominated **Stacy Ivey** and **Kim Cailteux** for backing her up at the front desk when we are short handed and busy - CV #3. **Kristen Ross** was caught by **Peggy Burian** helping a PM find some materials locally that would work on his project - totally not on her normal task list but she was happy to make it work - CV #2 and #4.
- November - **Ken Smith** and **Izayah Moriguchi** nominated **Nancy Thornton**, for building the small projects division on a foundation of trust and respect - CV #2.
- December - **Kim Hutchens** recognized **Amber Keffer** for thinking outside the box and helping find a solution to a challenge - CV #4. **Hailee Horn** recognized **Gunnar Larsen** for sharing hearing protection - CV #2 and #3. **Kim Hutchens** nominated **Kim Cailteux**, **Kellie Norris** and **Joy Pendowski** for jumping in and helping with the latest company-wide security changes at the last minute - CV #3.

The winners will be drawn at the State of the Company meeting scheduled for January 17, 2023.

Congratulations to all those "Caught in the Act" in 2022! To nominate an employee you catch in the act of following our core values, send a summary to Peggy Burian at [pburian@chambers-gc.com](mailto:pburian@chambers-gc.com) or drop it by the office.



## 2022 Safety Suggestions

In an effort to increase safety awareness, employees are encouraged to submit safety suggestions! Each month, a winning submitter is awarded \$100 and all entries, whether chosen the monthly winner or not, are entered into a \$500 drawing at the end of the year. This year's nominees for the \$500 drawing are:

- **Jon Baugus** suggested technology that would allow text messages to employees for notices and reminders. February winner.
- **Steven Serjeant** reminded us to never plug heaters into spider boxes. March winner.
- **Mark Harrington** offered to take a train-the-trainer course and do our forklift training in house. March winner.
- **Stacy Ivey** suggested a "Beat the Heat" sign to post on jobsites. July winner.
- **Jon Baugus** suggested the OSHA NIOSH Heat Safety Tool be put on phones. July winner.
- **Hailee Horn** suggested putting mirrors in the first aid kits for use when getting something in the eye. August winner.
- **Jon Baugus** suggested a fire extinguisher stand to hold the fire extinguisher on site before walls go up. September winner.
- **Levi Connelly** suggested having bags of ice melt on jobsites for the icy weather. December winner.

The winner of the \$500 drawing will be drawn at the State of the Company meeting on January 17, 2023 and will be announced in the March newsletter. Congratulations to the monthly winners and good luck in the year end drawing! Thank you to everyone for your suggestions – keep them coming!

Submit your safety suggestions to Peggy Burian at [pburian@chambers-gc.com](mailto:pburian@chambers-gc.com) or drop it by the office.



## 2022 Innovation Suggestions

Since 2014, Chambers Construction has rewarded employees for innovative suggestions. Each month, the employee submitting the winning idea is awarded \$100 and all suggestions, whether chosen the monthly winner or not, are entered in a \$500 annual drawing that takes place at the State of the Company meeting. This year's winner will be announced in the March newsletter. Ideas submitted in 2022 were:

- **Peggy Burian** suggested "putting a section in the newsletter to list damaged tools, the cost of repair and on which jobsite they were damaged. If there is no damage to the tools at jobsites for a specified amount of time, they could be recognized with pizza or coffee & donuts." January winner.
- **Steven Serjeant** suggested "deducting \$100 from the bonus pool for tools returned poorly from the jobsite. This tool took 15 minutes to clean and get ready to send out again. Hard to believe anyone would put that tool in the case caked in mud. February winner.
- **Amber Keffer** suggested "adding another question to the What's Wrong With This Picture contest and to drop off printed copies in case Superintendents run short on time to share it!" March winner.
- **Kellie Norris** suggested "we invite Ed Fredette from the City of Eugene to a superintendent meeting to discuss the 1200C permit required on several projects." April winner.
- **Kim Cailteux** suggested "creating a database of common information like spec sections, subcontractor names, contact info, etc. to use to build the sub list, closeout log, O&M table of contents, and O&M binder tabs – all created separately, requiring a lot of redundant typing." July winner.
- **Peggy Burian** suggested "making our bidding information on our website more prominent so subs and vendors know how to get on our bid list. We have had more subs contacting us recently inquiring how to bid to us." September winner.
- **Cheryl Williams, Ruby Pendowski and Gregg Wallsmith's** suggestions listed in this volume were submitted in November and December. All three are winners.

Thanks for the great suggestions in 2022 and congratulations to all the monthly winners! The final winner will be drawn at the State of the Company meeting in January and will be announced in the March newsletter.

The rules are that the idea must be implementable, even if not implemented, and can be a suggestion to improve any aspect of our business. Send your suggestions to Peggy Burian at [pburian@chambers-gc.com](mailto:pburian@chambers-gc.com) or drop them by the office.

# PROCORE<sup>®</sup> Tips and Tricks

### Schedules

As most of you know, we are not using the Schedule module in Procore. The reason for this is because it doesn't function the way we would like it to. So instead of using the module in Procore, Master Schedules are done with Microsoft Project and the 4-week schedule is done with Microsoft Excel. When uploading these or sending them out to the subs and owners, or uploading them into Procore, we want to convert those files to a PDF version. This is done so the documents cannot be manipulated by anyone after the fact.

The 4-week schedules are to be issued to all subs by Thursday afternoon or Friday morning at the latest. This is sent through the Email module in Procore. Then, upload it into the Documents module. This is also done for the Master Schedule, just not as often. This way it is accessible to all subcontractors and owners. If you have a Project Engineer on your project, they can do this for you. If you do not, we want to make sure everyone is doing this process the same way.



Hope this helps! As always, if you have any questions about Procore, contact the Procore Advisory Team at [procoreadvisors@chambers-gc.com](mailto:procoreadvisors@chambers-gc.com).



### SPD Visiting Attune Foods

**Nancy Thornton** and **Ken Smith** suited up for their site visit at Attune Foods in December. Looking good!





### Respiratory Protection

#### What is a respirator?

It is a protective face piece, hood or helmet that is designed to protect the wearer against a variety of harmful airborne agents.

Respirators are among the most important pieces of protective equipment for working in hazardous environments. Millions of workers are required to wear respirators in different work environments throughout the United States. Wearing respirators protects workers against insufficient oxygen, harmful dusts, fogs, smokes, gases, vapors and sprays. These types of hazards can be linked to causing many health issues such as cancer, lung impairment, diseases, or even death. Following the OSHA Respiratory Protection Standard could help prevent hundreds of deaths and thousands of illnesses every year!

#### Types of Respirators

There are two main types of respiratory protection: Air-purifying respirators (APRs) and atmosphere-supplying respirators (ASRs). These two respirators provide different levels of protection based on their design. With this, it is very important to choose the right type of respirator for your specific exposure.

The air-purifying respirator works by removing gases, vapors, aerosols, or a combination of contaminants from the air using filters, cartridges, or canisters. This type of protection doesn't supply oxygen and therefore can't be used in an atmosphere that is oxygen-deficient or immediately dangerous to life or health.

The second type is an atmosphere-supplying respirator. This type protects the wearer from different types of airborne contaminants, and in certain cases, oxygen-deficient atmospheres. The ASRs will include supplied-air respirators, self-contained breathing apparatus (SCBA) and combination supplied-air/self-contained breathing apparatuses. This type is normally used when there is a short time needed to enter and escape atmospheres which are or may be immediately dangerous to life and health.

There are four key requirements for selecting and using a respirator:

1. Know the type of hazard.
2. Find out if your workers need respiratory protection.
3. Determine the level of protection.
4. Choose the respirator type.



A respirator should not be worn with workers who have beards, long sideburns, or even a two-day stubble. This is because the hair breaks the seal between the skin and the respirator mask. Wearing glasses will also break the seal.

#### Medical Evaluations

Using a respirator puts a physical burden on the body; a worker must be declared medically fit to wear one through a medical evaluation. This procedure requires:

- The employer identify a physician or other professional licensed health care professional (PLHCP) to evaluate the employee using a medical questionnaire or initial medical examination.
- The information obtained by questionnaire or examination must answer the questions laid out in the OSHA questionnaire in Appendix C of 1910.134.

#### Respirator Maintenance and Care

Contractors must provide for the cleaning and disinfecting, storage, inspection and repair of all respirators. If it is assigned to different employees, it must be cleaned and sanitized after each use. They must be stored in a clean area and away from contaminants and regular inspections should happen before each use and during cleaning.

#### Training

Each employee who is required to wear a respirator must be trained before its first use. This training must be comprehensive and repeated annually (or more often, if necessary).

Wearing a respirator as needed is a very important part of keeping yourself safe in the workplace.



## Children's Christmas Party

Our Children's Christmas Party was a hit this year. We had crafts, Christmas movies, a giant crackling fire and lots of goodies to snack on for everyone who joined. Santa even made an appearance to take photos!

Thank you to the Christmas Committee for planning a great party!



Tim and Kira Jacobs



Joy and Ruby Pendowski



Camden and Lily Smith



Nancy Thornton

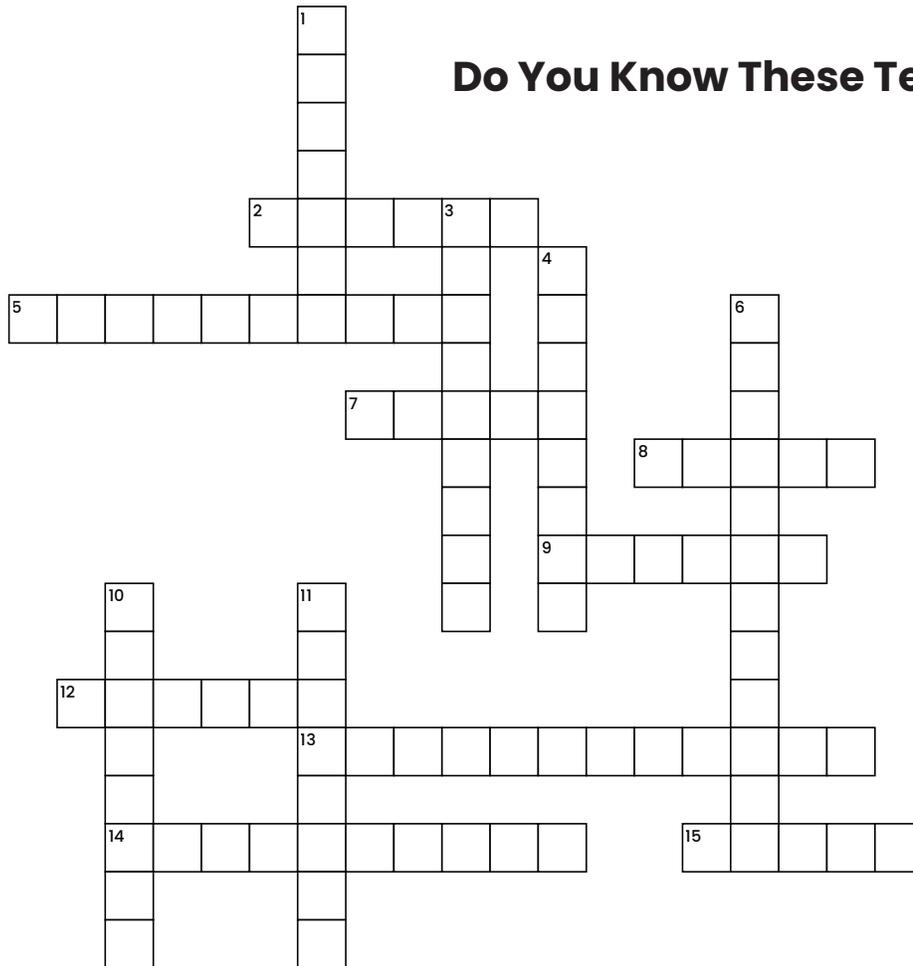


The Nicholson Family



The Burke Family

## Do You Know These Terms?



### ACROSS

2. ball, sledge, jack are types of this
5. a person who is learning a trade
7. ground level, or the elevation at any given point; the work of leveling dirt; the designated quality of a manufactured piece of wood
8. structural member which directly supports floors or ceilings and is supported by bearing walls, beam, or girders
9. written document issued by the appropriate governmental authority allowing construction to begin on a specific project in accordance with approved drawings and specifications
12. a vertical structural compression member which supports loads
13. the set of activities that must be completed on time for the project completion date to be met
14. an official examination or review of the work completed or in progress to determine its compliance with contract requirements

15. a term used to represent all drawings including sections and details; and any supplemental drawings for complete execution of a specific project

### DOWN

1. concrete shapes made separately before being used in a structure
3. the drawings of the front, sides, or rear face of a building
4. everything that separates the internal building from the external environment
6. the boundary that separates your space from your neighbors' and from the public corridor
10. the next-to-last stage in concrete work, when you smooth off the job and bring water to the surface
11. common material used for making tilt-up walls

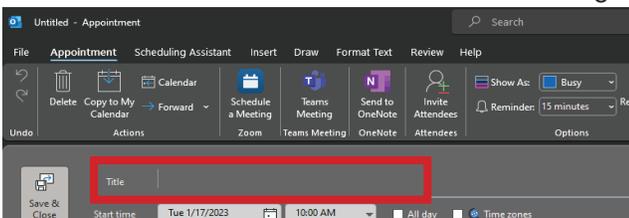
# itb+ IT Bytes

## Scheduling a Meeting in Outlook

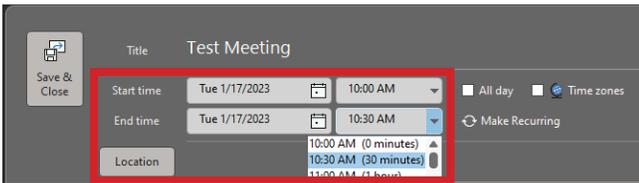
There are a couple ways to set up meetings in Outlook. The method below is the easiest way to set up a meeting and for double-checking your work before clicking send. This reduces the need to fix or resend invitations.

To schedule a meeting in Outlook, you will need to start in your calendar.

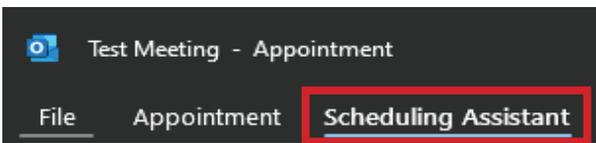
1. Double-click on the day and time for when you want to schedule a meeting.
2. Enter the **Title** - this is the name of the meeting.



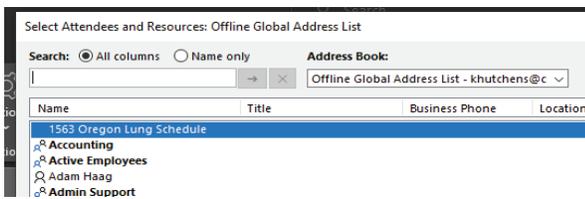
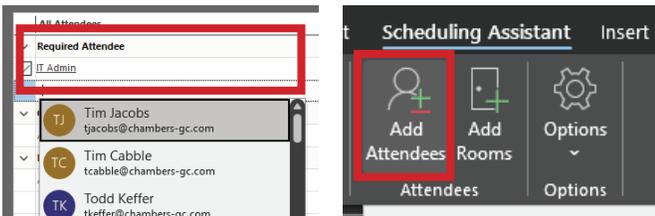
3. Click the drop-down arrows to select the time frame for the meeting.



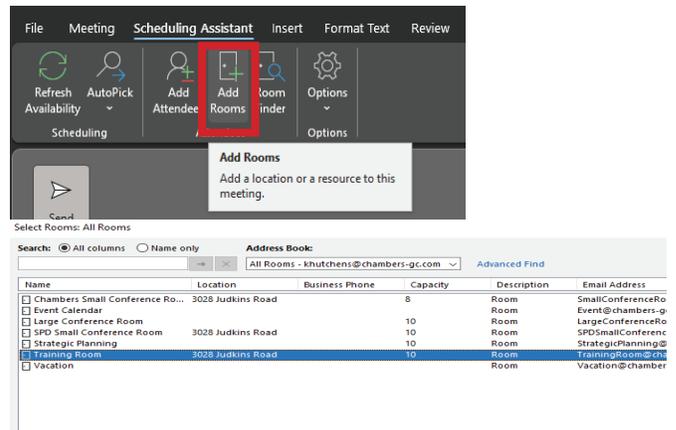
4. Click on **Scheduling Assistant**.



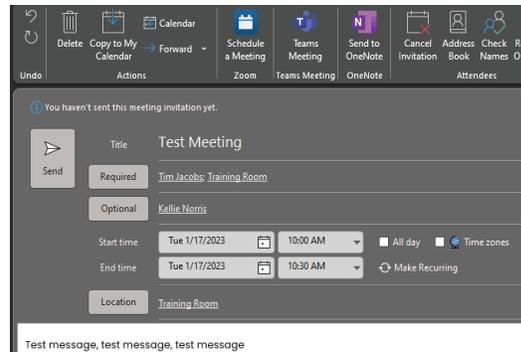
5. You have two choices for adding attendees - required and optional.
  - You can type their name in under required attendee or click on **Add Attendees** and add users from the address book or your contacts.



6. Enter the location of the meeting. If it is in the main office, click **Add Rooms**.
  - Click on the room you want to use.
  - Click on **Room** (make sure the location is in the "Rooms" section).
  - Click **Ok**.



7. Go back and click on **Meeting** at the top.
  - This will change the view back to what a regular meeting invite looks like.
8. Verify the title, required invitees, optional invitees, start and end time, location and add additional details in the body of the invite, if needed.



9. Click **Send!**

If you have additional questions on how to set a meeting in Outlook, contact Kim Hutchens in IT!

## News

### Submit Near Miss Experiences

An employee submitted a safety suggestion to share near miss experiences so everyone could learn from them. We created a QR code to do just that!

The report is sent directly to Scot, anonymously. Here's what you do:

1. Scan the code
2. Enter: Job number or name, date, time and a description of the near miss.
3. Submit



### Apprentice Referrals

If you know a teenager who is age 16 or older and interested in construction, contact Mark Harrington at [mharrington@chambers-gc.com](mailto:mharrington@chambers-gc.com) or on his cell phone 541-972-0997 for more information. Interested teens are also eligible to attend apprentice classes.

We encourage you to share near miss experiences so we can learn from them, reduce risk and create an even safer work environment. Over time, we will see results. It is still important to address them with the Superintendent or Foreman so they can be corrected immediately.

Call Scot or talk to your Superintendent/Foreman if you have questions. Be safe out there!



### 2023 Polar Plunge

This year's Polar Plunge will be taking place on Saturday, February 18th! Proceeds from this event benefit Special Olympics Oregon Athletes to help provide them access to sports, activities and community.

It will be held at Maurie Jacobs Park and the schedule of events is below:

- 9:00 a.m. - Registration Opens
- 10:00 a.m. - 5K Fun Run Kicks Off
- 10:45 a.m. - Costume Contest Begins
- 11:00 a.m. - Polar Plunge Begins

If you are interested in participating, email Stacy Ivey at [sivey@chambers-gc.com](mailto:sivey@chambers-gc.com) by Wednesday, February 1st!

## News

### Apprenticeship Year in Review

Our apprentices have been helping out on several jobs this year! Some of their notable projects have been the Pete Moore Hospice House Gazebo, various projects at the Boy Scouts Camp and McKenzie School District, Camas Ridge Elementary School, the Serenity Lane Spiritual Center and most recently at the Coburg Charter School.

Nice work, team. We look forward to seeing what 2023 brings for you all!



Jacob Hauck, Liz Becker, Nathan Brinkley and Hailee Horn



Anthony Braunger



Gunnar Larsen



Ethan McConnell



### Apprenticeship Graduation

We are so excited to celebrate another group of apprentices graduating from our program on **Friday, February 24, 2023!** Invitations will be sent out to the office soon. Please join us if you are able!

## Project Spotlight

### LTD Bus Washes - Glenwood and RideSource

Chambers Construction was hired to complete two separate bus wash locations for the Lane Transit District in July, both requiring a 60-day project completion window.

The Glenwood location is a drive-through facility that serves the larger buses reaching upwards of 60ft! Interestingly, since some of the buses are longer than the car wash itself, it requires special programming with traffic lights inside the facility to direct drivers on where to go and when. The RideSource location is for the smaller buses and vans and uses a roll over wash. This means that the vehicle parks in the enclosure and the car wash does the rest.

These bus washes had another layer of complexity involving electrical, plumbing and multiple components

that all had to come together pretty quickly. They both needed programming from remote personnel that required several hours on the phone adjusting and testing to get things running just right.

Both of these projects were unique and taught our crews a lot about problem solving and schedule adjustments. Between coordinating the subcontractors with an ever-changing schedule to multiple equipment delays, these projects served as unique learning experiences but we think our crew did a wonderful job!

Thank you to everyone who worked on these projects and made them a success: Liz Becker, Chris Boyum, Nathan Brinkley, Horacio Garcia, Ron Hartman, Breck Hosford, Mike Jenkins, Jacob Keffer, Steven Serjeant, Frank Travis, Rick Walter, Jacob Wilson and Logan Zenk.



## Looking Back

### Epic Aircraft

In 2005, Chambers Construction completed an 11,000 SF office and 90,000 SF manufacturing, warehouse and distribution center for Epic Aircraft, located in Bend, Oregon. This design-build project was constructed using a Butler pre-engineered structural steel system with a very short timeline (drawn, permitted and built in just six months!!). Because of our team's efficiency and commitment to quality, the project finished 10 percent under budget which resulted in nearly \$500,000 of savings being returned to the owner.

Project Manager: Rob Braziel  
Superintendent: Randy Myers



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