

Los Angeles Section

Monthly: Est. 1913

ORANGE / SAN_BERNARDINO/RIVERSIDE / SAN_LUIS_OBISPO / SANTA_BARBARA/VENTURA / DESERT / SOUTHERN SAN_JOAQUIN / METROPOLITAN LOS ANGELES

"From now on it is only through a conscious choice and through a deliberate policy that humanity can survive."

— Pope John Paul II

PRESIDENT'S MESSAGE

By Neil D. Morrison, P.E.
President, Los Angeles Section, ASCE

Priorities: Infrastructure vs. You-Name-It

The recently released ASCE National Report gave the U.S., the richest and most powerful nation on Earth, a **D** for its infrastructure! This is down from a D+ in 2001 (Also see article on page 4). Do we stand a chance of turning this around, given the different—and extremely expensive—priorities government has established to spend our tax dollars on?

It's no better in California, where cuts required to balance our state and local budgets include amounts needed for taking care of our infrastructure needs. Pick up the newspaper and on any given day you will read about budget cuts to transportation, schools, airports, hospitals, etc.

What's the answer? Recently, I received an e-mail with a snippet of an article suggesting that if every billionaire in the United States gave 10% of his/her worth, that money could be used to wipe out the federal deficit. This would be a great idea, but we would still have to convince the powers-to-be to spend a decent amount of money on infrastructure needs. The problem with ideas like this is that such solutions don't instill accountability at various levels of government in the area of balancing budgets. History of the last half-century shows intense discussions and even laws passed mandating balanced budgets. Yet we are probably in the worst financial condition we have ever experienced.

I realize there are priorities other than infrastructure, even crumbling infrastructure. I am not against these other priorities within our country and abroad being addressed, but I am concerned about doing some of it at the cost of this country's roads, schools, bridges, water and sanitation systems, etc. I am very opposed to placing this country in such indebtedness that it will take decades to pay off (even if we stop overspending now), which further jeopardizes this nation's infrastructure well into the future. We can't afford to wait for a future report card that gives our infrastructure an F.

On Tuesday, March 29, 2005, *The Los Angeles Times* Business Section carried an article about the exorbitant amount of venture capital and financing available for takeover of tech companies. According to the author, "There's an incredible amount of financing available for buyouts". The article discussed one \$11.3-billion dollar buyout of a major software company. **Money is available.** So why can't we civil engineers convince these investors and lenders that a wise investment would be in our federal, state and local infrastructure?

It's said that too many investors today are looking for a quick return, and, thanks to technology and its instant answers, they often don't invest in long-term projects. Many don't trust government with their money. Government needs to stop robbing Peter (infrastructure programs such as highway funds, airport funds, school funds, etc.) to pay Paul (interest on our national debt, military spending, subsidies, social programs, etc.).

Perhaps we civil engineers can help fix this situation, by becoming more educated about issues and candidates, and voting for those motivated to do something about our deteriorating

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Reminder:

Copy deadline for the June 2005 newsletter is May 1, 2005; copy deadline for July/Aug. 2005 issue is June 1, 2005.



Our Nation's Infrastructure

We dedicate this issue to our dying infrastructure. As evidenced by the independent realizations pointed out by contributors to this issue, hope is not imminent. It is quite unfortunate that no one seems to mind at all about our crumbling neighborhood infrastructure despite the big support for funding other endeavors. I do not want to bore you with the litany of complaints by our society of how we are free-wheeling to take care of others in the world while we do not take care of ourselves at home. Nor do I want to criticize the exploration of other worlds in exchange for research to better our home named earth. But nevertheless, it is quite compelling to note that the power to influence where precious dollars are spent does not appear to rest on the many, but instead on the fulfillment of the agenda of the few. Those bold enough to express their views on this subject are silenced and negatively labeled.

As I mentioned several times in this column, we are not here to advocate a specific agenda. We are however here to present an impartial view of how engineers may see the world, particularly that of our infrastructure. We as a society should be cognizant of the fact that change is needed and the balancing act in spending precious monetary resources is not an easy task. Others may not like what they see or hear; or may even imply negative connotations from these printed words. However, I assure you, like so many engineers out there, we try to present this case the way it is, factually.

Everyone talks about America being the last superpower left in the world. Yes, but what does being a superpower do if its own people are left to suffer day in and day out from our crumbling infrastructure. Let us hope for the best.

- Dr. Cris B. Liban, P.E.

ARTICLE

An Interview with Mark Norton

Eye on Infrastructure recently had an exclusive interview with Mark Norton, Water Resources and Planning Manager with the Santa Ana Watershed Project Authority and ASCE Los Angeles Section Secretary, about the results of the 2005 Report Card for the Inland Empire's Infrastructure. This is a reprint of that interview.

EOI: The Inland Empire received mixed grades on its 2005 report card. The lowest marks went to flood control and urban runoff, which earned a "D" and "D+" respectively. Let's start with flood protection. What are the dangers to public health posed by the lack of flood protection in the Inland Empire?

MN: The biggest danger is the overflow that can destroy private property, causing great damage and potential loss of life. Plus, urban runoff involves hazardous pollutants.

We are now seeking to clean up waterways, and there are new non-point source water quality regulations required, but until systems improve, we'll continue to have problems with waterways used by public.

EOI: What type of problems?

MN: There will be challenges to controlling the pollutants from non-point source areas that drain into waterways that may be used by the public for recreational purposes.

EOI: So the "D" signifies a serious situation. Do you think a large number of Inland Empire residents are aware of this problem?

MN: I don't believe so. Storms occur, and people take it as common occurrence and think that heavy storms inevitably cause loss. But people should also know that when you have more and more channels exceeding capacity – which will happen without increased funding for improvements –

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ARTICLE

Letter to the Editor

To the Editor,

Today the popular media (Los Angeles Times) gave some column space (in the fifth section) to the ASCE "Report Card". I read this after putting in about 200 miles of travel in the Los Angeles area inspecting my agency's infrastructure and I bear personal witness to the "grades" for highways: it was a tedious mess out there (that we sadly now accept as normal). Meanwhile the California Legislature and Governor are raiding transportation funds to balance the state budget and the Federal administration commands that the Transportation Bill cannot spend more than the motor fuel tax level set years ago. We in the profession all know these stories, but I question our zeal in communicating the urgency of our situation to the public. Could it be that we (well-compensated professional engineers, business owners, etc.) feel more threatened by taxes than by the economic and quality of life impacts of underfunded infrastructure?

I grew up and was educated in California's University system in the 1960s, reaping the peak of the social and economic investments made from the 1930s through the 1960s. Our highways, aqueducts, flood control, harbors, etc. were built by people who voted for enough taxes to create the best civilization the world has ever known. Since then, our focus seems to have shifted from common wealth to personal wealth. Tax rates are lower and new construction and maintenance are grossly underfunded. I believe it is morally wrong to leave the nation worse off than what we were given by our parents' generation.

I urge the leadership of ASCE to face the taxation issue squarely; we need higher motor fuel taxes both to keep up with construction inflation and to meet the expanded scope expectations (environmental, etc.) I recommend that ASCE advocate an increase of 1/2 cent per gallon per month for 36 months (18 cents total) and that this funding stream address the "Ds" in our failing transportation infrastructure. Our national economy has absorbed price hikes larger than this due to petroleum market conditions, surely we can pay this to get something valuable in return. (Some states, including California, also need fundamental tax reform, but this is a larger issue than ASCE National can address.)

Respectfully,

Michael E. McGinley P.E., M.ASCE
3340 Santa Carlotta St.
La Crescenta, CA 91214

TRANSITION FROM CONSTRUCTION TO OPERATION AND MAINTENANCE

By

Tony Antich, City Engineer

and

Bill Zein, Principal Civil Engineer

City of Santa Monica, California

This is the thirteenth in a series of articles dealing with the keys to successful project management. The Project Manager is responsible for ensuring the smooth transition from the construction phase of a project to the operation and maintenance phase.

As Project Manager, you facilitate the transition of a public works project from construction to operation and maintenance. At the point in time when the project construction is completed and accepted by the City, you should have successfully relinquished responsibility for the project and turned it over to the Client Department(s) for operation and maintenance.

It is vital to facilitate a smooth transition from project construction to closeout in order to begin regular operation and maintenance. It is equally important that those individuals responsible for operating and maintaining the project completely understand what they are responsible for so that they can do their jobs effectively. A way to achieve this is to create a Maintenance Strategy Team (MST). This team is responsible for the development of a process for the transition by creating a forum for open communications.

Teamwork is necessary for this transition process to proceed effectively. You will need to ensure that the appropriate people are involved in this process, have input into the process, and are informed each step of the way. This means that they will:

- Be individuals who are ultimately responsible for the operation and maintenance
- Be able to make key decisions.
- Understand the information gathered and know how to use the information provided to achieve effective operation and maintenance.
- Understand their responsibility for the success of the transition.
- Be clear on how the project should be maintained (e.g., frequency of inspections, replacement cycles).

Further, you serve as the process facilitator. Your key responsibilities include:

- Identifying the appropriate people to participate on a MST
- Scheduling and leading the MST in the development of maintenance strategies.
- Ensuring complete and clear communications among those involved in the process.
- Facilitating the necessary data collection and preparation of written documentation (i.e., Maintenance Management Plan, Final Construction Report, and Operation and Maintenance Manuals).
- Achieving a smooth; timely transition.

You will want to set up a MST early if you have a large or complex project. Smaller projects may not require a formal team. Identify the individuals need to be involved in this transition process. Explain to them why you have identified them to participate (i.e., why you consider them to be a key person in the

successful transition to operation and maintenance). The time commitment to create a MST will vary from project to project. As a rule of thumb, a MST should be in place no later than half way through construction, which will allow sufficient time to address all issues and prepare all pertinent information. It is appropriate to include on the MST those who would be responsible to maintain aspects of the project, operate specific project equipment or features and other interested individuals (people involved in construction, the contractor, trades people, the designer, etc.). This may include:

- Facility owner personnel.
- Maintenance personnel.
- Operators of any of the project's specialized equipment or features (i.e. art work, special finishes, etc).
- Key vendors or suppliers (if appropriate).
- Specialty contractors for certain maintenance
- Other interested individuals (e.g., Project Director, other engineering and architectural personnel).

Once you have established the MST, set up and conduct the kickoff meeting. This meeting will give everyone an overview of what the process will be and what their time together will accomplish. The kickoff meeting agenda should include the following:

- Introductions.
- The purpose of the meetings — to open up communication and share ideas and information.
- The goal of what the MST will work to accomplish (i.e., a smooth transition to project operation and maintenance).
- The roles of the MST members.
- Defining the MST task. These tasks include reviewing and developing a clear, useful maintenance task list with clear assigned responsibilities.
- Understanding the time commitment to complete the process—
- Identifying deliverables they may expect. For example: a maintenance management plan, a final construction report, guarantees and warranties, and operation and maintenance manuals).

A MAINTENANCE MANAGEMENT PLAN

The Maintenance Management Plan is generated by the MST "DURING" project construction. This timeline is important, because the Plan needs to be complete and in place when construction has been concluded and the project ready to be turned over for regular operation and maintenance. The goal for this Plan's development is to create a Maintenance Management Plan that can be used as a guideline for setting up and scheduling the necessary maintenance for project items.

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ASCE 2005 Report Card For America's Infrastructure

Traffic congestion, overflowing sewers, corroding bridges, and basketball sized potholes are constant reminders of the crisis that jeopardizes our nation's prosperity and our quality of life. With new grades for the first time since 2001, our nation's infrastructure has shown little to no improvement since receiving a collective D+ in 2001, with some areas sliding toward failing grades. ASCE's *2005 Report Card for America's Infrastructure* assessed the same 12 infrastructure categories as in 2001, and added three new categories. The following are the results for 2005:

Aviation	D+
Bridges	C
Dams	D
Drinking Water	D-
Energy	D
Hazardous Waste	D
Navigable Waterways	D-
Public Parks and Recreation	C-
Rail	C-
Roads	D
Schools	D
Security	I
Solid Waste	C+
Transit	D+
Wastewater	D-
America's Infrastructure G.P.A. =	D

Total Investment Needs = \$1.6 Trillion (Estimated 5-year need)

ASCE National's website on this topic (<http://www.asce.org/reportcard/2005/index.cfm>) contains in depth analysis of how these grades were arrived at, the rationale for the grades, what these grades mean for the nation in general and for each state in particular. Also included are the policy recommendations for each of the categories identified above. Being in the forefront of this issue, we as engineers are encouraged to advocate for a change for the better. Letting your legislator, your friend, and other engineers know of your concern on our infrastructure is a start. Like real estate, our concerns are local. Let us however collectively take action now, before any of these categories begin to move towards an "F" grade.

President's Message *continued*

infrastructure. We can become more politically involved by finding opportunities to provide essential guidance to governmental entities—and fellow voters—about the critical need for infrastructure improvements and the appropriateness and urgency of allocating funds to make them happen.

According to ASCE, this nation's infrastructure is approaching a crisis state. We civil engineers need to do what we can **now** to right this ship, before it becomes an insurmountable burden for our Younger Members and our children and their children.

As the Project Manager, you should identify each major category of the project that contains items to be maintained (e.g., Architectural, Landscaping, Irrigation, Mechanical, Glazing, Flooring, etc.). Once you have identified the appropriate categories, begin to make (or facilitate) a preliminary listing of each specific item to be maintained. These may include items such as the following for the Landscaping category:

- Number of irrigation controllers.
- Watering cycles.
- Inspection of Irrigation System.
- Pruning of Trees.

In order to assemble this preliminary listing, you should get input from each appropriate MST member who will be involved on the operation and maintenance. You may also want to involve the contractor and trades people.

Development of the Maintenance Management Plan Specifics. Once you have the preliminary categories and a listing of each item to be maintained, begin to develop the maintenance part of the Plan, including:

- The maintenance cycle for each item (e.g., to be maintained every 3 years, once a year, etc.).
- The quantity of each item to be maintained.
- The unit cost per cycle and per year to maintain each item (for example, if the unit cost for pruning a tree is \$100, and the pruning is done every 2 years, then the unit cost per year is \$50).
- The average cost per year (this is the unit cost per year multiplied by the number of items; using the last example, \$50 unit cost per year x 40 trees = \$2,000 avg. cost per year).
- The identification of the responsible person for each specific item described.

This will become an iterative process. Present the preliminary Plan efforts to the MST and get input from them and other suggested resources. Continue expanding the Maintenance Management Plan and increasing its level of detail throughout the transition process. Once it has been completed, deliver the Maintenance Management Plan to each member of the MST.

OPERATION AND MAINTENANCE MANUALS

The Operation and Maintenance Manuals are part of the project closeout process. Be as comprehensive as possible in preparing the maintenance information. Your goal is to provide enough information that the recipient of the manuals is able to begin the operation and maintenance period effectively. This means that the following information will be included:

- Description of each item that is to be maintained.
- The model number of the item and how many units are on hand.
- The source for the item, including company name, address, phone, and contact person's name (if any).
- Attachments for the maintenance items, such as specifications, descriptions, etc.
- All specific guarantees and warranties (along with their time periods) for trades, equipment, etc.

Tip: Include the Index for all volumes of the Maintenance Management Manual at the front of each volume.

ORGANIZING THE MANUALS

If there are a lot of documents or the project is large, consider dividing the manual contents into several volumes (e.g., Volume 1 = Architectural, Volume II = Mechanical, etc.). You may also wish to use a Table of Contents to indicate where the specific guarantees & warranties and maintenance information may be found.

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An Interview with Mark Norton

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flooding destruction will be more frequent. I believe that most residents are unaware of the enormous cost implications of what is needed to upgrade flood control facilities or the cost of compliance with EPA-mandated stormwater pollution control regulations.

EOI: What will these regulations mean?

MN: They mean that many residents will have to pay more to avoid property damage and loss of life. Due to unfunded state and federal mandates, more and more of the burden is being placed on local communities and residents.

EOI: Let's talk about the "D+" that the report card gave to Transportation. What effect does the poor transportation rating have on area residents?

MN: Many. I'll start with quality of life. Traveling to and from work, to meetings, to pick up kids, and to the grocery store is becoming more and more of a hassle due to congestion. And this is getting worse: people are using more fuel and losing more time. While improved methods of communication such as cell phones and email are helping, residents' freedom of movement is still greatly impeded.

EOI: What about the economic impact of poor transportation infrastructure?

MN: I think it has a big impact on commerce. We have major corridors from ports to the Inland Empire...if those are clogged with traffic, we could lose business from outside sources simply because our transit systems are not effective, and other areas will be viewed more favorably. Businesses may leave.

I also want to mention public safety, which is always a concern with congested transit systems. With increased volume, there will be more conflict, and more loss of life. For example, as traffic increases near railway crossings, the funding need for grade separations for the railways will be more intense. Without adequate funding, delays will be exacerbated and potential auto-train collisions will become more frequent. I personally believe there should be a greater emphasis on using alternative transit systems to get more people off the streets and provide a safe means of getting to and from their destinations. The use of professionally trained operators of buses, light rail, and trains are far safer.

EOI: Since the government – be it federal, state or local – is largely responsible for road maintenance, do you think that there is increased risk of the government being held liable for accidents?

MN: I don't have any statistics, but I would think that it would be an important factor to consider. We must take into account the condition of roads so that they are in good operating order so that liability is not passed onto cities and counties.

EOI: And is there awareness of this problem?

MN: Yes. People are counting on funding designated for transportation projects, but implementation has slowed due to lack of funding. In Riverside and San Bernardino Counties, there are several local transportation measures and developer fees that have been passed in recent years that will provide millions of dollars; however, many of these projects are dependent on outside funding.

Two corridors in particular, Interstate 15 and State Route 91, need attention. These feed Corona into Orange County and are heavily used. As time goes on, it will become more of a bottleneck, and there needs to be a stronger focus on correcting these areas. To address that, we need close to a billion dollars to alleviate

congestion. These would be a significant impact on the letter grade.

EOI: How else can the Inland Empire improve its assessment?

MN: Funding, funding, funding. Voters overwhelmingly approved Proposition 42, yet that money has been diverted. The state needs to fulfill its obligations to residents. As for runoff and flood control, local entities need funding to begin the process of upgrading flood control infrastructure. With the continued explosive growth anticipated in the Inland Empire, funding support for transportation and flood control infrastructure will be key factors to the quality of life here.

EOI: Thank you very much, Mark, for taking to time to speak with us. A lot of our readers are struggling with some of the same challenges facing the Inland Empire, so I am sure they will identify with much of what we talked about.

MN: My pleasure. Thank you.

Editor's Note: Visit www.asce.org for additional details regarding the Inland Empire's infrastructure report card as well as those that were created for Los Angeles and Orange Counties.



ARTICLE

ASCE LEAD Program Transforming Engineering Managers into Effective Leaders

ASCE is now offering the Leader Education and Development (LEAD) Program, to help engineering managers develop and hone their leadership skills to increase their own effectiveness and prepare for greater leadership responsibilities within their organizations or public service agencies. This is the first program of its kind for ASCE and relates to ASCE's goal of developing leadership to broaden our members' perspectives and enhance their career growth. The LEAD Program is an eight-month program of seven formal training sessions and one individual coaching session that began on February 23rd at The Engineers Club in Baltimore, and continues through September, 2005. The length of the course will allow time for practice and reinforcement of skills learned to achieve maximum leadership development and produce behavioral change that will benefit the participants and in turn the workplace, clients, the public, and the profession. This first class of the LEAD program has 16 participants and includes civil engineers from the public and private sector with a diverse range of experience. Leadership Principles; Understanding Yourself & Others Better; Communicating to Motivate, Leading Difficult People and Leading in Conflict Situations; Leading Change and Creating Environments for Change; Enabling Others—Improving Your Effectiveness in Delegating, Coaching, and Mentoring; and Creating a Leadership Culture are some of the subjects that will be discussed and explored.

Participants will earn up to 42 PDHs/4.2 CEUs. Visit <http://www.asce.org/professional/lead/> for more information. ASCE would like to expand the LEAD Program in the future. If you think your Branch members are interested in leader development and would like to work with ASCE to bring this program to your area, please contact Melissa Prelewicz, Senior Manager, ASCE National Professional Practice, at 703-295-6341 or mprelewicz@asce.org.

Metropolitan Los Angeles Branch May Program

SAVE THE DATE!

Join TEAM ASCE as a participant in the
Los Angeles County Bicycle Coalition's

5th Annual Los Angeles River Ride

(experience LA's largest flood control
facility from the inside)

Sunday, May 15, 2005

Event:

- 15 Mile Ride: Griffith Park to the Los Angeles River Center and return
- Fully supported ride - Pit Stops
- T-shirts, food, cycling and fun

Cost \$35 (\$30 if you register by May 1st)

Register directly at
www.labikecoalition.org

Also, to coordinate meeting and riding with the ASCE group, RSVP using the link via the Project Partners' Website or to Sharon Perlstein sperlstein@weho.org

Purpose:

The goal of the Los Angeles River Ride is to raise public awareness of the Los Angeles River and the Bike Coalition's efforts to make all of L.A. County a safe and enjoyable place to bicycle. The Los Angeles County Bicycle Coalition is working to ensure the completion of the entire LA River Bikeway - from the San Fernando Valley to Long Beach. The proceeds from this ride will enable the Coalition to continue its river advocacy work.

www.metrolabbranch.com

Metropolitan Los Angeles Branch June Program

SAVE THE DATE!

What: Speaker and Dinner

Date: Thursday, June 9, 2005

Time: 5:00 p.m.

Place: Loyola Marymount University

This is a special evening session of an Engineering Ethics Conference at Loyola Marymount University

Keynote Speaker, Professor David P. Billington. A member of the Princeton University Department of Civil Engineering for over 40 years, Dr. Billington's lectures and teaching exhibitions have earned international recognition. *Engineering News Record* named him one of the top 125 persons in Civil Engineering during the past 125 years. Dr. Billington is the author of more than 160 journal articles and eight books, including *The Innovators: The Engineering Pioneers Who Made America Modern*.



**Registration Information Will
Soon Be Available**

Questions? Contact Sharon Perlstein
sperlstein@weho.org

www.metrolabbranch.com



**ASCE Los Angeles Section - International Committee
4th International Engineering and Construction Conference
July 28, 2006 (Friday)
at California State University, Fullerton, California**

**SPONSOR: ASCE Los Angeles Section - International Committee
Host: ASCE Student Chapter, California State University, Fullerton, California**

CONFERENCE THEME

*“Challenges in the completion of Civil Engineering Projects in a Global Setting-
Lessons Learned and Successes Accomplished”*

CALL FOR ABSTRACTS (GENERAL)

Abstracts are solicited on international and domestic engineering or affiliated scientific projects related to: *Engineering Analysis and Design; Project Management; Codes & Standards of Practice; Quality Control & Resource Constraints; Construction Engineering; Bidding & Contract Administration; Project Financing and Procurement; Risk Assessment and Management; Legal, Ethical and Cultural Issues; Environmental Impacts and Mitigation; Design/Build and/or Operate Projects, Scheduling and Project Delivery.* Limit: 600 Words or less.

DUE DATE FOR ABSTRACTS: AUGUST 15, 2005

Send abstracts via e-mail to: Mr. Tim Hancuff, P.E., Program Chairman, County Sanitation Districts of Los Angeles County, 1955 Workman Mill Road, Whittier, CA 90601. E-Mail: thancuff@lacsds.org, Ph: (562) 699-7411, Ext. 1614.

Authors will be notified of acceptance or otherwise of their abstracts by October 1, 2005. Full papers are not exceeding 10 pages (12 Point, Single Space) including figures, tables, etc., and are due by **March 15, 2006**. The papers should be submitted as an electronic file (MS Word) via E-Mail, on a diskette or CD-ROM. Conference proceedings will be prepared on a CD-ROM.

STUDENT PAPER CONTEST

Topic: Global Role of Engineers in Building a Peaceful World for Humanity in the 21st Century

CALL FOR CONTEST PAPERS: The ASCE-LA Section International Committee solicits papers for “Student Paper Contest” from engineering and affiliated science students on the topic: “GLOBAL ROLE OF ENGINEERS IN BUILDING A PEACEFUL WORLD FOR HUMANITY IN THE 21ST CENTURY.” Papers may be based on a generic thought process or any case study of an ongoing or completed (within the past one year) project or research/experimental work. The thrust of the paper should emphasize how his/her paper/project would contribute to build a peaceful world for humanity.

STUDENT ELIGIBILITY: The students should be currently registered at an accredited university/college at least for 6 semester units. A letter from the Dean, Department Chair or Major Professor attesting the student status must be submitted along with the paper. Work performed by the student as a part-time employee in an engineering company or laboratory may also be utilized as a basis for the paper.

PAPER GUIDELINES:

- ☛ Length of full paper shall not exceed three (3) 8.5”X11.0” pages, including figures, tables, etc.
- ☛ Use 12 point, single space, with 1.0 inch margin on all the 4 sides.
- ☛ Papers should be submitted as a word or text file (MS Word preferred) via E-Mail or on a diskette or CD-ROM, along with a hard copy.
- ☛ Attach a letter from the Dean, Department Chair or Major Professor attesting the student status.
- ☛ **Deadline for submitting full papers: January 31, 2006**
- ☛ **Address: Mr. Tim Hancuff, P.E., Program Chair, County Sanitation Districts of Los Angeles County, 1955 Workman Mill Road, Whittier, CA 90601. E-Mail: thancuff@lacsds.org, Phone: (562) 699-7411, Ext. 1614.**
- ☛ **The papers will be reviewed by a team of professionals and the winners will be announced by February 28, 2006.**

AWARDS FOR WINNERS: Total funds for all prizes in this competition are approximately \$2,000. In addition to a cash award, winners will receive certificates and the opportunity to present their papers at the conference. Papers not selected for an award may receive special recognition based on their merit.

The International Committee is always seeking ASCE members interested in taking active roles in the committee activities and also to serve as Session Chairs and Moderators for the conference. **For additional information, please contact Dr. C.T. Bathala, P.E., F. ASCE, General Conference Chairman, E-mail: ctbathala@hotmail.com, Ph: 949-724-2994, FAX: 724-2963.**

CONFERENCE SITE: California State University at Fullerton, 800 N. State College Blvd., Fullerton, California. For directions and map, please see the University’s Website: www.fullerton.edu.

Younger Member Forum (YMF)

Everyone is welcome to attend our upcoming events!!

- Joint YMF Meeting, TBD
- SB/RC YMF Speaker Series, TBD
- SB/RC YMF General Meeting, 5/02/05, Riverside, CA
- OC YMF Revlon Walk, 5/07/05, TBD
- LA YMF Board Meeting, 5/10/05, Alhambra, CA
- OC YMF Arena Football, 5/14/05, TBD
- OC YMF Board Meeting, 5/17/05, Irvine, CA
- OC YMF White Water Rafting, 5/21/05 ~ 5/22/05, TBD
- LA YMF Speaker Series, 5/24/05, TBD
- OC YMF Rock Your World, 5/26/05, TBD

Contact Greg Sommer at gsommer@ladpw.org to be added to the Younger Member e-mail distribution list and receive announcement on all upcoming YMF events, tours, and other activities.

Please visit our websites:

- LA YMF - <http://www.asce-laymf.org/>
- OC YMF - http://www.ascelasection.org/yfm_main.cfm?ID=9

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Incoming Section Officer's Profile: Diego Cadena (Candidate for LA Section Treasurer)

Diego Cadena is a graduate of Cal State University Los Angeles, and a Registered Engineer in the State of California. He is a Practitioner Advisor for the ASCE Student Chapter at Cal State LA and a member of the Industry Advisory Board at the school. Recently completed a four year term with ASCE's National Committee on Volunteer Community Services and is a corresponding member of the National Committee on Peer Review. He is employed by the Los Angeles County Department of Public Works as Assistant Deputy Director in charge of the operation and maintenance of the county's flood control system.

A Great Idea From the Life Members

The ASCE Life Members' Public Image Committee request that members take their (to be discarded) Civil Engineering magazines to their doctor's office or barber shop and merge them with the stack of magazines. We feel that this will be an effective way to make the general public more aware of what civil engineers do.

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Classes are being organized for volunteers to help in the event of major disasters under the auspicious of the State of California, Office of Emergency Services O E S. Classes will be held in alternate A S C E Branch areas when there are sufficient requests. Qualified individuals are California Registered Civil, Structural, Geotechnical, Certified Engineering Geologists, or Architects. If you are interested in attending a class please contact the A S C E Disaster Preparedness Committee Chairman.

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Jack W. Rolston, Chair Disaster Preparedness Committee

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TRANSITION FROM CONSTRUCTION

continued from page 4

Organize the information for the manual(s) in the order indicated below:

- Index — a copy of this index should be in the front of each volume.
- Guarantees & warranties — they should be placed first behind the item numbers to which they apply.
- Additional information for each item number behind the appropriate number.

PROJECT TRANSITION MEETINGS

The Project Transition Meeting will deliver all of the necessary documents for the operation and maintenance of the project. These meetings are intended to provide information that will make it easier for staff to operate and maintain the project. Smaller projects may not need a formal Project Transition Meeting. The information to be transmitted may be brief and not need any explanation.

It is your responsibility to determine if a transition meeting would be helpful. Whether or not this meeting is held does not relieve the operation and maintenance staff of the responsibility to operate and maintain the project once it has been determined to be substantially complete. When held, this transition meeting should be scheduled within 30 days of the project's substantial completion.

PLANNING THE MEETING

You should review everything that has gone on in the transition process. This will help you to plan the Project Transition Meeting so that all remaining issues will be covered and all questions answered. To begin with, review the minutes of the Maintenance Planning Meetings.

It is also important to do a thorough evaluation prior to the meeting. This will help in preparing the agenda. Evaluate the areas or items that follow (this list provides some, but not all, of the things to consider):

- Has the MST developed a Maintenance Management Plan that is complete, workable, and easily understood?
- How effective has the communication been between all MST members and particularly with the operation and maintenance staff?
- Have you reviewed the format and contents of the Final Construction Report, the Maintenance Management Plan, and the Operation and Maintenance guarantees, warranties, and manuals with the operation and maintenance staff?
- Does operation and maintenance staff appear to be "on board" and understand what their responsibilities will be once the Operation and Maintenance period begins?

CONDUCTING THE MEETING

It is important that the meeting is understood as a clear transition from this point on whereby the responsibility for operation and maintenance is transferred to the operation and maintenance staff.

Focus on any areas that need to be readdressed. Allow sufficient time to review all documents and for those present at the meeting to ask questions or make comments.

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