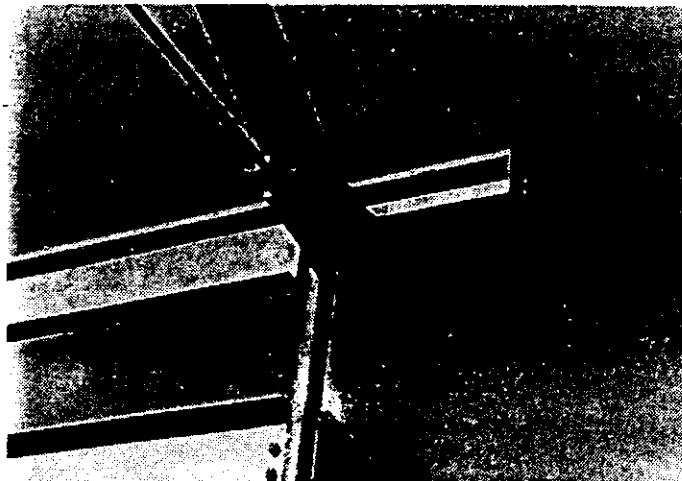


TECHNICAL PUBLICATION NO. 65

A SEMINAR ON HOW TO PREPARE
PROPOSALS FOR THE BUILDING
CONSTRUCTION INDUSTRY ADVISORY
COMMITTEE

SPONSORED BY A GRANT FROM THE BUILDING
CONSTRUCTION INDUSTRY ADVISORY COMMITTEE



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School of Building Construction
University of Florida
1989



A SEMINAR ON HOW TO PREPARE PROPOSALS FOR
THE BUILDING CONSTRUCTION INDUSTRY ADVISORY COMMITTEE

CE88-2

Project Director:
Dr. Brisbane H. Brown, Jr.

UNIVERSITY OF FLORIDA

August 15, 1989

This continuing education project was sponsored
by the Building Construction Industry Advisory
Committee under a grant from the State of Florida
Department of Education.

EXECUTIVE SUMMARY

On February 24, 1989, a seminar introducing the new Research and Continuing Education Management Systems (REMS) Procedures Manual was presented on behalf of the Building Construction Industry Advisory Committee (BCIAC). Dr. Brisbane H. Brown, Jr., Executive Secretary of BCIAC and Project Director for this continuing education grant, conducted the presentation for all of the educational institutions in Florida eligible to receive BCIAC funding. This continuing education final report contains all of the information and synopsis from the seminar as well as the work that was required to produce the new REMS Procedures Manual.

Dr. Donald Price, Vice President for Sponsored Research at the University of Florida, welcomed the participants to the University of Florida and then discussed the overall importance of research in the construction industry. Mr. William Conway, chairman of the Building Construction Industry Advisory Committee, gave a brief outline of BCIAC background and purpose. He also highlighted some of the major problems facing the construction industry and he challenged the audience to submit research and continuing education proposals to address these problems.

Dr. Brown distributed and reviewed the new REMS Procedures Manual chapter by chapter, explaining all of its procedures including each step of proposal development and approval. He discussed the importance of submitting proposals in the correct format to obtain research and continuing education grants. He also explained how to properly manage those grants according to the new REMS Procedures Manual. The last phases of a research or continuing education grant, approval and dissemination of the final report, were also examined. A video tape was made of the seminar and includes all of the presentations. The tape is available to orient new faculty and new BCIAC members.

Feedback from the 25 seminar participants representing 15 of Florida's universities and community colleges, indicated that the seminar was extremely beneficial in understanding the new REMS Procedures Manual and how to prepare proposals to obtain grants. This would encourage members of eligible institutions to apply for available funding and to manage their grants in the proper manner as specified in the REMS Procedures Manual.

Copies of this report can be obtained by contacting:

Executive Secretary
Building Construction Industry Advisory Committee
M.E. Rinker, Sr. School of Building Construction
University of Florida
Gainesville, Florida 32611
phone (904) 392-5965

INTRODUCTION

The members of the Building Construction Industry Advisory Committee (BCIAC) saw a need to rewrite the Research and Continuing Education Management Systems (REMS) Procedures Manual and hold a seminar to explain its procedures. The seminar would be prepared for faculty of educational institutions in Florida that are eligible to receive BCIAC funding. Since there had been a large turnover of faculty in the construction programs at the community colleges and universities in Florida, there was a dire need to explain the new manual to the new people. The goal was to introduce the new manual and encourage the faculty of each eligible institution to submit proposals and properly manage research and continuing education grants. It was a necessity to have participation by as many eligible Florida community colleges and universities as possible.

This continuing education project is in response to a Request For Proposal (RFP) at the April, 1988 meeting of BCIAC to conduct an educational seminar on the new REMS Procedures Manual. The logical progression of work accomplished to complete this project is as follows:

Rewrite the REMS Procedures Manual.

Select the date and location of the seminar and arrange for the proper facilities.

Invite the seminar participants.

Prepare the program and agenda for the one day seminar.

Compile and print the new REMS Procedures Manuals.

Conduct and make video tapes of the seminar.

Arrange for reimbursement of the participants for their expenses.

Prepare the necessary quarterly reports, final report, and edit the video tape.

Obtain BCIAC approval of and disseminate the final report.

SEMINAR PREPARATIONS

Because of his intimate familiarity with BCIAC as its Executive Secretary, Dr. Brisbane H. Brown, Jr. of the M.E. Rinker, Sr. School of Building Construction at the University of Florida was requested to rewrite the REMS Procedures Manual and conduct the seminar. Dr. Brown selected James Turner, a graduate student, to co-author the new manual and assist in preparing the seminar.

Work began on the REMS Procedures Manual in November 1988 with chapters four and six being approved by BCIAC at their January 1989 meeting. These two new chapters on proposals and dissemination were the most crucial and required approval from the entire BCIAC. A special committee consisting of Charles Perry and Bruce Simpson was appointed to review the remainder of the manual and approve or disapprove it on behalf of BCIAC. They received their draft copies on February 3, 1989 and approval came two weeks later on February 17.

February 24, 1989 was the selected date for the seminar to allow enough time to finish compiling and printing the new REMS Procedures Manuals. Arrangements were made for the seminar to be

held at the University Holiday Inn in Gainesville, Florida. Invitations were extended to all institutional representatives and the BCIAC chairman, William Conway. Rooms were also reserved at the Best Western Hotel in Gainesville for any unanticipated overflow and for those who wanted to stay longer at their own expense. The grant provided for payment of travel, lodging, and meal expenses of the participants. The School of Building Construction's van was secured to transport any participants from the airport to the Holiday Inn on day of the seminar.

OPENING REMARKS

The seminar began at 8:00 a.m. on February 24, 1989, with Dr. Brisbane H. Brown, Jr., BCIAC Executive Secretary, presiding. He introduced Dr. Donald Price, Vice President for Sponsored Research at the University of Florida, who made the introductory remarks. Dr. Price welcomed all of the participants and discussed the overall importance of research in the construction industry. He pointed out that research funding at the University of Florida had increased by 35% over last year and the University of Florida had also received \$3.9 million dollars from patent and licensing fees. He was also concerned about regaining lost markets from foreign countries through research and development.

Dr. Brown also introduced Mr. William Conway, Chairman of the Building Construction Industry Advisory Committee, who spoke on the history and background development of BCIAC. Mr. Conway stressed the purpose of BCIAC is to provide useful research and

continuing education to the construction industry and also to benefit Community Colleges and Universities in the State of Florida that have Building Construction programs. He described an institution eligible to receive BCIAC funding as those teaching courses with a BCN prefix. Mr. Conway stated that the approximately \$200,000 each year allocated for research and continuing education comes from licencing fees and renewals from the Florida Construction Industry Licensing Board. Mr. Conway said that he would like to see more large corporations assist in construction research by adding matching funds to those of BCIAC for research and development. Another item on Mr. Conway's "wish list" as he put it was for more research and continuing education to be done in the areas of roofing and affordable housing in Florida. Finally, he stated that the construction industry should be improved by eliminating unethical and unlicensed contractors. Mr. Conway's presentation was complete and very motivating to everyone in attendance.

The REMS Procedures manuals were distributed to all attending the conference. The manuals were also mailed with the instructional video tape to institutions who did not have participants at the seminar. A detailed explanation of the intent and implementation of the new REMS Procedures Manual was made by Dr. Brown. He used 65 transparencies to illustrate and explain to the participants how they could properly prepare proposals, develop contracts with the Department of Education, and prepare reports.

THE SEMINAR

Dr. Brown used an overhead projector intensely from the beginning of the seminar to display his transparencies and identify the page he was referring to in the REMS Procedures Manual. Most of the sixty five transparencies he used were taken directly from the new manual and enlarged for clarification. Dr. Brown introduced the entire manual by chapter beginning with the Table of Contents and ending with the last chapter.

The Table of Contents, which was the first topic of discussion, highlighted six new chapters and a new page numbering system. All of the major samples and examples also appear in the Table of Contents for easier retrieval. Chapter - 1 "Introduction" was discussed next. Dr. Brown pointed out that chapter one contained an overview of the entire manual and how it is designed. He displayed a transparency taken from the manual that gave a quick description of each of the chapters in the manual. Another transparency from chapter one showed the four sections creating each chapter that are consistent throughout the entire manual. He also began to entertain questions that pertained to other parts of the manual.

In Chapter 2 - "Members and Duties", Dr. Brown stated that the entire chapter was devoted to the responsibilities of key personnel. The chapter also has lists that define who the key personnel are as they pertain to the REMS Procedures Manual. Since most of the seminar participants were potential Principal Investigators (PI's) for research grants or potential Project

Directors (PD's) for continuing education grants, the presentation of chapter two was focused on the responsibilities of the PI or PD. Dr. Brown also included transparencies that listed all of the BCIAC members and a special red colored transparency stating the duties of the Executive Secretary to monitor all of the grants and act on those that are not being properly managed according to the REMS Procedures Manual.

After answering questions on responsibilities, Dr. Brown continued with Chapter 3 - "Planning". He showed transparencies explaining BCIAC's planning needs which are the Request For Proposals (RFP)'s and the Priority Guidelines and how they are originated. He also had current lists of each of these. Dr. Brown also explained the Planning Calendar which lists dates for BCIAC meetings and planning activities. There were a few questions asked by the participants.

Chapter 4 - "Proposals" was one of the highlights of the seminar. Many of the participants expressed interest on how to write better quality proposals which lead to the initiation of this grant. The new REMS Procedures Manual explains in detail just what BCIAC is looking for in a proposal. Quoting from the manual, Dr. Brown explained each portion of the proposal and how they were to be properly prepared. There were many comments and questions. To help clarify, Dr. Brown had a transparency of a flow chart outlining the journey of a proposal before it becomes a grant. He also had many transparencies of the sample forms in the REMS Procedures Manual to show how photocopies can be made of

those samples, completed, and sent to the Executive Secretary. Finally, Dr. Brown showed an example of both a completed research and a continuing education proposal.

As in the REMS Procedures Manual, Dr. Brown introduced Chapter 5 - "Reports" in two different sections. First, he explained the section "Progress Reporting" with the responsibilities of the PI or PD to make quarterly progress reports. Dr. Brown had a transparency of a sample form of a quarterly progress report that could be photocopied and used. He also mentioned the examples of completed quarterly progress reports that are in the manual. The second section of chapter five that was discussed was "Final Report". Again, Dr. Brown began with the responsibilities of the PI or PD. He also included transparencies of example research and continuing education final reports and executive summaries.

Chapter 6 - "Dissemination" is the final chapter and new to the REMS Procedures Manual. It is an important chapter because it makes research and continuing education final reports known to the public. Dissemination procedures were established and incorporated as a REMS Manual Chapter because final reports can not be a benefit unless they are made public and implemented.

In chapter six, Dr. Brown began with the objectives of dissemination and the different disseminating procedures outlined in the REMS Procedures Manual. Next, he discussed the responsibilities of the PI or PD as they pertain to the dissemination of final reports. Dr. Brown included a transparency

of the mailing list for all final reports. He stated that the PI or PD must also disseminate to his own list generated while doing the research or continuing education project. Dr. Brown explained news releases, announcements, and articles in professional journals. He had transparencies of dissemination examples for clarification, and he also showed a flow chart of a news release that is caused to be prepared by the Principal Investigator or the Project Director.

The importance of dissemination is illustrated by the fact that all proposals in the future have to have the BCIAC dissemination list included in the proposal. Each proposal must also contain the statement, "Approximately ten percent of the budget will be allocated for dissemination of the final report. I certify that there is adequate funds in this proposal for dissemination. I am including in this proposal the approved BCIAC Mailing List for Final Reports to be used for dissemination of my final report."

To further dissemination, copies of all final reports to date were displayed for participants to browse through during breaks and lunch. The participants were told that they could receive one copy free of any report they desire. A list of the current reports (Appendix D) was prepared and given to the participants to choose the copies they wanted. All of the reports that were requested, were mailed.

CONCLUSION

Dr. Brown spent much of the time answering questions as the participants had been encouraged to ask questions throughout the seminar. After chapter six was discussed, Dr. Brown answered a few more questions on reallocation of funds and there was also a general discussion of how the faculty could work more closely together to have the construction education program be even more effective.

The participants felt that the seminar had been very useful to them in introducing the new REMS Procedures Manual and explaining its implementation. The responsibilities of the participants as PI's or PD's, the Executive Secretary, BCIAC, and the Department of Education had been clarified. The problem of turnover at the various institutions was discussed and it was the consensus of those present that similar periodic seminars should be conducted. The video tape made of this seminar could also be sent to new faculty to familiarize them with the REMS Procedures Manual.

As the Project Director for this continuing education project, I feel it was well worth the effort, very beneficial to the participants and should provide a better understanding of the new REMS Procedures Manual and the Building Construction Industry Advisory Committee. The actual funds spent on this project were less than budgeted because only essential reproduction and essential expenses were incurred on the grant. The balance was returned to the Department of Education to be reused in

succeeding years. As Project Director, I would like to thank Patty Wood for all of her help making the arrangements to ensure a successful seminar and James Turner for his work on the REMS Procedures Manual.

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Appendix B	Summary of Costs
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Appendix D	Order Form for Final Reports
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APPENDIX A
List of Attendees

LIST OF ATTENDEES

John Adcox	University of North Florida
Gabriel Aurioles	Florida International University
Kweku Bentil	University of Florida
Dr. George Birrell	University of Florida
Dr. Colen Boutwell	University of Florida
Richard Cassidy	St. Petersburg Jr. College
Dr. Weilin Chang	University of Florida
Bhaskar Chaudhari	Florida International University
Lou Churchill	Gulf Coast Community College
Dr. Clayton Clark	Florida A & M University
Charlie Craven	Pensacola Jr. College
Marcus Crawford	Hillsborough Community College
Joe Daudelin	Santa Fe Community College
Richard Furman	University of Florida
Fred Hart	Santa Fe Community College
Ray Love	Valencia Community College
Lorenz Minicone	Broward Community College
Wilfred Roudebush	University of Florida
Author Scott	Florida A & M University
Thomas Steffen	Palm Beach Community College
Victor Ticola	Manatee Community College
Arlan Toy	University of Florida
Dr. Morris Trimmer	University of Florida
Charles Wentz	University of West Florida
Dean Zirwas	Indian River Community College

Staff

Dr. Brisbane H. Brown, Jr.	BCIAC Executive Secretary
Patty Wood	Secretary
James Turner	Graduate Assistant
Mark Bogue	Graduate Assistant

Guest Speakers

William Conway	BCIAC Chairman
Dr. Don Price	University of Florida, Vice President for Sponsored Research

APPENDIX B
Summary of Costs

SUMMARY OF COSTS

	<u>Budget</u>	<u>Encumbered</u>	<u>Spent</u>	<u>Balance</u>
Salaries	\$1413.00		\$1357.53	\$55.47
OPS	900.00		870.00	30.00
Expense	1873.00	\$134.50	1738.50	0.00
Travel	3127.00		3111.30	15.70

The amount \$627.00 was transferred from expense to travel.

Encumbered Expense

\$110.00 Printing
24.50 Xerographic Copy Center

\$134.50

APPENDIX C
Seminar Agenda

A G E N D A

(as of February 15, 1989)

**BUILDING CONSTRUCTION INDUSTRY ADVISORY COMMITTEE
BCIAC - Seminar**

**February 24, 1989
HOLIDAY INN
(University Centre) - Room A
Gainesville, Florida**

TIME

- | | |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:00 - 8:30 | Registration and dissemination of REMS Procedure Manual, etc. |
| 8:30 - 8:35 | Welcome by - Dr. Donald R. Price
Vice President for Research
University of Florida |
| 8:35 - 9:00 | William R. Conway, Chairman
Building Construction Industry Advisory Committee
"History and Purpose of BCIAC" |
| 9:00 - 10:00 | Dr. Brisbane H. Brown, Jr., Executive Secretary
Building Construction Industry Advisory Committee
"Research and Continuing Education Management System" - REMS Procedures Manual:
Chapter 1 - Introduction,
Chapter 2 - Members & Duties |
| 10:00 - 10:15 | Coffee Break |
| 10:15 - 11:30 | REMS Procedures Manual:
Chapter 3 - Planning
Chapter 4 - Proposals |
| 11:30 - 1:00 p.m. | Lunch and Check out of Hotel room |
| 1:00 - 1:15 | Completion of Travel Forms - Patty Wood |

**BUILDING CONSTRUCTION INDUSTRY ADVISORY COMMITTEE
BCIAC - Seminar**

**February 24, 1989
HOLIDAY INN
(University Centre) - Room A
Gainesville, Florida**

TIME

- | | |
|-------------|----------------------------------------------------------------------------|
| 1:15 - 2:45 | REMS Procedures Manual:
Chapter 5- Reports
Chapter 6- Dissemination |
| 2:45 - 3:00 | Coffee Break |
| 3:00 - 3:15 | Discussion of Transfer from a Community College to
4 - year Institution |
| 3:15 - 4:00 | Round Table discussion of Topics of interest to
Construction Educators |

APPENDIX D

Order Form for Final Reports

Name _____

Address _____

Please check the report(s) you want copies of.

Report	No. of Copies
_____ Technical Publication #47: An Analysis of Carpentry Apprenticeship Programs in Florida.	_____
_____ Technical Publication #48: Effects of the Shortage of Skilled Carpenters in the Homebuilding Industry in Florida: Impediments and Recommendations.	_____
_____ Technical Publication #50: Effects of the Shortage of Skilled Carpenters on the Associated General Contractors of Florida.	_____
_____ Technical Publication #51: An Analysis of the Shortage of Skilled Carpenters in Florida as Reported by Union Contractors: Impediments and Recommendations.	_____
_____ Technical Publication #52: Effects of the Shortage of Skilled Carpenters on the Associated Builders and Contractors of Florida: Impediments and Recommendations.	_____
_____ Technical Publication #54: Recruitment, Training, and Placement of Residential and Commercial Carpentry Programs Offered through State - Supported Vocational Training Centers and Community Colleges.	_____
_____ Penal System Report: Analysis of the Florida State Penal System Carpentry Training Programs.	_____
_____ Technical Publication #58: Summary Report: Recruitment, Training, and Employment of Construction Construction Craftsmen in Florida: Impediments and Recommendations.	_____

APPENDIX E

Transparencies

BUILDING CONSTRUCTION INDUSTRY ADVISORY COMMITTEE

**RESEARCH AND CONTINUING EDUCATION
MANAGEMENT SYSTEM**

REMS PROCEDURES MANUAL



PUBLISHED FEBRUARY 17, 1989

**PREPARED FOR THE
BUILDING CONSTRUCTION INDUSTRY
ADVISORY COMMITTEE UNDER A
GRANT FROM THE STATE OF FLORIDA,
DEPARTMENT OF EDUCATION**

BUILDING CONSTRUCTION INDUSTRY ADVISORY COMMITTEE
RESEARCH AND CONTINUING EDUCATION MANAGEMENT SYSTEM (REMS)

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Chapter 1 - INTRODUCTION

1.0 Purpose and Scope

The purpose of the Research and Education Management System (REMS) Manual is to provide a systematic method for the planning, selection, monitoring, and dissemination of Building Construction Industry Advisory Committee (BCIAC) research and continuing education projects.

The REMS Manual contains information needed by eligible researchers and educators to prepare, submit, report, and disseminate BCIAC projects. It also contains information on the procedures to be used by the Department of Education and BCIAC in administering these projects. This chapter prescribes the procedures for establishing and maintaining the REMS Manual.

2.0 Objective

This chapter, by providing the guidelines for updating the REMS Manual, supports the overall objective of providing orderly procedures for the administration of the REMS.

- a. Chapter 1 - Introduction. This initial chapter of the manual gives an overview of the entire manual. Chapter 1 shows how the manual is organized, its procedures and how the manual is changed or updated.
- b. Chapter 2 - Members and Duties. This chapter brings together all of the responsibilities of participating individuals from the other chapters. This will allow one to know what the BCIAC responsibilities are from a single source. This chapter also lists the BCIAC members and the eligible institution that can receive BCIAC funds.

Final Report

5.0 Responsibilities

5.1 Principal Investigator (PI) / Project Director (PD):

5.11 Prepares the Draft Final Report in conjunction with his research or continuing education project.

5.12 Submits the Draft Final report to the BCIAC Project coordinator for approval before submitting the report to the Exec. Sec.

5.13 Once the project coordinator has reviewed the Draft Final Report, the PI/PD will submit 18 draft copies of the report to the Exec. Sec. for submission to the BCIAC members for final approval at least 4 months before the end of the grant period. This 4 month period includes 3 months for BCIAC approval and 1 month for dissemination of the report. The Final Report with any necessary modifications made is due not later than the end of the grant period. Any extensions requested will be submitted to the Exec. Sec. in a letter stating the reasons for the extension. The request for the extension will then be reviewed by the Exec. Sec. and if appropriate he will forward the request to the Deputy Commissioner of Education who may or may not grant the extension.

- c. Chapter 3 - Planning. Chapter 3 shows how BCIAC develops and distributes research and continuing education needs. BCIAC's Request for Proposals and current list of Priority Guidelines is included.
- d. Chapter 4 - Proposal. All of the necessary procedures for submitting a research or continuing education proposal are included in this chapter. Chapter 4 also has the necessary blank forms and completed examples of research and continuing education proposals.
- e. Chapter 5 - Reporting. This chapter is divided into two parts. The first section discusses the project reporting phase and includes samples and formats of the Quarterly Progress Report. The second part addresses the Final Report with the necessary samples.
- f. Chapter 6 - Dissemination. The last chapter of the REMS manual explains how the Final Report is made public to those who will benefit from the research or continuing education project. The chapter contains completed examples and mailing lists for dissemination. It also tasks the Principal Investigator / Project Director (PI/PD) to create a list of those would be interested in the topic.

- 4.2 The formats for the REMS manual chapters include the following sections:
 - 4.21 Purpose and scope. Rationale for development and the extent of explanation of a particular subject.
 - 4.22 Objective. What the execution of the responsibilities outlined in the chapter is to accomplish.
 - 4.23 Responsibilities. Individual and organizational responsibilities necessary to accomplish the objectives.
 - 4.24 Procedures. Procedures for accomplishing the chapter objectives. Their development will be influenced by the organization and content of the objectives themselves.

Chapter 2 - MEMBERS AND DUTIES

3.0 Responsibilities

3.1 Principal Investigator (PI) is the individual(s) who performs the research and is responsible for the research grant. The Project Director (PD) is the individual(s) who formulates and directs the continuing education project and is responsible for the continuing education grant. The Principal Investigator's (PI) and the Project Director's (PD) responsibilities include:

3.11 The PI/PD prepares the research or continuing education proposal in conformance with the format and timing of the REMS manual systems. All proposals will contain this statement: "The PI/PD agrees to abide by all provisions of the REMS manual."

- 3.12 The PI/PD uses the proposal as a plan of research or continuing education and is incorporated in a journal transfer from the Department of Education.
- 3.13 Performs and/or directs the research or continuing education in compliance with the technical objectives, financial, time and other constraints in the proposal. The PI/PD must complete the work contracted even after the grant has expired.
- 3.14 Ensures that the proposal contains provisions for all necessary dissemination including but not limited to:
- a. 1 copy of the final report will be distributed to those on the approved BCIAAC Mailing List for Final Reports which starts on page 6-4 of the REMS manual.
 - b. 1 copy will also be distributed to those on a separate list that was generated by the PI/PD while doing his research consisting of others who may be interested and will benefit from the research.
 - c. 25 copies of the final report to the Exec. Sec.
- 3.15 Signs the proposal to further exemplify the commitment between the Department of Education the PI/PD and his or other institutions. Every proposal will contain the following statement: "I certify that there are adequate funds in the proposal for dissemination."

3.16 The PI/PD shall submit a quarterly report to the Exec. Sec. and the BCIAC Project Coordinator(s). If the Project Coordinator, or the Ex. Sec., determines that more frequent progress reports are required, he shall notify the PI/PD, BCIAC Coordinator and the Ex. Sec., in writing of the schedule that has been determined. Any project started at any time during a quarter by a PI/PD will have report at the end of that quarter.

a. The quarters end on the following dates:

March 31
June 30
September 30
December 31

3.17 The PI/PD will communicate monthly with the BCIAC Project Coordinator through correspondence, by telephone with a memorandum following, or in person. The P.I. will notify the Project Coordinator and Exec. Sec. of the first instance of problems concerning schedule, technical progress, budget and finances.

3.18 Prepares the Draft Final Report in conjunction with his research or continuing education project.

3.19 Submits the Draft Final report to the BCIAC Project coordinator for approval before submitting the report to the Exec. Sec.

3.110 Once the project coordinator has reviewed the Draft Final Report, the PI/PD will submit 18 draft copies of the report to the Exec. Sec. for submission to the BCIAC members for final approval at least 4 months before the end of the grant period. This 4 month period includes 3 months for BCIAC approval and 1 month for dissemination of the report. The Final Report with any necessary modifications made is due not later than the end of the grant period. Any extensions requested will be submitted to the Exec. Sec. in a letter stating the reasons for the extension. The request for the extension will then be reviewed by the Exec. Sec. and if appropriate he will forward the request to the Deputy Commissioner of Education who may or may not grant the extension.

- 3.111 Disseminate 1 copy of the final report to each of the following:
- a. The approved BCIAC Mailing List for Final Reports starting on page 6-4 of the REMS manual.
 - b. A special list of organizations and individuals who have an interest in the topic of the study. This special list is generated by the PI/PD while conducting the research or continuing education.
 - c. 25 copies of the final report to the Exec. Sec.

3.112 Write a news release to communicate the research or continuing education project to the public. This will be sent out to the approved BCIAC List of News Agencies starting on page 6-19 of the REMS manual. The PI/PD will work with his institution to accomplish this.

3.113 Write or cause to be written a journal article highlighting the areas of research or continuing education. This can be done through the use of a technical writer.

3.114 In addition to the dissemination, the PI/PD should make various talks and conduct appropriate seminars pertaining to his research findings or continuing education project. The BCIAC Project Coordinator for that project will be invited to any seminars given by the PI/PD.

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THE CAPITOL - 1702
Tallahassee, FL 32301
904/488-6539

c. The Exec. Sec. shall be responsible to follow up on all research and continuing education education grants to insure that quality research and continuing education is being produced. In order to accomplish this, the Exec. Sec. is empowered to recommend to BCIAC that funds be cut off to any grant that is not performing or reporting in a satisfactory manner. All reports from all colleges and universities shall be sent through the Exec. Sec. with copies to the BCIAC project coordinator(s) on that grant, so he or she can accomplish this assigned monitoring function. It is the policy of BCIAC that the Exec. Sec. make recommendations on the technical merit of all proposals submitted to BCIAC.

Chapter 3 - PLANNING

4.0 Procedure

4.1 The products of the Planning Phase are:

4.11 Request For Proposals (RFP's). These communicate the Building Construction Industry's Research and Continuing Education needs to eligible institutions. The Request For Proposals should indicate the level of effort of the project. This is normally expressed as a target dollar figure. BCIAC's current list of Request For Proposals (RFP's) contains those that are currently available for submission of a proposal. The list is as follows:

2. A study to determine ways to use ground rubber from used tires in roofing materials and any other construction products.

There needs to be a review of current technology in this area and the final report should indicate if there is adequate technology available or if "test tube" research is required. If "test tube" research is recommended which area or areas should be addressed, in what order and the estimated cost of each research project needed.

There is a lot of technology available on this topic so the researcher is encouraged to contact Mr. Kinney Harley to obtain information that he has. It is expected that the Principal Investigator (P.I.) would visit sites that are recycling tires to find out what are the problems and the actual cost. (continued,)

Review research project by PRIDE to investigate the feasibility of establishing a facility to process used tires at one or more prison locations. The production of crumb rubber from used tires could provide the raw material for production of roofing materials and other potential building applications.

- A. Determine if the market potential exists in Florida to establish private sector used tire processing facilities for raw material and production of components for building construction.
- B. Identify locations for existing production of rubberized roofing materials for commercial buildings.
- C. Determine potential size of Florida markets.
- D. Determine ways to attract private sector companies to locate plants in Florida that would use used tire materials in production of building construction components.

This research could require an interdisciplinary team which could include faculty and students from other departments on your campus or outside consultants. The project must be managed by the Building Construction program to qualify for BCIAC funds.

Your proposal should not exceed \$50,000.00. If subsequent research is indicated, follow up proposals considered at the appropriate time.

The BCIAC Project Coordinators on this proposal will be:

Mr. Kinney Harley
P.O. Box 10428
Tallahassee, FL 32302
(904) 997-1123

Mr. John Pistorino
Pistorino & Alam Consulting
Engineers, Inc.
7701 SW 62nd Ave. - 2nd Floor
South Miami, FL 33143
(305) 666-7277

Mr. Paul Scheele
Paul Scheele & Associates
P.O. Box 24445
Jacksonville, FL 32241
(904) 733-4156

4. A pilot study of Building Code enforcement to determine the scope and extent of the problem and recommend future research.

The study should start with Building Construction Regulation in Florida - Report No.4 Summary and Recommendations for Code Reform Action - Florida A & M University.

- A. Is there equal interpretation of the same code by different state agencies?
- B. Which parts of the code are interpreted differently?
- C. What are the problems caused by ordinances adopted by counties and municipalities?
- D. What is the extent of the problem?
- E. What is the scope and extent of any recommended future research?
- F. What continuing education, if any, should be conducted as a result of the future research?

This is a pilot study so a modest level of effort is envisioned.

4.12 Planning Calendar. The calendar lists dates, activities and meetings which are as follows:

<u>Meeting</u>	<u>Goal</u>
October	Grant issued and work starting in: January 1 (Spring Semester)
January	May 1 (Summer)
April	August 1 (Fall Semester)

a. There could be a forth meeting to develop Request For Proposals (RFP's), update the Priority Guidelines, and review internal procedures. Proposals are usually not considered at this meeting but can be if a specific need arises.

4.13 Priority Guidelines. These objectives are topics or areas that in the opinion of the members of BCIAC, should receive funds for research or continuing education programs. These objectives guide and characterize BCIAC's funded programs. Priority Guidelines apply to both research and continuing education. The 1988-1989 current list of BCIAC Priority Guidelines is as follows:

Priority Guidelines

1. Continuing Education Seminar for the REMS Manual for all Universities and Jr. Colleges to keep them informed as to the procedures of the BCIAC.
(This grant has been FUNDED and no further work is needed.)
2. Indoor Pollution.
 - A. Radiation in Florida buildings.
 1. Inspection.
 2. Code requirements.
 3. Public Awareness.
 - B. Hazardous materials.
3. Improvement in construction productivity through methods, processes, materials, and manpower.
 - A. New products.
 - B. New techniques.
 - C. New materials.
 - D. Present and future manpower requirements.
 1. Career opportunities in the industry.
 - a. VoTech/High School.
 - b. Grammar School.
 - E. Mandatory set aside. (Professor Kweku Bentil at the University of Florida is completing Phase I and has received a grant for Phase II.)

4. Studies in connection with architects and engineers to improve roof construction to result in:
 - A. Longer lasting roofs and roof maintenance. (This grant has been funded, however; this is such an important topic that more proposals would be considered.)
 - B. More functional roofs, to reduce energy and take advantage of prevailing winds, etc.

5. Studies of new building materials as a means of reducing the cost of:
 - A. Construction.
 - B. Maintenance.
 - C. Retrofitting, to give a longer life.

- 4.14 Estimated budget showing all costs for the project including but not limited to salaries, other personnel services (OPS), operating expenses (OE), and approximately 10 percent of the budget allocated for dissemination of the Final Report. The BCIAC mailing list for Final Reports will also be included to further ensure that dissemination will be completed.
- 4.15 Estimated schedule and status report showing the anticipated use of funds and tasks throughout the duration of the project. A sample blank form appears
- 4.16 The completed form GCS-009 on page 4-8 of the REMS manual unless the proposal originated from the University of Florida. In this case, form GCS-008 on page 4-9 of the REMS manual will be completed instead.
- 4.17 Brief resume of PI/PD with information pertinent to the proposed research. This portion should contain information qualifying the PI/PD to do the research.

4.12 Research Objective. This is the ultimate objective of the research or continuing education project stated in one sentence.

4.13 Brief Narrative. This section contains information addressing specific areas of question including but not limited to:

- a. Statement of problem, which gives a rationale for the project.
- b. Current state of the art, which describes present or past work done on the project and why it may be lacking thus warranting this effort.
- c. The methods and procedures on how the research or continuing education project will be conducted.
- d. Project benefits, which list any and all areas and persons benefitting from the research or continuing education.

Proposal prepared by PI/PD, coordinated and approved by the institution, and sent to the Exec. Sec.

Exec. Sec. reviews proposal for completeness and conformity to REMS specifications

Proposal returned

YES

Proposal is voted on by BCIAC

Proposal returned with results

NO

YES

Proposal sent to Deputy Commissioner of Education for review

Proposal returned with results

NO

YES

Issues letter approving grant, journal transfer, copy of proposal which is incorporated in grant

2. A study to determine ways to use ground rubber from used tires in roofing materials and any other construction products.

There needs to be a review of current technology in this area and the final report should indicate if there is adequate technology available or if "test tube" research is required. If "test tube" research is recommended which area or areas should be addressed, in what order and the estimated cost of each research project needed.

There is a lot of technology available on this topic so the researcher is encouraged to contact Mr. Kinney Harley to obtain information that he has. It is expected that the Principal Investigator (P.I.) would visit sites that are recycling tires to find out what are the problems and the actual cost. (continued,)

Review research project by PRIDE to investigate the feasibility of establishing a facility to process used tires at one or more prison locations. The production of crumb rubber from used tires could provide the raw material for production of roofing materials and other potential building applications.

- A. Determine if the market potential exists in Florida to establish private sector used tire processing facilities for raw material and production of components for building construction.
- B. Identify locations for existing production of rubberized roofing materials for commercial buildings.
- C. Determine potential size of Florida markets.
- D. Determine ways to attract private sector companies to locate plants in Florida that would use used tire materials in production of building construction components.

6. Studies of construction standards in Florida with the objectives of providing or achieving:
 - A. The elimination of redundant or conflicting requirements.
 - B. Health and safety improvements to reduce worker compensation costs.
 - C. Costs versus benefits formula.
 - D. Certification/ qualification of building inspectors.

7. Develop and carry on a continuous program through the students, schools, or contractors to inform the public about the construction industry.

8. Study of the cost/benefits of growth management requirements:
 - A. Density.
 - B. Infrastructure.
 - C. Utility set aside.
 - D. Concurrent facility requirement.
 - E. User fees.
 - F. Land use.
 - G. Environmental.
 - H. Affordable housing.
 1. Tax abatement/incentive.

9. Taxation.
 - A. Tax policies.
 1. Infrastructure.
 2. Administration of public vs. private.
 3. Appraisal system.
 - B. Tax incentive, abatement for redevelopment and rehabilitation of blighted areas.

10. Energy.
 - A. Effects of "mass" on energy consumption.
 - B. Future needs of the state of Florida.
 - C. Alternatives:
 1. Solid waste.
 2. Recovery system.

11. Water quality/quantity.
 - A. Using over again.
 - B. Recharge.
 - C. Storm water.
 - D. Grey water.
 - E. Treatment plants.
 1. Package treatments.
 - a. Septic.
 - b. Sewer plants.

12. Mechanics Lien Law. Is there a more simplified approach other than current law, and if so, what is it and how can it be used, etc.

13. Integration of building codes and fire codes in Florida.
(A grant has been funded at Florida International University for the South Florida Building Code & Fire Code for Dade County. The same topic for the Standard Building Code and Fire Code in other counties would be considered.)

4.1 The research or continuing education proposal will be typed, double spaced, on one side only per page, of 8-1/2" x 11" paper. All tables, budgets, charts, etc., included will also be on the same size page. Footnotes will be at the bottom of the same page on which the reference number appears. Two copies shall be forwarded. The specific parts of the proposal should be arranged in the following order listed below:

4.11 Cover Sheet. The first page of the proposal containing the following information:

- a. Project title.
- b. Submitted to whom.
- c. Name of Principal Investigator/Project Director.
- d. The PI/PD's title.
- e. Proposal period for the duration of the grant.
- f. Date draft final report is due.
Add 3 months for BCIAC approval and 1 month for dissemination.
- g. Total amount of estimated cost of the project.
- h. The institution sponsoring the project.
- i. List of responsibilities of the PI/PD.
- j. Signature of the PI/PD.

4.2 Request for Proposal (RFP) and Priority Guideline development.

4.21 Request for Proposals (RFP's) are developed by BCIAC as the need arises for a project in a particular area. Priority Guidelines are made on an annual basis and updated or revised when needed at BCIAC meetings. The guidelines and RFP's are devised from information including but not limited to:

- a. Active contractors.
- b. BCIAC members representing professional associations.
- c. Previous year's statewide unfunded goals.
- d. Researchers and educators.
- e. Appropriate construction industry representatives and organizations.
- f. Professional organizations in the construction, engineering, management, education, and governmental fields.
- g. Office, Commissioner of Education.

BCIAC MAILING LIST FOR FINAL REPORT'S
FLORIDA LIST - ALL REPORTS, cont.

R. Bruce Simpson
Crom Corporation
250 SW 36 Terrace
Gainesville, FL 32607

Michael Blankenship
P.O. Box 6052
Tallahassee, FL 32301

T. Michael Kaney, Vice Pres.
FL. MINING AND MATERIALS CORP.
P.O. Box 23965
Tampa, FL 33630

Richard Travnor
Executive Director, Fla. AGC
P.O. Box 10569
Tallahassee, FL 32302

Clark Jennings
Department of Legal Affairs
Tallahassee, FL 32399-1050

Building Construction Program
Broward Community College
225 E. Las Olas Boulevard
Ft. Lauderdale, FL 33301

Building Construction Program
Central Fl. Community College
P.O. Box 1388
Ocala, FL 32670

Building Construction Program
Daytona Beach Community College
P.O. Box 1111
Daytona Beach, FL 32015

Building Construction Program
Edison Community College
Fort Myers. FL 33907

Building Construction Program
Fl. Jr. College/Jacksonville
210 N. Main Street
Jacksonville, FL 32202

Building Construction Program
Gulf Coast Community College
5230 W. Highway 98
Panama City, FL 32401

Building Construction Program
Hillsborough Comm. College
P.O. Box 22127
Tampa, FL 33622

RESEARCH AND CONTINUING EDUCATION
MANAGEMENT SYSTEMS (REMS) PROPOSAL

Cover sheet for Continuing Education Proposals

Title of Proposal: Integration of Building Codes and Fire Codes in
Dade County, Florida

Submitted to: Building Construction Industry Advisory Committee

Project Director and title: Dr. Gabriel Auriolles - Associate Professor

Co-Project Director(s) and title(s): _____

Proposal period for duration of grant: March 1, 1988 thru November 1, 1988

Draft final report due: August 1, 1988
(Include 3 months for approval and 1 month for dissemination)

Estimated cost for the project: \$17,786.00

Institution sponsoring the project: Florida International University

As the Project Director, I have coordinated with my institution all of the necessary elements to do this continuing education project.

I agree to abide by all provisions of the REMS manual.

Issued 2/17/89

Summary of Proposed Budget:

Salaries P.D. (Summer)

P.D. Academic

Adjunct

Fringe Benefits

OPS (Wages)

Expenses

Total Direct Costs

	<u>Sponsor</u>	<u>FIU Sources</u>
	9,156	
	1,600	5,668
	2,715	1,600
	1,000	1,681
	<u>3,315</u>	<u> </u>
	<u>17,786</u>	<u>8,949</u>

BUILDING CONSTRUCTION INDUSTRY ADVISORY COMMITTEE
SCHEDULE AND STATUS REPORT

Issued 2/17/89

TITLE: Integration of Building Fire Codes in Dade County Florida

Name of PI or PD Dr. Gabriel Aurióles R or CE Number CE 87-35 Amount of Grant \$ 17,786.00

PROJECT TASKS	Months											
	1	2	3	4	5	6	7	8	9	10	11	12
1. Assemble Materials	5											
2. Study materials		5										
3. Prepare program			5									
4. Organize promotion		5	5	5								
5. Put on Seminars					25	25						
6. Prepare draft final report							3	2				
7. BCIAAC review and approval of the draft final report									2	2	1	
8. Corrections of draft final report & dissemination of final report												10
Total % of Total	5%	5%	5%	15%	50%	5%	5%	5%	5%	10%	10%	10%
% Scheduled this month	5%	10%	10%	5%	25%	25%	3%	2%	2%	2%	1%	10%
Cumulative % Scheduled	5%	15%	25%	30%	55%	80%	83%	85%	87%	89%	90%	100%
Cumulative \$ Actual					4446	4446	534	356	356	356	178	1779
\$ This month - Scheduled	889	1779	1779	889								
\$ This month - Actual												
Cumulative \$ Scheduled	889	2668	4447	5336	9782	14228	14762	15118	15474	15830	16008	17786
Cumulative \$ Actual												

BCIAC MAILING LIST FOR FINAL REPORTS
FLORIDA LIST - ALL REPORTS

Julius Blum
American Plumbing
P.O. Box 1389
Orlando, FL 32802

Daniel Whiteman
Gulf Construction Coro.
P.O. Drawer 4256
Sarasota, FL 33578

Hoyt G. Lowder
Fails Management Institute
5301 West Cypress Street
P.O. Box 22088
Tampa, FL 33622

Jim Falkner
Falkner, Inc.
P.O. Box 673
Orlando, FL 32802

Fred Seely
FCILB
111 Coast Line Drive East
P.O. Box 2
Jacksonville, FL 32201

Susan J. Leigh
Fla. Housing Financing Agency
2740 Centerview Drive
Tallahassee, FL 32399-8244

William R. Conway
110 Orchard Lane
Ormond Beach, FL 32704

The Honorable Wm. Cecil Golden
Associate Deputy Commissioner
Department of Education
The Capitol 1702
Tallahassee, FL 32301

Charles R. Perry
Perry Construction Inc.
2500 NE 18 Terrace
Gainesville, FL 32609

Brisbane H. Brown, Jr.
FAC 101
University of Florida
Gainesville, FL 32611

Dear Dr. Hartsell:

Enclosed is a copy of Commissioner Castor's letter approving a grant award titled, "Studies of Building Codes in Florida," to be funded from the Building Construction Industry Trust Fund.

You will note that this grant award covers the period June 1, 1988 through November 30, 1989.

A state warrant in the sum of \$1,880 will be forwarded to Pensacola Junior College. None of the funds received under this grant award shall be used for any purpose other than those as stated in the enclosed grant award.

In addition to the progress reports and final report as shown in the attached award, you will need to complete a detailed financial report, Form FA 399, at the close of the project on November 30, 1989. Any funds not used for the purposes of this award should be refunded to the Department of Education at that time.

Sincerely,



Wm. Cecil Golden

WCG/bg

cc: Brisbane Brown
Bill Conway
Kinney Harley

Dr. Horace Hartsell
President
Pensacola Junior College
1000 College Boulevard
Pensacola, Florida 32504-8998

Dear Horace:

Pursuant to Section 489.109, Florida Statutes, and Rule 6A-10.29, FAC, I am pleased to approve the enclosed grant award, "Studies of Building Codes in Florida."

Sincerely,



Betty Castor
Commissioner

BC/cgg

Enclosure



State of Florida
 Department of Education
 Tallahassee, Florida
 Betty Carter, Commissioner
 Affirmative action equal opportunity employer

GRANT OR PROJECT AWARD

CE 87-33

PART I: TO BE COMPLETED BY PROGRAM ADMINISTRATOR/BUREAU CHIEF

NAME OF GRANTEE	AMOUNT	GRANT PERIOD
Pensacola Junior College 1000 College Boulevard Pensacola, Florida 32504-8998	\$1,880	June 1, 1988 through November 30, 1989

DESCRIPTION:

Research and Continuing Education Project - "Studies of Building Codes in Florida"

SOURCE OF FUNDS: Building Construction Industry Program, 94700

AUTHORITY: Section 489.109, F.S.

METHOD OF DETERMINATION: FORMULA DISCRETIONARY

RECOMMENDED: _____
 PROGRAM ADMINISTRATOR BUREAU CHIEF

PART II: TO BE COMPLETED BY DOE COMPTROLLER

APPROVED FOR FISCAL COMPLIANCE COMPTROLLER'S OFFICE DATE _____, 19__

PART III: TO BE COMPLETED BY DEPUTY COMMISSIONER/DIVISION DIRECTOR

APPROVAL AND PROCEDURE FOR NOTIFICATION TO GRANTEE

NOTIFYING OFFICIAL:	RECOMMENDED	APPROVED
COMMISSIONER	<input type="checkbox"/>	<input type="checkbox"/>
DIVISION DIRECTOR	<input type="checkbox"/>	<input type="checkbox"/>
METHOD OF NOTIFICATION:		
PERSONAL LETTER	<input type="checkbox"/>	<input type="checkbox"/>
FORM LETTER	<input type="checkbox"/>	<input type="checkbox"/>
FORM MEMO	<input type="checkbox"/>	<input type="checkbox"/>

RECOMMENDED: _____
 DIVISION DIRECTOR

APPROVED: *Quil Bolter*
 DEPUTY COMMISSIONER FOR EDUCATION
 PLANNING, BUDGETING AND MANAGEMENT

PENSACOLA JUNIOR COLLEGE CE87-33

PROJECT TITLE: Studies of Building Codes in Florida

PRINCIPAL DIRECTOR: Dr. Betsy Smith
Dean of Adult and Continuing Education

AWARD PERIOD: June 1, 1988 - November 30, 1989

AMOUNT OF AWARD: \$1,880

STATUS REPORTS: Due: January 20, 1989
May 30, 1989
August 30, 1989

Reports shall contain record of progress of all activities conducted under the project

FINAL REPORT: November 30, 1989

Report shall contain, but not be limited to, complete record of all activities conducted under the project; a copy of announcements; with complete information on number of individuals completing the training and areas of the industry which they represent; statement of benefits to these individuals; a copy of information and materials presented in the class; and twenty-five copies of the narrative of the Final Report

Progress Reporting

3.0 Responsibilities

3.1 Principal Investigator (PI) / Project Director (PD):

3.11 The PI/PD shall submit a quarterly report to the Exec. Sec. and the BCIAC Project Coordinator(s). If the Project Coordinator, or the Ex. Sec., determines that more frequent progress reports are required, he shall notify the PI/PD, BCIAC Coordinator and the Ex. Sec., in writing of the schedule that has been determined. Any project started at any time during a quarter by a PI/PD will have report at the end of that quarter.

The quarters end on the following dates:

March 31
June 30
September 30
December 31

3.12 The PI/PD will communicate monthly with the BCIAC Project Coordinator through correspondence, by telephone with a memorandum following, or in person. The P.I. will notify the Project Coordinator and Exec. Sec. of the first instance of problems concerning schedule, technical progress, budget and finances.

Date: (end of month)

From: (institution
and address
of PI/PD.)

TO: Executive Secretary, BCIAC
School of Building Construction
FAC-101
University of Florida
Gainesville, FL 32611

SUBJECT: (project title and number)

The following is submitted in accordance with REMS project requirements for the quarter ending _____.

1. Technical Progress: (Summarize for each planned task the technical progress during the past quarter. If task was planned and not worked on, so state and give reasons.)

a.

b.

c.

etc.

2. Future: (Summary of work by task, scheduled for the next quarter.)

a.

b.

c.

etc.

3. Schedule:

a. Planned progress to date

b. Actual progress to date

%

%

4. Contractual Cost:

- a. Planned to date \$ _____
- b. Actual to date \$ _____

5. Funding:

- a. Actual to date \$ _____
- b. Necessary above contract \$ _____
(Are additional funds needed to complete the grant?)

6. Review: (Summary of any review by the BCIAC Project Coordinator occurring during the reporting period.)

7. Problems: (Statement of occurring or anticipated problems with recommendations or solutions.)

8. Summary: Report Yes/No for satisfactory progress in the following:

a. Technical Progress	Y	___	N	___
b. Schedule	Y	___	N	___
c. Cost	Y	___	N	___
d. Funding	Y	___	N	___

Principal Investigator/ Project Director

cc: Project Coordinator/BCIAC

WATERPROOFING MEMBRANES
FOR POLYURETHANE INSULATION

R83-1

Principal Investigator:
Dr. H. J. Schroëer

FLORIDA JUNIOR COLLEGE AT JACKSONVILLE

January 21, 1985

This research project was sponsored by the Building Construction Industry Advisory Committee under a grant from the State of Florida Department of Education.

Executive Summary

The Workshop on Innovations in Building Systems accomplished the planned purpose of providing continued education for people in the building construction industry in South Florida. We felt it was relevant and very helpful to access the new trends in various activities of the construction industry and to inform the builders about these activities.

As any other major industry, the building industry is continuously trying to improve. In this Workshop we attempted to collect and disseminate the most recent and innovative information on this subject. By presenting this Workshop we are sure we have helped them to advance toward this goal.

We convened the Workshop at Florida International University, in conference room, DM 223, located in the Department of Construction and Institute for Housing and Building.

The topics emphasized in the Workshop were chosen because they represent areas of interest to private industry, as well as local municipalities. They included the following:

1. New Trends in Construction Systems.
2. Software related to Building Industry.
3. Energy Conservation and Building Design.
4. Building Codes.

WATERPROOFING IN EMERALD
FOR POLYURETHANE INSULATION

R83-1

Principal Investigator:
Dr. H. J. Schroeer

FLORIDA JUNIOR COLLEGE AT JACKSONVILLE

January 21, 1985

This research project was sponsored by the Building Construction Industry Advisory Committee under a grant from the State of Florida Department of Education.

Executive Summary

Twenty-eight (28) samples of waterproofing membranes for polyurethane foam insulation have been installed on the roof of the Downtown Campus. Nearly all of the samples have been weathering for sixteen (16) months. None of the samples have failed to the point of exposing polyurethane foam insulation to the atmosphere. The test samples have not been exposed to the weathering process for a sufficient amount of time to determine the efficiency ranking of the various systems. It is proposed that this study continue and that thickness tests be taken again in September, 1986. These tests would reflect the effects of weathering over three (3) years and the data can be analyzed along with the current cost information to determine an efficiency rating among the different systems. No conclusions on efficiency rating can be made at this time. The only partial failures are the cracking of the topcoats on some of the panels which are addressed in the report.

2.0 Objective

The proper dissemination of information is a very essential part of the research cycle. The final report or continuing education project must be made known to those who need the information. Therefore, the objective of this chapter is to set up the procedures to disseminate research reports and continuing education projects and reports. These procedures include but are not limited to:

- 2.1 Distribution of the final report.
- 2.2 Announcements to news letters of construction associations and professional journals.
- 2.3 News releases.
- 2.4 Articles in professional journals.

Chapter 6 - DISSEMINATION

3.0 Responsibilities

3.1 Principal Investigator/ Principal Director:

3.11 Disseminate 1 copy of the final report to:

- a. The BCIAC approved Mailing List for Final Reports starting on page 6-4 of the REMS manual.
- b. A special list of organizations and individuals who have an interest in the topic of the study. This special list is generated by the PI/PD while conducting the research or continuing education.

3.12 Send 25 copies of the final report to the Exec. Sec.

- 3.13 Write a news release which will be sent out to the BCIAC approved List of News Agencies starting on page 6-19 of the REMS manual. The PI/PD will work with his institution to accomplish this.
- 3.14 Write or cause to be written a journal article highlighting the areas of research or continuing education. This can be done through the use of a technical writer.
- 3.15 In addition to the dissemination, the PI/PD should make various talks and conduct appropriate seminars pertaining to his research findings or continuing education project. The BCIAC Project Coordinator for that project will be invited to any seminars given by the PI/PD.

Chapter 6 - DISSEMINATION

FLORIDA LIST - ALL REPORTS

Julius Blum American Plumbing P.O. Box 1389 Orlando, FL 32802	Susan J. Leigh Fla. Housing Financing Agency 2740 Centerview Drive Tallahassee. FL 32399-8244
Daniel Whiteman Gulf Construction Coro. P.O. Drawer 4256 Sarasota, FL 33578	William R. Conway 110 Orchard Lane Ormond Beach, FL 32704
Hoyt G. Lowder Fails Management Institute 5301 West Cypress Street P.O. Box 22088 Tampa, FL 33622	The Honorable Wm. Cecil Golden Associate Deputy Commissioner Department of Education The Capitol 1702 Tallahassee, FL 32301
Jim Falkner Falkner, Inc. P.O. Box 673 Orlando, FL 32802	Charles R. Perry Perry Construction Inc. 2500 NE 18 Terrace Gainesville. FL 32609

SAMPLE - Announcement

The School of Building Construction at the University of Florida has just completed a study "Recruitment, Training and Employment of Construction Craftsmen in Florida: Impediments & Recommendations" By Brisbane Brown and Ali Markus. This detailed study investigates the carpeter shortage in the Florida Construction Industry. Copies of a 48 page summary of the findings of the study and recommendations to alleviate the problem may be obtained by contacting:

Executive Secretary
Building Construction Industry Advisory Committee
School of Building Construction - FAC 101
University of Florida
Gainesville, Florida 32611
904/392-5965

Construction Employment Study Available From UF

The UF School of Building Construction has just completed a study "Recruitment, Training and Employment of Construction Craftsmen in Florida: Impediments & Recommendations" by Brisbane Brown and Ali Markus. This detailed study investigates the carpenter shortage in the Florida Construction Industry. Copies of a 48 page summary of the findings of the study and recommendations to alleviate the problem may be obtained by contacting:

Executive Secretary
Building Construction Industry Advisory Committee
School of Building Construction - FAC

News Release Flow Chart

