

# of mutual interest

A MONTHLY NEWSLETTER PUBLISHED BY THE ASSOCIATES OF CH2M HILL OMI FOR THE ASSOCIATES OF CH2M HILL OMI

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### Perspective: *Message from your GLT*



**Roger Quayle**

I recently stopped at a Starbucks to get my morning coffee. I asked the barista how she was doing. She said she was great because it was Friday. She asked how I was. I thought for a moment

and told her that I was sad that it was Friday, because I love my job at CH2M HILL OMI. One of my goals at our company is to help create an environment where people want to come to work every day – TGIM, or Thank Goodness It's Monday!

CH2M HILL OMI is special because of our Quality Culture. People are paid to think. The people closest to the work should have the most say in how things are measured and improved. Rewarding and recognizing excellence is important. We value honesty, ethics and integrity, and we work best in teams.

We have had feedback from you that we have lost some momentum in our Quality efforts. I am working with the Global Leadership Team to address this feedback. We have been successful in the past because our people work harder and smarter than others. The Quality Process sets expectations for behaviors and provides tools to do that.

We have many new associates at CH2M HILL OMI, especially in Municipal Services and other newer projects. They want and need training in Quality. I am delighted that **Jeff Jones** has accepted the position as Quality Director. (See related story on page 5.) Jeff will be working with Quality Coaches, CH2M HILL OMI leaders and consultants to deliver this message. We are trying to recapture the magic and bring back what's worked in the past with Quality, but at the same time apply these concepts in context of the CH2M HILL OMI world today.

We think Quality is important because it is the right thing to do. We don't do it because we are "touchy feely." We do it because it creates the type of environment where people want to work and because it directly helps us achieve the business results and personal opportunities for growth that we deserve.

TGIM!

*Roger*

## Water For People makes a difference in people's lives; you can too

Did you know that one out of six people in the world do not have access to safe drinking water? Or that even more people – 2.6 billion – do not have even a simple "improved" latrine? Or, worst of all, that 4,000 children die every day because they don't have basic services?

Water For People is working to change these sobering facts. Water For People is a nonprofit organization whose vision is a world where all people have access to safe drinking water and sanitation – a world where no one suffers or dies from a water- or sanitation-related disease. The organization helps people in developing countries improve their quality of life by supporting the development of locally sustainable drinking water resources, sanitation facilities and health and hygiene education programs.



*Community members in Cotzol, Guatemala, pitch in to dig a 5-mile water pipeline. Photo courtesy of Water For People.*

Water For People was established by drinking water professionals in 1991, including former CH2M HILL Vice President Ken Miller. In the past 16 years, the organization has assisted communities in Bolivia, Ecuador, Guatemala, Honduras, India, Malawi and Nicaragua. And during the next two years, the program will expand to include Rwanda, Uganda and the Dominican Republic.

Water For People works with a unique approach. They involve the local community, government

and non-governmental organizations to build a sustainable project. People from the local area actually construct the water delivery or sanitation system with native materials, giving them the knowledge to fix any problems that arise in the future and, more important, giving them ownership and pride in helping improve their lives and those of their children.



*A new water tap is explored by two Bolivian toddlers. They now have a brighter future since they will not have to spend hours each day fetching water. Photo courtesy of Water For People.*

In 2007, WFP increased its impact and revenues. They supported 188 communities, directly assisting 108,000 people with safe water and improved sanitation; thousands more received hygiene and health education.

The difference that Water For People makes in people's lives is dramatic. President **Elisa Speranza** is on the Water For People board of directors and went on a tour of Guatemala several years ago to see WFP's work firsthand.

"Before, the women and girls made the two-hour walk every day down to muddy, contaminated streams to fetch water. Now their lives have been transformed because there's running water in the homes or villages," says Elisa. "The women have time to make beautiful fabrics for the local weaving cooperative so they can earn money for the community and the girls can go to school."

## How you can help

In May, CH2M HILL OMI will participate in the 6th annual Water For People Workplace Giving Campaign to raise money for Water For People.

Last year, CH2M HILL employees donated more than \$92,000 during the campaign, and in-kind gifts from the firm raised that amount to more than \$150,000. And we're already off to a great start. Attendees at PM Summit 2008 raised \$723.37.

Here are a few simple ways you can help CH2M HILL OMI help Water For People:

- Host a fundraiser.
- Educate your clients about Water For People and its mission.
- Participate in payroll deduction.
- Make an online donation.
- Drop your spare change in a Water For People bucket in May.
- Become a Water For People coordinator at your project. Contact **Julie Kauffman** at [julie.kauffman@ch2m.com](mailto:julie.kauffman@ch2m.com) or 720.286.4279, and she can get you started.

Detailed information on donating will be shared through *Denver Connection*, *Of Mutual Interest* and special e-mails in the coming weeks.

**O&MZONE**

You also can visit O&MZone at [www.int.ch2m.com/O&MZone/community/WFP.html](http://www.int.ch2m.com/O&MZone/community/WFP.html) for more information.





## HELPING OUR CLIENTS

## Tiny bubbles yield big savings

Roseburg upgrades increase efficiency, cut costs



A view of the Roseburg, Ore., wastewater treatment plant.

A new air blower and air diffuser system installed at the Roseburg Urban Sanitation Authority Wastewater Treatment Facilities are exceeding cost savings expectations in the first few months of operation.

“We’re seeing a significant improvement in our electricity, even during the wintertime, even though the new system is supposed to save money in the summertime,” says Roseburg Project Manager **Steve Witbeck**.

The Oregon Energy Trust performed an energy audit at the Roseburg facilities, which are operated and maintained by CH2M HILL OMI, and identified potential energy-saving improvements. The organization uses taxes collected from utility payers to invest in efficient technologies and renewable resources.

“Some recommendations were marginal, but obviously some were big,” says Steve.

The Oregon Energy Trust proposed the air-delivery system’s design and secured grants to pay for the upgrades with the client contributing \$95,000. The system was part of a \$400,000 facility upgrade.

The new diffuser system uses smaller air bubbles to push oxygen through the basins. The Oregon Energy Trust estimated a 10 percent energy savings during summertime operations, but Steve and his team are finding the system is cutting costs during the winter too.

“In the other system we could operate one basin and we had to throttle the blower back a little bit, but we were providing 1,100 cubic feet per minute of air to one basin and it was costing us about 80 horsepower to do that,” says Steve. “We’re now feeding about 1,100 cfm of air to two basins, and we’re only using 40 hp to do it.”

Reduced maintenance is another benefit from the upgrades. The blower has air-cushioned bearings that don’t need regular oil changes or other maintenance associated with traditional bearings. The air filters are changed every 4 months. The first maintenance check is 10 years after installation, and the equipment has a minimum lifespan of 20 years. According to Steve, it’s the first blower of its kind in use in an Oregon municipal facility.

The client’s investment may be paid back early. Initial savings from the diffuser system and blower were estimated at \$19,000 annually, but the decrease in electricity use should bump this savings up. “When we put the system online, the week before we were averaging 7,000 kilowatt hours per day,” says Steve. Now, the system averages 6,000 kilowatt hours per day. “This isn’t what it was designed to do, this is what we’re finding out we can do, in addition to that 10 percent that [the Oregon Energy Trust was] talking about we’d save in the summertime,” says Steve.

The Roseburg News Review contributed to this story.

## CCRs: An opportunity to showcase your water’s clarity

Need to provide your client with a consumer confidence report?

The U.S. Environmental Protection Agency requires all drinking water systems that provide water year-round to issue an annual water quality report, which helps consumers make educated decisions about the water they drink.

Marketing & Communications and Compliance staff are available to help you prepare your CCR. To get the process started, please call **Julie Kauffman** in Corporate Communications at 720.286.4279.

CCRs require some basic information, such as:

- The drinking water source.
- A brief summary of the susceptibility to contamination of the local drinking water source, based on source water assessments.
- How to get a copy of the water system’s complete source water assessment.
- Level (or range of levels) of any contaminant found in local drinking water, as well as EPA’s health-based standard (maximum contaminant level) for comparison.
- Likely source of contaminants in the local drinking water supply.
- Potential health effects of any contaminant detected in violation of an EPA health standard, and an accounting of the system’s actions to restore safe drinking water.
- Water system’s compliance with other drinking water-related rules.
- Educational statement for vulnerable populations about avoiding cryptosporidium.
- Educational information on nitrate, arsenic, or lead in areas where these contaminants may be a concern.
- Phone numbers of additional sources of information, including the water system and EPA’s Safe Drinking Water Hotline.

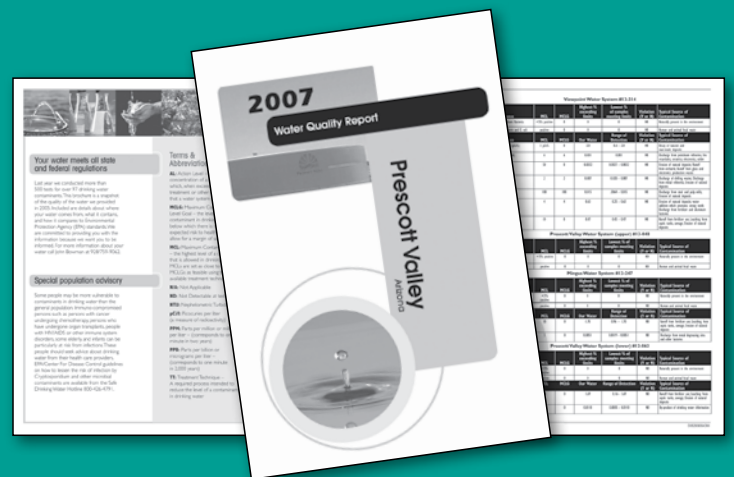
### Important dates to remember:

- If your system sells water to another system, CCR information must be provided to the purchaser by April 1.
- A CCR must be provided to the public by July 1.
- Projects must submit a certification to their regulators stating that the CCR has been delivered by Oct. 1.

Please remember that even though the final deadline for publishing/mailing your CCR is July 1, they can be sent as soon as you have the final data from 2007.



For more information about CCRs, visit EPA’s Web site at [www.epa.gov/safewater/ccr/index.html](http://www.epa.gov/safewater/ccr/index.html).



## IN OUR INDUSTRY

### Conferences tap associate expertise

Four of our associates recently were put on center stage, sharing their knowledge and experience at two national conferences.

In early February, associates **Rob Kuta** and **Elliott Wheeler** presented lessons in “incorporating environmental sustainability in your design-build project” at the Design-Build Institute of America’s water infrastructure conference in Atlanta, Ga.

Later in the month, associates **Steve McNicol** and **Jeff Sanford**, with other CH2M HILL employees, hosted a sold-out, full-day workshop that presented strategic and tactical approaches to asset management with clients from Albany, Ore., and Pinellas County, Fla. The workshop was part of the Utility Management Conference in Tampa, Fla., jointly sponsored by the American Water Works Association and Water Environment Federation.



CH2M HILL employee **Scott Haskins** introduces a session that features associates **Rob Kuta** (seated, second from left) and **Elliott Wheeler** (seated, far right) at the Design-Build Institute of America’s Design Build Water/Wastewater Conference.



**Steve McNicol** presents asset management techniques to a sold-out crowd.



RENEWALS AND NEW BIZ

## Collaboration helps NYC with BNR

The O&M Consulting Group is taking on the Big Apple.

The New York City Department of Environmental Protection awarded a contract for advanced research and development of nutrient removal and operations to the joint venture team of CH2M HILL and engineering firm Hazen and Sawyer.

The team will help the city transition from a study phase on how to upgrade four wastewater plants from secondary treatment to biological nutrient removal so that it can meet strict Long Island Sound discharge requirements. CH2M HILL OMI's role encompasses field verification, process selection and operator training services. Additional services later in the contract could involve energy optimization and staffing augmentation.

"Our experience was key in the CH2M HILL team being selected," says Regional Technical Manager **John Rickermann**. "We operate plants in Connecticut that discharge to the Long Island Sound and must comply with these same strict requirements. No other competitor could offer the direct experience we have with implementing these types of upgrades to meet these specific standards."

Work on the project began in January with preliminary evaluations of the city's pilot facilities that are testing the treatment technologies. Right now CH2M HILL OMI people are providing technical support, but our role will increase gradually over the 4-year contract term as the project progresses. Up to five full-time onsite associates are possible as the technology upgrades are implemented at the facilities.

## Tybee Island renews contract

Tybee Island, the low-key, seaside resort located on Georgia's southeastern coastline, has renewed its wastewater treatment plant management contract with CH2M HILL OMI for six months.

The renewal, a continuation of a 6-month contract that began last June, provides one lead operator for four hours per day, five days per week, plus emergency call-out service as needed. The new contract will run through July.

Regional Business Manager **Mike Connolly** is excited to continue our work there. "We're the best! We've done a great job getting the wastewater treatment plant to operate efficiently in terms of sampling, records and training."

In January, CH2M HILL OMI also began providing Tybee Island with water meter reading services for six months, with associates from Richmond Hill and Thunderbolt performing the work.

Tybee Island is located 18 miles east of Savannah, Ga. It features a 3-mile long beach that's backed by sea and oat-covered sand dunes. Tybee Island was originally inhabited by the Euchee Native American tribe, which gave the island its name. Tybee is the Euchee word for salt.

## Invista selects our industrial O&M expertise, again

Adding to CH2M HILL OMI's repertoire of industrial O&M projects, Invista has selected the company to operate its water and wastewater facilities at its production facility in Camden, S.C.

CH2M HILL OMI was selected to replace current service provider Severn Trent to operate the industrial facility's stormwater, potable water, sanitary wastewater and industrial wastewater systems.

"We are proud to expand our relationship with Invista," says Regional Director of Operations **Lynn Phillips**. "Our proven record of performance at Invista Chattanooga and Waynesboro was a key factor in the selection of CH2M HILL OMI. Invista and CH2M HILL OMI share a dedication to superior performance and safety that will allow this partnership to exceed performance expectations."

Lynn worked with Area Manager **Chris Quann**, Project Manager **Roger Batts** and Sales Manager **George Cartledge** to submit a winning proposal on short notice. Work began March 28 and will continue for three years.

CH2M HILL OMI has been providing O&M services for Invista's facility in Chattanooga, Tenn., since 1995, and we successfully completed 10 years of service to Invista in Waynesboro, Ga., and transferred services back to the client in 2007.

Invista is one of the world's largest integrated fibers and polymers businesses, chemically creating fibers for many uses, including clothing, automobile airbags and hot air balloons.

HELPING OUR CLIENTS

## 100-year rain event sets record for Pacific Northwest

### Wyckoff associates pitch in, minimize plant damage

A record 8.27 inches of rain in 72 hours threatened the CH2M HILL OMI-operated Wyckoff-Eagle Harbor Superfund Site in Bainbridge, Wash., last December.

Associates worked late into the evening to save extraction pumps and plant infrastructure.

"Our associates' quick and decisive action helped us save eight of nine extraction wells from loss due to the flooding," says Project Manager **Stan Warner**.

Two electrical motors and some electrical conduit were the only equipment that was damaged.

"Thankfully no associates were injured or involved in any accidents during the heavy rain and subsequent flooding," Stan adds.

Since 1993, CH2M HILL OMI has partnered with the U.S. Army Corps of Engineers, U.S. Environmental Protection Agency and CH2M HILL to operate the site's complex groundwater treatment facility, which was designed to clean groundwater that had been contaminated by residue left over from a wood-treatment facility and shipyard.

Bainbridge Island is located 35 minutes across the Puget Sound from Seattle. It features rocky shorelines and lush, densely forested hills. It is home to about 23,000 people located on approximately 30 square miles of land.



A view of the groundwater extraction well, where nearly 9 inches of rain caused flooding.



Water-flooded streets trapped street signs under water.



More in store at  
The Merchandise Mart

With a new look and new stock, The Merchandise Mart now has more in store for CH2M HILL OMI associates. The Merchandise Mart is your online store for logo apparel and gift items. The Apparel section is populated with new shirts, jackets and hats. Check out the new PING® golf shirt for men, the Bermuda purple shirt for ladies, three new hat designs, and a whole lot more. Find additional items for work and play – including new pencils, pens, mugs and key chains. If you have suggestions for future items, send them to **Susan Mays** in Marketing & Communications at [susan.mays@ch2m.com](mailto:susan.mays@ch2m.com).



From left to right, Denver associates **Scott Welsh**, **Dan Sutter**, **Robynn Orr**, **Kara Choquette** and **Catherine Wheeler** show off the latest gear from The Merchandise Mart. If you have a picture of you or your staff sporting logo merchandise, send it to **Moria Howsare** at [moria.howsare@ch2m.com](mailto:moria.howsare@ch2m.com), and we may feature it in future promotional material.



Six questions, seven values

Community involvement at core of CH2M HILL OMI



**Reader note:** In this and upcoming issues of Of Mutual Interest, we'll explore each of our company's seven values and how they tie into Everyday Excellence. We previously discussed our values of integrity and safety, and this month, we take an in-depth look at our value of community.



Herb Washington

CH2M HILL OMI endeavors to set a leadership example as a solid corporate citizen, helping to enhance the quality of life in the communities where we live and work. Regional Vice President, Project Delivery **Herb Washington** believes

deeply in the importance of community involvement, both professionally – he implemented a recurring community service project with his team – and personally – he has served as a youth basketball coach for 27 years.

**Q:** Why is the value of community important to our company?

**A:** It's important for a number of reasons. First, we're in a very competitive business and we need differentiators that give us a competitive edge. Our commitment to our communities through financial donations and volunteer efforts go a long way in giving us that edge. Secondly, we live in the communities where we work, and we have a vested interest in the image and success of our communities. Because of this, it's important that we're a part of the solution to the many challenges our neighborhoods face. When I worked in the public sector, I sat on a number of selection committees that awarded municipal contracts. Inevitably the question comes up – what has this company done in our community? It is so important that this question be easily answered by the committee members. Finally, and most important, it's the right thing to do.

**Q:** Why does it matter to you personally?

**A:** I've seen the impact that community involvement has on individuals and groups from my many volunteer efforts, including my association with inner-city youth sports programs. I've been a youth basketball coach in the Orlando, Fla., area for 27 years

and use the game of basketball as an attention-getter to teach life skills and values to the youth of our community. I endeavor to provide them with confident choices; I can do that through trying to serve and being a good role model. I'm not positioning myself as being perfect, but I try to provide a good example to the youth of our community. Giving back matters to me.

**Q:** What difference does it make for an individual project to be involved in the community?

**A:** Most of our associates live in the communities where our projects are located. They are citizens of the communities; they are somebody's neighbor. When you are committed to where you live, it puts you in a position to make a positive difference through community service. From a business perspective, it's a splendid marketing tool when local decision makers and community stakeholders know your company by name and are familiar with your company's reputation of supporting various volunteer efforts and community functions.

**Q:** How can associates become more involved in community service if their project doesn't have an active program?

**A:** First, don't be afraid to take a leadership role in stressing the importance of community involvement. Second, challenge and engage the rest of your team in exploring ideas for participation in community projects. Be a guide and look for opportunities to foster community involvement. They really aren't that hard to find.

**Q:** Are there any community involvement projects you have been involved with at CH2M HILL OMI that really stand out?

**A:** Absolutely. In the Southeast Region, we have a Project Manager meeting each fall that we hold in one of our client cities. We feel it's important to host our meeting in the cities where we work so that we can support these smaller towns financially.

Our meeting is held Wednesday through Friday. Three years ago, we implemented a community service day on the subsequent Saturday. It is completely voluntary, but participation by our associates is nearly 100 percent. Our first volunteer activity was in Americus, Ga., and it was well-received by our client and our staff – in fact, it was so well-received, the mayor gave us a key to the city and declared me an honorary citizen of Americus, Ga.! In 2006, we volunteered in Barnesville, Ga., and last year we worked on a community park renovation project in DeFuniak Springs, Fla. We're already planning our event for this fall, which will be held in Washington, Ga. The support we've received from our Global Leadership Team has been great, and they fully endorse our efforts.

**Q:** Final thoughts?

**A:** As CH2M HILL OMI associates, it's important that we participate in community involvement activities and look for opportunities to help our communities. There is great personal satisfaction in giving back to the areas where we live and work. My desire is for our company to set the bar high in our commitment to community service. It puts us in a great position, both personally and professionally, to make a difference.



Southeast Region associates work to renovate a park in DeFuniak Springs, Fla., in 2007.

IN OUR COMMUNITIES

Fun was the goal in Thunderbolt, Ga.

The Town of Thunderbolt expressed its appreciation to its employees and included CH2M HILL OMI associates at the party on Feb. 23.

A local landmark restaurant, Tubby's Tank House, sponsored the employee appreciation day and served hot dogs, hamburgers, cookies, cotton candy and drinks. Entertainment included an inflatable slide and moon bounce for children.

"This was a great opportunity to meet everyone's family. The weather was beautiful and everyone enjoyed an afternoon of relaxed conversation," says Assistant Project Manager **Gary Johnston**. Six associates attended the celebration.

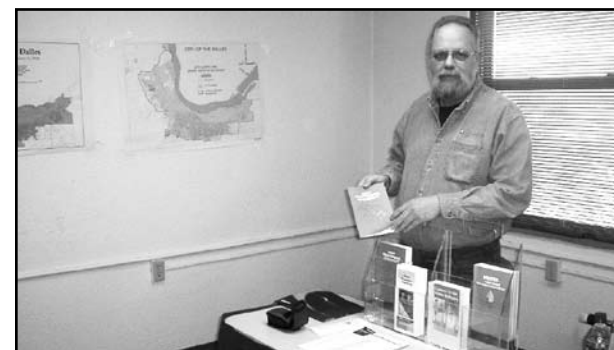


Attendees included, from left to right: Council Member Beth Goette, Town Administrator Bob Thomson, Mayor Anna Marie Thomas, Assistant Project Manager **Gary Johnston** and Council Member Dave Crenshaw.



Children enjoyed the inflatable slide.

Future looks bright in The Dalles, Ore.



Project Manager **Kim Barte** helped support a booth at the annual career fair at Columbia Gorge Community College in The Dalles, Ore., passing out literature about careers in the water and wastewater industry. Approximately 2,000 high-school seniors and college students attended the career fair.

Got community news?

Send photos and information about how your project is helping your community!

Send your articles, story ideas and photos to *Of Mutual Interest* Editor **Carolyn Brinkers**. Mail, e-mail (carolyn.brinkers@ch2m.com) and fax (720.286.8208) submissions are welcome. Or give Carolyn a call at 720.286.4227.



## ALL ABOUT YOU

Each month, we're awarding a \$25 gift certificate to a new associate. Congratulations to Heinz/Ontario, Ore., Utility Worker **Juan Moreno**, who won February's drawing. Juan was chosen in a random drawing by Meeting & Events Director **Cari Strouse**.

### Promotions

Name	Position	Location
William Knight	Industrial Technician I	Topock
Douglas Shaw	Instrumentation & Controls Operations Manager	Rio Rancho

### March service awards

Name	Location	Years
Terry Ethridge	Austin, Texas	20
Peggy Dozier	Washington	10
Terriel Deal	Augusta, Ga.	5
Barbara Lilly	Lehigh County, Pa.	5
Herb Washington	Orlando, Fla.	5
Michelle Laughlin	New Haven, Conn.	5
Montie Smith	Lampasas, Texas	5
Pamela Cox	Crestview, Fla.	5

### April service awards *continued*

Name	Location	Years
Ligie Hampton	Hinesville, Ga.	15
James Hendry	Hinesville, Ga.	15
Tom Miles	Hinesville, Ga.	15
Harold Nolan	Hinesville, Ga.	15
Darlene Parker	Hinesville, Ga.	15
Alexander Proctor	Hinesville, Ga.	15
Edward Pugh	Hinesville, Ga.	15
Eddie Roberts	Hinesville, Ga.	15
Paul Ryals	Hinesville, Ga.	15
Clarence Stewart	Hinesville, Ga.	15
Ronald Taylor	Hinesville, Ga.	15
Andre Thomas	Hinesville, Ga.	15
Craig Tirrel	Hinesville, Ga.	15
Lloyd Wells	Hinesville, Ga.	15
Richard Wells	Hinesville, Ga.	15
Rodney West	Hinesville, Ga.	15
Frank Wilson	Hinesville, Ga.	15
Henry Wilson	Hinesville, Ga.	15
James Kenney	Roswell, Ga.	10
Anthony Vialpando	Laramie, Wyo.	10
Harry Sellers	Traverse City, Mich.	5

### April service awards

Name	Location	Years
Nathaniel Alvin	Hinesville, Ga.	15
Jeannie Anderson	Hinesville, Ga.	15
Glynn Branch	Hinesville, Ga.	15
Michael Davis	Hinesville, Ga.	15
Teal Denson	Hinesville, Ga.	15
Darrell Futch	Hinesville, Ga.	15
Gary Gilliard	Hinesville, Ga.	15
Pete Gilliard	Hinesville, Ga.	15
Cecil Hammack	Hinesville, Ga.	15

## New Quality Director selected



Jeff Jones

The company has appointed **Jeff Jones** as its new Quality Director.

Jeff will be responsible for leading the company's range of Everyday Excellence initiatives. He will ensure all associates

are familiar with and use quality tools and principles to deliver exceptional service to clients, work to streamline processes, help us continue to achieve positive business results, and direct many other activities. Jeff will be a coach, leader and champion of quality across the company. He will report to Senior Vice President **Roger Quayle**, who helped lead the CH2M HILL OMI team to the Malcolm Baldrige National Quality Award in 2000.

"Jeff demonstrates a true passion for quality and how it can help individuals and our organization to be even more successful," says Roger. "Throughout his business career, he's seen first-hand how focusing on quality drives higher levels of performance. The energy and enthusiasm he will bring to this role will be an asset to our entire organization."

Jeff joined CH2M HILL OMI in 2000 as a Financial Analyst, developing several key business processes and reporting systems, following earlier stints in various financial and business analyst roles. From 2005-2007, he served as project manager in Baghdad, Iraq, helping teach and mentor senior utility managers and engineers on topics ranging from risk analysis and cost modeling to quality assurance and organizational development. Most recently Jeff has been working as a Senior Technical Specialist, designing costing models, working on commercial estimating initiatives, and supporting business development.

Fluent in Spanish, Jeff holds a bachelor's degree from the Marriott School of Management at Brigham Young University with an emphasis in finance.

## Associate earns industry accolades



Mike Ross

Regional Technical Specialist **Mike Ross** earned the Wastewater Manager of the Year Award earlier this year from the Northwest district of the Arkansas Water Works and the Water Environment Federation.

Mike is active in WEF and represents CH2M HILL OMI not only in the Arkansas Water Environment Association, but also at WEF's annual technical exhibition and conference, where he has served as chairman of the Operations Challenge process control event for several years.

"Mike also has contributed as an instructor at local colleges and presents seminars on water and wastewater subjects," says Regional Technical Manager **Mike Re**. "He is an asset to our company and a professional in our business."

## Scholarship application deadline extended



### LET US HELP WITH COLLEGE COSTS

Does your child qualify for a Henry Huffman Memorial Scholarship?

As part of our ongoing commitment to our associates, CH2M HILL OMI will award six \$1,500 scholarships to associates' children who are high school seniors, high school graduates, or first-year college undergrads.

Scholarship candidates must be enrolled or planning to enroll in a full-time course of study at an accredited two- or four-year college or university. CH2M HILL OMI will award scholarships in two categories: four general scholarships and two minority scholarships.

Applications will be judged by a team of university career center directors based on the following criteria:

- SAT/ACT scores
- High school grades
- Activities
- Essay question

Go to O&MZone for an application:  
<http://www.int.ch2m.com/omzone/you/scholar.html>

**Applications must be received by Courtney Dressler in Human Resources by May 1, 2008.**



If you have a son or daughter attending college this fall, it's not too early to start planning! To assist with tuition, CH2M HILL OMI is offering scholarships for associates' children through the Henry Huffman Memorial Scholarship Program.

Six non-renewable scholarships in the amount of \$1,500 each will be awarded in the following two categories: four general scholarships and two minority scholarships.

Eligibility requirements include all children of CH2M HILL OMI associates who are high school seniors, high school graduates, or first-year college undergrads enrolled in or planning to attend a two- or four-year accredited college or university.

Applications will be judged by a team of college professors, and recipients are selected based on SAT/ACT scores, high school grades, activities, and an essay that's completed as part of the application process.

The application and complete details are available on O&MZone; the deadline for completed applications is May 1.

Please return completed applications to **Courtney Dressler**, or call 720.286.4370 if you have questions or need additional information. Winners will be highlighted in an upcoming issue of *Of Mutual Interest*.

### O&MZONE

Go to O&MZone for an application at [www.int.ch2m.com/O&MZone/you/scholar.html](http://www.int.ch2m.com/O&MZone/you/scholar.html).



## Who are you?

Did you know that operators make up more than 20 percent of our total work force of 1,650 associates?

Can you guess what the next general job categories are the most common?  
 Here's the answer:

- Mechanics – 150 associates
- Equipment operators – 115 associates
- Project managers – 105 associates
- Utility workers – 95 associates

More than half of our associates work out in the field every day, serving our clients. We salute you for all of the hard work you perform, no matter what your job!

## AROUND THE COMPANY

# Individual Development Plans: Goal-setting for success

Career and development planning for our associates is critical to their professional growth, and it also helps our company develop our business and retain our most important resource – our people.

Individual Development Plans are a great tool to help identify short- and long-term goals and development opportunities for each of our associates and helps managers align associate goals with company goals as well as project and/or department plans.

An individual's yearly performance goals are used to measure performance on an annual basis, whereas goals set with the IDP tool are designed to focus on short- and long-term individual goals that align with individual growth and development. With IDPs, associates should assess where they want to be in their careers in 1, 5 and 10 years.

Whether establishing performance or individual goals, the SMART model can be applied. Goals should be:

- **Specific.** Goals must focus on specific results rather than on general or vague actions.
- **Measurable.** If a goal cannot be measured, it cannot be managed effectively.
- **Achievable.** Goals should be within reach and influence.
- **Relevant.** Goals should be aligned with job responsibilities, business goals and the company's Purpose Statement.
- **Time-based.** Goals should state timeframes and be prioritized.

Both performance goals and individual goals should be established, evaluated and discussed on a regular basis.

"A good time to establish both sets of goals is at the beginning of the year," says Human Resources Director April Welsh. "Supervisors should evaluate mid-year progress with their associates, and development actions and outcomes should be reviewed at year-end."

Contact your Human Resources Generalist if you have questions about IDPs.



The IDP form is available on O&MZone at [www.int.ch2m.com/omzone/departments/HR/about.html](http://www.int.ch2m.com/omzone/departments/HR/about.html). Look in the What's New section on the right-hand side of the page.

# Who loves budgeting? Managers will now!

Have you ever scrolled way up, then way down on the Other Direct Costs page to find the right expense type? Have you ever struggled to find the right revenue method for your project? The Finance team has heard your voices loud and clear, and we have a solution.

Financial Analyst **Jeremy Korzen** and Regional Business Analyst **Scott Welsh** have assembled a team of budgeting wizards to develop and test a new budgeting tool to replace the dying B-model. Introducing the **Toolkit!**

Why do we need the Toolkit? The current B-model is a reworked version of a budgeting tool originally created in 1998. Some say that using the B-model is like driving a Pinto – sure it's functional, but it has vinyl seats and there are no cup holders.

The new model was designed to accommodate any revenue method – including cost-plus, fixed fee, time and materials. In addition, it easily incorporates inter-company labor exchanges, standalone startups and just about any other scenario you can think of.

If you missed the training offered at PM Summit 2008, please contact your Regional Business Analyst and he or she will bring you up to speed. As a refresher, the most up-to-date version of the Toolkit is located on the Aspen server in the **Deliver\_Projects\Tools** folder. The companywide standard is to use the Toolkit starting with projects that have July 2008 anniversaries.

All of our Regional Business Analysts have been involved in the development process and can answer any questions you might have as we implement this major improvement to our financial management process.

# Denver associates pitch in to keep electronics out of landfills



Associates recycled used household electronics on the Denver campus on a cold day in February, bringing in items such as printers, computers and monitors from home that could be recycled instead of taking up space in a landfill. The event was sponsored by Hewlett Packard and Dell.



## Simple sustainability

Small changes can add up to a big impact on the environment. Always remember to recycle whenever possible. Here are three simple tips you can use this spring:

1. **Buy local.** Lots of farmers' markets open in early spring. Even though your produce can cost a little more, the quality can be better, and no fossil fuels are wasted to transport your fruits and vegetables hundreds of miles.
2. **Make your own cleaning supplies for spring cleaning.** Using simple ingredients such as baking soda, soap and vinegar, you can make cheap, easy and non-toxic cleaning products that really work! Save money and improve your indoor air quality.
3. **Re-use your paper cups at work, or better yet, bring a glass from home and use it all year long!**

ofmutualinterest  
A MONTHLY NEWSLETTER PUBLISHED BY THE ASSOCIATES OF CH2M HILL FOR THE ASSOCIATES OF CH2M HILL OMI

### Share your news

We rely on your news so we can tell everyone what's happening at our company. So tell us about community involvement, new contracts or renewals, awards, client feedback, an innovative solution, associate achievements, project celebrations and safety successes, and we'll tell the rest of CH2M HILL OMI.

Send as much basic information (the news, names, job titles, location and date) as you can. We'll write the story and contact you if we need more information. The best way to enhance your story is with pictures, or copies of client letters or certificates. When you send pictures, include the names of everyone in the photo, identified from left to right. And if the picture is of a "thing," tell us what it is (for example, pump repair work). Shoot your pictures in the highest possible resolution, and send them in their original format (for example, .jpg or .bmp).

Send your articles, story ideas and photos to *Of Mutual Interest* Editor **Carolyn Brinkers**. Mail, e-mail ([carolyn.brinkers@ch2m.com](mailto:carolyn.brinkers@ch2m.com)) and fax (720.286.8208) submissions are welcome. Or give Carolyn a call at 720.286.4227.

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### Recycle this!

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# Don't miss May's issue



This eager group of students learned a lot about water treatment on their tour of the Cedar Water Treatment Plant in Renton, Wash., thanks to associate **Bill Campbell**. Check out this story and more in May's issue.