

OUELLET TODAY

Partnership in Construction

SUMMER 2007



Above: Digital level angle finder. Below: Digital metal detector capable of locating metal reinforcement in concrete.

Current Projects

Adams Hall
Bowdoin College
Brunswick, Maine

Cotter Union
Book Store
Colby College
Waterville, Maine

Miller Library
Renovation
Colby College
Waterville, Maine

Gizmos Put Ouellet On The Cutting Edge Of Efficiency

Time is the currency of 21st century business. And in the age of the BlackBerry, no industry can afford to coast along at an antiquated pace. At Ouellet Associates, we've embraced a wide range of time-saving technologies, gadgets and gizmos.

Two additions to the main office—our digital copier and digital large format printer/scanner—have revolutionized the way we print and share documents. At the push of a single button, we can convert any written document to a PDF and save it directly to e-mail. This cutting-edge technology also allows us to download and print architec-

tural documents in different file formats, scaled to our needs. What used to take days to send out now happens instantaneously, in house.

Digital technology in the field has become indispensable to project management. Our field supervisors now take digital photographs, download them to a computer, add their notes and e-mail them to team members. It's the equivalent of being able to call a team meeting any time questions arise. One project superintendent, Marcel Cyr, has worked in construction for 40+

years. "I never thought I'd see the day that I'd be

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Drink Up

If you love having your cup of joe in the morning, a piece in *Harvard's Women's Health Watch* says you should go ahead and indulge—as long as you keep your consumption to a moderate level. Here are some of the benefits and drawbacks to drinking coffee according to the newsletter:

- The risk for Type 2 Diabetes is lower among coffee drinkers than those who don't drink it.
- Coffee may reduce the risk for developing gallstones.
- Coffee may reduce the risk for developing colon cancer.
- Coffee might improve cognitive functioning.
- Coffee may reduce the risk for liver damage in people at high risk for liver disease.
- Coffee may reduce the risk for Parkinson's disease.
- Coffee may improve endurance performance in long-duration physical activities.
- Coffee can help you stay alert—especially when you're suffering from sleep deprivation.
- Caffeine does have a modest cardiovascular effect, such as increased heart rate, blood pressure and occasional irregular heartbeat.
- It's best to avoid heavy consumption of coffee to avoid any negative effects.



Managing Well

If you want to be a good manager, you have to commit yourself to employee involvement, says Andy Grove of Intel in *1001 Ways to Energize Employees*, by Bob Nelson. Here are Grove's management tips:

- Create an environment where motivated people can flourish.
- Don't take personal credit for what your team accomplishes.
- Take time to consider what you need to do today to avoid tomorrow's problems.
- Keep in mind that your time is finite, and when you say yes to something it likely means you're going to have to say no to something else.
- Schedule one hour every day to deal with things that will inevitably interrupt you. That way you can deal with them in an organized, planned way.
- Realize that performance evaluations are absolutely necessary.
- If you need information about what's going on in your company, drop by unannounced and observe.
- Realize that if an employee is not doing his job that there are only two possible explanations: 1) He can't do it. 2) He won't do it. To determine which problem you're dealing with, ask yourself whether the person could do the job if his life depended on it. If the answer is yes, then you know you're dealing with a motivation problem. If the answer is no, what you've got is a lack of ability.

Preventing Procrastination

Most of us procrastinate from time to time. But if it's a real problem for you, try these tips from the efficiency consultants at Pace Productivity:

- Create an environment that is conducive to work. Close the door, clean off your desk and hold your phone calls.
- Make a to-do list, scheduling tasks in order of importance.
- Break large projects into smaller, more manageable tasks.
- Schedule unpleasant tasks early in the day and reward yourself for doing them.
- Set deadlines for yourself and share them with your colleagues. Ask them to check up on you.
- Don't get caught up in being perfect. Maintain your high standards but recognize when good enough is good enough.

Why Reinvent The Wheel?

Using templates can really speed up your work. And *dumblittleman.blogspot.com* has 250 Microsoft Office templates (courtesy of Microsoft) lined up and waiting for you. You should be able to find just about anything you want—from wills to outlines to recipes. Templates are a quick way to look and feel organized in the office or at home.

RE: Short Subjects

According to a study by WebWord, an Internet content management firm, more people are likely to open and read e-mails that have short subject lines. "Most e-mail subject lines are greater than 50 characters in length, but our research indicates that the shorter the subject line the better," it states. In addition, e-mail subject lines prefixed by "RE:" tend to be read more than those without that prefix.

SPEED BUMP

Dave Coverly



Test Your Trivial Knowledge

- 1) Twin brothers Norris and Ross McWhirter are best known for popularizing which reference book?
 - a) *Guinness World Records*
 - b) *Roget's Thesaurus*
 - c) *Webster's Dictionary*
 - d) *Bartlett's Quotations*
- 2) What gambling method typically provides the highest revenue (about 60%) for Las Vegas casinos?
 - a) craps
 - b) blackjack
 - c) slot machines
 - d) roulette
- 3) What was the name of H. Ross Perot's running mate in the 1992 presidential election?
 - a) Paul Tsongas
 - b) James Stockdale
 - c) Lloyd Bentsen
 - d) Jack Kemp
- 4) The dish known as "Wiener schnitzel" is made from what type of meat?
 - a) veal
 - b) chicken
 - c) pork
 - d) beef
- 5) The La Leche League is a support group for:
 - a) naturalized immigrants
 - b) nursing mothers
 - c) recovering drug addicts
 - d) grieving widows
- 6) What nation boasts the largest number of citizens living within the Arctic Circle?
 - a) Greenland
 - b) Canada
 - c) Russia
 - d) Finland

—from *mental_floss*

ANSWERS: 1) a 2) c 3) b 4) a 5) b 6) c



Standing On Its Ear

Drive in many rural areas during the summer months and you're likely to see miles and miles of corn. Feed corn is one of America's largest field crops, producing 11.1 billion bushels a year worth \$21.1 billion.

Although corn is grown in every state, Iowa, Illinois, Nebraska and Minnesota account for more than half the crop grown in the United States. Other top producers are Ohio, Indiana, Wisconsin and Kansas.

Most farmers plant corn that will produce one large ear per stalk rather than varieties that produce several small ears. Harvests average nearly 150 bushels per acre. A typical corn plant will grow to between five and 12 feet. Unlike sweet corn, feed corn is tough and largely inedible for human consumption before it's processed. In livestock feeding, one bushel of corn converts into 5.6 pounds of beef, 13 pounds of pork, 26 pounds of catfish or 32 pounds of chicken.

Avoid The Negative Nellies

In his book *The New Brain*, neurologist Richard Restak says that the human brain has an innate tendency to mimic those around it. "It means that hanging out with the whiners and complainers at the water cooler will tend to make you behave like them," he says. Even if you think this can't happen to you, your manager or supervisor may see you associating with the malcontents and assume you're one of them. "Seek out and spend more time around those whose attitudes and behaviors you like and want for yourself."

Hair Today, Gone Tomorrow

Men have been removing their facial hair for thousands of years. Anthropologists speculate that this is because it was dangerous to have a long flowing beard that could be grabbed during hand-to-hand combat. According to a survey by *Psychology Today*, 60% of American men are clean-shaven, 21% have a moustache, 19% have a beard and moustache, and less than 1% have just a beard (without the moustache). Gillette adds to this research by noting that 90% of the male population age 15 and older shaves on a regular basis, with nearly 70% using a blade and razor and the remaining 30% using electric shavers.

The National Beard Registry points out that 99 Civil War generals and admirals wore beards. Five U.S. presidents have sported full beards—Abraham Lincoln, James Garfield, Ulysses S. Grant, Rutherford B. Hayes and Benjamin Harrison. Four had moustaches—Chester Arthur, Grover Cleveland, Theodore Roosevelt and William Taft.

A Handy Checklist How To Choose A Quality Contractor

- Look at both recent and past jobs.
- Talk to past customers.
- Check credit history, financial stability and payment reputation.
- Check litigation history.
- Meet with owners and the key employees who will be managing your job.
- Look at job control techniques.
- Check current workload; can they really handle your job?
- Can you communicate openly with this contractor?

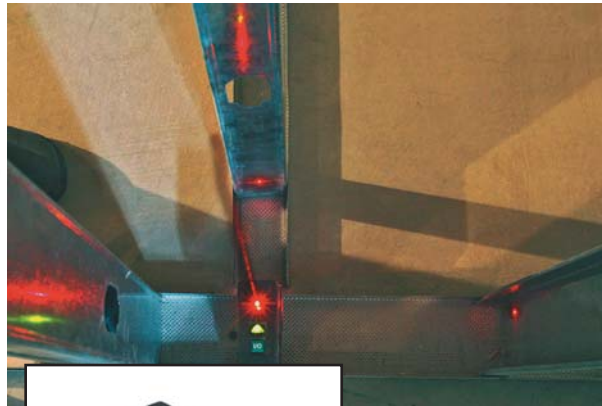


Cutting Edge Of Efficiency...

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sending e-mail—let alone from the job site," he says. "But if you took my computer away from me tomorrow, I'd be lost." Which goes to show, you can teach an old dog new tricks—and you'd better if you want to stay competitive.

The efficiency we've gained with the latest generation of measuring tools is phenom-



Above and at left:
A three-dimensional
angle laser.

enal. Total station technology has minimized the need to subcontract layout work. And we have a trailer full of laser gadgets, including a digital level angle finder and a digital laser measuring tool that's accurate to thousandths of an inch. Our cordless rotary laser has the ability to project a perfectly straight line horizontally and vertically. While the coolest laser of all—the angle laser—projects a 3-D laser light at a perfect 90° angle.

By staying in sync with the latest technological advancements, OAI has improved our efficiency and our performance on the job. But there's another benefit to being technologically proficient: playing with gadgets is just plain fun.



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