



General Contractors of Laboratory and Technical Facilities

Spring 2016



LCS offers a complete maintenance program, including preventative maintenance for fume hood exhaust systems.

Spring Cleaning Includes This 3-Step Preventative Maintenance Checklist

Proper maintenance is essential to the safety of your laboratory environment, and protects your investment over the long term by preventing erosive chemicals from damaging expensive equipment and furniture. OSHA Standard 29 CFR 1910.1450 requires a Chemical Hygiene Plan (CHP) for all laboratory facilities, including a performance certification of the fume hood system.

LCS can provide this certification for you. We offer a complete maintenance program, including preventative maintenance for fume hood exhaust systems. Our comprehensive, three-step program ensures your fume hood systems operate, and will continue to operate, at recommended performance levels.

Step 1 – Assessment

In step one, LCS performs a preliminary inspection to assess the

functionality of your fume hood systems and evaluate what, if any, deficiencies might be interfering with safe performance. In addition to a face velocity test, the Step 1 Assessment includes inspection of:

- Exterior hood
- Superstructure
- Exhaust and supply fan
- Sash
- Plumbing

continued on page 4



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Planning a Project?

For more information about LCS, contact Tiffany Amber Norzagaray at 949-870-4567 or email us at info@lcslab.com.

Open Up Your Job Interviews

Many routine interview questions don't tell you very much about the job candidate you're talking with. To make good hiring decisions, prompt the candidate to open up a little so you can determine whether he or she will be a good fit for your organization. Try these:

If you had to choose a favorite job or project from your career so far, which would it be?

The answer to this question should tell you whether the candidate's interests match the tasks he or she would be doing in the position.

Describe a project for which you had to handle a lot of details, and tell me how you approached it.

This should give you a perspective on the candidate's organizational skills.

Tell me about a time when you had to be a self-starter.

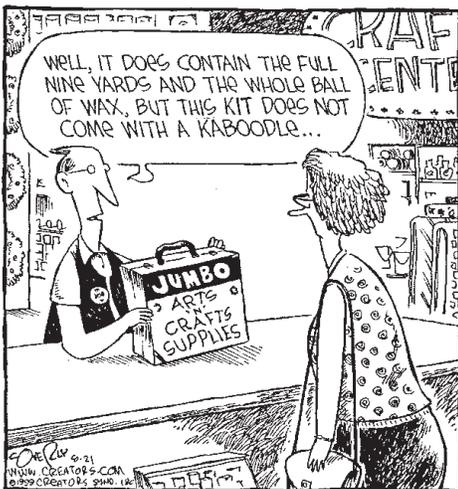
You probably don't want to monitor your employees every minute of the day. This answer will let you know how comfortable the candidate is with taking initiative and seeing projects through from start to finish.

Based on our discussion, how do you see the job and our organization?

The response should let you know whether the candidate has a realistic view of the position and knows what to expect if he or she comes to work with you.

SPEED BUMP

Dave Coverly



Creativity On Deadline: Try These Tips

You can't always wait for great ideas to find you. When you're on a deadline, you've got to engage your creativity whether you feel inspired or not. Here are some tips for seeking out creative ideas and solutions when time is tight:

Limit or eliminate distractions. Some interruptions are unavoidable, but when you need to solve a problem quickly, eliminate the possibility of irrelevant distractions. Take your phone off the hook, unplug your Internet cable, shut your door, work from home—do anything that helps you stay focused on your objective.

Take breaks. This may seem to contradict the advice above, but from time to time, take a few minutes to clear your head with some other activity. Go for a short walk, read something unrelated to the problem, chat with a friend, whatever takes you away from the situation briefly. You'll get some mental rest, which can help your mind come up with a solution when you return to work.

Put sound in the background. Studies show that a low level of noise is conducive to creative thought. Put on some low music, or go to a quiet coffee shop. Avoid anything too loud or distracting, but give your mind some background noise to help you feel less isolated and more connected to the world around you.

Best Boss Ever

Samantha walked into her boss's office. Tom, my daughter's class is taking a field trip tomorrow, and they want me to drive a dozen third-graders across town to the zoo and stay there with them all day.

Tom shook his head. Sorry, Samantha, but half the office is out sick. I can't give you the day off.

Thanks, Tom, she said with a sigh of relief. I knew I could count on you!

Expect To Win

In 1974, Notre Dame's basketball team faced the national championship team from UCLA in a game that everyone expected Notre Dame to lose. According to motivational guru Zig Ziglar in his book, *Success for Dummies* (IDG Books Worldwide), Notre Dame coach Digger Phelps decided that his team was going to win.

The game was scheduled for Saturday afternoon. At the end of Monday's practice, he told his players to cut the nets from each basket. In basketball, cutting down the nets is a celebration of victory. After Tuesday's practice, he again told the players to cut down the nets, and every day after that. By Friday, they were cutting the nets down with confidence and enthusiasm.

And on Saturday, Phelps' team was able to cut down the nets for real, after beating UCLA in the game that Notre Dame was certain to lose. Although cutting down the nets alone didn't ensure the victory, it did get the players into a positive mindset. By the end of the week they expected to win, and they did.

Preventative Maintenance Checklist... *continued from page 1*

- Ductwork
- Electrical

Upon completion of the step one, LCS provides a comprehensive written report listing the results of the assessment and recommendations for repairs, if needed.

Step 2 – Quotations & Repairs

Step two includes a complete, prioritized quotation for any repairs necessary to bring your fume hood systems up to industry standards, and the completion of repairs according to your needs and schedule. LCS prioritizes repair recommendations and quotations to help you keep your lab environment safe while accommodating budgetary needs and scheduling requirements.

Step 3 – Preventative Maintenance

In order to prevent expensive repairs and potential safety hazards, LCS recommends a regular preventative maintenance program at six month intervals to cover the entire fume hood system. LCS provides this service, and will proactively contact you or your designee in advance of each interval visit. The routine



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preventive maintenance program includes:

- Exterior hood inspection
- Sash maintenance
- Face velocity test
- Electrical maintenance
- Plumbing maintenance
- Exhaust/supply fan maintenance
- Ductwork maintenance
- Written report
- Superstructure lining inspection and cleaning

For more information about our preventative maintenance service, contact us at 1-800-757-5227 or email us at info@lcslab.com.



LCS' Services

Design Assistance • New Construction • Laboratory Renovations • Interior Build-Outs • Laboratory Maintenance and Service • Modular/Portable Labs • Process Piping and Plumbing • Electrical Services • Ventilation • Casework Systems

Don't forget to visit the Current Projects section of our website at www.lcslab.com.



We're doing our part. This newsletter is printed on environmentally-friendly paper.



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