Good Morning Everyone!!

I hope you are enjoying your weekend. Her is a brief update for last week.

**Chuck Pippin**

Rockville:

* This week **German Valarezo** and **Jairo Jacinto** continued work on the Bradmoor Rd. construction project installing Pepco splice boxes, conduit, fiberglass poles, and Colonial post top fixtures. With the nice weather forecasted next week this project will be completed. They both also proceeded to set and picked up several knockdowns throughout Montgomery County.
* **Paul Stevenson** and **Mike Craig** resumed progress group re-lamping in the Gaithersburg and Olney areas. They both additionally completed all of Montgomery County’s 311 calls, took care of all expedited outage calls provided by county residents, as well as installing multiple fixtures.

Great week gentlemen, thank you!

**Ronnie Russell:**

NOVA Office

* I would like to express my appreciation for everybody that helped find work for everyone in NoVA. **Vince Rice** and **Melissa McCleary** took on **Terrance McMahon** and **Jose Sorto** as helpers for Service for a couple of days. They are also allowing **Nelson Alvarado** to work with service until VDOT picks up again. Vince and I also had a nice discussion to determine the future of Greg, who we originally planned to use to backfill **Steve Tomczyk**. However, through effective planning, we (mostly Vince with his critical thinking skills) came up with an effective solution to keep Greg busy on his current job and keep all other projects flowing smoothly.
* **Darnell Stephens** used **Randall Reese** on a Traffic Call one day. **Darnell** and **Herb Robinson** have also been in communication to find work for our construction and traffic crew. Thankfully, **Herb** allowed us to send our construction and traffic crew to work on one of their big digging projects.
* I know **Randall** is close to me and what I have to say may sound biased, but with Rick on vacation, the only other employee who has rapport with Martin Bauserman is **Randall**. Randall called Martin to see if we can work on the Toll Road on Thursday. Martin originally said that he would only allow work if Randall was leading it. Thankfully, Randall was able to convince Martin to let the crew work Thursday by pointing out that Steve ran a Toll Road crew before and has a lot of experience and that Walter Henriquez would also be on the crew. Martin conceded and allowed work a day early.
* **Amy Grover** also provided her valuable advice and support, which helped move this process along.
* It was truly a team effort this week to find work for our employees this week and going forward. We are trimming down to one VDOT crew for now to allow a backlog of work to build and other projects to finish. We will meet to plan personnel assignments each Thursday, thanks to Vince’s wise decision. We have a good team down here.

**Dylan Santos**:

Below are birthdays and anniversaries for this week:

Birthdays:

* **Stone Stillings** (August 1st)

Anniversaries:

* **Christopher Frohman** (August 3rd, 3 years)

**Reward: $500.00**

Employment Opportunities:

* We are looking for a few Electricians and Equipment Operators for the construction department. If you refer someone to HR and we hire them you will receive $500 if they complete their 90 day probation period.  Ask **Dylan Santos** for details.

**Innovations:**

* I have signed a contract with Safety Plus <https://safetyplusweb.com/> They will be locking in and managing our safety program, along with risk management (WC), and DOT drivers. They have begun requesting data on our risks. Soon they will be tracking all aspects of safety. Within a few months they will be able to tell us who are the safest managers and employees.
* **Dawn Acab** and **Phil Dashiell** are working hard on our Electronic DVIR program is up and running in NOVA, it will be implemented company wide on Monday. The great thing about this software is we are notified if drivers fake or rush an inspection.
* Mobile Document management software is in the works and should arrive in testing form by Friday. This will streamline inspections and other document control.
* The Evaluation of Foundation Software was extensive and exhaustive key evaluators are **Sharon Maxwell**, **Ashleigh Yoder**, **Benally Urso**, are **Michell Russell**, from accounting. **Larry Dahler**, **Diane Hemphill** and others demoed other modules of the software all giving the thumbs up.
* We received our new accounting software this week. [www.**foundationsoft.com**](http://www.foundationsoft.com) We have 21 team members in the system learning about the features via videos etc. The **Resources tab (FAQs), Education tab (How To Videos) and My Account (My Webinars- Free Webinars)** will be most helpful during your training process.
* Foundation Software, Inc. welcomes Lighting Maintenance Inc. as a new user of FOUNDATION, a fully-integrated accounting software system designed specifically for the construction industry. With the use of this application, you should find yourself spending less time inputting data while producing more extensive, detailed reports that give you a real handle on your company’s financial status.

**Project News**

* Due to hard work by **Amy Grover**, **Richard Yoder**, and **Ronald Charpentier** LMI is moving forward with the first Safeway store LED upgrade. We are building a retail lighting division with **Ronald Charpentier** in the lead. Over the next few weeks we will be acquiring equipment and vehicles to support this effort.
* We should hear shortly if we won the Safeway lighting maintenance contract for nearly 120 stores in the DC, VA, MD, DE region.

Marketing

* **Brittany Wolfe** has been hard at work organizing our marketing department. She sent out a few Email blasts over the past week as well as created brochures and hand outs for some of our managers. Please take and send her pictures of your jobs, she wants to let everyone know about the great work you do!!
* Send pictures and write ups to : [marketing@lightingmaintenance.com](mailto:marketing@lightingmaintenance.com)

That’s all for this week. Enjoy the rest of your weekend.

Thanks!  
  
Mike

Good Sunday Morning,

We’ve had a great week and continue to build for the future.

Sales Report:

**John Windsor** reports:

* This week LMI was awarded a job with AREAS USA to retrofit the high mast lighting at The Chesapeake and Maryland Houses along I-95.  We are changing all of the high mast fixtures, along With (2) 122’ poles and (6) 90’ poles.  Five (5) foundations will be removed and replaced as well. AREAS manages rest stops throughout the country and they have a contract with MDTA to manage these two facilities for the next 30 years. We plan on using this job as a great Marketing tool to work along the East coast converting all of the high mast lights to LED. The job is worth $577,000 and will start in late August to be completed by Christmas.

Sales and Marketing Manager:

* Last week LMI hired **Brittany Wolfe** as our new Sales and Marketing Manager. She will be in charge of producing brochures, website content, social media updates, email marketing, as well as other marketing efforts including branding the company. She comes to us from Capital Tristate where she planned, executed and analyzed the success of various marketing initiatives using targeted traditional and electronic media, including marketing automation software. Initiatives included trade shows, customer certification and education programs, product marketing, and internal segment marketing. For the past two years she has been in project management but wants to return to her passion, marketing and sales. She starts the first week in July.

**Richard Yoder** Term Contracts:

* Maintenance and Repair of Highway Lighting - Southern Anne Arundel (6-7-18) LMI is low bidder and this contract (new to LMI) will provide work for (2) crews.
* Street Light Maintenance – Bowie (6-5-18) LMI is low bidder and this contract (existing contract) will keep (1-2) crews busy for the next (2) years.
* The City of Gaithersburg confirmed our pricing, we expect to be awarded the street light maintenance contract shortly.
* The Montgomery County LED upgrade contract is active with the latest addendum being issued last week. The bid is due June 18th.
* Howard County SHA requested our experience and equipment list as a pre-award formality, we expect to have this award in the next 30 days.

Construction:

* Construction Meetings: The Thursday construction meetings are starting to dig much deeper into costs and hours used per phase. This is possible now because of the highly detailed way new jobs have been set up by Larry Dahler. The Construction department is now aware of hours allotted per phase instead of an entire project, this allows **Jeff Bateman**, **John Windsor**, and construction foreman to better manage outcomes.
* Kiwanis - Baseball Field #7 was recently completed and the construction team beat the projected profit. (See Pic) Awesome job **John Windsor, Jeff Bateman, Larry Dahler**…and team! **(see Pic)**
  + Contract Amount: **$46,000.00**
  + Anticipated Cost: **$37,400.00**
  + Anticipated Profit: **18.7%**
  + **Actual Profit:** **24.1%**
* Construction Containers: Not long ago I thought having a storage container dropped off on construction jobs containing all necessary tools and a small office area would be more efficient that having each crew drive a large truck with these items back and forth daily. By dropping the container off construction personnel could drive more fuel efficient vehicles. Thanks to **Jeff Bateman, Gillian Billey, Camron Tucker, Chris Gallagher** and **Ryan Lawler** who designed and outfitted our mobile construction office with gang box, drawing holders, desk, receptacles, lights and fan. As we move forward this will be the most efficient way to manage a project. **(see Pic)**

NOVA:

* NoVA VDOT crews continue maintaining the highway and parkway lights. **Steve Tomczyk**, **Terrance McMahon,** and **Rick Marnet** had to locate a buried junction off Fairfax County Parkway to make repairs. The lights at this part of Fairfax County Parkway are operational again, but there are still plenty of lights to correct in the region. **(see Pic)**
* An interesting and out of the ordinary install this week was completed by **Vince Rice** and **Todd Stanton.** The crew installed a Wireless Application Protocol (WAP) transmitter at a building in Loudoun County under the electrical services contract. WAP is a communications protocol that is used for wireless data access through most mobile wireless networks. WAP enhances wireless specification interoperability and facilitates instant connectivity between interactive wireless devices (such as mobile phones) and the Internet.
* **Amy Grover** continues to coordinate efforts between estimating staff in Linthicum **Jeff Barns**, NOVA personnel, and several clients. Often revising proposals ensuring profitability.

Rockville:

**Chuck Pippin** Reports:

* This week **German Valarezo** and **Christian Garcia** set several knockdowns, and completed a UGF streetlight construction project at Valleywood Dr. the job is ready for Pepco’s inspection and energization. The residents along Valleywood Dr. were very grateful to have us installing the requested streetlight at a very dark portion of their neighborhood. Great performance gentlemen!
* **Paul Stevenson, Mike Craig,** and **Jairo Jacinto** again assessed and repaired all of Montgomery County’s 311 service requested calls through next week. They all have also been working diligently to tackle the group re-lamping throughout the Gaithersburg and Olney area. Great week guys!
* Thank you to **Jeff Bateman** for lending **Stefan**, and **Josh** from construction. **Stefan** and **Josh** are working to complete the restoration of the City of Rockville’s decorative fluted steel poles along the entire stretch of Gaither Road. Thank you and keep up the progress gentlemen!

Night Inspection Software

* It’s here, final testing phase is now underway. **Rick Hemphill** is tweaking the system and will be conducting final tests within the next week. Once the system meets with our approval it will be distributed to NOVA and SOVA for use.
* **Aaron Greene** already has 20 properties in Hampton Roads interested in trying the new software.

Fleet:

* Several surplus pieces of equipment were sold this week. We are eliminating “extra” equipment allowing us to purchase newer more reliable pieces.
* If any location has equipment not being utilized please let **John Knight** know ASAP.
* Telogis is now set up, this week **Dawn Acab** will schedule training. Both vehicles and equipment will be tracked for location and operation.
* Telogis has a safe driver feature that will alert management for drivers making hard stops or hard accelerations….be a Smooth Operator.
* With the help of **Richard Yoder** and **Dawn Acab** a new Driver Vehicle Inspection Report (DVIR) system is being rolled out this week. Each driver will have a login and the new system will work hand in hand with Telogis. It is expected that Telogis will alert management if a vehicle or piece of equipment is operated without a DVIR being filed prior to operation. <https://www.whip-around.com>
* **Bernaly Urso** and **Sharon Maxwell** are arranging new WEX Fuel Cards that will also integrate with Telogis making tracking, reporting and auditing purchases much easier. <https://wexcard.com>

Safety:

**Mark Murphy** reports:

For week ending 6/09/2018:

* **Zero** reported Injuries
* **Zero** Motor Vehicle Accidents

*Thank you all for the work completed safely this week. Please be conscious that schools are starting to let out. Please watch for the children, they may not be watching for you!*

Employee of the Month May 2018

* There was a slight delay with the engraving, I do not want to announce before the employee has been told. I’ll update this next week.

That’s it for now, thank you for all that contributed to this week’s update!

Thanks!!

 Michael D. Yoder

Michael Yoder

Vice President



Lighting Maintenance Inc.

832 Oregon Avenue Suite A

Linthicum, Maryland 21090

Cell 301-252-1717

[www.LightingMaintenance.com](http://www.lightingmaintenance.com/)

*This Email message and any attachment may contain information that is proprietary, legally privileged, confidential, and/or subject to copyright belonging to Lighting Maintenance Inc (“LMI”). This Email is intended solely for the use of the person(s) to which it is addressed and is not subject to FOIA. If you are not an intended recipient, or the employee or agent responsible for delivery of this Email to the intended recipient(s), you are hereby notified that any dissemination, distribution or copying of this Email is strictly prohibited..... If you have received this message in error, please immediately notify the sender and permanently delete this Email and any copies. LMI policies expressly prohibit employees from making defamatory or offensive statements and infringing any copyright or any other legal right by Email communication. LMI will not accept any liability in respect of such communications.*

Good Sunday Afternoon, and Happy Father’s Day!

We had a great week at LMI and here are some of the highlights.

DVIR Software:

* We are in the process of implementing Whip-Around DVIR inspection software. **Dawn Acab** is leading the effort to get info entered and organize groups. **John Knight** is creating custom inspection forms applicable to each vehicle and piece of equipment.

Telogis

* Training for managers will be Tuesday 10:00am for those that can’t make the training the video conference will be recorded.  Any questions regarding training or obtaining copies of the video please contact **Dawn Acab**.

WEX Fuel Cards

* **Bernaly Urso** and **Sharon Maxwell** are working hard to get our WEX account set up and tied into the Telogis system. Each vehicle and piece of equipment will be assigned a card, similar to Quarles.

Eventual Outcome

* Once completely set up and integrated; Telogis, Whip-Around, and WEX will all work together as one system allowing many valuable reports and alerts to be created.

NOVA

**Walter Henriquez** illuminated the PRTC in Woodbridge using his 55’ bucket truck. Although the work originally request changing four lamps, there was additional work needed to be done, which **Walter** tackled with no issues. **Walter** continues to excel in VDOT and other work assigned to him. Thank you Walter for coming in early two days to accomplish this task. **(See PRTC)**

Village Center at Dulles Project

Monday night we started another On-site lighting shopping center LED retro-fit. The crews from Richmond, Hampton Roads, and NoVA were able to install 63 pole fixtures, 100+ canopy fixtures and 80+ wall packs in 1 week, the out of town crews were even able to go home a day earlier than planned.  **Chris Frohman, Vince Rice, Calvin Sullivan, Stone Stillings, Randall Reese, Jeremy Stanley, Ross Pachmayr, Todd Staton,** and **Mike Taft** all exceeded expectations and did a great Job. These guys have proven themselves to be the right crew for these special projects. **(See Village Center @ Dulles)**

Hampton Roads

**John Windsor** and I had an interview with **Tidewater Community College** about the term contract we bid, it went well and we should know something by the middle of July. **Steve Bailey** also introduced **John** to his contacts at Hampton University, and **John** is going to work with Musco Lighting on a design build project to retro fit the football field and basketball stadium lights to LED. Thanks **John** for coming down and helping us with these huge opportunities!

Richmond **(See WIC)**

**Tom Rawlings** (Richmond) taking a WIC sign down at South Side Plaza so the building can be repaired before we put it back up.

**Tom Rawlings** and **Rico Adkins** locating by a truck weigh station guardrail that VDOT is replacing. **(See VDOT Weigh Station)**

Richmond/Lorton VDOT

Working on LED upgrade bridge Rt. 10 Appomattox River Bridge **(See Appomattox LED Bridge)**

**Scotty Sadler** (Richmond) - in one bucket

**Kenny Miller** (Richmond)

**Greg Fisher** (Lorton) in the second bucket **Terry McMahon** (Lorton) **Jim Gee** (Lorton)

Great job Richmond/Hampton Rds/Lorton working together this week!!

Construction

**Larry Daher** shares:

* **John Windsor** found an opportunity in DC to construct a sportslighting system. We were a subcontractor to the MBE electrical contractor on site. **Jeff Bateman** and crew completed the sportslighting project about a year ago, however we just now received payment. Today the project looks outstanding! Thanks everyone!

A Special Thank You

* **Richard Yoder** has been working tirelessly on the many bids that are on the street. A few of these bids we already have, but most represent new opportunities. The most notable is the Montgomery County LED Lighting Upgrade RFP for 24,000 fixtures. This bid is due this week and we stand a good chance of being successful.

Employee of the Month May 2018 **(EOM May 2018)**

**Dorothy Kilgore**

SOVA Office Manager

Year Started with LMI: 2016

Without Dot all of southern VA operations would not be possible. Over the past few months she has stepped up in every way, especially with billing and keeping everything organized. She went from being weeks behind to catching up and staying up to date on all of her work. Dot goes above and beyond daily, doesn’t have to be asked to do anything, she just knows what to do. She is definitely an invaluable asset who deserves recognition. Dot is a tremendous help to the AR department. She is one among several of the biggest advocates for billing and making sure we have everything to invoice quickly.

Safety **Mark Murphy**:

Week in Safety:

* Zero reported Injuries
* Zero Motor Vehicle Accidents
* 14 Safety Audits  Completed

   Thank you all for the work completed safely this week. Looks like Heat is expected majority of next week. Please remember to stay hydrated, about 60% of the human body is water.

Anniversaries:

**Melton Woodson** (June 4th, 6 years)

**Larry Dahler** (June 5th, 1 year)

**Dot Kilgore** (June 6th, 2 years)

**Chantalle Hunt** (June 9th, 4 years)

That is it for this week. Enjoy the rest of your weekend.

Thanks!!

Michael D. Yoder

Michael Yoder

Vice President

Lighting Maintenance Inc.



Cell 301-252-1717

[www.LightingMaintenance.com](http://www.lightingmaintenance.com/)

Email: [Mike@LightingMaintenance.com](mailto:Mike@LightingMaintenance.com)

832 Oregon Avenue Suite A, Linthicum, Maryland 21090

Good Saturday Morning,

This week is filled with reaching for opportunity, planning for the future, experimenting with efficiency, education, unrecognized excellence, an appreciative resident, lucky occupants of a bad car accident, and much more!

Hampton Roads:

The VDOT crews finished up the 246 LED fixture upgrade on the James River Bridge in Newport News this week. The guys preformed well and got good compliments from VDOT. **Mike Swann, Mike Taft, Chantalle Hunt, Austin Bartlett, Richard Bagley, Dave Parker**, and **Lee Hooks** keep up the good work!

Village Center at Dulles project:

**Jeremy Stanley** and **Randall Reese** did a great job finishing up the project and completing the change order that included running over 700’ of EMT on the roof top to re feed 20+ roof mounted floods and establishing power at other troublesome parts of the property. Working overnight and even battling the rain Thursday night, good job guys! **(See VCD1-4)**

Richmond:

**Rico Adkins, Mel Woodson, Chris Frohman**, and **Tom Rawlings** all completed their IMSA Traffic Signal level 1 course.  While our crews already work on back plate projects for VDOT, we look forward to expanding our traffic signal work load in the future.

Forestville

**Diane Hemphill** received a call from a resident at 4905 Rodgers Drive. She wanted to say that the crew that was repairing street lighting was polite, nice and very kind.  She was impressed with the great work. This crew was **Bill Besece**, **David Myers** and **Mike Johnson**.

NOVA Office

From **Ronnie Russell: Steve Tomczyk** a.k.a. Clark Kent, continues to show his amazing character, as he came across an accident on Fairfax Co Pkwy. He assisted the police in getting the elderly couple out of the car. **Steve** tried the doors, which wouldn’t open, so he grabbed his sledge hammer and busted out the back window to assist the police in extracting the couple out. Everybody is fine and Steve is just doing his job as part of our team. #LMIPRIDE **(See Accident 1 & 2)**

Safety

**Mark Murphy**: This week LMI receives a 100% for safety with (0) reported Injuries and (0) motor vehicle accidents.

In addition, Mark performed (11) safety audits. Thank you all for the work completed safely this week.   Employees of Lighting Maintenance drove well over 18,000 miles Safely last week. Great Job!

MD Service

* **Mike Schmidt** wants to let everyone know, what a great job Linthicum Service-**Shane Gallagher**, **Dale Kemper**, **Greg Bateman**, **Stan Syczurowski**, **Rob Legeer**, **Gillian Billey**, & **Clayton Pilkerton**, have been doing on a regular basis.  All the time. Without much recognition unless it was a Project job. Just want to recognize their hard work.
* A special thanks to **Diane Hemphill** who helps out just about every Division we have!
* **Dale Kemper**- currently working in the service department applied this week for LMI’s electrical apprenticeship program for Fall 2018
* Side note: To **James Larson** & his crew Great job loading that container. Very Safe & Professional.

Construction

* The newly completed container was loaded on a trailer this week and transported to Catholic University in Washington DC. **(See Container 1-3)**
* **Ryan Lawler**- currently working in the construction department applied this week for LMI’s electrical apprenticeship program for Fall 2018.

Linthicum:

1. Our WEX fuel card account has been approved and new cards have been ordered
2. Telogis is up and running – thanks to **Dawn Acab**. I had a long discussion with several people at Telogis this week and they are going demo their finest options for us by Wednesday.
   1. One feature we want is the person that completes the DVIR needs to automatically be the operator of record that day.
   2. We hope to have the exact configuration between DVIR software, Fuel Cards, and GPS figured out next week.
3. Montgomery County bid to convert 24,000 lights to LED has been postponed a week. The good news is we believe we are complete. **Richard Yoder** has done an amazing job on this. He had awesome support from **Rob Bowman**, **Mark Murphy**, **Dawn Acab**, and **Sharon Maxwell**.
4. Safety program, we are in the beginning stage of a 14 day free trial for safety software. I hope to have this set up late Monday for use Tuesday/Wednesday. The program is  [www.safetysync.com](http://www.safetysync.com)
5. If all goes as planned we’ll have the EOM announced sometime this week.

Birthdays:

* **DeAndre Thompson** (June 18th)
* **Mark Murphy** (June 20th)
* **Austin Bartlett** (June 22nd)
* **Andrew Houck** (June 23rd)
* **Christopher Hayes** (June 23rd)
* **Milan Shrestha** (June 23rd)

Enjoy the rest of your weekend.

Mike

[](http://www.lightingmaintenance.com/)*This Email message and any attachment may contain information that is proprietary, legally privileged, confidential, and/or subject to copyright belonging to Lighting Maintenance Inc (LMI). This Email is intended solely for the use of the person(s) to which it is addressed and is not subject to FOIA. If you are not an intended recipient, or the employee or agent responsible for delivery of this Email to the intended recipient(s), you are hereby notified that any dissemination, distribution or copying of this Email is strictly prohibited..... If you have received this message in error, please immediately notify the sender and permanently delete this Email and any copies. LMI policies expressly prohibit employees from making defamatory or offensive statements and infringing any copyright or any other legal right by Email communication. LMI will not accept any liability in respect of such communications.*