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# Nomination Form



Date: December 7, 2010

Employee's Name: Bob Joralemon

Department: Economic & Community Development

Nominator's Name: Andy Pouncey, Jerry Cook, Tim Gwaltney & Butch Eder

*Describe how the nominee demonstrates the core values of service excellence, producing A+ results initiative, responsibility, innovation and teamwork. Please attach this form to your statement which should include detailed examples and be no longer than 2 pages in length.  
Forms will be accepted by Michele Betty, Executive Secretary.*

### SPIRIT AWARD – RATING

*This section to be completed by Spirit Committee Members Only*

Evaluators: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- |                                 |             |       |
|---------------------------------|-------------|-------|
| 1. <b>S</b> ERVICE EXCELLENCE   | Score #1    | _____ |
| 2. <b>P</b> RODUCE "A+" Results | Score #2    | _____ |
| 3. <b>I</b> NITIATIVE           | Score #3    | _____ |
| 4. <b>R</b> ESPONSIBLE          | Score #4    | _____ |
| 5. <b>I</b> NNOVATIVE           | Score # 5   | _____ |
| 6. <b>T</b> EAMWORK             | Score # 6   | _____ |
|                                 | Total Score | _____ |

## **SPiRiT Award Nomination Form**

**Employee: Bob Joralemon**

**It is a pleasure for us to recommend Bob Joralemon for the City of Germantown's Spirit Award.**

### **1. Service Excellence**

**Bob, as Germantown's Chief Construction Inspector, is responsible for the construction inspection of all City Capital Improvement Projects. This year alone he is overseeing more than \$13,000,000 in Projects. The nature of his job requires many hours of work beyond the normal work week to ensure that proper construction practices are followed. However, Bob never complains and always conducts himself in a professional, friendly and courteous manner. In addition, he consistently takes plans home at night to review. This devotion to duty has earned him respect from his co-workers, citizens, developers and contactors.**

### **2. Produce A+ Results**

**One of his current assignments is the construction of the new Fire Station 4 on Forest Hill-Irene Road. This new station will be the City's first LEED certified facility. This LEED designation requires specific construction techniques, materials and an enormous amount of record keeping. Bob has almost on a weekly basis discovered proposed activities that were at odds with the approved plans and specifications. Pointing out these discrepancies in advance have allowed changes to be made that saved time, money and protected our LEED Certification designation.**

### **3. Take the Initiative**

**Bob on his own volition updated and revised the City's Standard Construction Specifications and Details. These updated specifications and details have been added to the City's Web Site and are available for developers, contractors, engineers and architects to use in developing projects. Knowing exactly the City's requirements for construction projects in advance is a tremendous asset to the construction community.**

### **4. Responsible**

**Although Bob has three Construction Inspectors working for him, he consistently takes on the most complicated and demanding projects. However, he is never too busy to discuss and resolve issues that may arise with projects being overseen by the other Inspectors. Bob has personally received numerous letters of commendation from citizens, developers and contactors praising his dedication, courtesy and professionalism, but he never mentions them. However, when one of his Inspectors receives a letter of commendation, he ensures that everyone is aware of it by publicly thanking them for a job well done and has the letter inserted into their Personal File.**

## 5. Innovative

Bob has an extraordinary ability to analyze problems and develop remedies, often times creating alternative solutions in the field. Most recently, when the Contractor constructing the new Fire Station 4 installed a section of the new storm water pipe that conflicted with the primary electrical feed to the new facility, Bob designed a junction box that allowed the storm water pipe to be offset just enough to bypass the electrical feed. This innovative adjustment saved the Contractor a significant amount of time and money because neither the electrical line or the storm water pipe had to be relocated.

## 6. Practice Teamwork

In addition, to ensuring that City projects are constructed properly, Bob finds time to volunteer his time and expertise to address City issues that otherwise might not get corrected until it is too late. Bob assisting the Parks and Recreation Department on his own time built a rock headwall at the City's Greenway Trailhead to correct an erosion problem that was threatening the Greenway trail using some city materials and materials he purchased with his own funds.

Based upon Bob's work record alone, we would recommend Bob for the Spirit Award, however, we believe the personal characteristics he displays, especially in regard to dedication, enthusiasm and sensitivity and concern for others are worthy of extra mention. Without reservation, we can recommend Bob Joralemon for the City of Germantown's Spirit Award.