

## INSIDE



### Harassment in the workplace

Most people in the workplace understand that sexual harassment exists. As much as they understand it's a serious problem, many are ill-prepared to deal with it when it occurs. Here are six key things you should know.

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### Issue Sponsor:



# Digital security in the modern workplace

**Brice Wallace**  
*The Enterprise*

Workplaces are full of metaphorical landmines, real and imagined. Staffers must navigate unrealistic project deadlines, bosses saying one thing but meaning another, intra-office politics. But a common problem spot appears much more innocent: an email.

Opening a seemingly OK but nonetheless infected email can open a Pandora's box of costly-to-fix malware that can cripple any organization.

And the range of malware — whether it's adware, phishing, spyware, viruses, worms, Trojan horses, Rootkit, backdoors, keyloggers, ransomware, browser hijackers or some other type — is constantly growing. The best estimates peg the average day seeing 325,000 new bits of malware being created. As recently as 2007, the figure was 15,000 to 20,000.

"I think it's important to get across to people that, hey, no matter what our business is, what we do or how big or how small we are, everybody is really at risk, even if we get sort of this collateral damage and by accident they find their way into our environment," Mark Villinski, part of the corporate marketing group at Kaspersky Lab, said at the recent Interface conference in Salt Lake City.

The idea that cybersecurity risk is omnipresent is symbolized by a data breach at a pizza shop in Portland, Maine, where hackers stole about 900 customers' credit card numbers at point-of-sale (POS) devices at check-

out.

"If the pizza shop down the street from your house can get malware on their POS machine, I think it's a good example that really this can happen to anybody. ... And the more we can get our environments thinking or looking for a general awareness like that, we're just a little better off," Villinski said at the event, part of a nationwide conference series for IT professionals focusing on the latest developments in information security, IT infrastructure and communications.

Villinski said companies can take



several actions to try to prevent malware woes. Most of them focus on educating employees — and executives — about the scope and potential severity of the problem.

"If we can only get one or two folks, or maybe that 'common man' person, in your organizations a little more on board with you and [be] a little more of active participants in security, if you will, we'll be a little bit better off," he told the crowd.

"The decks are stacked against us. As we think about Internet companies like yourselves spending thousands

of dollars or maybe hundreds of thousands of dollars on security, in a lot of cases the bad guys who write their malware and stuff are literally spending nothing or maybe \$50 or \$100 for an exploit kit off the Internet. There's quite an imbalance, and we're really up against it."

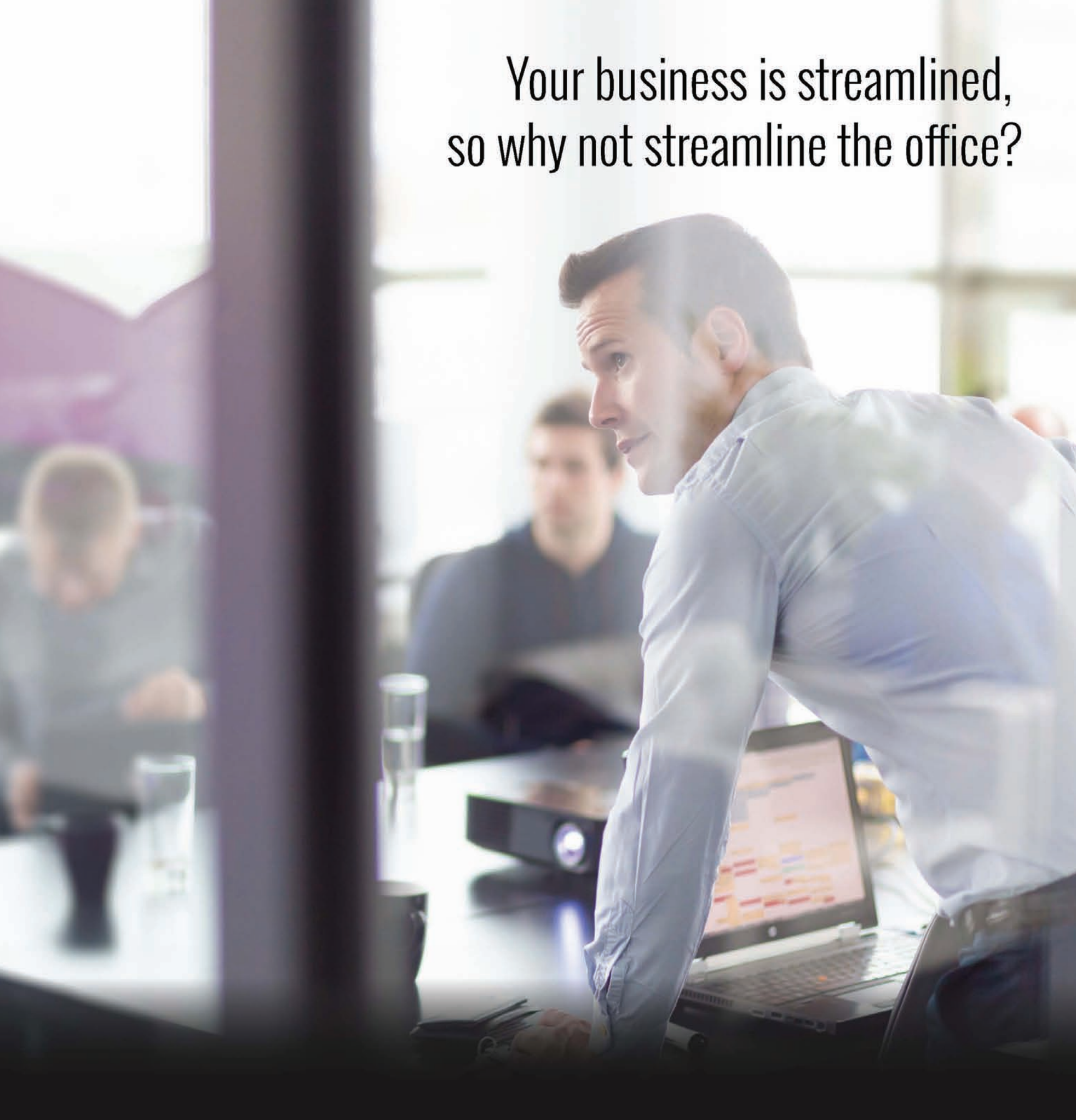
Statistics reflect the imbalance and likelihood of trouble. Every minute, 350 gigabytes of data are uploaded to Facebook, as are 104,000 Snapchats. About 570 websites are coming online each minute.

"Lots of those [are] built by good people with good intentions but possibly a little poorly designed, giving the bad guys many avenues to get out to us and our employees, and lots of those [are] built by bad people with bad intentions for the explicit purpose of having more avenues and opportunities to get out to us," Villinski said. "And there is a lot of bad going on."

A worldwide survey in 2014 by Kaspersky indicated that most respondents had been hit by spam and malware, and 94 percent reported being cyber-attacked within the past 12 months — up 3 percent year over year. While only 12 percent reported being victims of a targeted attack, that figure likewise was up 3 percent.

In that same survey, nearly 27 percent of companies said they lost confidential data as a result of an internal security incident, and the average cost for accidental data leaks was \$39,000 for small businesses and \$884,000 for enterprise operations.

The proliferation of malware has seen exponential growth. In 1994, one new malware was created daily,



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# Moving to a new office? Find a good project manager

Today's office environments vary from simple to complex, with budgets that range from very low to extremely high — and everything in-between. Although the cost of many office designs will fall into a range of \$10-\$20 per square foot, there is no such thing as a "typical" workplace. One size does not fit all. Regardless of the type of business, the key to a successful project is planning and organization on the front end. This will help the user secure the best space possible within a budget that suits their needs.

An open space floor plan is the current trend in office design and has been adopted by many businesses that pride themselves on creativity and being cutting-edge. The objective is to create an environment that can increase productivity while promoting innovation and collaboration. This has become normal for many technology firms and has also spread throughout other business sectors such as financial services, energy, healthcare and real estate. This trend lends itself to nurturing creative thought as well as complementing the way in which workers interact with each other.

In addition to fostering a workplace that allows people to be as efficient and productive as possible, there are other advantages to condensing more people into less space, especially considering that the cost of office space is such a significant percentage of a company's overall operating expense.

Some of these advantages include:

- **Increased Mobility.** The workplace environment may have open seating so employees can choose the space that suits their needs for the day. It may be in a huddle area with other employees or it may be in a small, private office.

- **Lifestyle Appeal.** The younger demographic typically finds the open work space more conducive to their lifestyle. This can impact recruiting and retention.

- **Company Culture.** The workplace isn't all about the physical space; it is also the backbone of a company's brand and culture.

But again, what works for one business — even within the same industry — doesn't work for all. The right combination of shared space and private space, so one can retreat from noise and other distractions, can be significantly different from one business to another.

Regardless of the type of floor plan ultimately selected, there are inherent risks associated with a new construction project, whether moving to a new location or renovating an existing space. Time, cost inflation, work disruption, employee engagement and branding are just a few of the most common risks. Businesses deserve an unbiased leader

to advocate the company goals from concept through completion. This is where an experienced project manager can prove to be a vital resource. As an independent advocate, the project manager can help reduce risk and save money, allowing the client to focus on what matters most — running their business. The project manager can manage the project's budget, schedule and scope to protect the client throughout their entire real estate journey.

There are several misconceptions about the role of the project manager and the value that can be provided. The most common misconception is that the project manager only oversees management of the construction process. Although the construction management role is certainly a significant part of the scope of work typically provided, there are many other services the client can benefit from. The full scope of services can entail:

- **Preconstruction Services.** At the earliest stages of the project these services can include:

1. Assisting the workplace strategist or interior designer with defining how much space is needed.
2. Touring the short list of buildings and evaluating the best fit for the client as well as reviewing and commenting on the landlord's terms and conditions for the space.
3. Developing a realistic budget, as well as a milestone schedule to use as a gauge against the success of the project.

- **Design Oversight.** The process of selecting and managing the design team, including providing input on the constructability of the project. Ensuring the project is designed to the budget, not budgeted to the design,

and offering value engineering solutions to keep the project on target.

- **Construction Oversight.** The process of selecting and managing the general contractor from the start of construction through completion and closeout.

- **Technology and Furniture.** Strategically sourcing the best vendors for telephone and technology cabling, as well as furniture.

- **Move Management.** Selecting the best mover to ensure business downtime is minimized and physical costs are reduced.

The time at which a project manager is introduced in the process is also extremely important. *The maximum amount of value and cost savings are achieved at the beginning of the project — before construction has started.* By engaging the project manager early on, there is an opportunity to ensure that all parties involved are working together and respecting the client's interests at every stage of the project.

In addition to relieving the client from the responsibility of coordinating the numerous activities involved in a successful project, there is a financial benefit as well. In many cases the financial savings offset the project management fees. This can be achieved in a number of ways, including negotiating project costs, competitive tendering, risk mitigation, schedule and change order management and knowledge of contractual terms and conditions.

A workplace isn't just an office, it's part of your brand and culture. Securing a project management professional as your advocate from concept through completion will make a positive difference, and elevate the end result.

Bill Parry directs the Project Management Group in CBRE's Salt Lake City office, where he has successfully managed and completed construction, renovation and relocation projects for a variety of users throughout the western United States.



# Try plants for a more comfortable - and healthy - workplace

For centuries, man has been fascinated by nature. In fact, basic design principles such as color, texture, symmetry and repetition are all drawn from nature, especially when it comes to the vast variety of plant life. Although urban spaces are not new to us, as a society we are still pushing towards a more urban lifestyle. As we spend more time indoors and limit our daily access to natural settings, we are forced to find a way to tame nature and bring it to us. Ancient Roman and Greek cultures were some of the first to integrate plants in their interior spaces and we have continued to improve and redesign how we interact with plants everyday.

From a horticultural standpoint, there are some challenges that present themselves with bringing plants indoors. Low light, dry air and a constant temperature are all problems for most typical plants you see outdoors. Without a bright, sunny window, it would be very difficult to bring your favorite outdoor plant inside and have it do well long-term. Fortunately, horticulturists have been able to cultivate low-light tropical plants that thrive in our favorite warm, dry and poorly lit indoor spaces. Most of these plants originate from tropical or desert areas near the equator and are mass grown for the U.S. in greenhouses and farms in California, Florida and Hawaii.

These plants are then shipped out to retail greenhouses all over the country to be sold to homeowners as well as commercial buildings.

Plants create a warm, welcoming environment as they soften harsh lines and bring living nature indoors. But that's not all. They can do even more for your space, especially in regard to health and employee productivity.



**KATIE BROWN**

NASA has performed several studies in which plants have been shown to effectively recycle the air by removing toxins and replenishing oxygen levels. This study has sprung many others that have gone on to look at plants as a way to help diminish sick building syndrome, by faster and more

effective removal of VOCs (volatile organic compounds) that are released by new paint, carpet and furniture. These VOCs are the main contributor to sick building syndrome, where employees in new buildings can develop dry throat, cough and other harmful symptoms. Interior plants can enable VOCs to be removed from the new development faster, minimizing the symptoms employees exhibit, so that the employee workforce will be healthier, happier and therefore more productive during their work day. Don't forget that these positive effects can help health at home as well. Most effective are plants placed in bedrooms, which can help you sleep better and feel more

calm at the beginning and end of your day.

As space is becoming more limited, designers are coming up with new and innovative ways to incorporate plants in tight spaces. Living walls have been an upcoming trend for the last several years, since they use vertical space that was otherwise unoccupied. Many systems that integrate irrigation and ease of maintenance have been developed — some more successful long-term than others. Living walls present a unique opportunity to create a plant mosaic with ranging colors, textures and shapes creating beautiful patterns. These plant walls are considered to be cutting-edge, but are often fairly expensive. Less expensive options include plant portraits, which are a smaller version of a living wall, similar to a picture in a frame. These can add a contemporary look to any room or office space without breaking your budget.

Another promising design for plant integration is the living table.

These tables have a low shelf that can hold plants, while the top surface is usually glass allowing a clear view of the planting below. The design of the plants can have a similar mosaic style as a living wall. The potential patterns can create a whimsical piece of art for your space, while also being a functional piece of furniture. The table

itself can be low or tall, rectangular or circular, creating a custom design for any area.

The future of indoor plants is continually being changed by cutting-edge designers and it looks like it will continue toward the integration of plants and functional use of space. Well-maintained interior plants are helping residential and commercial spaces set

themselves apart as more luxurious and successful, and creating a more enjoyable environment to live in.

Katie Brown is an interiorscape designer for Cactus & Tropicals, located in Salt Lake City, and studied landscape management at BYU. She has focused her research and experience in interior plant and floral design.



# What to do about sexual harassment in the workplace

Sexual harassment in the workplace is one of those issues that exists in employees' periphery — as much as they might be aware it's a serious problem that occurs, most are ill-prepared to deal with it firsthand. Here are six key things you should know:

**1. The letter of the law might be different from the wording in your employee handbook.**

Workplace harassment isn't specifically addressed in Title VII of the Civil Rights Act of 1964, which protects employees and job seekers against discrimination on the basis of sex, race, color, national origin and religion. But the U.S. Supreme Court has interpreted harassment that's "sufficiently severe or pervasive" and that creates a hostile working environment as a violation of that federal law. According to Amy Oppenheimer, a Berkeley, California-based attorney who specializes in investigating workplace harassment, an employer's definition of what qualifies could be more specific. So "you could violate the rules of your workplace without actually violating the law," she said.

A sample company harassment policy from TheHRSpecialist.com states overt actions such as obscene jokes, lewd comments and touching could qualify, but so could subtle behavior such as staring and repeated requests for dates. The bottom line: If you're not familiar with your company's written policies, get familiar.

And don't discount your gut feeling. "Despite some fogginess people might have on specific definitions, most people are aware of what qualifies as sexual harassment," said Beth Brascugli De Lima, human resources consultant and founder of HRM Consulting in Murphys, California. "Their biggest concern is that they're aware of what they've experienced but don't know what to do once they've experienced it."

**2. The first thing to do is speak up, or better, type it up.** If someone made you feel uncomfortable, the first person to speak to about it is the co-worker who made you feel that way. It'll be awkward, but there's a possibility he or she doesn't realize the error and the issue can be squashed. Just make sure to have this conversation in writing. "If you have

an email that confirms what's transpired, that's better," Oppenheimer said. "For instance, if you've written, 'Roger, when you stand so close to me during a conversation, it makes me uncomfortable. Please keep a distance,' but then Roger continues to stand too close, you have a record started. These cases are often 'he said, she said' scenarios where having a record of your experience helps."

**3. You don't have to report what's happening to your boss.** He or she could be the one with whom you're having an issue. Or maybe your supervisor is especially close to the person behaving inappropriately. "Usually company policies dictate that you go to whomever you're most comfortable speaking with about your situation, as long as they're someone who is designated as responsible for taking immediate action," De Lima said. If your company doesn't have an on-site human resources manager, then your employee handbook probably states whom you should speak to.

Speaking of written company policy, good employers should have established procedures for making

**accused's sake and the company's sake.** "One of the first things someone from HR might ask you is, 'Is it OK for me to investigate what you've told me further, or do you feel that I am biased in some way?'" De Lima said, and it behooves you to consider this carefully. Keep in mind that to resolve a complaint, HR will question you about what occurred, plus interview the accused employee as well as supervisors and witnesses (if there are any). The HR representative might look into your personnel records as well as those of the accused. He or she might also look into your email accounts and any other written documentation. "These investigations have to be pristine," De Lima explained. "They impact the reputations of the accuser and the accused, and the attitudes of the workplace in general, and companies don't want to defame someone who hasn't done anything wrong." If you're worried about impartiality, De Lima said HR might suggest someone else in management, on the board or maybe even an outside consultant who may come in to investigate your claim.

**5. The outcome of making**

"Depending on the conclusions of the investigation and the size of the company, that might be an easy change to accommodate."

Be prepared that the person you've accused of wrongdoing could continue to be your colleague after the investigation is over. He or she might receive a warning or behavioral training, or he or she may have to transfer departments. There's also the possibility your employer might say the investigation was inconclusive. If this happens, don't be discouraged, De Lima said. "All 'inconclusive' means is that on its face, there isn't enough information to determine whether something inappropriate happened or not," she said. "But it could be that someone else brings a claim against this person at the same company, who now has a record of an instance or several instances of inconclusive claims. Even though claims are assessed case by case, you do take someone's personnel record into account."

**6. You have other options if an internal investigation is unsatisfactory.** If you're displeased with the results of your company's investigation,

or if your employer didn't take what you feel to be appropriate steps to address your claim, you could consult with an employment attorney.

Sidney L. Gold, managing partner and founder of the Philadelphia-based firm Sidney L. Gold & Associates, teaches, speaks and writes about employment discrimination. He suggests consulting an experienced lawyer even before reporting an incident to your employer. "If a lawyer feels you have sufficient facts to support a claim, he or she might register a complaint with the [Equal Employment Opportunity Commission] at the

same time as filing one with your employer," he said. "Most employees go to their HR department to file a complaint, but having an attorney do it is more powerful. It's hard to be an advocate for yourself."

Visit the website for the U.S. Equal Employment Opportunity Commission ([www.eeoc.gov](http://www.eeoc.gov)) for guidelines on filing an employment discrimination charge with the federal government.



complaints that all staff have down pat. "A responsible employer regularly trains management and staff on what's considered sexual harassment, how to prevent it and how to stop it when it occurs. Many states require it," Oppenheimer said. "But either way, there should be some complaint mechanism for informing your HR department of what's occurred."

**4. Employers have to remain impartial, for your sake, the**

**a claim might not be what you expected.** Some bigger concerns employees have are that their complaints won't be taken seriously, or they'll have to continue to work in conditions that make them uncomfortable. "During an investigation, it's a good idea to ask the employee what he or she would like to see as a result. The person might say they want to keep their job but work with a new supervisor," De Lima said. "



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# Office Furniture Dealers

Ranked by Total Revenue 2015 through October

Rank	Company Name Address	Phone Web	Total Revenue	Number of Full-Time Utah Employees	Products & Services	Notable Projects	Head of Local Operations
1	<b>Midwest Commercial Interiors</b> 987 S. West Temple SLC, UT 84101	801-359-7681 mwciutah.com	\$38.6 million	81	Commercial furniture, flooring, architectural products	StorageCraft, Instructure, Eccles Primary Children's Hosp.	Marshall Tate President / CEO
2	<b>CCG Howells</b> 358 S. Rio Grande, Ste.100 SLC, UT 84101	801-359-6622 ccghowells.com	\$15 million	65	Office furniture & architectural interior walls	CHG, IM Flash, SPS, Pluralsight, Spring Communications	Carmelle Jensen Jerry Howells Jr.
3	<b>Interior Solutions</b> 522 S. 400 W. SLC, UT 84101	801-531-7538 interiorsolutions.net	\$15 million	50	Kimball Office, National Office, AIS, Russ Bassett	EnergySolutions, Crest Financial, The Boyer Co., Snowbird, Workfront	Kurt Gentry
4	<b>Office Furniture Solutions</b> 1809 S. 900 W. SLC, UT 84104	801-974-1970 DND	\$11.8 million	19	Used furniture, design, refurbishing	Clearlink, Landmark Home Warranty, Insidesales.com	Jonas Persch
5	<b>Bluefin Office Group</b> 780 N. 1200 W. Orem, UT 84057	801-431-0056 bluefinoffice.com	\$8.1 million	28	Workstations, desking, seating, training/conference	DND	Dale Benson
6	<b>Western Interior Services</b> 160 W. 2100 S. SLC, UT 84115	801-973-8255 westerninterior.com	\$5.5 million	32	Artopex, Open Plans, Global, Evolve	Progressive Finance, Young Living, Blue Cross	Richard Schettler
7	<b>New Life Office</b> 1050 S. State St. SLC, UT 84111	801-359-7257 newlifeoffice.com	\$3.7 million	42	Refurbishing; conference tables, desks, seating	DND	Alan Fox
8	<b>Office Furniture Brokers</b> 1475 W. 9000 S. West Jordan, UT 84088	801-809-4168 officefurniturebrokers.com	\$3.1 million	1	New & used office furniture & design	Health Equity, Aspire, FatPipe, Denial, Finicity	Robert De Klerk Managing Director
9	<b>Chase Associates LLC</b> 461 E. 200 S., Ste. 102 SLC, UT 84111	801-532-7761 cautah.com	\$1.5 million	7	Design, procurement, FF&E, project coordination	Encore Apartments, Wasatch Conservice, La Quinta - Logan	Nola Chase Owner
10	<b>Office Systems Specialists</b> 3408 S.1400 W. West Valley, UT 84119	801-908-5286 DND	\$1.5 million	3	Wholesale; new & refurbished	OP dealer, OFS, OFB, Aspen, Foxbuilt, Blufin Platinum Office	Ronald De Klerk
11	<b>Sugar House Furniture</b> 2892 S. Highland Drive SLC, UT 84106	801-485-3606 sugarhousefurniture.com	\$1 million +	4	Finely hand-crafted, solid wood office furniture	DND	DND
12	<b>Linda's Furniture</b> 3330 S. Highland Drive SLC, UT 84106	801-487-3992 lindasfurniture.com	\$140,000	14	Desks, hutches, file cabinets, bookcases	DND	Robert A. Slater
13	<b>Henriksen/Butler Design Group</b> 249 S. 400 E. SLC, UT 84111	801-363-5881 hbdg.com	DND	DND	DND	DND	DND
14	<b>ROSI Office Furniture</b> 2250 S. West Temple SLC, UT 84115	801-486-7711 rosiofficefurniture.com	DND	12	Computer aided design	DND	Sean Murphy
15	<b>SHI Office Furniture</b> 5098 Amelia Earhart Drive SLC, UT 84116	801-355-8811 shiofficefurniture.com	DND	15	Trendway, Hon, National, Compatico	Lockheed Martin, ASC, UofU, Orbital ATK	Zack Inman

# Office Plant Services Providers

*Ranked by Number of Utah Employees*

Rank	Company Name Address	Phone Web	Number of Utah Employees	Years in Business Number of Utah Accounts	Specialties
1	<b>Cactus &amp; Tropicals</b> 2735 S. 2000 E. SLC, UT/ 12252 S. Draper Gate Drive Draper, UT	801-676-0935 cactusandtropicals.com	95	41 850	Interiorscape designing & maintenance, floral, holiday, exterior patio scapes, special events, retail & wholesale
2	<b>Paradise Palm</b> 307 E. Broadway SLC, UT 84111	801-582-3212 paradisepalm.com	12	37 100+	Interior plantscape design, sales & installation, plant care services, retail tropical plant sales
4	<b>Living Creations</b> 7250 S. 630 W. Midvale, UT 84047	801-485-3219 livingcreations.net	10	26 325	Interior landscape design & floral design
5	<b>Winchester Gardens</b> 389 W. Winchester St. Murray, UT 84107	801-269-9229 winchesternursery.com	8	7 DND	Perennials, shrubs, trees, custom containers, landscape design & house plants
6	<b>Foliage Inc.</b> 245 Wilson Ave. S. SLC, UT 84115	801-474-0300 foliageutah.com	6	14 100+	Maintenance, horticultural consultation, design, sales, interior holiday decorating
7	<b>Intermountain Plant Works</b> 3672 S. 900 E. SLC, UT 84106	801-268-1771 intermountainplantworks.com	6	40 DND	Interior plantscaping, design, sales, rentals, long-term rentals, installation, maintenance, special event rentals
8	<b>Plant Jungle</b> 2194 E. Fort Union Blvd. SLC, UT 84121	801-453-9500 plantjungle.com	5	12 30	Custom planters & design, retail store, quick delivery systems, gift delivery
9	<b>Prestige Plants Inc.</b> 11751 Whatta View Place Riverton, UT 84065	801-901-0899 intermountainplantworks.com	5	27 200	Live plant sales & maintenance
10	<b>Wasatch Greenscapes</b> 3953 Wasatch Blvd., Ste.102 SLC, UT 84124	801-648-2650 wasatchgreenscapes.com	3	2 30	Interior landscaping, tropical plants, planters, monthly service & maintenance



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# Office Equipment Dealers

*Ranked by Number of Multi-Function Products Sold to Date 2015*

Rank	Company Name Address	Phone Web	Number of Multi-Function Products Sold to Date in 2015	Number of Utah Locations	Number of Utah Employees Number of Utah Accounts	Services Offered	Brands of Machines Sold
1	<b>Pacific Office Automation</b> 1325 W. 2200 S. SLC, UT 84119	801-990-4001 pacificoffice.com	2,000	1	26 1,300	Copiers, printers, service; management	Konica Minolta, Canon, Lexmark
2	<b>VLCM</b> 3520 S. 300 W. SLC, UT 84115	801-262-9277 vlcmtech.com	1,116	4	105 25,682	Manage print services, hardware repair & warranty	Canon copiers/scanners, HP Printers, Shoretel
3	<b>Valley Office Systems</b> 2500 S. Decker Lake Blvd., Ste. 24 SLC, UT 84111	801-770-3300 valleyofficesystems.com	145	3	16 1,011	Office equipment & related software, repair	Canon, Ricoh, Kyocera, HP
4	<b>Copiers For Less</b> 708 W. Confluence Ave. Murray, UT 84123	801-261-0510 copiersutah.com	110	1	8 300	Service & maintenance contracts, machine sales	Konica Minolta & Lexmark
5	<b>Ability Business Services Inc.</b> 1556 S. Main St. SLC, UT 84115	801-466-8486 abilitybusinessolutions.com	100	1	8 600	Sales, service & repair of digital office equipment; installation of hardware/software	Oki Data, Konica Minolta, Sharp, Lexmark, Xerox, HP
6	<b>Copy Doc Inc.</b> 724 W. 500 S., Ste. 700 B West Bountiful, UT 84087	801-294-5686 copydocutah.com	25	1	2 400	Sales, service; discounted; discount/rebuilt toner supplies	Kyocera, Copystar, Canon, Samsung, HP, Brother
7	<b>Les Olson Co.</b> 3244 S. 300 W. SLC, UT 84115	801-486-7431 lesolson.com	DND	6	202 DND	Copiers, printers, large format, managed IT services, managed print services	Sharp, HP, Fujitsu, Microsoft, Docuware



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## SECURITY

from page F1

but by 2006 it was one per minute, 2011 it was one per second. Now it's about 325,000 pieces per day. And more malware has been created the past two years than in the previous 10 years combined, he said.

"Everything there is predicated on humans making mistakes or being tricked, or, in some cases, following proper procedure and being safe and still it was an area being compromised," he said.

But there is hope. The chances of infection drop if companies invest in people, products or services aimed at keeping the bad stuff out.

"If we think of the hacker out there like that bear, nipping at the feet of the people at the back of the pack, if you can get one, two, three employees just a little bit more security-aware, to maybe not click on that link or something, maybe similar to the bear moving on the next-closest guy, the bad guy is going to stop wasting time in your environment. He's going to move on to the next one," Villinski said.

Among tips Villinski suggested to address malware threats are:

- Talking to employees about cybersecurity and malware's poten-

tial impact on company operations. Having employees sign a "I have read and understand company IT policies" form is not good enough, he added. Regular testing of employees' knowledge of the matter helps, especially if the company makes it fun and/or rewarding.

- Remembering that top management and IT staffers are employees, too, and often are great targets for attacks.

- Having employees understand that their organizations cannot create policies sophisticated enough to cover

all possible attacks.

- Having companies realize that their employees are humans and therefore have weaknesses and make mistakes.

- Having companies never disapprove or make fun of an employee who raises a cybersecurity red flag, even if it's a false alarm.

- Listening to feedback from employees about security systems. If companies force employees to change their passwords weekly or make access to information too complicated, it can lead to employees bypassing the

restrictions, likely making the company even more vulnerable to attacks.

- Understanding that a cybercriminal almost never looks like one. Some cyber-incidents start with a phone conversation with someone who poses as a coworker who builds his understanding of a company's internal structure and operations by asking innocent questions. Some can occur with, say, a person gaining entry to a workplace, leaving infected USB drives throughout the building and swiping unattended mobile devices left on desks.



## Help Families in Peru

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# Advertising Agencies

Ranked by Gross Sales in Utah in 2014

Page 1

Rank	Company Name Address	Phone Web	Gross Sales in Utah in 2014	Number of Full-Time Employees in Utah Year Est.	Services Offered	Owner/Manager/CEO
1	<b>ThomasARTS</b> 240 S. 200 W. Farmington, UT 84025	801-451-5365 thomasarts.com	\$122.5 million	135 2003	Full-service marketing communications	Dave Thomas
2	<b>Penna Powers</b> 1706 Major St. SLC, UT 84115	801-487-4800 pennapowers.com	\$50 million	44 1984	Full-service communications firm	Chuck Penna
3	<b>Love Communications</b> 546 S. 200 W. SLC, UT 84101	801-519-8880 lovecomm.net	\$36 million	42 1999	Full-service advertising & communications agency	Tom Love
4	<b>Saxton Horne</b> 9350 S. 150 E., Ste. 950 Sandy, UT 84070	801-304-1000 saxtonhorne.com	\$33 million	65 1995	Full-service advertising agency	David Blainic
5	<b>FUEL Marketing LLC</b> 2005 E. 2700 S., Ste. 180 SLC, UT 84109	801-484-2888 fuelmarketing.com	\$9.8 million	16 2003	Advertising, marketing, media, public relations	Donna Foster & Brad Plowman
6	<b>Concept Marketing</b> 2700 Homestead Rd. Park City, UT 84098	435-615-1758 435-615-1759 conceptmrk.com	\$2-7 million	9 1998	DND	Nate Di Palma
7	<b>Oxygen Marketing Communications</b> 9500 S. 500 W., Ste. 207 Sandy, UT 84070	801-272-8686 oxygenmarketinggroup.com	\$6.4 million	8 2001	Full-service advertising & marketing agency	Tracey Smith
8	<b>R&amp;R Partners</b> 837 E. South Temple SLC, UT 84102	801-531-6877 rrpartners.com	\$4.4 million	32 1974	Full-service	Bob Henrie & Cathie DeNaughel
9	<b>Freestyle Marketing Group</b> 211 E. Broadway, Ste. 214 SLC, UT 84111	801-364-3764 freestylemg.com	\$4.1 million	9 2000	Full-service advertising agency	Erni Armstrong
10	<b>The Orton Group Inc.</b> P.O. Box 9282 SLC, UT 84109	801-596-2100 ortongp.com	\$1.5 million	4 1985	Full-service advertising agency	Kelley Beaudry
11	<b>Jibe Media</b> 774 S. 300 W., Ste. B SLC, UT 84101	801-433-5423 jibemedia.com	\$1.1 million	6 2001	Marketing & advertising agency	Joel Farr & Greg Lowe
12	<b>GumCo</b> 12 W. Market St., Ste. 220 SLC, UT 84101	801-505-9997 gumco.com	\$800,000	10 2013	Full-service creative agency	Steve Driggs
13	<b>Axis41</b> 175 W. 200 S., Ste. 4100 SLC, UT 84101	801-303-6300 axis41.com	DND	148 2000	DND	Ron Pynes Steve Wiest Reed Wright
14	<b>EKR</b> 250 W. Center St., Ste. 320 Provo, UT 84601	801-377-9321 ekragency.com	DND	68 2001	Brand management, web development, marketing firm	Bill Brady
15	<b>FORTHGEAR</b> 116 W. Gentile, Ste. A Layton, UT 84041	801-991-1060 forthgear.com	DND	11 1995	Marketing, communications, design	Brett Gee

# Advertising Agencies

Ranked by Gross Sales in Utah in 2014

Page 2

	Company Name Address	Phone Web	Gross Sales in Utah in 2014	Number of Full-Time Employees in Utah Year Est.	Services Offered	Owner/Manager/CEO
16	<b>FLUID</b> 1065 S. 500 W. Bountiful, UT 84010	801-295-9820 getfluid.com	DND	30+ 1997	Full-service creative advertising agency	DND
17	<b>Red Rider Creative</b> 510 S. University Ave. Provo, UT 84604	801-226-1289 redridercreative.com	DND	9 1998	Advertising agency	Clark Taylor
18	<b>Richter7</b> 150 S. State St., Ste. 400 SLC, UT 84111	801-521-2903 richter7.com	DND	20 1971	Full-service advertising agency	Tal Harry
19	<b>Rumor Advertising</b> 807 South Temple SLC, UT 84102	801-355-5510 rumoradvertising.com	DND	20 DND	DND	DND



DND=Did Not Disclose N/A=Not Applicable  
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## The connection between workplace safety and profitability

Making the connection between workplace safety and profitability can reinforce and spur greater attention to improving safety practices and reducing workers' compensation costs in the construction industry.

There is often a reluctance to discuss safety and profits in the same conversation, but the financial benefits can help engage C-level executives in efforts to avoid fatalities and correct hazardous conditions, said Charlie Bacon, chairman and CEO of mechanical and maintenance specialty contractor Limbach Facility Services LLC in Pittsburgh.

"There is a huge financial return by implementing safe work practices," he told attendees at the International Risk Management Institute Inc.'s Construction Risk Conference in Las Vegas recently.

"It is cost-effective," agreed Thomas Gilbane, chairman and CEO of developer and contractor Gilbane Inc. in Providence, Rhode Island. "You can make money through safety, and if that's why people do it, that's fine."

Limbach is experiencing a "terrible" safety year, which Bacon attributed to restructuring decisions made in 2011 to deal with the impact of the recession on the construction business. "Things were tight," he said. "We let some people go and really had to do more with less. And I believe it impacted that aspect of our company as to how things were going with safety."

In response, the company formed a safety leadership team co-chaired by Bacon and the chief operating officer to engage senior leadership, but with more "boots than suits," such as key foremen, maintenance staff and

technicians. The team participates in a weekly conference call to discuss safety topics and actions. In addition, the human resources director's job description has been revamped to focus on education and leadership training for those employees on the front lines of preventing workplace injuries, he said.

Contractors should be sure to let their agents or brokers know of any enhancements to their safety programs, such as integrating stretching programs or physical range of motion testing, prior to renewal and ask them to share the information with their insurance carriers, said Sonja Guenther, vice president and workers' compensation specialist IMA Financial Group Inc. in Denver. Another particularly "powerful" piece of information to share is the number of hours of safety train-

ing completed, as well as any positive changes in incident rates, she said.

Companies should also be up to speed on the status of Occupational Safety and Health Administration citations, Guenther said. "I can tell you your insurance carrier or underwriter will be looking at the (OSHA) website to see if you have any outstanding violations prior to going through your policy renewal," she said.

But OSHA issued a memorandum in 2012 that called incentive programs that discourage employees from reporting their injuries problematic and reminded employers that they cannot discriminate against employees who exercise their rights to report injuries.

"OSHA does not take very kindly to employers that are using incentive programs as a safety benefit," Guenther said.



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# Temporary Staffing Firms

Ranked by Number of Temps Assigned Per Week in Utah

Rank	Company Name Address	Phone Web	Number of Temps Assigned Per Week in Utah	Number of Full-Time Utah Employees	Number of Utah Offices	Industries Served	Benefits Available
1	<b>Kelly Services</b> 181 E. 5600 S., Ste.140 Murray, UT 84107	801-262-2252 kellyservices.com	4,200	42	9	Administrative, contact center, educational staffing, production, assembly, finance, scientific, IT & engineering	Service bonus, holiday pay, employee discounts, health insurance
2	<b>Strategic Staffing (Division of BBSI)</b> 3761 S. 700 E., Ste. 200 SLC, UT 84106	801-994-9494 801-994-9499 strategicstaffs.com barrettbusiness.com	3,184	36	5	Manufacturing, administrative, call centers, production, warehouse, hospitality, accounting	Vacation & holiday pay, health, dental, vision, 401(k), direct deposit
3	<b>Synergy Staffing Partners</b> 5578 S. Redwood Road, Ste. B Taylorsville, UT 84123	801-266-9675 synergystaffing4u.com	1,650	15	2	Administrative, clerical, hospitality, manufacturing, production, warehouse & professional direct hire	Health insurance, holiday pay, vacation pay and referral bonus
4	<b>ResourceMFG</b> 3981 S. 700 E., Ste. 9 SLC, UT 84107	801-265-1999 DND	1,600	25	6	Manufacturing, military medical, aerospace, food, nutraceutical, pharmaceutical	Medical, life, disability insurance, holiday & vacation/client specific
5	<b>Spherion Staffing and Recruiting</b> 204 E. 900 S. SLC, UT 84111	801-519-5093 spherion.com/utah	900	34	5	Light industrial, call center, clerical, finance & accounting, IT	Healthcare
6	<b>Remedy Intelligent Staffing</b> 525 W. 5300 S. SLC, UT 84123	801-685-8100 www.remedystaff.com	250	8	2	Clerical, administrative, light industrial	Comprehensive
7	<b>APEX Staffing LLC</b> 145 E. 1300 S., Ste. 103 SLC, UT 84115	801-328-9567 apexjobs.net	132	3	1	Construction, light & heavy industrial, manufacturing	N/A
8	<b>Utah Employment Services</b> 2292 S. Redwood Road SLC, UT 84119	801-978-0378 utahemploy.com	125	7	1	Recycling, painting, electrical, light industrial, clerical, transportation	Health, vision & dental insurance, vacation, holiday
9	<b>Kforce Inc.</b> 756 E. Winchester St. Murray, UT 84107	801-257-6805 kforce.com	120	17	1	Healthcare, financial services, e-commerce, high-tech, nonprofit	Full benefits: health & welfare, PTO, disability, 401(k)
10	<b>Vital Signs Staffing LLC</b> 3761 S. 700 E., Ste. 150 SLC, UT 84106	801-892-8300 vitalsignshealthcare.com	85	6	1	Healthcare & medical clerical	Holiday pay, vacation pay, referral bonuses
11	<b>Andersen Certified Staffing</b> 1100 E. 6600 S., Ste. 410 SLC, UT 84121	801-463-7400 andersenstaffing.com	28	5	1	All	Qualifying holiday pay
12	<b>Ampian Staffing</b> 126 W. Segoe Lily, Ste. 110 Sandy, UT 84070	801-253-6126 ampianstaffing.com	10 to 20	20	1	IT	Health, vision, dental



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