



# 2018 NCAC Membership Directory

*“Enhancing the stature and effectiveness of the acoustical consulting profession for the mutual benefit of the public and the member firms.”*

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### C. PAUL BONER MEDAL RECIPIENTS

Presented to an individual of the acoustical consulting community who embodies the qualities of the late C. Paul Boner, teacher, scientist, administrator and technician who has made outstanding contributions to the acoustical consulting profession.

William J. Cavanaugh 1983  
Harold R. Mull\* 1987  
Paul B. Ostergaard 1991

George P. Wilson 1992  
Gregory C. Tocci 1996  
Laymon Miller\* 2007

### LAYMON N. MILLER AWARD RECIPIENTS

William J. Cavanaugh 2015  
James D. Barnes 2016

### PAST PRESIDENTS

1962 Howard C. Hardy\* • 1962-1963 Michael J. Kodaras\* • 1963-64 Robin M. Towne\* • 1964-69 Harold R. Mull\*  
1969-71 Vincent Salmon\* • 1971-73 Robert Lindahl\* • 1973-75 Kenward S. Oliphant\*  
1975-77 Paul B. Ostergaard • 1977-79 William J. Cavanaugh • 1979-80 Paul B. Ostergaard  
1980-82 George P. Wilson • 1982-84 Douglas Muster\* • 1984-86 David Joiner  
1986-88 Gregory C. Tocci • 1988-90 Jason T. Weissenburger\*  
1990-92 David L. Adams • 1992-94 Jack E. Randorff • 1994-96 Dennis A. Paoletti  
1996-98 Jerry G. Lilly • 1998-00 John Erdreich • 2000-02 Noral D. Stewart  
2002-04 K. Anthony Hoover • 2004-06 Edward Logsdon • 2006-08 David Marsh  
2008-10 Russ Berger • 2010-12 Bennett Brooks • 2012-2014 Kerrie Standlee • 2014-2016 Kenric Van Wyk\*

### HONORARY MEMBERS (Est. 1969)

NAME	YEAR ELECTED
E. W. Wilson*	1969
Robert Lindahl*	1975
Michael J. Kodaras*	1976
August C. Raes*	1977
C. Paul Boner*	1978
Harold Burris-Meyer*	1978
Leo Beranek*	1982
Harold R. Mull*	1987
Robin Towne*	1987
Paul S. Veneklasen*	1992
Laymon N. Miller *	1993
Paul B. Ostergaard	1993
O.L. Angevine*	1994
Ludwig W. Sepmeyer*	1994
Rollin O. Boe	1995
Eugene H. Bolstad	1995
Harold Marshall	1995
Cyril M. Harris*	1996
William J. Cavanaugh	2004
Minoru Nagata	2004
George Paul Wilson	2005
M. David Egan	2005
George C. Maling, Jr.	2012
William W. Lang*	2012

### LIFE MEMBERS (Est. 1992)

NAME	YEAR ELECTED
Bill Cavanaugh	2015
Ronald A. Darby	1996
David H. Kaye	1996
Douglas Muster*	1996
Lewis Bell	1997
Ken Eldred*	1997
Robin Towne*	1997
Vincent Salmon*	1998
David Harris	1999
David Keast	2001
John J. Van Houten	2001
George E. Winzer	2007
George W. Kamperman	2009
Tom Rose*	2009
Joseph W. Sullivan	2009
Kenneth B. Scott	2012



### **History and Purpose of the National Council of Acoustical Consultants**

The National Council of Acoustical Consultants was established in 1962 when a group of practicing consultants realized that expanding and rapid developments in the relatively new field of acoustics warranted support of mutual efforts which only a national association could provide.

#### **The purposes of NCAC are:**

- Establish and encourage adherence to the highest standards of professional ethics and business practices;
- Inform the public of the existence of acoustical consultants and the services which they provide;
- Provide members with a forum for discussion and exchange of information on matters of common interest;
- Cooperate with representatives of other organizations on matters of mutual interest and concern;
- Preserve and protect the public welfare by encouraging accurate and proven representations concerning acoustical products, materials and services;
- Encourage and promote continuing growth and education in the profession.

While there are organizations dedicated to scientific and engineering aspects of the field of acoustics, only the National Council of Acoustical Consultants is dedicated to management and related concerns of professional acoustical consulting firms and to safeguarding the interests of the clients and public which they serve.

#### **NOTE**

NCAC Member firms or individual members are not associated with the manufacture or sale of any product when such association could jeopardize, tend to jeopardize, or give the impression of jeopardizing their ability to render independent, unbiased decisions regarding product specifications or related matters.

## *Canons of Ethics*

### **PREAMBLE**

Acoustical consulting is an important and learned profession. The members of the profession recognize that their work has a direct and vital impact on the quality of life for all people. Accordingly, the services provided by acoustical consultants require honesty, impartiality, fairness and equity, and dedication to the protection of the public health, safety and welfare in the practice of their profession. Acoustical consultants must perform under a standard of professional behavior, which requires adherence to the highest principles of ethical conduct on behalf of the public, clients, employees and the profession.

### **I. Fundamental Canons**

Acoustical consultants, in the fulfillment of their professional duties, shall:

1. Hold paramount the safety, health and welfare of the public in the performance of their professional duties.
2. Perform services only in areas of their competence.
3. Issue public statements only in an objective and truthful manner.
4. Act in professional matters for each client as faithful agents or trustees.
5. Avoid improper solicitation of professional assignments.

### **II. Rules of Practice**

1. Acoustical consultants shall hold paramount the safety, health and welfare of the public in the performance of their professional duties.
  - a. Acoustical consultants shall at all times recognize that their primary obligation is to protect the safety, health, property and welfare of the public. If their professional judgment is overruled under circumstances where the safety, health, property or welfare of the public are endangered, they shall notify their client and such other authority as may be appropriate.
  - b. Acoustical consultants shall approve only acoustical consulting work which, to the best of their knowledge and belief, is safe for public health, property and welfare and in conformity with accepted standards.
  - c. Acoustical consultants shall not reveal facts, data or information obtained in a professional capacity without the proper consent of the client except as authorized or required by law or these Guidelines.
  - d. Acoustical consultants shall not permit the use of their name or firm nor associate in business ventures with any person or firm which they have reason to believe is engaging in fraudulent or dishonest business or professional practices
  - e. Acoustical consultants having knowledge of any alleged violation of these Guidelines shall cooperate with the proper authorities in furnishing such information or assistance as may be required
2. Acoustical consultants shall perform services only in the areas of their competence.
  - a. Acoustical consultants shall undertake assignments only when qualified by education or experience in the specific technical fields involved
  - b. Acoustical consultants shall not affix their signatures to any plans or documents dealing with subject matter in which they lack competence nor to any plan or document not prepared under their direction and control.
  - c. Acoustical consultants may accept an assignment outside of their fields of competence to the extent that their services are restricted to those phases of the project in which they are qualified and to the extent that they are satisfied that all other phases of such project will be performed by registered or otherwise qualified associates, consultants or employees, in which case they may then sign the documents for the total project.

3. Acoustical consultants shall issue public statements only in an objective and truthful manner.
  - a. Acoustical consultants shall be objective and truthful in professional reports, statements or testimony. They shall include all relevant and pertinent information in such reports, statements or testimony.
  - b. Acoustical consultants may express publicly a professional opinion on technical subjects only when that opinion is founded upon adequate knowledge of the facts and competence in the subject matter.
  - c. Acoustical consultants shall issue no statements, criticisms, or arguments on technical matters which are inspired or paid for by interested parties, unless they have prefaced their comments by explicitly identifying the interested parties on whose behalf they are speaking and by revealing the existence of any interest they may have in the matters.
4. Acoustical consultants shall act in professional matters for each client as faithful agents or trustees.
  - a. Acoustical consultants shall disclose all known or potential conflicts of interest to their clients by promptly informing them of any business association, interest or other circumstances which could influence or appear to influence their judgment of the quality of their services.
  - b. Acoustical consultants shall not accept compensation, financial or otherwise, from more than one party for services on the same project or for services pertaining to the same project, unless the circumstances are fully disclosed to, and agreed to, by all interested parties.
  - c. Acoustical consultants in public services as members of a governmental body or department shall not participate in decisions with respect to professional services solicited or provided by them or their organizations in private acoustical consulting practices.
  - d. Acoustical consultants shall not solicit or accept a professional contract from a governmental body on which a principal or officer of their organization serves as a member.
5. Acoustical consultants shall avoid improper solicitation of professional assignments.
  - a. Acoustical consultants shall not falsify or permit misrepresentation of their or their associates, academic or professional qualifications. They shall not misrepresent or exaggerate their degree of responsibility in or for the subject matter of prior assignments. Brochures or other presentations incident to the solicitation of assignments shall not misrepresent pertinent facts concerning employees, associates, joint ventures or past accomplishments with the intent and purpose of enhancing their qualifications and their work.
  - b. Acoustical consultants shall not offer, give, solicit or receive, either directly or indirectly, any political contribution in an amount intended to influence the award of a contract by public authority, or which may be reasonably construed by the public of having the effect or intent to influence the award of a contract. They shall not offer any gift or other valuable consideration in order to secure work. They shall not pay a commission, percentage or brokerage fee in order to secure work except to a bona fide employee or bona fide established commercial or marketing agencies retained by them.

## NCAC Member Firms

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## Selection of an Acoustical Consultant

Every project undertaken by a consultant is unique. While many assignments may be similar in nature, no two are ever identical. For this reason, it is essential that a consultant be chosen with deliberate care. In essence, the more experienced and qualified the consultant is to undertake a given project, the more likely the services will be in accord with the goals and objectives of the client. Moreover, provision of consulting services, by definition, implies a close, privileged relationship between the consultant and his client. To give less than full consideration to the selection/retention process, therefore, would be to jeopardize a successful consultant-client relationship before it begins, thereby jeopardizing the successful outcome of the project at hand.

In the event that you have not already established a relationship with an acoustical consultant, the National Council of Acoustical Consultants recommends for your consideration the following method of selection and retention tested through many years of successful application:

1. Determine to the extent possible the nature and scope of the problem or assignment involved.
2. Through contact with mutual acquaintances who have previously utilized acoustical consultants, or from directories of qualified independent consulting firms provided by an organization such as NCAC, identify one or more acoustical consultants who, by virtue of previous experience, stated capabilities, availability and proximity of location, as well as other relevant factors, appear to be generally qualified to undertake the project.
3. Provide project details to the consultants so identified and request from each statements of qualification, including a complete description of the firm, previous assignments and clients, names and biographies of persons who would be working on the project, anticipated time schedules involved, and other factors which relate to the quality of work to be performed.
4. After thorough review of applicant firms, credentials and experience data, possibly including direct contact with firm representatives if such can be arranged, identify the firm which appears most qualified to serve your specific requirements.
5. Contact representatives of that firm believed to be most qualified and open discussions to establish a mutually acceptable consulting fee arrangement and payment methodology.
6. If the discussions prove satisfactory, the client should retain the consultant to ensure availability for the project. If discussions are not successful, they should be terminated and opened with other qualified firms, one at a time.

It should be noted that NCAC encourages open and frank discussion of financial concerns between the client and consultant. Experience demonstrates that mutually satisfactory client-consultant relationships rest predominantly on the consultant's ability to deliver cost effective services on time and within the scope of the agreement. In fact, most successful consultants pride themselves on their ability to tailor their efforts to the scope of the project and the budget available for services as well as for implementation of the recommendations resulting from their services. It is urged strongly, however, that discussion of fees be divorced completely from the ranking of qualifications to prevent financial considerations from biasing the selection process. True economy results only when services provided are cost-effective in the long term, helping ensure results which satisfy the client's needs from an overall standpoint. A consultant who is fully competent to undertake the work is the one most likely to provide such results.





**NATIONAL COUNCIL**  
*of*  
**ACOUSTICAL CONSULTANTS**

### **NCAC Membership Information**

Firm membership is possible for any firm, division within a firm, partnership or individual proprietorship that provides independent acoustical consulting services to the public as its principal activity. All acoustical consulting Principals of the firm shall be full members or Fellows of the Acoustical Society of America or Institute of Noise Control Engineering. Individual NCAC memberships are available to qualified persons employed by NCAC member firms.

#### **For further information, please contact NCAC Headquarters:**

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F: (317) 328-4629  
Email: [info@ncac.com](mailto:info@ncac.com)



## INFORMATION UPDATE/CORRECTION FORM

In order to keep the NCAC directory up to date and accurate please submit the following form if there is a change in your information or if your information is incorrectly listed in the directory.

You may submit the form:

By fax: (317) 328-4629

By mail: 9100 Purdue Road, Suite 200, Indianapolis, IN 46268, or

By submitting the following information in an email to [info@ncac.com](mailto:info@ncac.com).

If you have any questions please call headquarters at (317) 328-0642.

Firm Name: \_\_\_\_\_

Firm Representative Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Page in the directory on which your firm appears: \_\_\_\_\_

Description of necessary changes:

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