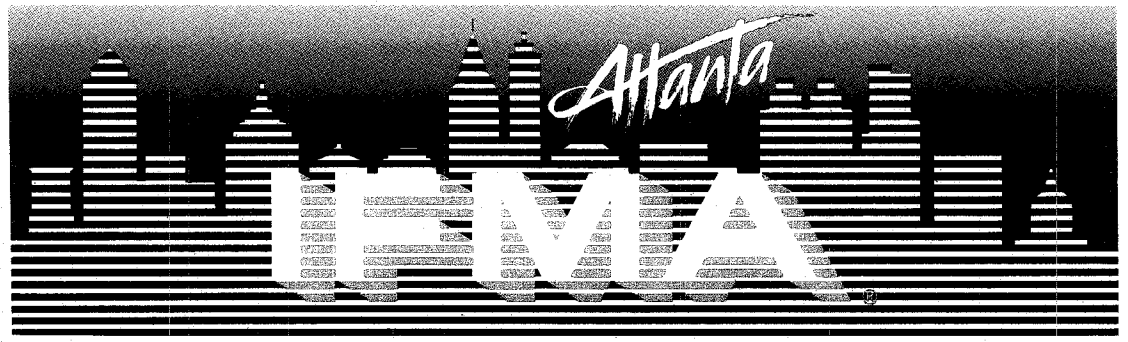


International Facility Management Association



\$4.25

IFMA Atlanta • P.O. Box 43306 • Atlanta, Georgia 30336-0306

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SUSTAINING PATRONS 1995

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Monthly Meeting

Wednesday, September 20, 1995 - Cobb Galleria Centre

Topic: IFMA-Atlanta's 5th Semi-Annual Sharing Rally
Date: September 20, 1995
Time: 11:30 a.m. - 1:30 p.m.
Cost: \$20 Members; \$30 Non-Members, Wait List & Guests
Location: Cobb Galleria Centre
Call: IFMA Office (770) 948-3963 or FAX (770) 948-4507

IFMA-Atlanta's 5th Semi-Annual Sharing Rally

It's Sharing Rally time! Join your professional peers as we learn more about each other's facilities and process break-throughs. Sharing facility information with other members. **BELIEVE IT!** Three of our own Atlanta members will present some of the innovations within their departments/companies. Be prepared to listen to your peers, learn and share facility information, and **APPLAUD.**

This format has proven to be one of the **highest attended meetings** over the last three years. After the presentation, questions will be entertained on the presented topics. If you have a specific question on any facility topic, we will try to field an answer from those in attendance. Those confirmed to speak at press time are:

Bob Kinney	The Home Depot
Mike Anderson	Reynolds & Reynolds
Susan Lawson	The Coca-Cola Company

Can you afford to miss the facilities networking from this meeting? This is a great opportunity to bring a prospective member and/or another member of your company to IFMA-Atlanta. **Come support your peers;** after all, you might be asked or volunteered for the next Sharing Rally.

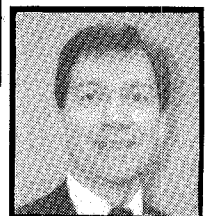
President's Message *by Gene Meany*

This and That

I wanted to touch on several items this month, so pardon me while I ramble.

After a formal search conducted by the Executive Committee, Associations of Georgia, Inc. was selected to assist in chapter management. Freddi Hagin,

President, and her staff bring to IFMA-Atlanta almost 20 years experience in association management. They will be assisting the Board with what veep Harry Ludwig affectionately refers to as "administrivia," i.e., maintaining the membership



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President's Message

-continued from page one-

database, processing forms, responding to information requests, registering meeting attendees, etc. Our intent is threefold: 1) to offer more responsive service to you—our members and prospective members; 2) to enhance our chapter identity locally with a staffed office, a directory listing, etc.; and 3) to improve the productivity of our Board and committee members, relieving them of the routine tasks that take an inordinate amount of time to allow them to concentrate on developing new and/or improved services. Please welcome Freddi and her staff into our family. Also note the new telephone number for meeting reservations.

If you are attending World Workplace '95, don't forget the Atlanta Chapter's Night Out on Monday, September 18th. If you have not received a personal invitation in the mail, stop by the Milliken or Royal Cup booths in the Learning Center/exhibit hall to get the details. The preferred conference attire is business casual, but everyone who's anyone will be wearing an IFMA-Atlanta polo. I still have a few left at only \$25 each. Call me if you are interested. If you need IFMA-Atlanta pins, contact **Harry Ludwig, 572-4902** in Atlanta, or at the Doral Ocean Beach Resort in Miami Beach. And remember, our pins (Olympic pins) are valuable, ... demand more!

For those not traveling to Miami Beach, it will be business as usual in terms of our monthly program. It was the Board's decision that *the Show must go on*, because we owe it to you to offer a local alternative and to be consistent regarding the meeting date.

As the third quarter winds down, the Board is gearing up for the election of 1996 chapter officers and the replacement of several committee chairs. So when a Board member calls to invite you to participate in the administration of this chapter, just say **YES!** (*my apologies to Nancy.*) Or better yet, volunteer for the committee of your choosing.

Hope to see you soon.

FACILITY FOCUS

(continued)

is still necessary for seeding bushhog fields or slopes that won't be cut on a regular basis. The improved fescue must be mowed on a regular basis.

FACILITY FOCUS

By Bart L. Parker

The Morrell Group, Inc. — 662-8775

If your fescue turf is looking a little shabby with the summer drawing to an end, don't lose heart. Help is on the way as landscape firms begin their annual aeration and over-seeding.

Fescue lawns throughout metro Atlanta have taken a beating this summer as we experienced record heat and very little rainfall. Even irrigated fescue lawns have endured considerable stress since irrigation systems are designed to supplement rainfall, not totally replace it. Also, there are watering restrictions with which we've had to contend.

Tall fescue is a cool season turf, unlike warm season varieties such as bermuda, zoysia and centipede. While the warm season turfs typically thrive during the summer months, fescue is struggling along, occasionally going into dormancy to survive when there is insufficient moisture. It has been so hot and dry this summer that even warm season lawns have suffered.

The cooler weather around the corner will mean the dormancy of the warm season turf and the reviving of tall fescue. To renovate the languishing fescue lawns and prepare them for their prime season, we utilize a procedure called aeration and over-seeding. Aeration allows air to the roots of existing turf and disturbs the top layer of soil, allowing the seed to make contact with the soil. Soil contact is necessary for germination. Over-seeding is required since fescue doesn't reproduce itself by runners or rhizomes, as warm season turfs do.

Aeration and over-seeding can be performed effectively in a "window" from September through October. In November, you run the risk of poor germination because of cooler temperatures and possible cold damage to the tender, immature seedlings. We aerate and overseed irrigated turfs in the earlier part of the window, saving lawns without irrigation till last, to take advantage of the late fall and winter rainfall. October is often one of the driest months of the year and if a lawn without irrigation is overseeded too early, the young seedlings will die during any extended dry period, because their root systems are not yet developed.

As for the type of seed, improved varieties of tall fescue are recommended over Kentucky 31 because their narrower blade and darker color produces a more attractive lawn. A slower growth rate and disease resistance are also factors. The improved varieties cost about twice as much as Kentucky 31, but the benefits are worthwhile for a premium commercial site. We use a custom blend of improved tall fescue varieties. Kentucky 31

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IFMA GOLF OUTING September 12 at River Pines

Don't forget our first annual golf outing on Tuesday, September 12, 1995 at River Pines Country Club in Alpharetta, Georgia. All proceeds will be donated to Habitat for Humanity in Atlanta.

The event will begin with a lunch for all participants at 11:00 a.m., and a noon shotgun start is planned for golfers. An awards dinner for golfers and non-golfing supporters will be held from 5:30-7:00 p.m. The cost for golfers is \$95, and the social fee (*for non-golfing supporters*) is \$30. These prices include a box lunch and the buffet awards dinner. For more information, please contact **Keith Rodbell at Pointe Services at 936-8004.**

BOMA TRADE SHOW ...

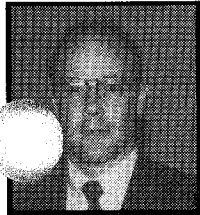
will be held on Wednesday, September 13, with a luncheon beginning at 12:00 noon in the John E. Williams Ballroom, Cobb Galleria Centre. Dessert will follow in the Exhibit Hall A, where 140 booths will be located. There is no charge for the trade show.

Upcoming seminars include **The Design, Operation and Maintenance of Building Systems (Part 1)**. Fee for course, exam, study materials and a one-time enrollment charge is \$595.00. It will be held every Monday from 4:00-6:00 p.m. for 16 weeks. For further information, contact **BOMA at 825-0116.**

FINANCE REPORT

1/1/95 through 7/18/95

Category Description	1/1/95 - 7/18/95
INCOME/EXPENSE	
INCOME	
Dues	4,858.00
Meetings	10,627.86
Sustain. Patrons	14,000.00
Wait List	1,670.00
TOTAL INCOME	31,155.86
EXPENSES	
'94 Awards Mtg.	518.02
Board Meeting	450.70
CD-91 Day CD	10,000.00
June Night Out	669.00
Meals	8,972.19
Newsletter	6,945.69
Office Supplies	263.72
Postage	1,205.7
Secret. Svcs.	872.91
TOTAL EXPENSES	29,898.01
TOTAL INCOME/EXPENSE	1,257.85



PROJECT MANAGEMENT, AND WHAT IT CAN DO FOR YOU!

By Pete Conlin

Project management is an overall planning process that allows you to control and direct a large number of activities in a systematic process. It includes: scope/task definition, quality planning/control, cost estimating/budgeting, contract/procurement, time (*scheduling*), risk identification/solution, human resources (*role & responsibility definition*) and communications management.

Within the world of facility management, we all follow this process to some degree on a daily basis. Whether scheduling the activities of a major relocation, tracking dollars associated with a particular project or assigning work activities, we are practicing some aspect of project management.

Today more and more companies are recognizing the value of the overall project management process and the need to have people qualified in this discipline. They are requiring their managers, as well as contract vendors performing these kinds of activities, to be certified in the process.

As information, and a possible way to enhance your overall value to your company, you may want to entertain becoming a PMP - Project Management Professional. The Project Management Institute (PMI) is the trade association responsible for PMP certification. Cost of certification to non-members is a \$45 non-refundable application fee and a \$245 exam fee. They also offer study sessions (\$420) and study material (\$125) to help prepare you for the exam. Membership to PMI is \$115. Membership, however, reduces the application fee to \$25, the exam fee to \$150, and the study session to \$295.

Mary Grace Allenchey, AT&T, is the V.P. of Education for the Atlanta Chapter and responsible for certification. She can be reached at 404/810-3270.

AUGUST MEETING RECAP

IFMA CERTIFICATION MANAGER ADDRESSES CHAPTER

By Harry L. Ludwig, III

Ms. Lee Kovalchuk, IFMA Manager of Certification & Accreditation, addressed the Atlanta Chapter, Wednesday, August 16th, at the headquarters of Oglethorpe Power Corporation. As promised, her message was indeed heavy on content with a great deal of information packed into one hour.

Among the topics covered by Ms. Kovalchuk in her address were the goals of certification, CFM exam requirements (education and years of FM experience necessary), the eight competency areas, elements of the application package, resources available for use in preparing for the exam, format of the exam, what happens if one does, and conversely, does not pass the exam, certification maintenance requirements, and rationale for same and upcoming examination dates.

Among the many excellent points made by Ms. Kovalchuk are that the answers chosen as "best" are those that apply to the needs and experiences of the largest number of facility managers. The correct answer may not be what one FM does in his/her job. Thus, in taking the exam, one should keep in mind a more global perspective of the practice of facility management.

Three "levels" of questions, all multiple choice, are used. The first level is "recall." Information one has learned and committed to memory is used to select the correct answer to "recall" questions. "Application" is the second level of questions and refers to the ability to apply what one has learned from education, study and experience. "Developmental" multiple choice questions are fewer in number than the "recall" and "application" types and are viewed by some as the most difficult. All answers to "developmental" questions are correct; however, per Ms. Kovalchuk, one is clearly the

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best or most appropriate or true in most circumstances. "Developmental" multiple choice questions are used to prove mastery of a body of knowledge and require careful reading and thinking through information contained in the questions.

Ms. Kovalchuk stressed if one feels reasonably strong in six of the eight competency areas, he or she is probably ready to purchase the application and begin the process. With respect to the \$350 total fee, the Association has divided it up into separate increments; \$50 for the application package; \$100 to review and respond to the application package and \$200 to sit for the exam. It is thought that this "pay as you go" process is both fairer and more reasonable.

Exams are given in any location with two or more candidates. Initially, the pass/fail rate was 70% to 30%. Now it is 72% to 28%, a high pass rate for certification examinations, according to Ms. Kovalchuk. (*In the experience of this writer, she is correct.*) Results of the exams are held in confidence—there being only ONE individual at IFMA Headquarters who is aware of who fails. That individual is Ms. Kovalchuk.

There are now about 1,500 CFM's across North America and overseas with the largest single concentration (overseas) being in Hong Kong. Growing numbers of CFM's can now be found, as well, in many other countries including Germany, France, and United Kingdom and South Africa.

Somewhat surprising to some, Ms. Kovalchuk stated that only two candidates, having first failed the exam, and retaking it, have failed the second time.

WORLD WORKPLACE '95 "Extra Curricular Activities"

9/16 Saturday Night	Dinner at Miles Wegman's in Ft. Lauderdale
9/17 Sunday, 6-8 pm & 9/18 Monday	Potcraft Hospitality Suite, Eden Roc. Spa & Resort
9/18 Monday Night	Chapter Night Out Dinner sponsored by Milliken, DeKalb Office Environments and Royal Cup Coffee



International Facility Management Association
Atlanta Chapter
P.O. Box 43306
Atlanta, Georgia 30336-0306

I.F.M.A. - Atlanta Chapter

MOVING AGAIN!

Member Service Enhancements

The Atlanta Chapter has a new address. Yes. . . . another one!

The mailing address is being changed to permit our chapter administrator to directly receive new member and wait list applications, address and phone number changes, etc. This will expedite the process of updating our membership database . . . which will result in everyone receiving chapter mailings without delay.

Please make a note of — and begin using — our new correct address:

**IFMA Atlanta
P. O. Box 43306
Atlanta, GA 30336-0306**

As an additional service to existing, new and prospective members, the chapter can now be reached by phone for information, applications, etc. The (local) number is:

(770) 948-3963

Both address and phone number are effective September 1st.