

International Facility Management Association



IFMA - Atlanta Chapter

P.O. Box 43306

Atlanta, Georgia 30336-0306

July 1998 Issue

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1998 SUSTAINING PATRONS

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Royal Cup Coffee, Inc.
Shaw Contract Group
Steelcase, Inc.
Wegman Associates

Monthly Meeting

Wednesday, July 15, 1998 • Villa Christina

Topic: Electricity -- The Alternative to Gasoline

Time: 11:30 a.m. - 1:30 p.m.

Cost: \$20 Member; \$25 without advanced registration
\$35 Guest; \$40 without advanced registration

Location: Villa Christina - *Valet Parking Optional*

Reservations: IFMA Office (770) 489-7727, ext. 23 or FAX (770) 489-7729

*** Please call by **Friday, July 10, 1998** to make your reservations.

Please note: Cancellation of your reservation must be made 48 hours or more in advance of the meeting. A \$5.00 service charge will be added to all no-show invoices.

"Ozone Action Day" may become a cry of the past as continued advancements are made in alternative fuel for automobiles. If you're curious about how alternative fuel will affect facilities, the July monthly IFMA meeting is a must. Georgia Power has been involved in this move to alternative fuels because of the Clean Air Legislation, and being an environmental steward to their community. Glen Mauldin of Georgia Power will talk specifically about electric-powered cars, and how that will affect the needs of the facility. And, as a special treat, he will have some electric-powered cars there for everyone to touch, feel, and yes, even drive. But you have to be there! See you at Villa Christina!

President's Message

by Sheryl Yetsko

HELP—We need a Newsletter Chair. Our Newsletter Chair relocated to California recently, so we are without a member-in-charge. You probably received your newsletter late, for that very reason. If you are a member of the Chapter interested in exploring this very important responsibility, please call me!!! I would also like to take this opportunity to apologize for the errors made in the last Newsletter. It appears the proofreading "fell through the cracks" due to the quick departure of our Newsletter Chair.

Please note that our HomePage address was wrong last month—Our address is www.ifma.org/atlanta/atlanta.htm. (This address is listed on your membership directory cover page.)

I also had a long time member call to advise that he was listed as a new member—Reed Molitor. Reed had renewed his membership and he had been listed incorrectly as a new member—sorry Reed.



We launched a fund-raising effort at our June meeting for the IFMA Foundation. Sheila Foster, our Foundation Liaison Chair, "wo"manned our 50/50 "pot" (actually it was a glass bowl). Everyone donating \$1 to the foundation, was entered in our drawing. The lucky holder of the ticket drawn at the luncheon shared the "pot" 50/50. Lori Tilt was

(continued on page 2)

President's Message continued from page 1

our winner this month. (Lori also graciously donated her winnings to the Foundation—thanks Lori!) We successfully raised \$78 for the Foundation through this effort—go Atlanta! We will plan to continue this effort each month at our meetings. Bring a little extra cash for a good cause, and you may be the lucky one next month.

Thanks to our Vice President, Matt Dawson, our chapter has been nominated for two awards—Chapter of the Year and Community Service within the IFMA Awards of Excellence program for 1998. The judges will be ruling on the entries sometime in August, with the awards to be given during World Workplace in Chicago in October. We are very hopeful that Atlanta will be recognized this year in one or both of these categories.

We have many exciting things happening in our chapter. Please watch the calendar section of your Newsletter (or HomePage) and mark your calendars for our upcoming events. We have New/Prospective Member meetings coming up; our CFM Task Force is busy planning the seminar to be held in November; Tours of Lockheed and the Capital are upcoming; and other educational and monthly programs are planned.

One last thing—have you signed up to get more involved in IFMA Atlanta? If you haven't, please contact any of the Executive Board or Committee Chairs if you can give any time to the Chapter. As we are all volunteers, an extra set of hands helps to lessen the burden on everyone. Please feel free to call me if you would like any further information at (404) 527-8332 or E-mail me at syetsko@lanlaw.com.



May Meeting Recap

CHARLES BROWN
FACILITIES DEVELOPMENT IN ATLANTA

As Atlanta continues to grow and evolve, more and more of the corporate emphasis is on people and their work environment. Helping to create balance in people's lives is the key to having happy employees, says Charles Brown, consultant and pre-team leader for Jacoby Inc., the development firm that is working on the redevelopment of the Atlantic Steel property. Facilities are now moving toward being more natural, rather than traditional office building surroundings. The facility is not only an important factor for recruiting and retention in a competitive market like Atlanta, it also enhances a company's creativity and production. Charles explained how these ideas are the basis of the re-development of the Atlantic Steel site. This site will be a living example of creating balance in people's lives, as this property will consist of residential housing, commercial office space, hotels, high-tech office space, and retail and entertainment. If you are interested in the new directions that Atlanta is growing in, I hope you didn't miss the June meeting — it was a real eye-opener!

Calendar of Upcoming Events

DATE	EVENT/CONTACT	LOCATION
July 16	<i>Prospective & New Member Orientation</i> 5:30-7:30PM	TVS Interiors
August 11 3:30-5:00PM	<i>Lockheed Tour</i>	
■ August 19 11:30-1:30PM	<i>Build vs. Lease Analysis</i>	The Depot
■ September 16 11:30-1:30PM	<i>Technology Infrastructure</i>	Cobb Area
October 15	<i>Prospective & New Member Orientation</i>	Choate Construction
October 18-20	<i>World Workplace 98</i>	Chicago, IL
■ October 28	<i>Motivational Speaker</i> 11:30-1:30PM	Villa Christina
November 12 4:30PM	<i>Capitol Tour</i>	
November 12-13	<i>Fifth Annual IFMA Asian Conference on Facility Management</i> Call: 1-713-623-4362	Hong Kong
■ November 18 11:30-1:30PM	<i>Alternative Office solutions - Professional Point of View</i>	103 West
■ December 16	<i>Awards Banquet</i> 11:30-1:30PM	TBD

■ Denotes monthly IFMA meeting. RSVP: Ginger Walker, 770/489-7727 x23

Member Certification

IFMA Procedure to Obtain Designation as A Certified Facility Manager

PROCESS

Request application package for \$50 from Headquarters in Houston. The package contains: 36-page self-assessment test; resource list of relevant courses; current exam schedule; glossary of terms; and the 10-page application.

Return the application with \$100 review fee. If approved for exam, you should schedule your exam within two years. Dates and sites will be communicated by Headquarters. When your test date is selected, final registration fee of \$200 is due.

EXAM CONTENT

The all day exam is broken into four 90-minute segments. Part One consists of technical documents (e.g., blueprints) and questions on those documents.

Parts Two and Four consist of 100 multiple choice questions. Parts One and Three have a series of case studies with 45-50 questions each. There are approximately 300 questions total. The exam covers eight competencies: Operations and Maintenance; Real Estate; Human & Environmental Factors; Planning and Project Management; Facility Function; Finance; Quality Assessment and Innovation; and Communication.

RESULTS

You should receive notification 8-10 weeks after taking the exam. If successful, your CFM designation will be forwarded to you. If unsuccessful, exam can be retaken within two years without re-applying by paying an additional \$200.

RECERTIFICATION REQUIREMENTS - CONTINUING EDUCATION

You must earn 120 points in a 3-year period to maintain certification. A maintenance package is provided after certification, consisting of record folder and explanation of maintenance activities.

WHY CFM?

Certification is important because it provides recognition of professional competence and promotes standardized practices in the industry. It is also provides evidence of ongoing improvement of the individual and the profession.

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GET MORE "COMFORTABLE"
WITH**

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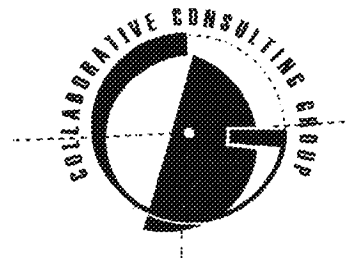


Corporate Office: 855 Avenue of the Americas, New York, NY 10001
Tel: 212.502.2100 Fax: 212.502.2115 Internet: www.ArcherMGT.com
Atlanta Office: Chris Edsall, Tel: 770.392.3342 Fax: 770.392.3462

WE'RE SO PLEASED!

The July issue of Today's Facility Manager features a special article on CAFM software.

Two partners in Collaborative Consulting Group are quoted.



If you want a copy of the TFM article, please call Judy Clements at 404-876-0097.

Collaborative Consulting Group
1718 Peachtree Street, NW, South Tower, Suite 684
Atlanta, GA 30309

Welcome New IFMA Members!

New Professional & Associate Members as of June 1998.

NEW PROFESSIONAL MEMBERS (7)

Timothy Banks Matsushit Communication
Industrial Corporation of USA
Bob Childs The Coca-Cola Company
James V. Di Dia AT&T
F. Todd McClendon The Coca-Cola Company
Jimmie Milton Sprint Communication
John A. Mitchell Emory University
Edward Pollard COMPASS Management and Leasing

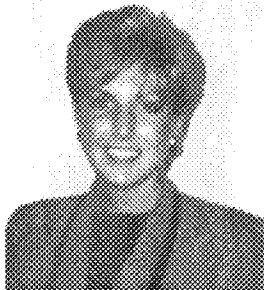
NEW ASSOCIATE MEMBERS (5)

Phil Branon Bonitz Contracting Company
Sharman Mooney J & J Commercial
Vance Allen White Beers Construction Company

Member Profiles

New Member

Name: SUSAN WISE



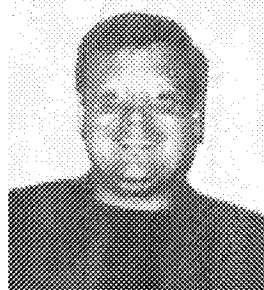
Company/Profession:
Sales Technology/Facility Manager

Membership Date: 6/98

Hobby/Interest: Hiking, Tennis,
Racquetball, Arts/Crafts

Existing Member

Name: MARTY MASON



Company/Profession:
Pitney Bowes Management Services/
Outsourcing Consultant
Membership Date: 1996 - Atlanta
Chapter; 1988 - Philadelphia Chapter
Hobby/Interest: Drummer in
local Atlanta Blues Band, "Second
Hand Smoke"

*If you are interested in submitting a member profile, please contact
Sheryl Yetsko at 404/527-8332.*

IFMA Atlanta Membership Directory Update Form

Name: _____

Company: _____

Title: _____

Address: _____

Phone: _____

Fax: _____

E-Mail: _____

Fax to: Beth Chaplin at 404/607-9523
or call her at 404/607-9519

IFMA Membership Drive

51 NEW MEMBERS IN 1998

HELP OUR CHAPTER GROW IN
QUALITY AND QUANTITY!

*Our objective is to add
30 professional members
from June 1 to August 31.*

- Prizes will be awarded for recruiting new members.
- A special prize will be awarded to the person who recruits the most new members. (Your name must be in the referred to blank for you to receive credit.)
- Call Ginger Walker at the Association Office for applications : 770/489-7727.
- The clock is ticking - let's get started!

NEW IFMA-ATLANTA LIBRARY ACQUISITIONS

Managing Corporate Real Estate - Forms and Procedures by Robert Kevin Brown, Paul D. Lapidés and Edmond P. Rondeau

Facility Management by Edmond P. Rondeau, AIA, CFM, IFMA FELLOW, Robert Kevin Brown, PhD, CRE, AICP, Paul D. Lapidés, CPA, MBA

*These books may be checked out by contacting our Administrator at 770-489-7727, ext. 23.

Career Corner

The Career Services Committee is always looking for new and potential positions to announce in the newsletter. If you are aware of any job opportunities, please contact Marty Mason, Career Services chair (770-952-9200 FAX) with a brief description of each position. The following positions are available to interested candidates. If interested, please contact the employer indicated directly.

PARSONS INFRASTRUCTURE & TECHNOLOGY GROUP, INC:

• ADMINISTRATIVE MANAGER - NORCROSS, GA

Seeking experienced professionals to manage administrative space planning and moves projects for a Fortune 500 client in Southeast. Bachelors degree, minimum 10 years experience, and strong project management skills required. Space planning, moves management and systems furniture experience a plus. Fax résumé to Rick Brettin, 1-770-446-4905.

POUNDS HARRIS MHR:

• FACILITIES - PROGRAM MANAGER - ATLANTA, GA

Atlanta Consulting Program Management firm needs Project Manager for facilities and site development on multi-projects. 10+ yrs. exp. Degree in Building Construction, Civil, Construction Management or Architecture. License in appropriate field required. Develop project delivery, strategic planning, prepare reports for prog mgmt, provide programming, scheduling and budgets. Strong knowledge of prog mgmt techniques and scheduling software. Excellent "people" skills. Fax résumé to 770/975-1195.

JOHNSON CONTROLS:

• MANAGER, OPERATIONS ANALYSIS & ESTIMATING - ATLANTA, GA

Responsible for managing the technical estimating function to ensure all technical estimates meet IFM operational goals and objectives; ensure all proposals validate staffing, define scope of services, and develop process improvements for operations & maintenance. Seven years experience in facility operations & maintenance or equivalent combination of education and experience required. Travel required. Attn: DE98002

• SENIOR PROPOSAL SPECIALIST - ATLANTA, GA

Candidate will be an integral part of our Sales and Marketing Process, developing proposals, sales presentations, marketing collaterals and other materials that demonstrate the value that we provide to over 300 clients worldwide. Experience in technical or creative writing, and in a proposal environment is needed. Must obtain a Bachelor's degree in Accounting or Business Administration. Attn: DE97018

• MANAGER, COMMERCIAL PRICING - ATLANTA, GA

Responsible for managing all pricing activities in support of marketing, developing and maintaining pricing models, strat-

egies, and conducting financial analysis as necessary to quantify value offered by Johnson Controls. Must obtain a Bachelor's degree in Accounting or Business Administration. Attn: DE97014

For these 3 positions, please fax a résumé including salary requirements to Johnson Controls, Inc., HR Dept, 770/392-4148

MRI:

• PROJECT MANAGER - ATLANTA, GA

Atlanta Based Contract Office Furniture Manufacturer looking for an ASID and/or CQID certified designer. 40% travel, working directly with sales group and clients. Customer service skills a must. Call or Fax résumé to Bob Brown 404/252-1983; FAX 404/252-1984 or e-mail: mrisandy@mism.com

RENU ENTERPRISES, INC.:

• PROJECT MANAGER - ATLANTA, GA

Requires one year experience in Cad and AutoCAD and knowledge of Steelcase System Furniture. Production, Layout, Installation, Punch, Dealing with Customer from beginning to the end. Must be flexible, sharp and hard worker. This is a permanent, full-time position, 8:00 am - 5:00 pm, Mon.-Fri., salary to be discussed at interview. Please call for appointment or fax résumé to Lee Fukartas, President at TEL 404/885-9000 or FAX 404/885-9969.

CRAWFORD CO.

• SPACE PLANNER II - HOME OFFICE

Bachelor's degree plus a minimum seven years general business experience to include three years project management experience and knowledge of office furniture and equipment. The ideal candidate should have experience with modular panel systems in a corporate environment. Three years experience with a CAD System (release 12) to include the ability to produce drawings a must. Familiarity of PC office applications is necessary in addition to excellent organization, planning, communication and negotiation skills. Ability to budget and evaluate costs associated with tenant improvement projects (including furniture costs). Contact Gloria Cunningham at 404/847-4082 or fax resume to 404/847-4584.

FEDERAL RESERVE BANK

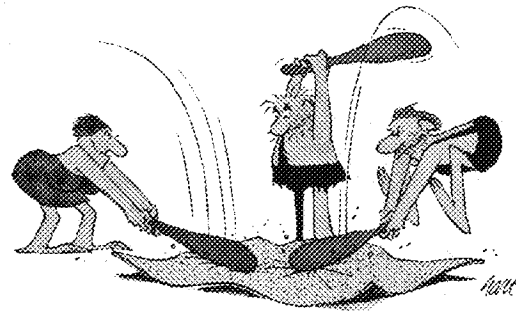
• FACILITIES PLANNER - ATLANTA, GA

Responsibilities include: ability to develop and design interior spaces as well as construction documents and specifications; select and procure furniture, fabrics, fixtures and finishes and coordinate/interface with other disciplines, contractors, and vendors. Minimum of 5 yrs. interior design experience. Four yr. Interior Design degree required. AutoCad experience preferred. Some travel required. Send resume to: Federal Reserve Bank of Atlanta, Employment Spec. - Fac/Design IFMA, 104 Marietta Street, Atlanta, GA 30303. We are a non smoking environment and we reserve the right to test for drug usage. EOE M/F/D/V

Notice to Carpet:
The Beatings Will
Continue Until
Appearance
Improves



MilliCare Environmental Services is a division
of Sylvan Chemical Company, Inc.
4879 Thicket Path, Acworth, GA 30102
webpage: <http://www.millicare.com>



Sad to say, many carpets get punished every time they start looking bad. They're subjected to boiling water, chemicals—even spin bonners—all to make the carpet look better. Instead, carpets respond the way you'd expect. Their fibers give up. They can't resist soil as well. They grow dull. And get dirtier faster.

So the beatings continue.
It's positively barbaric.

MilliCare™ maintenance gives your carpet the care and respect it deserves. Our advanced dry system is quick, effective, and keeps your carpet looking newer more than twice as long as other methods. It's all part of MilliCare's Perpetual FloorPlan™ that gives total care throughout the life of your carpet.

For more information on advanced dry carpet cleaning,
call or e-mail Tom Haslach at:
MES of Atlanta, L.L.C.
phone: 770.975.1113
e-mail: mesatl1@aol.com

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

EXPLORE THE
WORKPLACE FROM
ALL PERSPECTIVES

Only one event makes it possible to explore the various aspects of a productive workplace. Attend World Workplace '98 to learn and discuss the latest ideas for providing effective work environments.

WORLD WORKPLACE '98



Chicago, Ill., USA
Oct. 18-20, 1998

For more information, call 1-713-623-4362
or send an e-mail to events@ifma.org.