

IFMA ATLANTA 2004
EXECUTIVE BOARD

PRESIDENT
Mitch Rabil

Turner Properties, Inc.
mitch.rabil@turner.com

VICE PRESIDENT
Beth Chaplin

Knoll
bchaplin@knoll.com

TREASURER
Rachel Blankenship

Best Software
rachel.blankenship@bestsoftware.com

SECRETARY
Stewart Smith

Kilpatrick Stockton
stsmith@kilpatrickstockton.com

PAST PRESIDENT
Tom Haslach

Millicare Commercial Carpet Care
thaslach@millicare.net

2004 IFMA ATLANTA
SUSTAINING PATRONS

ABM Family of Services
Aircond Corporation
Andrew Rissland Turpen
ASD
Baker Audio
Bonitz Flooring Group, Inc.
Carithers-Wallace-Courtenay
Carole Parks Catering
Carter & Associates
CB Richard Ellis
Choate Interior Construction
Contract Marketing
Corporate Environments
CORT Furniture Rental
DeKalb Office Environments
Double "T" Contracting
EDM
Facility Resources Inc.
Geiger International
General Building Maintenance
Gensler
Graebal Atlanta Movers, Inc.
Haworth, Inc.
Hendrick
Herman Miller, Inc.
Humphries & Company
Initial Contract Services
Interface Flooring Systems
Invista, Inc.
Kimball
Knoll
KPS Group, Inc.
Malcolm B. Weiss & Associates
Malone Construction
Millicare Commercial Carpet Care
Royal Cup Coffee, Inc.
Southern Business Systems
Steelcase
TVS Interiors
Wegman Associates, Inc.

MONTHLY MEETING

Wednesday, May 19, 2004 - Loudermilk Center

TIME:

11:30 AM networking, 12:00 Noon - 1:30 PM luncheon.

COST:

See www.ifmaatlanta.org for pricing information.

RESERVATIONS:

Association Office (404) 766-1632 or Fax (404) 768-7767. Please register by 12:30 p.m., Friday, May 14, 2004. You may register by credit card on our secure site at www.ifmaatlanta.org.

LOCATION:

Loudermilk Center

Directions (Free parking, bring ticket for validation):

From I-85/75 South: Take the EDGEWOOD AVE exit - exit number 248B. Turn LEFT onto EDGEWOOD AVE SE. Turn RIGHT onto PIEDMONT AVE NE. Turn LEFT onto AUBURN AVE NE. Turn LEFT onto COURTLAND ST NE. Turn RIGHT between the buildings to enter the parking deck.

From I-85/75 North: Exit on COURTLAND ST. Follow Courtland St. for 6 blocks. After crossing AUBURN AVE, turn RIGHT between the buildings to enter the parking deck.

TOPIC & SPEAKER:

The Georgia Aquarium - Jeff Swanagan, Executive Director

Expected to open to the public in 2005, the Georgia Aquarium, along with the new World of Coca-Cola, is a project garnering a lot of attention - and spurring excitement about downtown Atlanta's future development. The Marcus Foundation broke ground, along with Coke, on May 29, 2003 at a 20-acre site just north of Centennial Olympic Park. The 400,000 square foot Aquarium will house more than 50,000 aquatic animals from about 500 species collected around the world.

Jeff Swanagan, Executive Director of The Georgia Aquarium, served Zoo Atlanta from 1987 until 1998. He first served as Director of Education and was later promoted to Deputy Zoo Director. Prior to his move to Atlanta, he had worked with Jack Hanna at the Columbus Zoo. In April of 1998, Jeff officially took the helm at The Florida Aquarium. With his strong background in both education and attractions, and positive vision for the future, Jeff is credited with leading a talented team to turn around The Florida Aquarium, which struggled in its early years.

In the summer of 2000, Jeff began giving advice to The Marcus Foundation about the potential aquarium in Atlanta. In November 2001, he was announced as the Executive Director for the new Georgia Aquarium, which is being funded by Bernie Marcus' \$200 million gift to Georgia.

Jeff will speak to IFMA Atlanta about this exciting endeavor which will help to revitalize the downtown area.

IN THIS ISSUE

PG 2

- President's Message
- IFMA Atlanta Career Services
- Strategic Plan 2004
- Stay Connected with www.ifmaatlanta.org

PG 3

- IFMA/IIDA Showcased 2004
- Member Profiles

• GA Tech Corner

- Attention IFMA Associate Members

PG 4

- Night Out at TheFox
- Braves Baseball Outing
- Hartsfield-Jackson International Airport Virtual Tour

PG 5 - CFM News

- Risk Management for 2004
- Upcoming Events and Seminars
- Monthly CFM Exam Questions

PG 6

- Program Calendar
- Facilities Funnies



CONTACT US!

Newsletter Editor: Fran Rissland

T: 678-947-0579 x15

F: 678-947-8593

If you would like to submit a newsletter article, please contact fran.rissland@artandassociates.com.

Reminder: The deadline for submitting articles is the third Wednesday of each month.

STAY CONNECTED WITH
www.ifmaatlanta.org

Where do you need to go to stay connected for IFMA Atlanta? Thanks to multiple recent upgrades, the new IFMA Atlanta website at www.ifmaatlanta.org is the place. Check out the hotlinks to upcoming and pending events. There is no guesswork once you get there. All of the information you need (locations, times, registration processes) is at your fingertips. Check out the wider screen, and flashing front page sustaining patrons' icons. Even the newsletter you are currently reading is on the site. Put it on your favorites list, tell friends and colleagues, the new IFMA website is the source to "connect" at: www.ifmaatlanta.org.

IFMA ATLANTA
STRATEGIC PLAN 2004

Mission Statement:

To lead, sustain, represent and develop the process of Facility Management and its workplace professionals.

Goals:

- Communicate facility management trends and best practices through programs and education
- Lead the progress of the profession by supporting the success of membership through the best workplace related education, information and interaction
- Enhance the Atlanta chapter through the process of awareness, recognition, interest and desire leading to the utilization of facility management profession
- Enrich the Atlanta chapter culture through productive growth and involvement of membership

PRESIDENT'S MESSAGE

IFMA/IIDA SHOWCASED 2004!!

This event was fantastic!! There were 50 vendor and supplier displays for IFMA's Associates and IIDA's Sponsors. This is the most we have ever had. What a great effort by our Associates Committee and Chet Bounds. The venue at the Biltmore made it even more special. Our celebration with our Community Partners was a resounding success. I know our Associates went to a lot of work to make the limited space they had presentable. I hope they got a lot of positive responses to their displays and services.



This is the best way we know to give our Associates their night to shine. It is a very casual atmosphere, which promotes more relaxed conversation rather than a hard sell approach. The food and drink help with this promotion. It becomes more of a social event than a trade show.

The Community Partners present included Georgia Tech, YWCA of Greater Atlanta, Frazer Center, North Fulton Child Development Center and one of our new partners, Brannon Towers of the Wesley Woods Foundation. All of these great institutions were well represented. I hope you all stopped by to see the great things these organizations do for our community and education.

There are many ways to get involved in your community and the IFMA Atlanta Chapter can help you do this on Saturday, May 15 at the Frazer Center. We will be having a Work Day at this facility to plant a vegetable garden, do some painting and yardwork. This is a fun event and a time to get to know other IFMA members. The event will start with coffee and danish at 8:30 am and end with lunch at 1:00 pm. The coffee and danish are provided by Royal Cup Coffee. The water and soft drinks are provided by Coca-Cola Enterprises. IFMA Atlanta Chapter will provide the lunch. Bring some gloves to protect your hands and some old clothes to protect your wardrobe.

You will consistently see my reference to the TEAM concept for this year, so get involved with the Atlanta Chapter because Together Everyone Achieves More.

All of our committees are doing a great job, and with your assistance that can only get better. Remember....As a TEAM you can do more with less individual effort...more or less!!

Your President,

Mitch Rabil
President - IFMA Atlanta 2004
Turner Properties

IFMA ATLANTA CAREER SERVICES

Your IFMA Atlanta Career Services Committee needs help in finding career opportunities for some very talented members. How can you help?

- Send us your resume, if you are seeking new employment.
- Forward a copy of any known job e-mailed opportunity including any pertinent information. The committee will then match resumes with opportunities.
- Assist us in building a data base by sending this e-mail to Human Resource departments or other facilities professionals who may not be familiar with this IFMA service.
- E-mail all information to the Career Services Committee at IFMA@royalcupcoffee.com
- Watch for upcoming events. Planning is underway to sponsor career enhancement and jobseeker's seminars, as well as, mixers for job seekers to interact with prospective employers.

We welcome your ideas and comments that may enhance the committee's effectiveness. Remember this is a complimentary, FREE service to assist our members.





IFMA/IIDA SHOWCASED 2004

The Third Annual IFMA/IIDA Showcased was a huge success. Over 200 members turned out for an evening of food, fun, live music and networking. More details to follow in the June Newsletter.



GEORGIA TECH CORNER

Spring is usually the time for cleaning out and sprucing up. If your office is in need of cleaning, please consider the Georgia Tech masters program for donation of your overflowing publications. We seek scholarly publications, journals and white papers on facility management and related topics. Even files of historic project data could provide a scholarly analysis for a student project. Case studies can be assembled from internal studies and approval documents. Old drawings can be used for design analysis.

If you have items to donate from your spring cleaning please contact Professor Kathy Roper at kathy.ropert@arch.gatech.edu or 404-385-4139. Thanks and happy cleaning!

ATTENTION IFMA ASSOCIATE MEMBERS

IFMA Atlanta board meetings are held the Monday evening before the Wednesday luncheon. There are approximately 20-25 attendees. This is a great marketing opportunity to present your company as well as its products and services to the board for the first 15 minutes of the meeting. If you are interested in hosting a monthly IFMA Board Meeting please contact Stewart Smith for more information at 404-815-6445 or stsmith@kilpatrick-stockton.com. Please note that in order to make a presentation to the Board, you must host a meeting.

MEMBER PROFILES



NAME: Thomas H. Walker
COMPANY: General Services Administration
EMAIL: thomas.walker@gsa.gov
HOMETOWN: Taylorsville, MS

EDUCATIONAL BACKGROUND: MBA, University of West Florida; BS, Industrial Engineering, Mississippi State University

FAVORITE VACATION DESTINATION: Cayman Islands

HOW DID YOU GET INTO THE CAREER YOU ARE IN NOW? I was hired on with the Government once I completed college.

SOMETHING ABOUT YOU THAT YOU ARE MOST PROUD OF: Distinguished Engineering Fellow at Mississippi State University.



NAME: William D. Broome, CFM
COMPANY: Agnes Scott College
EMAIL: wbroome@agnesscott.edu
HOMETOWN: Fayetteville, GA

EDUCATIONAL BACKGROUND: AA, Business Administration; BBA, Management; CFM

FAVORITE VACATION DESTINATION: Daytona Beach, FL

HOW DID YOU GET INTO THE CAREER YOU ARE IN NOW? Upon graduation from college I moved from a part time position in personnel at Arthur Andersen into a position as the Assistant Director of Facilities at Arthur Andersen.

SOMETHING ABOUT YOU THAT YOU ARE MOST PROUD OF: Obtaining my CFM, because it has really opened a lot of doors for me and contributed to my success as a Facilities Manager.



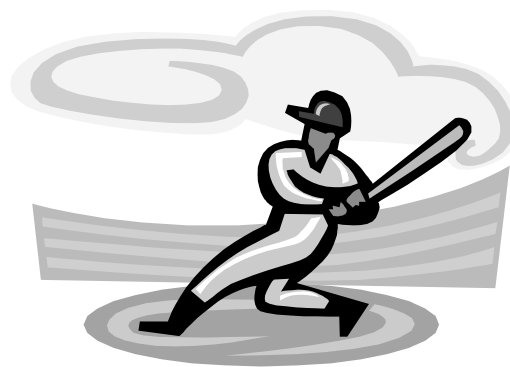
NIGHT OUT AT THE FOX THEATRE

An evening of networking, culture and fun was enjoyed by IFMA members and guests at the fabulous Fox Theatre on March 25th. Cocktails and hors d'oeuvres were served in the opulent Landmarks Lounge, followed by an in depth behind-the-scenes tour of the theatre.



IFMA ATLANTA - BRAVES BASEBALL OUTING

Date: May 20, 2004
Location: Turner Field
 755 Hank Aaron Dr.
 Atlanta, GA 30315
Time: 5:30pm
Cost: \$40
RSVP: May 13, 2004
 Association Headquarters
 404-766-1632
 404-768-7767
 info@ifmaatlanta.org



What: Atlanta Braves vs Arizona Diamondbacks

Cost includes ticket to the game, access to Turner Beach patio and food buffet. Pre-game meal with buffet of hamburgers, hotdogs & side items, choice of soda, water or beer.

Directions:

Turner Beach: Turner Beach is the perfect place for fans to "soak up the sun" during Braves home games. Located on the right field Lexus Level patio overlooking the field, Turner Beach features "on-duty" hospitality lifeguards, tropical palm trees, a cabana bar, food concessions, a picnic area, lounge chairs and more. Turner Beach opens two-hours prior to game time and is open to all fans.

HARTSFIELD-JACKSON INTERNATIONAL AIRPORT VIRTUAL TOUR

Come see The Maynard H. Jackson Jr. International Terminal Project Unveiled in this Virtual Tour!

Darrell Fitzgerald, RA, FAIA & Kap Malik, AIA, *Gensler*
 Garry Jones & Robert Cranston, *Hartsfield-Jackson Development Program*

Date: May 27, 2004
Time: 4:30 - 5:30 pm. Please arrive by 4:15. Tour will start promptly at 4:30.
Location: Terminal Design Team Office - The Wagon Works Building
 1514 East Cleveland Avenue
 Suite 240
 East Point, GA 30344
What: Virtual Tour
Cost: \$10.00
RSVP: Register on-line at www.ssl-locked.com/ahqi/forms/



Be the first to visit Hartsfield-Jackson International Airport's new International Terminal through this powerful 3D animated Virtual Tour. Experience its new, state-of-the-art, "front door" through which the world comes to Atlanta through its Arrival and Departure Sequences. Airport Officials estimate the project will cost approximately \$982 million and is scheduled to open in 2006. The project is a part of the Airport's 10 year, \$5.4 billion Hartsfield-Jackson Development Program - Focus on the Future.



CFM News and Events

RISK MANAGEMENT FOR 2004 - A FRESH PERSPECTIVE ON AN OLD ISSUE

By Travis West, BAQ Inc.

The issue of homeland security is taking on an entirely new dimension for many facility managers. Simply adding a few security guards and parking vehicles further from the building won't work in all situations. The risks presented to a building's indoor air vary as well. Have you evaluated the risks properly? Have you chosen the right type of air filter? Do you even know what threats are most likely in your location?

Recent upgrades to building filtration systems by many owners have been in response to homeland security concerns. Logically, an increase in filtration ability will ensure that your building can better handle unexpected contaminants. By increasing filtration capacities you can capture more and smaller airborne particles. The addition of UVGI (ultraviolet germicidal irradiation) to air handler systems can diminish the life of bacteria and viruses. Even the addition of carbon impregnated filters or carbon pellets can help to reduce many unwanted chemicals. And while each of these can be effective at controlling some level of pollutions, are they really addressing your risk? Do you even know what your risk is?

Consider the Factors First

Any decision to upgrade filtration should first look at the risk or hazard ... before considering any product options. Your ability to define the building's risk must consider a large number of factors before choosing any filtration method. These factors include the asset value (including the people, building functions and processes), the

threat or hazard that could be presented to your building, and the vulnerability of your space, building, or complex.

One example of this involves a large corporate facility designed to hold several hundred employees. The actual asset value varies between the loading dock, computer room, and the executive wing. At the same time, the threat or hazard to each of those areas varies too. And because the function or processes being performed in these three areas vary, the vulnerability of each differs. Consequently, without first considering the asset value, the threat or hazard, and your vulnerability, you cannot make an informed decision on filtration.

We have seen commercial property owners upgrade their air filtration to address biological concerns (using UVGI) even though their building is located alongside a busy interstate or chemical tank farm. What is their greatest threat or vulnerability? Most logically, it would appear to come from the accidental release of chemicals. But their filtration choice doesn't address the greatest risk.

Any risk management done to mitigate concerns in commercial buildings must first consider the asset value, threat/hazard, and vulnerability. Without doing this, it will be difficult to determine the effectiveness of your risk management efforts.

More details on performing a building vulnerability assessment are available by calling BAQ Inc. at 866-367-1177.

MONTHLY CFM EXAM QUESTIONS

1. You have just bid a landscape maintenance contract. The low bidder is unable to provide I-9 (right-to-work) forms for its foreign born laborers. What should you do?

- a. Disqualify the bidder.
- b. Hire the low bidder if he can provide the forms within 90 days.
- c. Refer the problem to the legal department.
- d. Agree to hire the low bidder if he does not use employees without forms.

2. Who usually has ultimate responsibility for a code violation in the design of a facility?

- a. Contractor
- b. Facility manager
- c. Client company
- d. Architect

3. What is the most important reason to have a minimum width in corridors?

- a. To conform to fire codes.
- b. To facilitate access to disabled occupants.
- c. To provide clearance for furniture and equipment moves.
- d. To separate stairs, restrooms, etc from common space.

4. What is the most important document you should have in hand before the general contractor begins work on site?

- a. Signed contract.
- b. Certificate of insurance
- c. Permit.
- d. Performance bond.

UPCOMING EVENTS AND SEMINARS

RE-IMAGINE Facility Management

For more information visit www.fmdceducation.com
Toll-Free: 1-888-322-3632
Fax: 1-866-522-3632

IFMA FM Spring Symposium May 17-19, 2004 Hyatt Regency Denver

Take advantage of this opportunity to expand your FM knowledge through unparalleled professional development courses and networking opportunities.

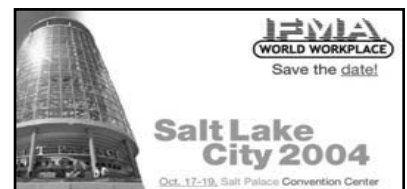
Join instructors and colleagues for three days of courses and workshops tailored to stimulate discussion on the industry's foremost issues, including real estate, finance, planning and project management, and the newest competency course on technology.

This mid-year event also offers opportunities to brush up on your sustainability knowledge and hone your CFM Exam skills with courses from IFMA's FM Edge series!

Space is limited for this event. Register now to ensure your place! For more information, please visit <http://www.ifma.org/profdev/symposium/index.cfm>.

IFMA World Workplace 2004 - Salt Lake City

As you know, IFMA's World Workplace brings people together to share what they cannot learn alone. It truly is the hub of FM knowledge and networking. Offering new, quality programming each year, the 2004 conference and expo will include educational sessions on Managing Facilities, Advancing the Business and Leading the Organization. Please join us again this October 17-19 in Salt Lake City, Utah. Information is available now at www.worldworkplace.org/northamerica/2004.





PROGRAM CALENDAR

MAY 6 - 7

CHAPTER LEADERSHIP WORKSHOP - CHICAGO

MAY 12 - 15

EURO FM

MAY 15

COMMUNITY SERVICE VOLUNTEER DAY - FRAZER CENTER

MAY 19

MONTHLY LUNCHEON

SPEAKER

Jeff Swanagan

TOPIC

The Georgia Aquarium

LOCATION

Loudermilk Center

MAY 20

BRAVES GAME

MAY 27

HARTSFIELD-JACKSON VIRTUAL TOUR

JUNE 3

NEW AND PROSPECTIVE MEMBERS LUNCHEON

JUNE 16

MONTHLY LUNCHEON

LOCATION

Villa Christina

JULY 8 - 9

CHAPTER LEADERSHIP WORKSHOP - SEATTLE

JULY 21

MONTHLY LUNCHEON

LOCATION

Maggiano's

Facility Funnies

Of course I can Multi-Task! I'm ignoring the CEO on line 2, CFO on line 3 and Vice President on 4 all at the same time.



Monte Townsend

International Facility Management Association

Atlanta Chapter
1185 Willingham Drive
Atlanta, GA 30344



DIRECTORY UPDATE

Note corrections to mailing label at right and fax to 713-623-6124. Include phone/fax numbers.

FIRST-CLASS MAIL
U.S. POSTAGE PAID
PERMIT NO. 650
NORCROSS, GA