BOMA International

BOMA of Southern Colorado

Volume XVI | August 2011 | Issue 4

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LINKS

Our website:
www.bomasouthern colorado.org

BOMA website:
www.boma.org

CONTACT US

admin@briargateoc.com
719/473-8200

MARK YOUR CALANDER

August 3 11:30 am
BOMA Board Meeting

August 9 11:30 am
BOMA Luncheon at Antlers Hilton Hotel

Sept 7 11:30 am
BOMA Board Meeting

Sept 23 12:30 pm
17th Annual BOMA Golf Tournament

AUGUST BOMA LUNCHEON

DATE: Tuesday, August 9, 2011

TIME: 11:30 Registration and Lunch
12:00 Program

LOCATION: Antlers Hilton Hotel

PRICE: $23.00 Members
$26.00 Non-Members and Walk-Ins

SPEAKER: **Bob Cope:** Principal Analyst with Colorado Springs Economic Vitality Group. Mr. Cope will speak about the City's role in Economic Development.

For questions contact Jeri McLind at 473-8200 or admin@briargateoc.com

BOMA of Southern Colorado Board Members

President	Denise Lange	Healthcare Realty	641-4109	dlange@healthcarerealty.com
Vice President	Roger Lage	USAA	533-8564	roger.lage@usaa.com
Treasurer	Ann Sebastian	Cushman & Wakefield	473-8200	ann@palmercenter.com
Principal Member	Clint Christianson	COPT	473-6400	clint.christianson@copt.com
Principal Member	Tyrone Johnson	Colo. Springs Utilities	668-8241	tyjohnson@csu.org
Associate Member	Mura Golden	MasterKlean	268-6743	mgolden@masterklean.com
Principal Member	Ben Bell	Waxie Products	632-7827	bbell@waxie.com
Associate Member	Tony Veneris	ServPro of S Colo	574-2789	tonyv.servproscs@gmail.com
Principal Member	Roy VanEsselstine	FBG Services	471-3851	rvanesselstine@fbgservices.com
Associate Member	Sarah Graves	ABM Janitorial	205-1218	sarah.graves@abm.com
Past President	Harold Martinez	Jones, Lang LaSalle	243-7471	utemountain@aol.com

EDUCATION

BOMA of Southern Colorado is offering another round of FMA/RPA and SMA/SMT classes starting in September 2011. Contact Roger Lage, 533-8564, if you have any questions or would like more information or a registration form.

Designation Program SMT/SMA
Energy Management and Controls
Instructor: Kevin Donley; FMA/SMA/SMT

This eight week long, one night a week class will take place at the Oracle building, 12320 Oracle Blvd., Colorado Springs, CO 80921. The class is scheduled for Wednesday evenings, beginning September 14th, 2011. Upon completion of the classroom review, you will schedule an exam with Pearson Vue.

Understanding the key maintenance and energy management aspects of building management is critical to running a cost-effective operation. From everyday preventive maintenance tasks to the challenge of developing and selling an energy plan, this course provides you with the skills to evaluate and optimize your current system, the know-how to integrate new components, and the ability to communicate your needs to management.

This course covers heating, ventilation, and air conditioning (HVAC) control systems, and teaches you to develop energy management strategies for HVAC, electronic, and lighting systems. You will learn about the components, principles, adjustment, and maintenance of system controller, auxiliary devices, electronic, pneumatic, and computer control systems. You will develop an understanding of the operation of heating, cooling, humidification, control applications, and learn about variable air volume design and building pressurization control devices. You'll develop the skills and knowledge to perform cost/benefit analysis of HVAC, electric, and lighting systems and to create an energy management program for your facility.

Topics include:

- Control system basics
- Auxiliary and electronic controls and their application to heating, cooling, humidifying, and volume control
- Computerized automatic control systems
- Factors determining energy consumption in HVAC, electronic, and lighting systems
- Preventive maintenance measures in energy management
- Energy management control system applications

Learn:

- Applying an energy management plan to your building's systems
- Evaluating new systems with a concentration on retrofitting
- Understanding of traditional and alternative energy systems
- Comprehension of programmable logic controllers (PLCs) and other resources to optimize your system
- Developing and presenting an energy system
- Developing, implementing, and managing an innovative preventive maintenance program

ACE credit recommendation: 2 semester hours, lower division baccalaureate in Facilities Systems and Management, Construction Management, or Engineering Technologies.

USGBC Recommendation: 18 GBCI continuing education hours towards the LEED Credential Maintenance Program.

Designation/Certificate: SMT® and SMC

Designation Program FMA
Facilities Planning & Project Management
Instructor: Roger Lage; CFM, RPA, FMA
Director Workplace Services USAA

This eight week long, one night a week class will take place at the USAA building, 1855 Telstar Drive, COS, CO 80920. The class is scheduled for Tuesday evenings, beginning September 13th, 2011. Upon completion of the classroom review, you will schedule an exam with Person Vue.

This course will help you develop the skills and knowledge critical to the successful execution of any facilities project. A case study woven throughout the course's textbook presents real world examples of proper planning and selecting a project team, as well as the importance of flexibility, follow through, and attention to detail.

Topics include:

- The value of planning and organizing to plan
- Planning models
- Identifying and rating user needs
- Owned vs. leased developed facilities
- Managing the planning process
- Classifying facilities projects
- Specifications for facilities performance
- Design development and review
- Implementing projects
- Planning occupancy
- Project closeout

Learn:

- Executing post-occupancy evaluation using facilities annual reports
- Organizing and planning a successful facilities project
- Assembling a project team, including consultants
- Using guidelines to determine user needs
- Understanding the role each employee, and/or contractor, has in managing a facility

ACE credit recommendation: 2 semester hours, lower division baccalaureate in Facilities Management, Planning, or Construction Management.

Designation/Certificate: FMA®

If you are not currently enrolled in the BOMI program, there is a one time new student enrollment fee of $175.00, and if you currently possess another BOMI designation an additional fee of $75 is required for a second designation. The course fee for BOMA members is $650, and for non-BOMA participants is $775. Please complete the attached forms if applicable. These are the one time New Student Enrollment Application Form, and the required Enrollment and Course Registration Form. Make checks payable to BOMA of Southern Colorado, and return them to: BO/MA of Southern Colorado, P.O. Box 239, COS, CO 80901-0239. Deadline for registration is 8/30/2011.

NEW MEMBER BENEFIT

The BOMA of Southern Colorado Board Members just passed a new benefit for new members in 2011. BOMA will reimburse 50% of your first class (RPA or SMT) when you present a passing grade. If you take a second class the registration fee will be waived. There has never been a better time to join BOMA of Southern Colorado. Contact Jeri McLind, 473-8200, or Roger Lage, 533-8564, for more details.

You now have the option of registering online! Visit www.bomiproducts.org

BOMI INTERNATIONAL DESIGNATION COURSE REGISTRATION FORM

Fill out this form and fax it to (410) 974-0544 , or mail it to BOMI International, 1521 Ritchie Highway, Arnold, Maryland 21012-2738. Please include payment. For more information, call **800-235-2664** or e-mail **service@bomi-edu.org.**

Prefix (circle one): Mrs. Ms. Miss Mr.

First Name: _____ **Middle Name:** _____ **Last Name:** _____

(Please print your name as you would like it to appear on your certificate.)

BOMI ID # (if a current student): _____

*** Mail textbook(s) to:** ☐ **Office** ☐ **Home**
*** Mail correspondence/grades to:** ☐ **Office** ☐ **Home**
*** Preferred e-mail:** ☐ **Office** ☐ **Home**

(No P.O. Boxes, Please)

OFFICE	HOME
Your Title: _____	**Home Address:** _____
Company: _____	**City:** _____
Company Address: _____	**State:** _____ **Zip Code:** _____
_____	**Home Phone:** ( ) _____
City: _____	**Fax:** ( ) _____
State: _____ **Zip Code:** _____	**E-mail:** _____
Work Phone: ( ) _____	
Fax: ( ) _____	
E-mail: _____	

Please fill out BOTH addresses.

1 ENROLLMENT OPTIONS AND FEES

CURRENT STUDENTS – **If you have not yet filled out a BOMI enrollment application, please complete the application and submit it with this registration form.**

a. ☐ I am already enrolled in BOMI's: (circle all that apply) **RPA FMA SMT/SMA** designation program.

b. ☐ I am a BOMI designation holder or current enrollee who wants to enroll in a second (or third) designation program. (circle one:) **RPA FMA SMT/SMA** U.S.: $75

c. ☐ I am a BOMI designation holder who wants to take a BOMI course for CPD credit (maximum 1 course every 3 years). **NO ADDITIONAL ENROLLMENT FEE.**

NEW STUDENTS — **All new students are required to fill out a BOMI enrollment application. Please complete the application and submit it with this registration form.**

d. ☐ I am a new student who wants to enroll in the (circle one) **RPA FMA SMT/SMA** designation program. U.S.: $175

e. ☐ I expect to earn my designation in...? (circle one) **2 years 3 years 4 years (other)** _____ **years**

f. ☐ I am a new student who wants to take an individual course (or courses) only. U.S.: $75 per course.
Your first course enrollment fee may be applied toward a designation enrollment fee.

TOTAL ENROLLMENT FEES	

2 STUDY METHOD — Mark the code that applies to each course you are registering for on the form below:

SS – Self Study
ON – Online
AR – Accelerated Review
Classroom Study: *Contact the BOMA Local nearest you for course availability, dates, and fees or call 1-800-235-BOMI (2664) or visit www.bomi.org for more information.*

3 COURSE REGISTRATION

Course Title	Study Method	Exam Date	Location For exam location, list major city nearest to you. Note: Exams are not taken online.	Fee(s)
			Total registration fee(s)	
			(see section 1 above) Total Enrollment Fee(s)	
			Miscellaneous fee – if applicable (e.g., late registration fee, exam re-registration fee)	
			TOTAL AMOUNT DUE	

Shipping outside North America not included; please call for pricing.

4 PAYMENT

☐ **Check** – payable to BOMI International ☐ **Purchase Order** – copy of P.O. must be attached.

☐ **Credit Card** (circle one) **Visa MasterCard American Express** *4 digit code* _____

Card Number: _____ Expiration Date: Mo._____ Yr. _____

Name on Card (please print): _____

Billing Address (required for credit card processing): _____

_____

Signature (required for credit card purchase): _____

BOMI INTERNATIONAL DESIGNATION COURSE REGISTRATION FORM

PROCESSING
Only orders with payment can be processed. There will be a $40 processing fee for returned checks.

PRICES
Prices are subject to change without notice.

DESIGNATION & COURSE ENROLLMENT FEES
There is a $75 enrollment fee for individual courses (those taken separately from a designation program). If you take an individual course, then decide to enroll in a designation program, the $75 fee from your first course (only) may be applied toward the $175 enrollment fee for your first designation program. There is a $75 enrollment fee for students enrolling in a second or third designation program. Fees are nonrefundable and must be paid with or before enrolling in a course or a designation program.

COURSE REQUIREMENTS
Because this is a dynamic industry, specific course requirements are based on date of enrollment. If you are not sure of your particular course requirements, please check with BOMI.

REFUNDS
BOMI International guarantees its course materials for up to 30 days. If you are not satisfied with our course materials, return them along with a textbook return form to BOMI within 30 days of receipt for a full refund. To obtain a textbook return form, please call BOMI's Customer Representative Team at 800-235-2664. EXCEPTIONS: 1) If you want to return course materials for an Accelerated Review class, you must return the materials 30 days before the class start date to receive a full refund . ‡(For further details about canceling an Accelerated Review class, see below section titled, "BOMI International Sponsored Accelerated Review Procedures and Policies.") 2) Reference books are not refundable.

SELF-STUDY EXAM DATES AND DEADLINES
Visit www.bomi.org

EXAM TRANSFER, EXAM NO-SHOW & EXAM RE-TEST
To postpone a course exam from the original date selected, you will incur a $75 fee every time you transfer to another exam date. A $100 no-show fee will be charged to students who do not notify BOMI and who do not show up for a scheduled exam. A $125 re-test fee will be charged to students who fail an exam and who want to retake it.

EXAM COMPLETION
Successful completion of a course requires passing an exam with a minimum score of 70%. You have one year from your original exam date selected to complete a course exam. If you exceed this one-year period, you will incur a $150 fee when re-registering for the course.

STUDY METHOD TRANSFER
A $75 fee will be charged to transfer between study methods. For information regarding additional charges or refunds, please contact a Customer Service Representative at 800-235-2664.

SELF-STUDY PROCEDURES AND POLICIES
Self-Study students must register directly with BOMI International. Course materials will be sent directly to the mailing address listed on your registration form. Examinations are administered five times a year on nationally standardized exam dates. Visit www.bomi.org or call **800-235-2664** for exam dates and deadlines.

- If you have not selected an examination date, you will automatically be registered for the earliest upcoming examination. Students have one year from their first exam date selected to complete an exam. Please print your selected exam date in the space indicated on the registration form. Exam dates are subject to change based on proctor and/or exam site availability.
- Students may take up to two exams per exam date.
- Students taking the Ethics ShortCourse™ using the Self-Study format have 3 months from the time they register to complete and return the self-administered exam. To postpone the 3-month period for an additional 3 months, students will incur a $75 fee. Students have one year from the date they originally registered to complete the self-administered exam. If students exceed this one-year period, they will incur a $75 fee when re-registering for the ShortCourse™.
- Your exam site is considered the nearest major city. If there is no major city within 50 miles of your home, please contact BOMI at **800-235-2664**.
- Late Self-Study exam registration – There is a $100 fee for late Self-Study registrations. Late registrations must be received within 5 business days after the registration deadline.

ONLINE DESIGNATION COURSE POLICIES (IN ADDITION TO THE ABOVE "SELF-STUDY PROCEDURES AND POLICIES")
- Online designation courses will be accessible for one year after the date of registration. Paper and pencil exams must be taken for online designation courses. See "Exam Completion" above for other related policies.
- You will receive an e-mail confirmation of your registration in an online designation course, including information about how to access the online course, within two business days of registering.
- System recommendations for online designation courses – Although the courses have been tested on multiple sites and platforms, the recommended software and hardware are: Microsoft Windows operating system, Internet Explorer 5.0 and above, and a high-speed modem or network connection.

BOMI INTERNATIONAL-SPONSORED ACCELERATED REVIEW PROCEDURES AND POLICIES
Accelerated Review classes are full, four-day sessions. Advance preparation is required. A course textbook will be sent to you prior to the class to help you prepare. Travel, hotel accommodations, and meals are not included in your registration fee. Class size in each location is limited. All courses, locations, instructors, and prices are subject to change. BOMI International will notify registrants of any changes in BOMI-sponsored classes approximately three weeks in advance of the class study date.

- Registration deadline – To ensure that you have sufficient time to prepare, you should be registered 10 business days prior to the class start date. A $100 late fee will be applied to registrations received thereafter. Additional shipping fees may apply.
- A course information sheet will be faxed or mailed to you as confirmation of your registration. Learning materials will be mailed under separate cover.
- Rescheduling an Accelerated Review class will result in a $75 transfer fee.
- ‡ Cancellations/rescheduling of an Accelerated Review class less than two weeks prior to the first day of class are subject to a $100 cancellation fee. Money refunded for cancellations will be for tuition only. The testing fee and learning materials fee will not be refunded but can be applied to a later exam date.
- If insufficient enrollment necessitates cancelling an BOMI-sponsored class, BOMI will notify you approximately three weeks prior to the scheduled class, and all fees will be refunded. Arrangements will be made for the return of the learning materials.

Call your BOMA Local for up-to-date information about BOMA-sponsored Accelerated Review classes and for information about specific policies.

GROUP EDUCATION PROCEDURES AND POLICIES
Group education classes are set up on an as-needed basis. Please contact BOMI International if you are interested in this format.

STATEMENT OF NONDISCRIMINATION
BOMI International is committed to providing an education opportunity for all persons and admits students of any race, color, gender or sexual preference, age, nondisqualifying handicap, religion or creed, or national or ethnic origin.

BOMI International • 1521 Ritchie Highway • Arnold, Maryland 21012-2738 • 410/974-1410 • 800-235-2664 • FAX 410/974-0544 • www.bomi.org

17TH Annual BOMA/IREM/IFMA Golf Tournament

Silver Spruce Golf Course – Peterson Air Force Base - September 23, 2011

THE TOURNAMENT

Golf Tournament is a scramble format. Cost includes 18 holes of golf, golf cart, driving range and range balls, cocktails, dinner, prizes, giveaways and raffle!

Date:	September 23, 2011
Registration:	12:30pm-1:30pm
Shotgun Start:	1:30pm
Cost:	$125/ person
Location:	Silver Spruce Golf Course – Peterson Air Force Base

AWARDS/PRIZES

☆☆☆ **GRAND PRIZE $1,200.00 Guaranteed Giveaway - Golf Trip**
Must be present to win, only one entry per golfer

☆☆☆ **NEW!!! Par 3 Competition, Closest to Pin Competition on EVERY Par 3 !!!**
12 WINNERS - CASH PRIZES: 1st $150 • 2nd $100 • 3rd $50

☆☆☆ **BEST TEAM SCORE**, 1st, 2nd and 3rd Places

☆☆☆ **Other Contests**: Longest Drive, Birdie Box • Much More

☆☆☆ **Great Raffle Gifts**

THANKS TO OUR SPONSORS

Sponsorships are available, for more information, contact Ann Sebastian email: ann@palmercenter.com

QUESTIONS? Please contact Cheryl Fitch, 520-1234; email: Cheryl@gb85.com

17TH Annual BOMA/IREM/IFMA Golf Tournament

Silver Spruce Golf Course – Peterson Air Force Base - September 23, 2011

REGISTRATION FORM

COMPANY _____ DRIVER'S LICENSE # _____ BIRTHDAY

GOLFERS

1. _____
2. _____
3. _____
4. _____

NAME, DRIVER'S LICENSE # AND BIRTHDAY WILL GET YOU IN THE FRONT GATE. YOU WILL ALSO NEED INSURANCE CERT AND REGISTRATION IN YOUR CAR.

TICKET PACKETS - NEW!!! Preorder your Ticket Packets

Includes: 4 - "Par Three Competition" tickets, must purchase to be eligible for prizes
One Mulligan Ticket, Limit Two per person, extras $5 each
6 - Raffle Tickets, extras available 6 for $5
COST: $20 each, Limit one per person

ORDER

GOLFERS	# Players_____ x $125 =	$ _____
TICKET PACKETS	# Packets_____ x $20 =	$_____
LATE PAY, after 9/9/11	ADD: $20 per player	$_____
TOTAL		**$**_____

PAYMENT - To help with registration, payment is requested by 9/16/11

What is your method of payment? Credit Card or Check?

_____To pay by credit card: Link: members.ppar.com under "Member Links", see IREM Golf.

Send REGISTRATION FORM via fax 476-8163 or email to Linda Littlefield email: llittlefield@ppar.org

_____To pay by check: mail copy of REGISTRATION FORM and make check payable to:
IREM – Chapter #53
PO Box 420
Colorado Springs, CO 80901