



# Bulletin

JANUARY/FEBRUARY 2007

[www.bomasf.org](http://www.bomasf.org)

*BOMA San Francisco advances the commercial real estate industry through advocacy, professional development, and information exchange*

## BOMA Launches New CareerCenter

Target Your Recruiting and Reach Qualified Candidates Quickly and Easily

**B**OMA San Francisco is opening the **BOMA SF CareerCenter**, a new online resource designed to connect property management employers with the largest, most qualified audience of industry professionals. Our industry partners in property-related service businesses may also benefit from this resource for administrative, sales & marketing positions. In partnership with Boxwood Technology, Inc., the leading provider of online career center technology and career development services to professional societies and trade associations, BOMA has replaced its existing job bank with a new interactive job board where employers and recruiters can access the most qualified talent pool with relevant work experience to fulfill staffing needs.

The new BOMA SF CareerCenter provides expanded capabilities for both employers and job seekers. Employers can access quality candidates through quick and easy job posting, online reports with job activity statistics, resume search functionality, search agents to keep them notified when new candidates that match their criteria have posted their resumes, and competitive pricing. Job seekers benefit from free and confidential resume posting, automated weekly email notification of new job listings, the ability

## Celebrate BOMA's Centennial

Attend the 2007 North American Real Estate Congress and the Office Building Show

**I** hope many of you will join me in attending the 100th Annual North American Real Estate Congress and the Office Building Show in New York City July 21 – 24, 2007. As if NYC wasn't enough of a draw, we'll be celebrating BOMA International's 100-year anniversary, which will spur larger than usual attendance – especially from the nearby Middle Atlantic Region, which contains a large number of BOMA members. Register early at the hotel, Marriott Marquis at Times Square, – even if it's simply as a place-holder until you confirm that you're going. The conference rate is \$209.



Kirsten Walraven, RPA, FMA  
CB Richard Ellis at  
Pacific Gas & Electric

### Planning Tips:

A good place to start is by visiting [www.bomaconvention.org](http://www.bomaconvention.org). From there, you can click on "The BOMA Congress" and find meeting schedule information. You may also register for both the Congress and separately for a hotel room

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## LEADERSHIP

### EXECUTIVE COMMITTEE

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CB Richard Ellis at Pacific Gas & Electric

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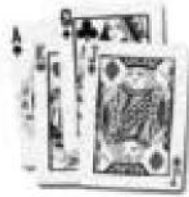
**LaMata Lewis**  
Director of Accounting

**Mary Anne Bogue**  
Executive Assistant/Office Manager

**Wendy deLara**  
Administrative Assistant

**Francine Anderson**  
Education Program Administrator

## TEXAS HOLD'EM BOMA SAN FRANCISCO STYLE



**Thursday, March 1, 2007**  
**Presidio Golf Course Clubhouse**  
**300 Finley Road off Arguello**  
**5:30 p.m. Registration/check-in**  
**6:15 p.m. Tourney Begins**  
**\$65 per person**  
**\$85 at the door**

**Register at**  
**[www.bomasf.org](http://www.bomasf.org)**

## Mark Your Calendar!

it'll be here before you know it...



**7th Annual**  
**PAC at The Park**  
**Wednesday, April 4**  
**Patio Party 4-7 pm**  
**China Basin Landing**  
**Giants vs. Padres**  
**Game time 7:15 pm**  
**Fireworks show**  
**after the game.**

**This is a great opportunity to**  
**generate revenue for BOMA's PAC**  
**while socializing with**  
**colleagues, clients,**  
**family and friends**

# **BOMA-SF-PAC**

SERVING SAN FRANCISCO

**Registration forms will be sent out in early**  
**March 2007**

**Seats are in View Reserved Section**

Continued from page 1—BOMA's Centennial

through the web site. If you can't attend the full conference, there is a one-day registration package, and there are programs for youth, and for spouses.

#### Meeting Dates:

While official dates are July 21 – 24, note that there is an excellent Medical Office Building Seminar immediately prior to the start of the Congress, if you're interested. For people interested in attending meetings of BOMA International committees, task forces, special interest groups and councils, please plan to arrive on Friday, July 20. If your primary interest is the educational sessions and the trade show, those activities begin July 22 – so plan to arrive July 21. The opening night party will be held Saturday, July 21, and the closing banquet is Tuesday, July 24.

#### Final Note:

While it is suggested you make hotel reservations fairly soon, if you have not registered for the Congress itself by June 1 you will be bumped from the hotel. This is to ensure the integrity of BOMA International's room block reserved for conference attendees.

I would be most happy to answer any questions you might have, and I certainly encourage you to attend this conference. (I can also loan you a copy of the DVD we showed at our January luncheon to promote the Congress – should you wish to share this with colleagues).

### The BOMA Bulletin

is published bi-monthly.  
Scheduled 2007 issues are January, March,  
May, July, September  
and November.

Contact Tory Brubaker at  
**415/362-2662 x15** for information on

- Advertising Opportunities
- Article Submissions
- Press Releases for  
Members on the Move

Ads are due by the 10th of the month  
prior to publication.

[www.bomasf.org](http://www.bomasf.org)

# BOMA's 2007 Corporate Sponsors

We thank these Leading Companies  
for their commitment to our Association.

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NRG Energy Center San Francisco  
Otis Elevator Company  
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Unico  
Young Electric Co.

# BOMA Leadership

2007 Committee Chairs Set Course for BOMA

**B**OMA is a successful organization due in large part to an active and committed base of member volunteers. Over 100 members serve on committees or provide special project support. BOMA is honored to have the following leaders guide the Association through the issues, events and industry challenges of 2007. If you are interested in participating on one of these committees, please contact the chair via the email address shown.



Associate Committee  
Rod Howery, Regional Vice President  
Ampco System Parking  
rhowery@abm.com

The Associate Committee plans and executes the organization's social events. These events include the "No Frills" Silverado and Elmer Johnson golf tournaments, the Holiday party, Un-Oktoberfest, and new in 2007, the BOMA Texas Hold'em Tournament.



BOMA-SF-PAC (Political Action Committee)  
J. Timothy Falvey, President  
Hanford Freund & Company  
tfalvey@hanfordfreund.com

BOMA-SF-PAC is the separately incorporated political action arm of the association. BOMA-SF-PAC endorses and supports local candidates for public office, local ballot initiatives and independent expenditures on behalf of issues or candidates. Due to State and local regulation of Political Action Committees meetings are open to BOMA members as observers only. The Committee is governed by a board of directors that is elected to a 2 year term. If you would like to be considered for a board position, please contact the Chair to discuss your interest and qualifications.



Codes & Regulations Committee  
Ken Cochrane, Director of Permit Services  
BCCI Construction Company  
kcochrane@bcciconst.com

The Codes & Regulations Committee monitors the current trends in code enforcement that may affect the commercial real estate industry at the city and state level. The committee educates the membership on the major code related issues and topics that affect San Francisco and the Bay Area's commercial real estate industry. The committee also evaluates and provides feedback on behalf of BOMA on proposed building code changes, additions or deletions at city and state levels.



Education Committee  
Margie Turrel, RPA, Property Manager  
Cushman & Wakefield  
margie@345cal.com

The Education Committee selects speakers and topics for membership luncheons. The committee also discusses educational topics for the membership and the best format for dissemination of useful information, including seminars, newsletter articles, website links, brown bag forums, etc.



Emergency Preparedness Committee  
Steve Levy, Manager of Operations, Property Management and Construction  
Shorenstein Realty Services, LLC  
slevy@shorenstein.com

The Emergency Preparedness Committee identifies exemplary safety, security, emergency preparedness and incident prevention practices in the commercial property field, and educates members about the security and life safety assessment and planning tools, and range of preparedness options available to them.

*“Good leaders make people feel that they’re at the very heart of things, not at the periphery. Everyone feels that he or she makes a difference to the success of the organization. When that happens people feel centered and that gives their work meaning.”*

~Warren Bennis



Environment Committee  
David Starkey, General Manager  
Cushman & Wakefield  
dstarkey@303secondst.com

The Environment committee encourages and supports environmentally sustainable business practices in the commercial real estate industry. These include the implementation of best practices in the management of solid and hazardous waste recycling and disposal and water and energy conservation plans. The committee also promotes implementation of “green” building practices and those that ensure healthy indoor air quality. This committee is also responsible for the Earth Awards (formerly the CoRY Awards) which considers the entire spectrum of programs and practices that constitute an effective “sustainability program” for office buildings including what policies and procedures should be adopted that can help move a property toward becoming “green”.



GAPAC (Government & Public Affairs Committee)  
Elaine Andersson, V. P., Regional Counsel  
Boston Properties  
eandersson@bostonproperties.com

GAPAC plays a very important part in accomplishing BOMA’s advocacy goals. Along with the BOMA-SF-PAC, this committee is dedicated to representing BOMA members’ interests before every government body or public policy forum as required. An integral part of BOMA’s advocacy effort directly involves determining impact of proposed governmental policies and regulations on BOMA members and formulating appropriate responses to such policies or regulations.



Leadership Development Committee  
Paul Grafft, RPA, Sr. Vice President, Asset Manager  
Shorenstein Company, LLC  
pgraftt@shorenstein.com

The Leadership Development Committee recommends candidates for various leadership positions within BOMA, and screens both “Member of the Year” nominations and candidates for the board of Directors.



Membership Services Committee  
Justin Riordan, Project Manager  
Peacock Construction  
justinriordan@peacockconstruction.com

The Membership Services Committee recruits new Principal (Building) and Associate (Vendor) members to the organization, with emphasis placed on identifying non-member buildings and planned developments in San Francisco, San Mateo, Sonoma & Marin counties. The committee is also responsible for welcoming all new members, assisting in the member renewal process, and producing Membership Orientations to new and existing members.



Property Types Survey Task Force  
Paul Richards, RPA, CPM, Director of Property Management  
Wilson Meany Sullivan LP  
prichards@wmspartners.com

Newly formed this year, the Property Types Task Force will examine the different types of commercial property within BOMA San Francisco’s service territory and make recommendations on which types of commercial buildings offer the most potential growth for BOMA membership, as well as recommend member-recruitment strategies.

## BOMA CAL Energy Committee Update

The BOMA California Energy Committee has been quite active in monitoring all energy-related activities at the state level which may impact commercial real estate this past year. It has been working together with Bill Roberts, Economic Sciences Corporation, our energy consultant to the CPUC, on a regular basis to ensure our stated positions on all proceedings before that body have had direct input and review from our committee members. BOMA Cal is fortunate to have a very experienced Energy Committee made up of members with extensive energy management experience and/or similar responsibilities within their commercial real estate firms.

The committee (and our consultant through his filings on behalf of BOMA California) has been focused most recently on three areas: rate parity for large commercial energy users, Critical Peak Pricing (CPP) and the use of marginal cost methodology in establishing time of use (TOU) pricing, and sub-metering rule changes.

Rate parity is an ongoing issue for commercial real estate interests, in so far as we are vulnerable to over-subsidizing the residential sector. Only recently, since BOMA became involved in CPUC-bound rate request cases of the three investor-owned utilities in California, have we seen some shifting back to rates that more accurately reflect the cost of service, which is the basis for our position on how energy rates should be set. The rates are not fair yet, and we have not achieved rate parity with the residential sector, but we are moving in that direction. The most recent example: the PG & E filing for new electricity rates will give large commercial customers (the majority of BOMA members) classes a 9% reduction while residential customers will see a 3% increase in rates. This reduction is predicted to save BOMA members in the PG & E territory over \$10 million a year, if approved. Those savings could be multiplied two or three times when all commercial customers beyond the BOMA membership ranks are considered.

The issue of Critical Peak Pricing/TOU demand charges is also one of continuing interest, and one that is very important to commercial office building owners, in as much as their ability to shed load during peak periods is oftentimes very difficult to achieve, yet subject to very high penalties if not achieved. BOMA Cal is continuing to push voluntary programs that present incentives to owners for participating in demand-side reduction

programs that kick in on peak usage days. BOMA is also pushing for a revision to the marginal cost methodologies used to determine the cost of a kilowatt hour of power during such peak times. The current methodology and estimates have not been updated since 1994.

Sub-metering rules in California for commercial real estate need clarification. Hence, BOMA has drafted a modification to Rule 18 that would allow owners to sub-meter commercial tenants without being considered a utility, and subject to CPUC oversight. This issue is made all the more important by the fact that many owners have already sub metered their tenants and bill them directly for energy consumption, or simply add a surcharge to their rent for what they consider to be excessive energy usage. Just how owners can and should monitor commercial tenant energy usage, what administrative charges may be allowed, what kind of transparent transaction must take place in sub-metering to maintain system integrity and tenant confidence, who will pay and maintain meters, and how owners can more effectively engage tenants in reducing consumption are all issues that need to be explored, discussed and clarified in our filing.

The last issue of interest is that of Direct Access. Since September 20, 2001, no new direct access energy purchases have been allowed in California. BOMA Cal has joined a large coalition of energy consumers (industrials, retailers, state and local government agencies, etc.) to push for the CPUC to open a filing on the reinstatement of direct access. BOMA Cal has not made any financial commitments to this coalition but has allowed its name to be used as one of the petitioners. Comments to the initial filing request have been received, and replies to the initial comments from ORA, TURN, etc., have been made by the coalition counsel, in concert with all parties, including BOMA. No formal action by the Commission has been taken at this time on the subject.

The BOMA Cal Energy Committee will continue to monitor and advocate on behalf of BOMA members statewide on all energy-related issues. This is a very important piece of BOMA California's advocacy efforts, and one which adds quantifiable value to our members' assets.

# HOLIDAY CHEER ABOUNDS AT ANNUAL HOLIDAY PARTY

Event Marks Culmination of Successful Toy Drive

Over 425 BOMA members spread good tidings and cheer at the Annual Holiday Party hosted by the Associates Committee on December 14th at the Argent Hotel. Special thanks to event chairs **Rennie Ediger, Perfection Sweeping** and **Sandie Krutz, Baskets to Banquets**, and the entire **Associates Committee** for their hard work in planning this event. Music from **Ken Fishler** and his group added to the festive atmosphere, and special thanks to **Robert Poyas** Landscaping for donating floral decorations. Mark your calendars now for this year's party which will be held on December 12, 2007.

The event marked the end of BOMA San Francisco's 20th Annual Toy Drive. Thanks to the generosity of our members and their tenants, this year's drive benefited over 40,000 families this holiday season. Recipients include local children, as well as thousands of children living with AIDS, hospitalized with serious illnesses and who've lost their homes to disasters.

This year's success is in no small part due to the direction and leadership of Toy Drive Chair and BOMA Education Program Administrator **Francine Anderson**

and **Sally Casazza**, Chair of **San Francisco Firefighter's Toy Program**. Special thanks to **McCarthy Cook & Co.** for donating storage space at their China Basin Landing facility during the drive for the toy barrels. Many thanks also to all of the volunteer drivers and their companies for delivering and picking up toy barrels and gifts, and of course our members whose generosity continues to make the Toy Program a welcome priority each year.

#### Thanks to Our Volunteer Driver Companies

August Supply, Inc.  
Commercial Interior Builders  
Goodwill  
Rosendin Electric, Inc.  
Shamrock Moving & Storage



# Calendar of Events

For detailed information please visit our website at [www.bomasf.org](http://www.bomasf.org).

date		time	location
<b>14-17</b>	Design Operation I	8 am–5 pm	44 Montgomery, Lower Level A
	Associates Committee	4–5 pm	TBD
<b>20</b>	Membership Luncheon	11:30 am–1:30 pm	Palace Hotel, 2 New Montgomery
<b>22</b>	Managing Small Construction Project	8:30 am–4:30 pm	SFSU Downtown Ctr., 835 Market
<b>26</b>	BOMA-SF-PAC	12–1:30 pm	BOMA Conference Room
<b>27</b>	Emergency Preparedness Committee	9:30–10:30 am	BOMA Conference Room
<b>28</b>	Codes & Regulations Committee	12–1 pm	BOMA Conference Room
<b>28</b>	Bay Meadows Update Breakfast	8:30–9:30 am	Bay Meadows Racetrack

date		time	location
<b>1</b>	Environment Committee	11:30 am–1:30 pm	TBA, check website for update
	Texas Hold 'Em Poker Tournament	5:30–9 pm	Presidio Golf Course Clubhouse
<b>7</b>	GAPAC	12–1:30 pm	BOMA Conference Room
<b>14</b>	Member Services Committee	12–1 pm	BOMA Conference Room
<b>15</b>	Associates Committee	4–5 pm	TBD
<b>26</b>	BOMA-SF-PAC	12–1:30 pm	BOMA Conference Room
<b>27</b>	Emergency Preparedness Committee	9:30–10:30 am	BOMA Conference Room
<b>28</b>	Financial Management Series: Annual Business Plans & Budgeting	8:30–11:30 am	SFSU Downtown Ctr., 835 Market
<b>28</b>	Codes & Regulations Committee	12–1 pm	BOMA Conference Room
<b>30</b>	Membership Luncheon	11:30 am–1:30 pm	Palace Hotel, 2 New Montgomery



The BOMA SF Environment Committee is pleased to announce the

# BOMA San Francisco 2007 Earth Awards Competition!



**F**or six years, BOMA San Francisco has recognized its members for their exemplary recycling efforts through our Commercial Recycler of the Year awards, or, the CoRYs. BOMA members who won the top awards were given "Golden Dumpsters" to showcase their efforts to owners, tenants and the general public.

Starting in 2007, this award program has been expanded not only to review and reward BOMA members with the best commercial recycling programs, but also to include an evaluation of a building's energy and water conservation efforts, air quality and toxics reduction programs, support for public transportation, and effective use of tenant education programs geared to promoting sustainability practices in commercial office buildings. The Environment Committee has created this new award as an opportunity for BOMA members to consider the entire spectrum of programs and practices that constitute an effective "sustainability program" for office buildings including what policies and procedures should be adopted that can help move a property toward becoming "green".

Applications were due February 9, 2007. You may also want to view [BOMA's Commercial Recycling Guide](#) to learn more about establishing, or finetuning, a comprehensive recycling program in your building.

The 2007 Earth Awards are sponsored by **BOMA San Francisco**, with generous support from the **San Francisco Department of the Environment, Golden Gate Disposal and Recycling**, and **PG & E**.

Winners will be recognized at the April 2007 luncheon and \$20,000 in cash prizes will be distributed to the top achievers.

## CORRECTION

*On page 4 of the Nov/Dec Bulletin  
John Grcina's company was listed incorrectly.*



**John Grcina, President of R. N. Field Construction** has been a member of the association for the past six years, and a corporate sponsor since 2001. The company has offices in San Francisco and Los Angeles and has been in business for over thirty years specializing in tenant improvements and building renovations. Most recently the company completed projects at 301 Howard Street for CompWest Insurance, Three Embarcadero Center for MTC Holdings and at the Transamerica Pyramid for Cushman & Wakefield.



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## Empty Out That Storage Closet— THE GREEN WAY!

**G**oodwill has just made your life—and that of your tenants—easier and greener thanks to a new drop-off donation site at 580 Brannan Street, between 4th and 5th. The site is open daily 8:30 a.m. to 5 p.m. Here's what you might wish to tell your tenants.

You know that closet. The one so crammed with stuff that the IT team has given up on ever finding anything. The one that makes the facilities personnel swear every time they open it. The one that makes you swear you'll clean it out if it's the last thing you do.

Well, here's extra motivation to do just that.

1. Think of the clean, uncluttered space you'll have once the stuff is gone. Ahh.
2. Ponder the incredible good the stuff will do for the community once you take it to Goodwill (or, if it's computers, Goodwill will pick it up). Your Goodwill donation not only creates jobs but also helps fund job training programs. Through such programs people with disabilities, language barriers, prison records or other employment challenges develop sustainable livelihoods.
3. Your stuff will be reused or recycled rather than go into landfill. In fact, Goodwill is able to keep 75 percent of all donated material out of landfill each year.
4. You can get an added boost of good feeling when you give computer equipment (working or not) to Goodwill. Goodwill refurbishes working systems and sells them at an affordable price at their stores or donates them to schools and community groups. Nonworking systems are taken apart and reused or recycled down to the most miniscule component. This e-cycling process results in zero percent waste!
5. Items donated to Goodwill are (generally) tax-deductible.

So, you can see that the dreaded storage closet chore isn't really a chore at all. It's a good deed that helps your business, helps the community and helps the planet.

Now isn't it time to start on that stuffed cubicle?

**Goodwill's newest donation site is located at 580 Brannan Street between 4th and 5th, open daily 8:30 am to 5 pm. Businesses wishing to donate computers, call (415) 575-2125. For more information, visit [www.sfgoodwill.org](http://www.sfgoodwill.org).**

We've just made your life easier—  
and **greener.**



Goodwill has just opened a new  
donation site in your neighborhood!

**580 Brannan Street**

*In City Park lot between 4th and 5th*

**Open Daily**

8:30 am - 5 pm



**Goodwill**

[www.sfgoodwill.org](http://www.sfgoodwill.org) (415) 575-2101

SAN FRANCISCO | SAN MATEO | MARIN

# New Membership Campaign is Working

Jump Aboard and Earn \$\$\$

**B**OMA's membership campaign which kicked off last October has brought 6 new members into the association, and made several members richer in the process. The campaign is simple—refer a prospective member to BOMA – either a Principal or an Associate member, and when that prospect submits their dues, and has your name on their application as the referring party, BOMA gives you a **\$200.00 American Express gift card**.

Further, every time a company that you refer joins BOMA, we'll put your name in the hat for a drawing for three fantastic prizes. Recruit five new members, get five chances to win any of the prizes—and of course, get a \$200 AmEx gift card each time a company you refer joins. The prizes include **a night at the Ritz Carlton Half Moon Bay—with dinner, and golf or spa treatments for two (your choice); a \$500.00 American Express gift card; and a \$100.00 gift certificate for a nice dinner.** The drawing will take place at our May 2007 luncheon.

**To date, the following members have received \$200.00 gift cards:**

**Referring Member**

Maurice Quillen, Golden Gate Disposal & Recycling  
 Mercy Ringelman, Double Day Moving Services  
 Elida Mena, CB Richard Ellis  
 Doug Kniveton, CB Richard Ellis  
 Agnes Wyman, The Swig Company  
 Paul Grafft, Shorenstein Realty Services  
 Justin Riordan, Peacock Construction

**New Member**

Wireless Voice & Data, Inc.  
 Martinkovic Milford, Inc. Architects.  
 The Beacon Retail  
 The Townsend Building  
 115 Sansome Street  
 Seyfarth Shaw  
 Nor-Cal Moving Services, and 350 Rhode Island

We welcome these new members and thank the referring members for their support. We hope you'll get your bag of cash soon! And we thank **Mrs. Smith of Peacock Construction** for creating BOMA's "Bags of Cash" for this campaign.



Membership Services Committee Chair Justin Riordan, Peacock Construction, awards Agnes Wyman, The Swig Company, with her "bag of cash" for recruiting a new building member.

## 1-Hour Parking Validation Available for Meetings in BOMA Office

Participation Just Got Even Easier!

We all know that parking downtown during the day can be difficult, and pricey. In an effort to help facilitate member participation in our meetings, **Michael Murphy, General Manager of California Center at 345 California Street**, has donated a book of hourly parking validation stickers for the convenience of our members who must drive downtown to attend a BOMA meeting. We can now offer "1st hour free" parking at his garage (entrance on Battery Street).

The validation stickers will be available at BOMA's reception desk. Simply request one on the way into (or when leaving) the meeting, and take it with you to the garage. Thanks Michael and Cushman & Wakefield.



# Benchmark Operating Expenses — 2007 Experience Exchange Report Survey is Now Open!

Deadline for Submittal is March 20, 2007

**B**OMA International's 2007 Experience Exchange Report (EER) Survey is now open. The EER is the most comprehensive and reputable source for operating income and expense data for the office building industry. Your participation in the 2007 EER survey is vital to ensure that the EER contains the most comprehensive building performance data in our industry. EER data also helps BOMA advocate on behalf of the industry on the federal, state and local levels, and helps ensure that the industry is accurately characterized to the media and industry analysts.

The online survey is available at [www.BOMA.org/2007EERsurvey](http://www.BOMA.org/2007EERsurvey). We encourage you to submit your data online to save time and help ensure clean data collection. Also, if you take the survey online, your data will be saved in your account to expedite submission in future years. Please be assured that all survey data is kept in strictest confidence and only summary statistics will be published.

All participants will receive the following:

1. You'll receive a customized Expense Performance Comparison (EPC), comparing each building you submitted with similar buildings in the area by location, size, and age.
2. You'll save up to 67% on 2007 EER products:
3. You'll be entered into a drawing for a complimentary registration to Celebrate BOMA's Centennial at the North American Real Estate Congress® and the Office Building Show in New York City in July, 2007.

Thank you in advance for sharing your data and participating in this important industry survey. Your participation will ensure that the 2007 EER continues to be the industry standard for income and expense benchmarking.

NOTE: If you would prefer to download and print a copy of the survey you may still do so. The deadline to submit your survey data is March 20, 2007. If you have any questions or need assistance, don't hesitate to contact a member of the research department at 202-326-6346 or email us at [eer@boma.org](mailto:eer@boma.org).



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Continued from page 1—BOMA to Launch New Career Center

to save jobs for later review, and other career development services.

The new BOMA SF CareerCenter helps streamline your hiring process with:

- Incredible exposure for job listings – BOMA SF reaches the largest audience of property management professionals in the San Francisco area.
- Easy online job management – You can enter job descriptions, check the status of postings, renew or discontinue postings, and even make payments online.
- Resume searching access – With a paid job listing, you can search the resume database and use an automatic notification system to receive email notifications when new resumes match your criteria.
- Search agents – Receive notifications when new candidates that match their criteria have posted their resumes
- Increased visibility – Along with each job posting, you can include profile about your individual company and a link to your web site.

Job Seekers will continue to post free of charge, however, employers will now be charged a fee for job postings. BOMA SF CareerCenter offers a range of posting packages at both member and non-member/recruiter rates. Please visit the BOMA SF CareerCenter at <http://careers.bomasf.org> to review the range of products and pricing schedules available. The BOMA SF CareerCenter makes its debut on February 15. Don't miss this unique opportunity to be seen by an exclusive audience of the industry's best and brightest.

## Introducing the *New BOMA SF CareerCenter!*

Job seekers and employers have discovered the advantages of searching online for the best jobs and for qualified candidates to fill them. But when it comes to finding professionals in the property management industry, the mass-market approach of the mega job boards may not be your best avenue.

The all-new **BOMA SF CareerCenter** gives employers and job seeking professionals a better way to find one another and make that perfect career fit.

**For Employers:** Target a focused audience of qualified industry professionals, post your jobs, search resumes, track applications and promote your company online.

**For Job Seekers:** Post your resume confidentially if you choose, search job listings and receive automatic email notification whenever a job matches your criteria.

To find a job or fill a position, visit <http://careers.bomasf.org> today.



<http://careers.bomasf.org>

# Expert IT Advice...

## Technology/IT Tips for Property Management Professionals by Steve Boullianne IPSOFACTO, IT Services

### Part 1 of a 6 part series in 2007

Building owners and managers set up their computer networks in one of three ways: peer-to-peer, client-server and cross-network. In all three cases, the goal is to have the right IT to manage properties, tenants, work orders, safety, engineering, security issues and other vital concerns. Property management is a unique field, and its unique requirements shape the way property managers buy and use IT.

IPSOFACTO, IT Services has been supporting property managers and their tenants since 1995. Cushman & Wakefield, Jones Lang LaSalle, and Patson Development are some of our clients. After years of working with property management IT, we understand staff needs, budgets, corporate structures and other considerations for smart and economical IT support.

In the next five issues of the BOMA Bulletin (which you are now reading), IPSOFACTO will cover the most common IT concerns of property managers. This series is intended to help you make more informed IT choices, reduce confusion about the latest options and increase your overall productivity.

In the upcoming months "Expert IT Advice" will cover the following topics:

- **Issue 1: Business Continuity**

First things first: Always ensure availability of data and system accessibility. We will talk about back-up systems and how they can help you in several ways. In addition to finding old files, they enable you to clone a defunct workstation or server and rebuild it

quickly, 0 for 0 and 1 for 1, getting you back on your keyboard in a few hours. Not all back-up systems are created equal, and you need to know the best ones for your profession.

- **Issue 2: Mobile Workforce**

Keep your mobile employees connected wherever they are, whether they're in the field or sick at home (yet still functional and ready to work). This article will focus on increased productivity through mobile flexibility, using tools like PDA's, Outlook integration, RDC and remote access to save time and money.

- **Issue 3: Business Solutions**

What's the future for property management systems? Will you rely on workstation-based management applications? Or will you be working with web-hosted, multi-tier CRM systems that are fully integrated for optimum convenience? The goal is to make your work smart and easy, and there are some great new developments that link-up operations, accounting, engineering, tenant contact, plus a host of other modules

- **Issue 4: Scalable Networks**

From single workstations to multiple locations with server-based IT solutions, networks can scale in ways that deliver big tools to small offices, supporting a focus on collaboration, data security and productivity.

- **Issue 5: Maintenance**

With services like network maintenance, server monitoring and email filtering, you can minimize the risk of system failures and business downtime. If you use IT to maintain your building, don't forget to maintain your IT too!

For questions or more information contact IPSOFACTO at (415) 362-2922 - option 4.

*IPSOFACTO, IT Services*

— providing business IT services since 1995.

<http://www.ipsofacto.info/>

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# Members on the Move

**Pankow Special Projects, LP (PSPL)** recently completed construction of San Francisco-based Beverly Prior Architects' new 12,500-square-foot office space, one of the first to pursue a LEED-Commercial Interiors (CI) Gold certification outside of the pilot program. San Francisco based **Huntsman Architectural Group** served as architects for the project.

**John W. Ossa, CLP**, of **Gardeners' Guild, Inc.** in San Rafael, CA, recently passed the Certified Landscape Professional (CLP) exam. Earning a PLANET (Professional Landcare Network) certification designation provides a benchmark of professionalism and signifies that its' bearer has the experience that can be trusted.

**Gachina Landscape Management** was recently awarded an Overall Safety Achievement Award from the Professional Landcare Network (PLANET) at the Green Industry Conference awards banquet in Columbus, OH. The award, a part of PLANET's annual Safety Recognition Awards Program, and sponsored by CNA and Ariens/Gravelly/Stens, honors those companies with thorough, high-performing safety programs that create and maintain safe work environments in the green industry. It is designed to reward green industry professionals who consistently demonstrate their commitment to safety.

**Berding & Weil LLP** is pleased to announce the firm's three newest partners: **Sandra M. Bonato**, **Robin L. Day** and **Jan A. Kopczyński**. Both Robin and Jan will continue their practice in Construction Defect Litigation while Sandra will continue her corporate practice work with condominium associations and other real estate owners and managers.



**Burr, Pilger & Mayer (BPM)**, a full service accounting and consulting firm, announces **Michael Teutschel** has joined the firm as Partner. With over thirty years of experience, Mr. Teutschel will serve in the Consulting practice specializing in private companies and high net worth individuals. (photo attached)

For the third straight year **Arborwell** has been named to the San Francisco Business Times list of the 100 fastest growing companies in the San Francisco Bay Area. This year Arborwell moved up to rank 65th on the list compiling a three year average growth of 85%. Serving the entire San Francisco Bay Area Arborwell provides tree relocation and transplanting, specification pruning, plant health care, tree and stump removal, tree inventories, appraisals, hazard assessments, and budgetary management plants.



**Boston Properties** is pleased to announce that **Stephen Austin, RPA**, has been promoted to the position of Regional Property Manager. Steve joined Boston Properties in 2004 as Senior Property Manager. During his tenure he has been responsible for managing Embarcadero Center One & Two, as well as the department's tenant relations and administrative functions at the Center. In mid 2006, Steve was given the supervisory responsibility over three properties in the south bay area totaling over 909,000 square feet. His job duties now include responsibilities that extend beyond the Embarcadero Center some 50 miles south to San Jose.

**Cushman & Wakefield** recognized several local employees for their exemplary performance at its Annual Kick-Off Awards Ceremony in January. **Susan Court, RPA**, Property Manager of 475 Sansome was named **Property Manager of the Year**; **Michael Murphy, RPA**, and his team at 345 California, including **Marjorie Turrel, RPA**, **Lori Williams**, **Carolyn Permalino**, **Tim Danz**, were named **Building Team of the Year**; **Pat Lum**, formerly of 160 Spear and now at Pacific Shores, was named **Engineer of the Year**; and **Naoto DeSilva**, Senior Accountant, was named **Corporate Employee of the Year**. Congratulations to all!

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