



Greater Orlando IFMA Chapter CFM Roundtable

Welcome to the 5th CFM roundtable
presented by

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Special thanks to our host TAMI BERRY of SPRINT



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**Welcome to the fifth CFM roundtable presented by
The Greater Orlando IFMA Chapter. Today's facilitators:**

Larry Simmons, CFM Treasurer, IFMA Orlando board of directors
Division Manager-Facilities Services, City of Orlando

Geoff Allen, CFM, President of IFMA Orlando
Office Services Manager - Glatting Jackson Kercher Anglin.

David Dunn, CFM
Project Manager, City of Orlando

Patrick Baker, CFM
Chief FM Engineer, Johnson Controls



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- Previous roundtables covered the 9 competencies
- Today - discussion and practical advice
- Larry and Geoff briefly go through the competencies
- David and Patrick, 2 newly minted CFM's share their successful experiences with the CFM exam
- Conclude with group activities from the CFM study guide



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David Dunn, CFM

**My experience with the
CFM exam September 2007**

CFM



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Patrick Baker, CFM

**My experience with the
CFM exam September 2007**

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Group Learning

Review the 9 competencies and list the area's in which you are strongest, then, the area's you feel you want to focus on strengthening.

- I. Operations and maintenance**
- II. Real Estate**
- III. Human and environmental factors**
- IV. Planning and project management**
- V. Leadership and management**
- VI. Finance**
- VII. Quality assessment and innovation**
- VIII. Communication**
- IX. Technology**



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Study questions ?

1. Proposed renovation work in an existing building must meet code provisions applicable to:
 - A. Additions
 - B. New construction
 - C. The original construction
 - D. Similar buildings



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Study questions ?

- 2. Within the context of a business contingency plan, the most important element that needs to be coordinated between IT and FM is:**
- A. Backup site and number of essential employees**
 - B. Configuration of computers and necessary software**
 - C. Emergency call lists**
 - D. FM systems necessary at off-site location**



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Study questions ?

2. Within the context of a business contingency plan, the most important element that needs to be coordinated between IT and FM is:

- A. Backup site and number of essential employees**
- B. Configuration of computers and necessary software**
- C. Emergency call lists**
- D. FM systems necessary at off-site location**



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Study questions ?

- 3. As a facility manager, you receive a call from a tenant who just moved in to one of your buildings. He says he has sent all his employees home because of a strong odor in the building. Employees are complaining of headaches and feeling faint. What should you do?**
- A. Call the city's health department**
 - B. Call the local EPA department**
 - C. Go and investigate the issue yourself**
 - D. Send your building mechanic**



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Study questions ?

3. As a facility manager, you receive a call from a tenant who just moved in to one of your buildings. He says he has sent all his employees home because of a strong odor in the building. Employees are complaining of headaches and feeling faint. What should you do?

- A. Call the city's health department**
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Study questions ?

4. If you must know who is in your facility at all times, what type of security is best?
- A. Video
 - B. Push button access system
 - C. Security cards
 - D. Proximity cards



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Study questions ?

4. If you must know who is in your facility at all times, what type of security is best?
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Study questions ?

5. How many District Federal Reserve Banks are there in the Federal Reserve System ?

- A. 8**
- B. 10**
- C. 12**
- D. 20**



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Study questions ?

5. How many District Federal Reserve Banks are there in the Federal Reserve System ?

A. 8

B. 10

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6. In a facilities annual report, a list of facilities actions scheduled for the coming year in timetable form, is found in the:
- A. Critical maintenance plan
 - B. Full action plan
 - C. Corporate added value statement
 - D. Executive summary



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6. In a facilities annual report, a list of facilities actions scheduled for the coming year in timetable form, is found in the:

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- C. Corporate added value statement
- D. Executive summary



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7. A review of the general ledger indicates annual expenditures for the following listed items:

Utilities	\$150,000
Ad valorem taxes	\$200,000
Income taxes	\$ 30,000
Cleaning	\$ 80,000
Administration	\$ 60,000
Depreciation	\$ 24,000
Capital repairs	\$ 75,000
Maintenance & repair	\$100,000

What are the total operating expenses that you would use to calculate Net Operating Income?

- A. \$179,000
- B. \$590,000
- C. \$665,000
- D. \$390,000



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Thank you for participating in the 5th CFM roundtable

At our next roundtable, OCTOBER 9, we will review all 9 competencies, and engage in several group learning activities. Our intention is to have the presentations of all CFM roundtables available for download on the IFMA Orlando website before then.

- **THANK YOU FOR FILLING OUT YOUR FEEDBACK BEFORE LEAVING !**



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