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June/July 2019

# Bulletin

THE OFFICIAL PUBLICATION OF THE WASHINGTON BUILDING CONGRESS

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**T**his issue of the *Bulletin* features the 2019 WBC Rebuilding Together Workday project and recognizes the numerous individuals and firms who helped make this annual charitable event a success. I would like to extend special recognition to the Community Services Committee, Chair Edward Dudlik (Oppenheimer), Vice-Chair & House Captain Gael Perichon (LSM), and Board Liaison Rob Wenger (WCS Construction).

The Community Services Committee hosted the association's Rebuilding Together workday on April 27 in Burke, Virginia. The group successfully orchestrated the efforts of our supporting firms and over 40 individuals contributing almost 400 volunteer hours. Congratulations to everyone involved with this special project. A deserving veteran and his family are now enjoying a much better quality of life. Thanks also go to Co-Captain Andrew Tomlinson (G&M Services), Safety Coordinator Micheline Diakite (Boston Properties), Trash Coordinator Bridget McCarthy (BMAC Consulting Group) and all of our outstanding volunteers and supporters.

Please take a moment to enjoy the WBC Summer Golf Outing section in this edition recognizing our great sponsors and tournament winners. I would like to provide special acknowledgment to Tournament Sponsor Siemens Industry for their top-level support. 432 players came out for an enjoyable day of golf on June 10, followed by the awards reception at The Golf Club at Lansdowne. Thank you to the Golf Outing Committee and Co-Chairs Brian Lockwood (Graham Architectural Products) and Bill Voigt (Siemens Industry) for overseeing the tournament again this year.

The Spring Networking event was held on May 22 at a great new venue, Mission Navy Yard, across the street from Nationals Park. We will be returning to the same neighborhood on August 13 for the WBC Nationals Baseball Outing with a pregame event in the Home Plate Tailgate private picnic area. Please be sure to also join us for the Summer Networking at Cactus Cantina on August 28 from 5:00 to 7:00 p.m.

The 82nd annual Fall Kickoff, benefiting the WBC Foundation and Craftsman Hall of Fame, is scheduled for September 26 at Columbia Country Club. 100% of the net proceeds from the evening will support the Foundation. Please contact the WBC for further information and mark your calendars now for the September Fall Kickoff Bull & Oyster Roast.

The WBC Nominating Committee is accepting nominations for the FY'2020 Board of Directors, taking office on October 1, 2019. Submissions are due by close of business Friday, August 23. An official notice will be distributed at the end of August announcing the slate of candidates. Election of the new board will take place at the annual membership meeting during the Fall Kickoff. The Nominating Committee chair this year is Immediate Past Chairman of the Board Dan Buckley.

I look forward to seeing you at the Baseball Outing August 13, Summer Networking August 28 and the Fall Kickoff September 26. Thank you for your active participation and ongoing support of the WBC.

Best regards,

Mike Baruccheri  
WBC Chairman of the Board



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2014 Carson V. Carlisle Jr.  
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Metro Washington & Virginia Chapters of ABC  
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# Industry Report

## Grunley Announces New Vice President and Promotions



David Green

Grunley Construction Company, Inc. recently announced promotions amongst its leadership team as it continues to grow and expand its reach. **Moez Jaffer** has been named

Vice President of Technology, **David Green** has been promoted to Director of Purchasing, and **Ronda Graves Hockensmith** has been promoted to Director of Proposal Management.

In his new role, Moez will continue to lead the development of solutions to streamline business operations and project execution. Moez manages Grunley's assets and resources for building information modeling, information technology and business technology.

"Over the past six years, Moez has done a great job of leveraging technology to enhance our construction practices and meet our clients' needs," says Chip Scott, President. "He is committed to finding new and creative business solutions."

Green will oversee the purchasing department, providing guidance for new purchasing staff and helping to build strong relationships with the subcontractor community. He also develops and executes all Grunley's subcontractor, provider and supplier agreements. Green joined Grunley 17 years ago as an assistant project manager.

"David's promotion could not have been more well-deserved. Throughout his career at Grunley, he has demonstrated a unique ability to manage purchasing well," says Ken Grunley, CEO.

Hockensmith will continue to lead all aspects of the proposal lifecycle as she and her team incorporate strategies and themes to produce Grunley's high-quality winning proposals for public and private clients. She joined Grunley in 2012 as a proposal manager. Since then, she has "demonstrated a remarkable aptitude for understanding the intricacies associated with responding to requests for proposals in fully compliant and compelling ways," says Sonya Brown, Vice President of Marketing and Business Development.

## Altimate Electric, Inc. Promotes Ferraro to Vice President of Finance and HR



Laura Ferraro

Altimate Electric, Inc., provider of quality commercial electrical services, today announced the promotion of **Laura Ferraro** to Vice President of Finance and HR. She will have

the primary responsibility for financial management, as well as overseeing, integrating and coordinating functions of the accounting, HR and IT departments.

"Laura has worked extremely hard in order to be positioned in receiving this promotion and we are very excited it has now happened. Congratulations Laura on a job well done!" said Harry Holmes, Jr., President and Owner of Altimate Electric.

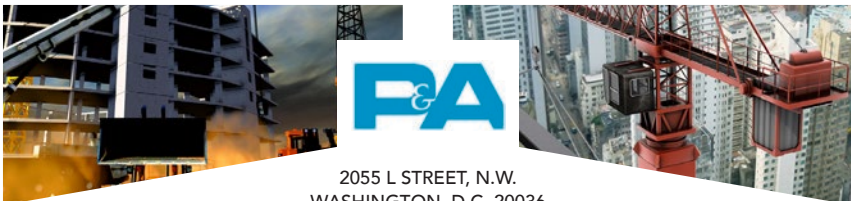
Ferraro joined the company in 2004 as an administrative assistant and

gradually rose to several supervisory and management positions.

Before working at Altimate, Ferraro was employed at law firms in Seattle and Spokane, WA. She studied finance and accounting at Montana State University and has a Paralegal Associates of Arts degree from Edmonds Community College in Washington state.

"I would like to thank Harry Holmes for this promotion," said Ferraro, "This company is a great place to work, filled with outstanding co-workers and I am excited for the opportunity to elevate to the next level."

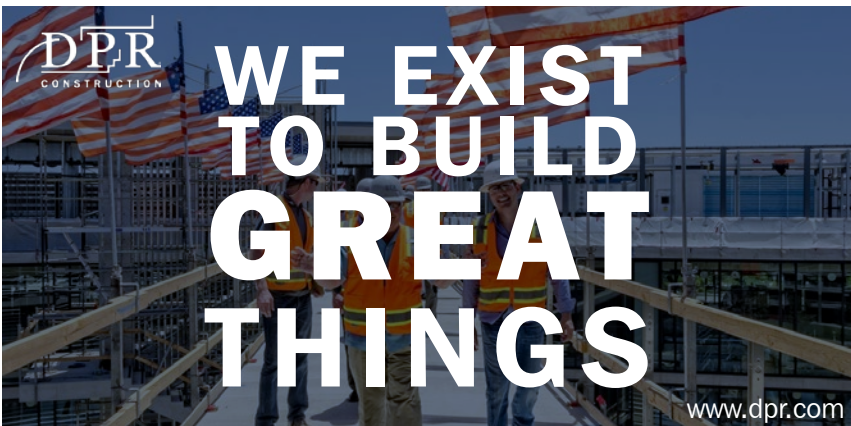
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Where the Industry Will See It.  
**Bulletin**  
Contact Rita Reis at [reis@wbcnet.org](mailto:reis@wbcnet.org)



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# Industry Report

## Insurance Associates Hires Cushman and Hays, Promotes Kenestrick

Insurance Associates, a Marsh & McLennan Agency LLC Company, (IA/MMA) is excited to announce the hire of account executives, **Joey Cushman** and **Ryan Hays**, and the promotion of **Tracy Kenestrick** to client service manager.



*Joey Cushman*

Cushman comes to IA/MMA with experience on the underwriting side of the business. He graduated from Christopher Newport University in 2007 and began working in the insurance industry that summer. Prior to joining the firm, Cushman worked as an underwriter in the middle market at Travelers and The Hartford. Throughout his time in underwriting, he worked with a variety of customers in many industries to help provide programs tailored to their needs. Many of the accounts he worked on were larger real estate firms often with development operations. As an account executive with IA/MMA, Cushman will be responsible for managing account relationships in all aspects and making sure clients have a premier insurance programs suited to fit their needs.



*Ryan Hays*

Hays joins IA/MMA with experience in the insurance and surety industry. Prior to joining the firm, Hays worked as an underwriter handling construction surety accounts at Travelers. While underwriting, he helped public and private builders meet the demand for new and improved infrastructure. By developing confidential client relationships Ryan learned how to verify and evaluate corporate and personal financial data,

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# Industry Report

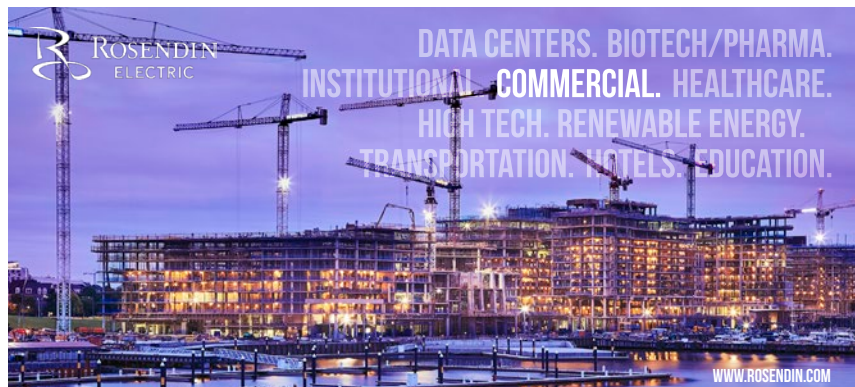
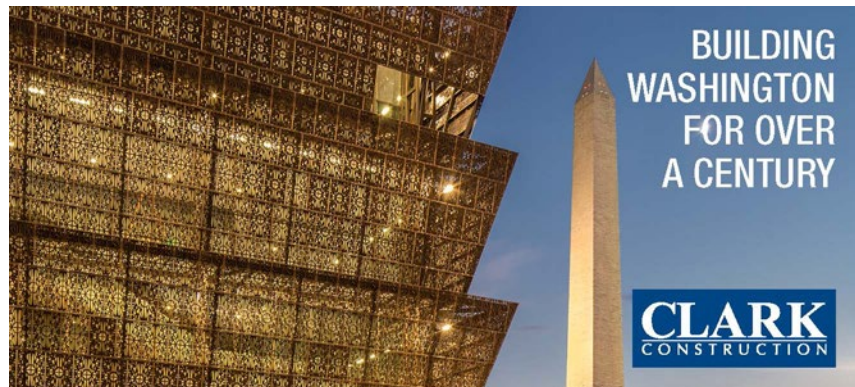
review job backlogs, and examine contract provisions to successfully underwrite a bonded job.



Tracy Kenestrick

As a client services manager, Kenestrick will be working with our Client Service Advisor team to ensure that IA/MMA continues to provide its clients with the highest level of customer service. She will be responsible for developing and streamlining current processes and procedures to ensure work flows are as efficient as possible, and will also help create a more cohesive and collaborative environment for IA/MMA's Client Service Team.

Kenestrick joined Insurance Associates in 2014 but has worked in the insurance industry for over 40 years in many different capacities. She works closely with IA/MMA's clients, insurance companies and vendors to ensure that the employee benefit plans run smoothly and effectively. **F**



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202.461.3111  
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**Dirk Haire**

Construction Partner  
Co-Chair, Construction  
202.461.3114  
dhaire@foxrothschild.com

**Doug Hibshman**

Construction Partner  
202.461.3113  
dhibshman@foxrothschild.com

**Nick Solosky**

Construction Partner  
202.696.1460  
nsolosky@foxrothschild.com

**Sean Milani-nia**

Construction Partner  
202.461.3105  
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2019

# Rebuilding Together Workday



Rebuilding  
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WBC Community Service Project

**W**ashington Building Congress members and supporters proudly participated in the 31st annual Rebuilding Together National Workday on Saturday, April 27. Thank you to all of the outstanding committee members, volunteers and supporters of this important annual WBC community service initiative. As always, we went well beyond the original scope of work again this year.

The 2019 project was organized by House Captain **Gael Perichon** (LSM), Co-Captain **Andrew Tomlinson** (G&M Services), Safety Coordinator **Micheline Diakite** (Boston Properties) and Trash Coordinator **Bridget McCarthy** (BMAC Consulting Group). The workday was overseen by the Community Services Committee and Chair **Edward Dudlik** (Oppenheimer), Vice Chair **Gael Perichon** (LSM) and Board Liaison **Rob Wenger** (WCS Construction).

House Captain Gael Perichon orchestrated a dedicated team of over 40 volunteers for the workday. Due to the typical level of skilled work involved with our assigned project, many tasks are handled by industry professionals from member and non-member firms. Work on the house included extensive yard cleanup, mulching, new entry stairs/handrails, driveway/walkway replacement, exterior leak repairs, grab bar installation, deck power washing and more.

Rebuilding Together is a leading national nonprofit in safe and healthy housing with more than 40 years of service. Together with corporate and community partners, they transform the lives of low-income



BEFORE




AFTER



homeowners by improving the safety and health of their homes and revitalizing communities. Rebuilding Together's local affiliates and nearly 100,000 volunteers complete around 10,000 rebuild projects nationwide each year.

Over the years, Rebuilding Together programs have rehabilitated over 135,000 homes and non-profit facilities by utilizing over 3 million volunteers. Rebuilding Together provides home repairs free of charge and gives priority to those low-income households with older adults, persons with disabilities, and families with children. Rebuilding Together has over 200 affiliates that work year-round to preserve affordable homeownership and revitalize communities across the country.

With the efforts of over 60,000 community volunteers, local Rebuilding Together Arlington/Fairfax/Falls Church has repaired more than 3,300 homes and non-profit facilities since becoming involved with the national program in 1988. This neighbor-helping-neighbor approach unites more than 2,000 skilled and unskilled volunteers with low-income homeowners and non-profit organizations each year. Volunteers are able to make both major and minor repairs and renovations that result in life changing improvements for the homeowners and organizations served.

For more information on the Rebuilding Together program please go to [wbcnet.org](http://wbcnet.org) and [rebuildingtogether.org](http://rebuildingtogether.org). 





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**Thank You to Our  
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Volunteers!**

**I am a [Re]Builder**  
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WBC thanks each of you for helping our industry help others in need. This major community service project would not have happened without your commitment and support. We hope to see everyone again next year for the WBC Rebuilding Together Workday!

**VOLUNTEERS:**

Rachel Antonio • Bryan Billings • John Browning • Chuck Claar • Susan Craig • Janet D'Anna  
Micheline Diakite • Dexter Haynes • Francis Homer • Joe Joyce • Steve Kenton • Paul King  
David Kinsley • Ariana North • Holly Payne • Gael Perichon • Evan Pohlmann • Larisa Ramich  
Rita Reis • Nicholas Schmitt • David Smith • Scott Stewart • Jonathon Tackett  
Andrew Tomlinson • Joe Uchno • Rob Wenger • Lauren Biales Wise • Steve Wood  
Grace Zammitti • Prospect Waterproofing Company Crew and Ruppert Landscape Crew

**ADDITIONAL THANKS:**

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Galen Photography  
Grunley Construction  
McCoy Associates  
Prospect Waterproofing  
Rock Spring Contracting  
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**Rebuilding Together** is the nation's leading nonprofit organization working to preserve affordable homeownership and revitalize neighborhoods by providing extensive rehabilitation and modification services to those in need at no cost to those served.

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# 2019 WBC ANNUAL Golf Outing

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ASSOCIATES

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WOMEN'S LONGEST DRIVE  
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# 2019 WBC ANNUAL Golf Outing



**BELMONT COURSE WINNERS**



**JONES COURSE WINNERS**



**NORMAN COURSE WINNERS**





# 2019 WBC ANNUAL Golf Outing

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LYNN MAIA • MARYANNE McCAWLEY • TIM PARR • EMERSON TEER



# WBC Summer Networking



## Cactus Cantina

**Wednesday, August 28, 2019**

**5:00 to 7:00 p.m.**

3300 Wisconsin Avenue, NW, Washington, DC

*1 block north of the National Cathedral Corner of Wisconsin Ave. & Macomb St.*

### SPONSORSHIPS

*(closes on Aug. 23)*

#### For Members Only

- The Event** \$600  
(6 tickets & sponsor sign)
- The Bar** \$400  
(4 tickets & sponsor sign)
- The Food** \$200  
(2 tickets & sponsor sign)

Please call 202.293.5922 for more information.

### SPONSORS

Please visit [wbcnet.org](http://wbcnet.org) for a full list of sponsors.

### FY'19 WBC CORPORATE SPONSOR



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### CANCELLATION POLICY

Fees refunded only if written notice is received no later than August 23, 2019. In the event of written cancellation, WBC may retain \$15 of the initial fee to cover administrative costs.

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Please join us for the WBC Summer Networking at Cactus Cantina on Wednesday, August 28. The relaxed restaurant and bar atmosphere provides a great setting for talking business while enjoying a summer evening.

This WBC member favorite annual event features an open bar and unlimited Tex-Mex food served in our own inside and outside private areas.

### **Networking, Great Tex-Mex Food & Full Hosted Bar**

### REGISTRATION

- \$80 WBC Members & Employees**     **\$130 Non-Members**

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**Register Online at [www.wbcnet.org](http://www.wbcnet.org) or Fax to 202.429.1922**

# WBC Summer Baseball Outing



## Limited to 125 Attendees

- All Attendees Must Be Pre-Registered & Pre-Paid
- Pick up tickets at WBC before August 13 or at stadium will call on game day.

### SPONSORSHIPS

(closes on Aug. 6)

#### For Members Only

- The Game** \$700  
(6 tickets & sponsor sign)
- The Food** \$500  
(4 tickets & sponsor sign)
- The Bar** \$300  
(2 tickets & sponsor sign)

Annual sponsors do not receive complimentary passes for this event.

Please call 202.293.5922 for more information.

### CANCELLATION POLICY

Tickets are pre-purchased by WBC and refunds will not be made once tickets are reserved. Please be sure you are committed to this event before registering. No-shows for the game will incur full cost.

### FY'19 WBC CORPORATE SPONSOR



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## Reds vs. Nationals

Tuesday, August 13, 2019

5:30 to 7:00 p.m. - *Home Plate Tailgate*

7:05 to 9:35 p.m. - *Game*

*Pre-Game Networking: Nationals Park Home Plate Tailgate*

Please join us for the Reds vs. Nationals WBC baseball outing on August 13. Our group will start the afternoon at the Home Plate Tailgate, a private event area with corn hole, shuffleboard and other games located directly inside Home Plate Gate. You may enter the stadium through any gate at **5:30 pm**. Unlimited food, beer, wine and soft drinks provided prior to the game. The group will be seated together in the left or right field corner for game.



**Registration Fee Includes Game Ticket and Food, Beer, Wine & Soft Drinks**

### REGISTRATION

- \$90 WBC Members/Employees/Family     \$160 Non-Members

Contact Name: \_\_\_\_\_

Number of Tickets: \_\_\_\_\_ **Ticket Pickup:**  WBC Office     Stadium Will Call

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ (for confirmation)

### PAYMENT INFORMATION

Enclosed is my check for \$\_\_\_\_\_ (payable to Washington Building Congress)

Please charge \$\_\_\_\_\_ to my credit card:  Check     AMEX     VISA     MasterCard

Name as it appears on card \_\_\_\_\_

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security # \_\_\_\_\_

Card Billing Address \_\_\_\_\_  
(required if different from address above)

Signature **(REQUIRED)** \_\_\_\_\_

**Register Online at [www.wbcnet.org](http://www.wbcnet.org) or Fax to 202.429.1922**

# WBC Board of Directors FY'2020 Nominations

**To:** Washington Building Congress Members

**From:** Dan Buckley, Nominating Committee Chairman

The WBC Nominating Committee is seeking the recommendation of association members who would like to make a contribution to the overall goals and objectives of our organization. Qualified nominees have typically served several years in WBC volunteer roles as committee members, vice-chairs and chairs.

Please submit your nominations on this form or online by **Friday, August 23, 2019**. The election of FY'20 WBC officers and directors will take place on Thursday, September 26, at the WBC Fall Kickoff Bull & Oyster Roast at Columbia Country Club. The new Board of Directors term commences on October 1, 2019.

## OFFICER & DIRECTOR POSITIONS AVAILABLE

<b>CHAIRMAN-ELECT</b> .....	1 Year Term	.....	One Position
<b>VICE-CHAIRMAN</b> .....	1 Year Term	.....	Three Positions
<b>TREASURER</b> .....	1 Year Term	.....	One Position
<b>SECRETARY</b> .....	1 Year Term	.....	One Position
<b>DIRECTOR 2019-2020</b> .....	1 Year Term	.....	One Position
<b>DIRECTOR 2019-2022</b> .....	3 Year Term	.....	Three Positions

## WBC OFFICER & DIRECTOR NOMINATION FORM

There is no limit to the number of individual nominations a WBC member can submit. Please use separate form for each nomination. Self-nominations are permitted. Please submit nominations by **August 23, 2019**.

Name of Nominee (*please print*): \_\_\_\_\_

Nominated Position: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominated By (*please print*): \_\_\_\_\_

Company: \_\_\_\_\_

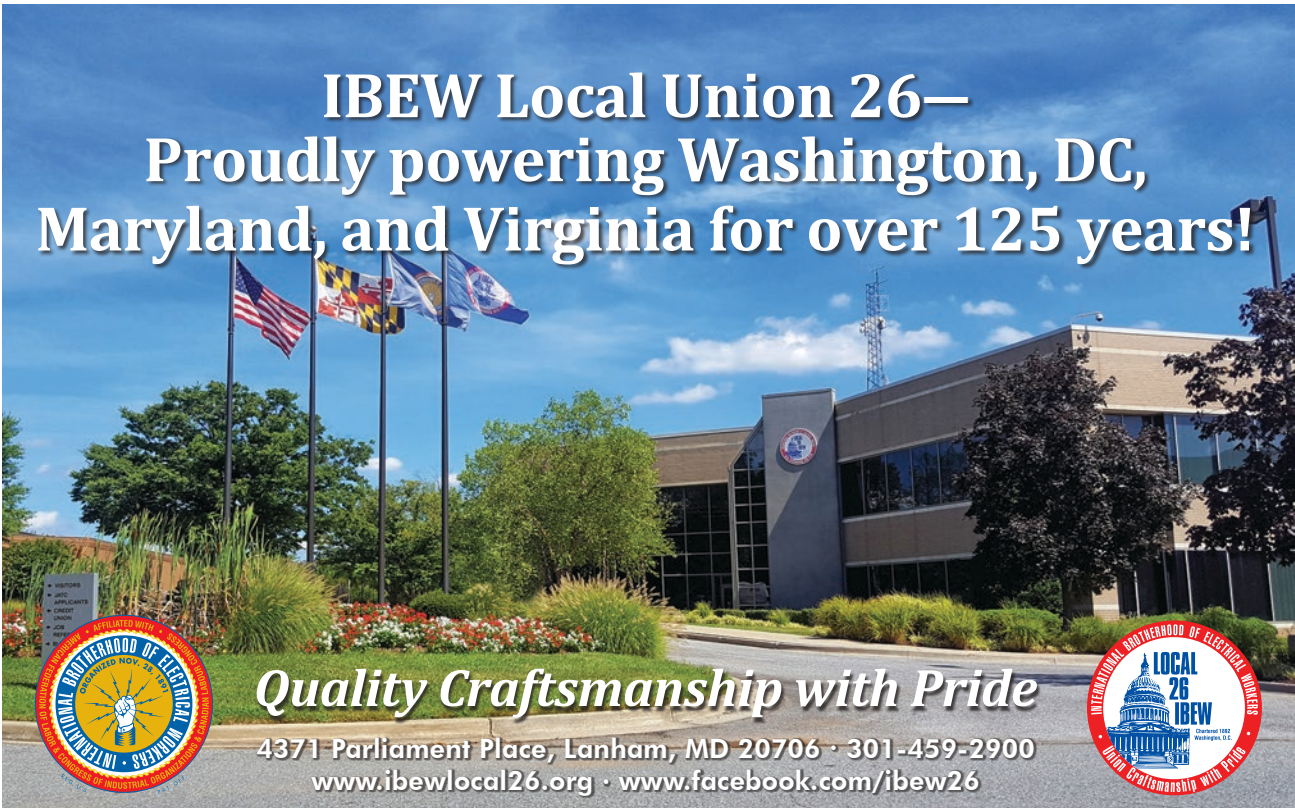
Email: \_\_\_\_\_ Date: \_\_\_\_\_

Signature \_\_\_\_\_

Please submit nominations online or email to: [reis@wbcnet.org](mailto:reis@wbcnet.org)

**Washington Building Congress**  
1100 Vermont Avenue, Suite 700  
Washington, DC 20005  
P: 202.293.5922 F: 202.429.1922  
[www.wbcnet.org](http://www.wbcnet.org)

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[www.ibewlocal26.org](http://www.ibewlocal26.org) · [www.facebook.com/ibew26](https://www.facebook.com/ibew26)



A large advertisement for WCS Construction. The top half features the company logo "WCS CONSTRUCTION" in white on a blue background, with a large construction crane in the background. Below the logo, the phrases "BUILDING PARTNERSHIPS" and "EXCEEDING EXPECTATIONS" are written in a serif font. A horizontal strip of small images shows various construction projects, including residential buildings, commercial structures, and infrastructure. The bottom half of the ad shows a construction site at dusk with the U.S. Capitol building in the background. Social media icons for Facebook and LinkedIn are visible, along with the website address "www.wcsconstruction.com".



[www.wcsconstruction.com](http://www.wcsconstruction.com)

# 2019 Annual Sponsors

## CORPORATE SPONSOR



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ATTORNEYS AT LAW

**Fox Rothschild LLP** is a full-service, national law firm known for its responsiveness and agility in problem solving. Fox's attorneys are well-versed at navigating the complex landscape of the construction industry, from compliance advice to claims litigation involving federal contracts and large-scale, complex commercial projects. Built to serve businesses of all sizes, we have grown over the past century to 750 lawyers in 22 offices coast to coast. At Fox, we care about your success as much as you do.

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**AECOM TISHMAN**



**SIEMENS**  
*Ingenuity for life*

**SKANSKA**



## ALUMINUM SPONSORS



## CONCRETE SPONSORS

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## AGGREGATE SPONSORS

ECS Mid-Atlantic, LLC

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JE Dunn Construction

# Member Projects



555 E Street Topping Out Celebration

## 555 E Street Topping Out, Washington, DC

Donohoe Construction's mixed-use project **555 E Street** celebrated its topping out in April with a catered luncheon and music. Designed by FXCollaborative Architects, the 12-story building includes a new Citizen M hotel, market rate apartments, and senior affordable housing. The building will feature a shared parking garage, a fitness studio, rooftop pool, and other shared amenities. The project is being developed by Dutch Hospitality Company CitizenM, City Partners LLC and Potomac Investment Properties. Expected delivery is in early 2020.



Peninsula 88 Topping Out Celebration

## Peninsula 88 Topping Out, Washington, DC

Peninsula 88, Donohoe Construction's eight-story condominium project in Buzzard Point, celebrated its topping out in April with site tours and a luncheon catered by Mission BBQ. Developed by Capital City Real Estate and designed by Eric Colbert & Associates, the building will feature 110 condo units, two levels of below-grade parking, a rooftop terrace and club room. The ground level includes retail space. The project is one of the first developments in the new Southwest DC neighborhood, not far from Audi Field. Donohoe began the project in August of 2018 with expected delivery at the end of 2019. **F**



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# New Members

## New Company Members

### **Brother's Mechanical, Inc.**

8394 Terminal Road, Unit A  
Lorton, VA 22079  
P: 571-319-9245  
[www.bmechanicalinc.com](http://www.bmechanicalinc.com)  
REPRESENTATIVE: NATALIE BRETHAUER

## New Small Business Members

### **Abbey Commercial Flooring**

11401 North Shore Drive  
Reston, VA 20190  
P: 703-421-8200  
F: 703-421-8210  
[www.abbeycommercialflooring.com](http://www.abbeycommercialflooring.com)  
REPRESENTATIVES: AMIR CHELOEI,  
RACHEL THARP

### **HBW Services**

1055 First Street  
Rockville, MD 20850  
P: 301-517-3393  
[www.hbwconstruction.com](http://www.hbwconstruction.com)  
REPRESENTATIVE: NATALIE FRADY

## New Member Profiles

### **Abbey Commercial Flooring**

Abbey Commercial Flooring is a 100% small, woman-owned and minority-owned business. Abbey is a full-service, commercial flooring contractor serving as a single-source for complete projects from design consultation to installation. Abbey has been specializing in flooring and renovation projects since it was established in 1989.

### **Brother's Mechanical, Inc.**

Brother's Mechanical, Inc. is a design-build, HVAC and mechanical services contractor providing BIM coordination for the DMV area. **FB**

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# Calendar of Events

Dates and times subject to change.

## June 2019

**June 19, 2019**

4:00 pm to 6:00 pm

**BOARD OF DIRECTORS MEETING #5**

WBC Conference Room

## August 2019

**August 13, 2019**

5:30 pm to 9:35 pm

**BASEBALL OUTING - REDS VS. NATIONALS**

5:30 - 7:00 pm: Home Plate Tailgate

7:05 - 9:35 pm: Game

Nationals Park | Washington, D

**August 28, 2019**

**SUMMER NETWORKING**

This WBC member favorite annual event features an open bar and unlimited Tex-Mex food served in our own inside and outside private areas.

Cactus Cantina | Washington, DC

## September 2019

**September 11, 2019**

**ANNUAL BOARD LEADERSHIP DINNER**

BY INVITATION ONLY

**September 26, 2019**

5:30 pm to 8:30 pm

**FALL KICKOFF**

Columbia Country Club | Chevy Chase, MD

## December 2019

**December 10, 2019**

6:00 pm to 8:30 pm

**HOLIDAY PARTY**

Congressional Country Club | Bethesda, MD

## Advertising Information

The **Bulletin** covers issues of importance to the building industry, news about WBC members and information about upcoming events.

The topics listed below will be covered as feature articles in upcoming issues of the **Bulletin**. Persons interested in contributing information or advertising should contact WBC before the third week of the month preceding the issue. The **Bulletin** is published six times a year by WBC.

To place an ad, submit material or for more information call **202.292.5922**.

## Editorial Calendar

**December / January** Members Giving Back

**April / May** Craftsmanship Awards

**June / July** Rebuilding Together

**August / September** Marketing & Communications

**October / November** WBC Leadership & Committees

## Advertising Rates

Member Rates:	1 time	3 times	6 times
1/6 horizontal or 1/6 vertical	\$155	\$130	\$110
1/3 vertical or square	\$230	\$190	\$150
1/2 horizontal or vertical	\$430	\$350	\$290
Full-page	\$630	\$510	\$410

### Position

Inside Front Cover	\$830	\$670	\$540
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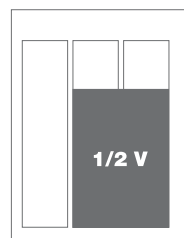
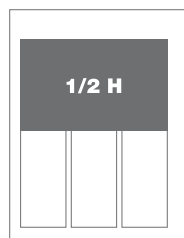
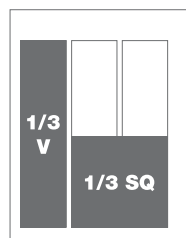
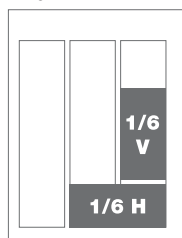
Non-Member Rates:	1 time	3 times	6 times
1/6 horizontal or 1/6 vertical	\$210	\$176	\$149
1/3 vertical or square	\$311	\$257	\$203
1/2 horizontal or vertical	\$581	\$473	\$392
Full-page	\$851	\$689	\$554

### Position

Inside Front Cover	\$1,121	\$905	\$729
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## Ad Sizes

Magazine trim size: 8.5" w x 11" h | Live area: 8.375" w x 10.875" h



1/6 horizontal	4.43" w x 2" h
1/6 vertical	2.1" w x 4.2" h
1/3 square	4.43" w x 4.2" h
1/3 vertical	2.1" w x 8.6" h
1/2 horizontal	6.75" w x 4.2" h
1/2 vertical	4.43" w x 6.38" h
Full-page	8.25" w x 10.75" h
Full-page	8.5" w x 11" h
+ bleed	+ .125" bleed