

OFFICERS

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817.334.1270 Fax
bbenda@westwoodcontractors.com

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Royal Seal Construction, Inc.
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Matthew Schimenti
Secretary/Treasurer
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mschimenti@schimenti.com

DIRECTORS

James D. Healy	2005
Michael Adams	2005
Michael Kolakowski	2005
W. L. Winkel	2007
Dan DeJager	2008

PAST PRESIDENTS

David Weekes	1990-92
W. L. Winkel	1993
Robert D. Benda	1994
John S. Elder	1995
Ronald M. Martinez	1996
Jack E. Sims	1997
Michael H. Ratner	1998
Barry Shames	1999
Win Johnson	2000
Dean Olivieri	2001
Tom Eckinger	2002
James D. Healy	2003

PRESIDENT'S MESSAGE

Robert D. Benda, Westwood Contractors, Inc.

In preparing for this article, I went back to the archives and reviewed the May 1994 issue of the RCA News. That was the first time I had ever written a President's column and I did not want to repeat myself (a real danger for someone over the age of 50). I found some interesting history in that article. For one, I thanked Dick DeJager as an outgoing director for his leadership and service to the association as a founding member. Interestingly, Dan DeJager is our newest director continuing the tradition of industry service and leadership for which DeJager Construction is known. I also welcomed new member, Shames Construction who has continued to be an active member over the years with Barry Shames continuing to take a leadership role as chair of the scholarship committee and manager of the association web site. In 1994, we had 37 members (24 of whom are still active) and as of this issue of the News, we have 78 members. I acknowledged three new advisory board members in 1994: Martha Spatz (JMB Realty), Tina Martin (Melville Corp) and Steve Runyon (Warner Bros. Studio Stores) and 2 new directors Len Epstein (L. Epstein, Inc.) and Stan Robinson (Coastland Construction). I thought this history was interesting in that it demonstrates the continuity and change, which are both a part of our industry. I believe that these elements of tradition and rebirth

are important attributes of our association as well. While there is great value in the stability and continuity which comes from a core of long term member companies there is an essential need for us to seek the views of new members about how to best serve the interests of the membership through fresh eyes. Toward this end, one of my prime objectives during my term as president will be to resurrect one of my old initiatives from 1994, that of expanding the role of committees in our decision making, utilizing more active involvement from some of our newest members. In addition, at our March board meeting, the directors voted to expand board make up from eight to 12 directors and modify term lengths and limits to improve the continuity of leadership direction for the association. When the call goes out for nominations for the new director positions, I hope you will step forward and take a leadership role in your association. I believe that these initiatives and changes will strengthen both our commitment to the long-term values of RCA as well as help us see new opportunities to be a relevant force in our industry. I would love to hear from you on ways that you feel the association can be doing a better job for you and how you would like to help make it happen. May all of your projects end on time and under budget!

RCA TRAINING SEMINARS

Micheal Kolakowski, Konover Construction Corp.

The RCA Training seminars were a great success and Instructor Jack Sims was extremely well received. Jack's knowledge of the industry combined with his enthusiasm created a great venue for the Superintendent & Project Management training classes.

Host Companies for the Superintendent Training included Westwood Contractors with 29 Students and Schimenti Construction with 17 Students.

Host Companies for the Project Management Training included Shames Construction with 10 Students & the 2nd

Project Management Training was held in conjunction with SPECS in Orlando with approximately 20 students.

In addition, RCA successfully held two OSHA Outreach Construction Safety & Health Training classes at Chance Construction & Shames Construction.

Thanks to our host companies and thanks to Jack Sims for a job well done! The RCA Education committee will be discussing a variety of classes to be held in the future, so stay tuned for more details!

ADVISORY BOARD

Cai Eberhardt (2005)

Foot Locker Inc.

John Hays (2005)

Saks, Inc.

Thomas Horwitz (2005)

FRCH Design Worldwide

Jane Rappleyea (2005)

Linens 'N Things

Larry Tureff (2005)

Borders Group, Inc.

Craig Hale (2006)

Carter & Burgess, Inc.

Roger Henry (2006)

Cato Corporation

Committees:

Advertising - Gene Colley

Phone 972-539-6771

Fax 972-355-1360

gene@royalseal.com

Education - Michael Kolakowski

Phone 860-284-7100

Fax 860-284-1176

mkolakowski@konover.com

Membership - Robert D. Benda

Phone 817-302-2050

Fax 817-334-1270

rbenda@westwoodcontractors.com

Safety - Frank Trainor

Phone 617-770-0050

Fax 617-472-4734

frankt@combuild.com

Scholarship - Barry Shames

Phone 925-606-3000

Fax 925-606-3003

bshames@shames.com

Trade Show/Annual Meeting

Matthew Schimenti

Phone 914-244-9100

Fax 914-244-9104

mschimenti@schimenti.com

Web Site Administrator

Barry Shames

Phone 925-606-3000

Fax 925-606-3003

www.retailcontractors.org

bshames@shames.com

PARTING PRESIDENT'S MESSAGE

James D. Healy, Healy Construction Services, Inc.

On May 1st, my term as president will be expiring. The new officers for the Board of Executive Directors are Bob Benda as President, Gene Colley as Vice President and Matthew Schimenti as Secretary/Treasurer. I would like to congratulate and welcome Dan DeJager as our new board director. It is always a pleasure to have new people step up & be willing to volunteer their time and energy in helping to promote our organization.

At this time, I would like to take the opportunity to thank those of you on the board and all of the members for their support over the years. I would also like to thank some special people who have helped the RCA year after year – Jack Sims for being such a big part of our education programs and Roni Townson and her team who have

provided so much support at the SPECS conferences.

A special thanks goes to Dick Brunetti, Troy Butts and James Dobbs whose terms on the Advisory Board are also expiring. We appreciate the time and effort you have put into working with our organization.

In ending, I would strongly urge more of our members to become actively involved in our organization by volunteering some of their time to help out on our committees. The Retail Contractors Association is here to promote the retail construction industry and in doing so, benefits all of our members and retailers. I wish all the best to Bob Benda as he takes over as president and know that he will do a great job.

“There is less to fear from outside competition than from inside inefficiency, discourtesy and bad service.”

~Anonymous

RCA MEMBER SCHOLARSHIP CONTRIBUTIONS

The RCA greatly appreciates contributions from these member companies to the RCA Scholarship Fund.

President's Circle - \$5,000 and up

Patron - \$2,500 - \$4,999

Scorpio Construction

Platinum - \$1,500 - \$2,499

Commonwealth Building, Inc.

Elder-Jones, Inc.

Fred Olivieri Construction Co.

Possell Construction Co., Inc.

Richter + Ratner Contracting Corp.

Royal Seal Construction

Shrader Martinez Construction, Inc.

Westwood Contractors, Inc.

Woods Construction, Inc.

Gold - \$750 - \$1,499

Allegheny Design Management, Inc.

Commercial Contractors, Inc.

GC Builders, Inc.

Healy Construction Services, Inc.

R.E. Crawford Company

Shames Construction Co., Ltd.

Silver – Up To \$749

Chance Construction Co.

De Jager Construction, Inc.

E.C. Provini Co., Inc.

Eckinger Construction Company

Epstein Contractors, Inc.

Hays Construction Co.

Konover Construction

Lehto Construction, Inc.

Marco Contractors

Mid-Com, Inc.

Retail Construction Services

Russco, Inc.

Schimenti Construction Co.

Tri-North Builders, Inc.

Tuscan Builders Corp.

U.S. Design & Construction Corp.

Valco Associates, Inc.

Weekes Construction, Inc.

Win & Associates, Inc.

MEMBERSHIP REPORT

Robert D. Benda, Westwood Contractors, Inc.

Our membership currently stands at 78 companies. There were no new applications since the last board meeting. One firm, Devcon Construction has changed their name to A.R. Mays Construction and this is reflected in our latest membership list. Three firms have inquired about membership in the association and have been provided with application forms. Although the Board continues to be committed to the quality of our member companies over the quantity of our membership, several new initiatives are in the works to make sure that we are effectively communicating the

benefits of membership such as education programs, networking, safety programs, etc to good prospects. Let us know if there is a firm you want to learn about RCA. Be sure to go online and check all of your information on the membership list. The only way prospects who want to contact you as a quality RCA member is if your information is current in our records.

Lastly, renewal forms are currently being mailed. Remember all renewals are due no later than June 10 for your firm to continue as an RCA member – don't be left behind!



Jack Sims conducting training hosted by Schimenti Construction in New York.



2004 ANNUAL MEETING

Matthew Schimenti, Schimenti Construction Co., Inc.

Spring has arrived! With that, I'd like to first thank those members who were able to attend the 2004 RCA annual meeting held this past February in Orlando. Once again the weekend began with our Friday evening welcoming reception which was well attended and appears to be a staple for annual meetings going forward. The RCA would like to thank Craig Hale and Mark Bridgers for their respective presentations during Saturday's program and Robyn Dunn for her hard work in coordinating the meeting on behalf of the RCA with the Gaylord Palms staff.

The conclusion of the annual meeting program lead us right into SPECS 2004 where we unveiled the new Retail Contractors Association exhibit booth as scheduled. The blue booth with graphics was displayed in its 10'x20' configuration and has been designed to promote the organizations programs to the retail community. I'd like to thank all members that volunteered their time by representing the RCA in the booth during exhibit hours, great job! The RCA would like to thank Roni Townsend and the entire SPECS group for their continued support of the RCA and inclusion in the program.

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2003 RCA SCHOLARSHIP RECIPIENTS

Bowling Green State University
Recipient: Alex Szakal

Bowling Green State University
Recipient: Holly Reiter

Cal Poly SLO
Recipient: Joshua Price

Clemson University
Recipient: Macy T. Weaver

Colorado State University
Recipient: Jason Watson

Georgia Institute of Technology
Recipient: Tahirah Wilson

Michigan State
Recipient: Scott Camiller

**Minnesota State University
Mankato**
Recipient: Calie Caric

Northern Arizona
Recipient: Wayne Carpenter

Pratt Institute
Recipient: Matthew Bland

Purdue University
Recipient: Alan Dale

Roger Williams University
Recipient: Matt Rymanowski

Texas A & M University
Recipient: Matthew Koons

University of Florida
Recipient: Anne Marie Sowder

University of Nebraska
Recipient: Bill Jansen

University of Oklahoma
Recipient: Jason Kopke

Wentworth Institute
Recipient: Amanda Clapper

RCA MEMBERS

<u>COMPANY</u>	<u>NAME</u>	<u>PHONE</u>	<u>ST</u>	<u>EMAIL</u>	<u>MEMBER SINCE</u>
Allegheny Design Management, Inc.	John Kuruc	(724) 845-7336	PA	jkuruc@alleghenydesignmgmt.com	1997
All-Rite Construction Co., Inc.	Jeff Zysman	(973) 340-3100	NJ	jeff@all-riteconstruction.com	1993
Amakor, Inc.	Steven Serbu	(302) 834-8664	DE	amakor@aol.com	2000
AOI Of Des Moines Inc.	Bill Shocky	(515) 986-3848	IA	bshocky@aoidesmoines.com	2000
Bay Planning Co., Inc.	Frank Amonte	(781) 331-4000	MA	famonte@bayplanning.com	1990
Chance Construction Co.	D. Jay Chance	(409) 787-2615	TX	tellinaw@chanceconstruction.com	2000
Coastland Construction, Inc.	Stan Robinson	(979) 848-0965	TX	stanr@coastland.net	1992
Commercial Contractors, Inc.	Kenneth Sharkey	(616) 394-0722	MI	sharkeyk@comcont.com	1990
Commonwealth Building, Inc.	Frank Trainor	(617) 770-0050	MA	frankt@combuild.com	1992
Construction One, Inc.	Steve Moberger	(614) 235-0057	OH	smoberger@constructionone.com	1996
Crawford R.E. Construction	Tom Churchick	(724) 274-5000	PA	tomchurchick@recrawford.com	1990
De Jager Construction, Inc.	Dan De Jager	(616) 530-0060	MI	dandj@dejagerconstruction.com	1990
Desco Professional Builders, Inc.	Robert Anderson	(860) 870-7070	CT	jridzon@descopro.com	1995
Eastern Development	Diane Eliopoulos	(954) 523-5157	FL	Eastern123@aol.com	2003
Eckinger Construction Company	Thomas Eckinger	(330) 453-2566	OH	tome@eckinger.com	1994
EDC	Thomas Eilerson	(804) 897-0900	VA	teilson@edcweb.com	1998
Elder-Jones, Inc.	John Elder	(952) 854-2854	MN	jselder@elderjones.com	1990
Flynn Construction, Inc.	Thomas O'Connor	(412) 243-2483	PA	tomocconor@flynn-construction.co	2000
Fries B.R. & Associates	Barry Fries	(212) 563-3300	NY	normanr@brfries.com	2002
GC Builders, Inc.	George Gledson	(909) 944-6446	CA	georgeg@gcbuildersinc.com	2000
Greenwood Construction Company	Allison Forbush	(801) 576-0550	UT	aforbush@grnwood.com	1995
Greg Construction Company	Sean Pfent	(810) 757-4000	MI	sphent@@gregconstruction.com	1996
Hambleton Group Companies, Inc.	Tito Suarez	(787) 781-8186	PR	tito@hambletongroupcompanies.com	2001
Hanlin Rainaldi Construction Corp.	Michael Hanlin	(614) 436-4204	OH	mike.hanlin@hanlinrainaldi.com	1997
Hardy Building Corporation	Charles Hardy	(757) 463-5666	VA	hbc@hardybuilding.com	1990
Hays Construction Co., Inc.	Roy Hays	(303) 794-5469	CO	r.hays@haysconstruction-inc.com	2002
Healy Construction Services, Inc.	James Healy	(708) 396-0440	IL	jhealy@healyconstruct.com	1996
Herman/Stewart Construction	Michael Dennis	(301) 731-5555	MD	mdennis@herman-stewart.com	1995
International Contractors, Inc.	Bruce Bronge	(630) 834-8043	IL	info@iciinc.com	1995
J.G. Construction	Jack Grothe	(909) 993-9393	CA	jackg@jgconstruction.com	1998
Konover Construction Corp.	Michael Kolakowski	(860) 284-7408	CT	mkolakowski@konover.com	1998
Lakeview Construction, Inc.	Kent Moon	(262) 857-3336	WI	kent@lvconstruction.com	1998
Lehto Construction, Inc.	Allan Lehto, Jr.	(941) 925-7141	FL	Aj16231@aol.com	1998
Mackenzie Design & Construction	Daniel Keck	(908) 850-1006	NJ	dkeck@mackenziecompanies.com	2003
Management Resources Systems, Inc.	Michael Swaim, Sr.	(336) 861-1960	NC	mswaim@buildgroup.com	1992
Marco Contractors, Inc.	Martin Smith	(724) 741-0300	PA	marty@martycontractors.com	1994

RCA MEMBERS

There has been a change of format in the Membership Listings.

Please check your listing for accuracy!

Contact me directly with any changes.

-Guy

RCA MEMBERS

<u>COMPANY</u>	<u>NAME</u>	<u>PHONE</u>	<u>ST</u>	<u>EMAIL</u>	<u>MEMBER SINCE</u>
A.R Mays Construction	Eric Larson	(480) 850-6900	AZ	elarson@armays.com	1995
Menemsha Companies	Robyn Goldstein	(310) 343-3430	CA	rgoldstein@cmgtip.com	2001
Metropolitan Contracting Co., Ltd.	Tim Swan	(210) 829-5542	TX	tswan@metcontracting.com	1995
Milestone CM	Phillip Brown	(303) 792-5179	CO	pbrown@milestonecm.com	2003
Milric Construction Corporation	Frank E. Ricciardelli	(732) 919-3700	NJ	milric@milric.com	1996
Montgomery Development Carolina Corp.	John Fugo	(919) 969-7301	NC	jfugo@montgomerydevelopement.com	1999
Mycon General Contractors, Inc.	Charles Myers	(972) 529-2444	TX	cmyers@mycon.com	1992
David A. Nice Builders, Inc.	Brian Bacon	(757) 566-3032	VA	bbacon@davidnicebldrs.com	2000
Fred Olivieri Construction Company	Dean Olivieri	(330) 494-1007	OH	dean@fredolivieri.com	1992
Possell Construction Co., Inc.	Wiley Possell	(818) 785-1151	CA	possell@aol.com	1994
E.C. Provini Co., Inc.	Edmund Provini	(732) 739-8884	NJ	ecp.provini@verizon.com	1992
PWI Construction, Inc.	Jeff Price	(480) 948-9451	AZ	price@pwiconstruction.com	2003
RCC Associates, Inc.	Beverly Raphael	(954) 429-3700	FL	dpopkin@rccassociates.com	1990
Rectenwald Brothers Construction, Inc.	Arthur Rectenwald	(724) 772-8282	PA	art@rectenwald.com	1996
Retail Construction Services, Inc.	Stephen Bachman	(651) 704-9000	MN	sbachman@retailconstruction.com	1998
Richter+Ratner Contracting, Corp.	Michael Ratner	(718) 497-1600	NY	mratner@richterratner.com	1990
Rosewood Construction Group, Inc.	Larry Prace	(773) 935-4646	IL	rosewood6727@aol.com	1995
Royal Seal Construction, Inc.	Eugene Colley	(972) 539-6771	TX	gene@royalseal.com	1994
Russco, Inc.	Matthew Pichette	(508) 674-5280	MA	mattp@russcoinc.com	1995
Ryan Construction, Inc.	Richard Shields	(508) 668-6788	MA	rshields@ryanconstruction.com	1995
Schimenti Construction Company, Inc.	Matthew Schimenti	(914) 244-9100	NY	mschimenti@schimenti.com	1994
Scorpio Construction, Inc.	Stephen Romeo	(609) 296-0308	NJ	sromeo@scorpio1.net	1995
Shames Construction Co., Ltd.	Barry Shames	(925) 606-3000	CA	bshames@shames.com	1994
Shrader & Martinez Construction, Inc.	Ronald Martinez	(928) 282-7554	AZ	martinez@shradermartinez.com	1990
John B. Sullivan Jr. Corp. of N.H., Inc.	Thomas Sullivan	(603) 647-1777	NH	tom@jbsullivan.com	2002
Summit General Contractors, Inc.	Cliff Bianchine	(949) 499-9700	CA	cliff@summitgcinc.com	2000
TDS Construction, Inc.	David Scherer	(941) 795-6100	FL	inbox@tdsconstruction.com	1994
Tesco Construction, Inc.	Thomas Swierczynski	(630) 595-2219	IL	Tesco gc@aol.com	1995
Tri-North Builders, Inc.	Carl Hardy	(608) 271-8717	WI	chardy@tri-north.com	1993
Tuscan Builders Corporation	Mike Adams	(713) 952-8800	TX	mikea@tuscanbuilders.com	1998
U.S. Builders, Inc.	Tom Buttaccio	(713) 661-1987	TX	tbuttaccio@usbiweb.com	2000
U.S. Design & Construction Corp.	Peter Ferri	(713) 953-9090	TX	peterf@usdesign-const.com	1990
Valco Associates, Inc	William Star	(717) 295-0895	PA	valcoassociates@comcast.net	2001
VIRTEXCO Corporation	Michael Aliff	(757) 466-1114	VA	maliff@virtexco.com	1999
Weekes Construction, Inc.	Chandler Weekes	(864) 233-0061	SC	cweekes@weekesconstruction.com	1990
Westwood Contractors, Inc.	Robert D. Benda	(817) 302-2050	TX	rbenda@westwoodcontractors.com	1990
White-Spunner Construction, Inc.	John White-Spunner	(251) 471-5189	AL	judys@white-spunner.com	2003
Win and Associates, Inc.	Win Johnson	(336) 547-8912	NC	winj@winandassociates.com	1991
Winkel Construction, Inc.	W.L. Winkel	(352) 860-0500	FL	wlw@winkel-construction.com	1990
Kelly Wood Company	Casey Wood	(806) 379-9696	TX	casey@kellywood.com	2000
Woods Construction, Inc.	John Bodary	(810) 296-9550	MI	jbodary@woodsconstruction.com	1996

Note from the editor: If you wish to comment concerning the contents or would like to submit an article, please contact Editor: Guy Thornberg 817-877-3800 ext.135 • E-Mail: guyt@westwoodcontractors.com

MISSION STATEMENT

To encourage participation in educational opportunities and industry seminars that will increase our understanding of our clients' needs and increase our ability to support those needs.

To promote our members as professionals who are responsible, well-qualified, top-performers. To legitimize our industry and members. To promote the concept of value.

To provide our members with a forum for the appropriate exchange of information relative to retailers, landlords, superintendents, subcontractors, tradesmen and other factors that affect our business practices.

SAFETY PROGRAM

Frank Trainor, Commonwealth Building, Inc.

"Is our safety program OSHA approved?"

This question has been asked enough times to warrant this response.

OSHA is not in a position to approve any individual program. OSHA is a regulatory agency, which formulates and enforces their safety regulations. These guidelines were established to protect our people while providing a safe and healthful work environment.

To complicate matters further, OSHA standards are created by other agencies. Just to name a few, ANSI and ASSE, both of which set standards not regulations (the plot thickens). Due to the constantly changing nature of government regulations it is impossible to guarantee absolute accuracy for any safety material.

My personal response is always the same; the RCA Safety Program is a great tool. It is up to you to read and establish the guidelines specific to your particular type of construction. The most important step is to ensure that your safety program is being maintained on a day-to-day basis.

Unfortunately, this manual is not like a popular novel that you can leave on your desk – just to show everyone you are in the know. So, the next time someone asks you if our Safety Program is OSHA approved, run all this information by them, and by the time you're finished, they will have forgotten their original question.

Any suggestions or comments, please e-mail me at frankt@combuild.com.

SCHOLARSHIP COMMITTEE REPORT

Barry Shames, Shames Construction Co., Ltd.

The Scholarship Committee is in the process of updating the RCA website with much more information regarding our program. These enhancements should be completed soon, so go to our website and check it out. Additionally, we are in the midst of awarding all of this year's scholarships to the 18 schools currently in the program. If you are interested in attending any of the award ceremonies, feel free to contact me and I will put you in touch with the right person.

As usual, the most important part of our program is collecting donations from our members, so please give generously when you receive your annual renewal application.

Remember that we rely solely on the contributions from our members to keep this important program running. Thank you for your past and future contributions.

Comments & questions to bshames@shames.com

UPCOMING EVENTS

Retail Construction Expo
May 11-13, 2004
Georgia World Congress Center
Atlanta, Georgia

ICSC Spring Convention
May 23-26, 2004
Las Vegas Convention Center
Las Vegas, Nevada

Retail Construction Expo West
November 10-11, 2004
Long Beach Convention Center
Long Beach, California

CenterBuild Conference
December 8-11, 2004
JW Desert Ridge Resort & Spa
Phoenix, Arizona

SPECS/ 2005
February 27- March 2, 2005
Wyndham Anatole Hotel
Dallas, Texas

Retail Construction Expo
May 11-12, 2005
Georgia World Congress Center
Atlanta, Georgia



The Westwood group that attended the Retail Project Management Seminar for Superintendents hosted by Westwood Contractors in Fort Worth.

***A positive attitude may not solve all your problems,
but it will annoy enough people to make it worth
the effort.***

~Anonymous



The new RCA Exhibit at SPECS/2004. A special "Thank You" to Joe Rotundo of Schimenti Construction for his time and effort to oversee the design & implementation of the new RCA exhibit.

From Left to Right: Chandler Weekes, Weekes Construction, Bill Winkel, Winkel Construction, Tom George, Weekes Construction, Gina Noda & Shannon Hamilton of Scorpio Construction.



The Royal Seal Construction group attending the Retail Project Management Seminar for Superintendents in Fort Worth.

ADVERTISING AND MARKETING COMMITTEE REPORT

Gene Colley, Royal Seal Construction, Inc.

Our new program with RETAIL CONSTRUCTION MAGAZINE, a series of round-table discussions involving our members and outside guests has been very successful in getting members to participate. We will continue to ask each member company to participate in a round-table topic, so please make good use of this opportunity.

We are very fortunate to have additional magazines now providing us advertising space. We have recently had advertisements in Retail Traffic, Shopping Center Business, and Chain Store Age. Please thank these publications by considering them in your advertising budgets, if you use magazine advertising in your marketing strategies.

Please feel free to contact me with your input and ideas for the Advertising Committee. Also, if you would like to be a part of the advertising committee, please let me know as well, thank you.

CODE OF ETHICS

The construction profession relies upon a system of technical competence, management excellence and fair dealing to serve the public with safety, efficiency, and economy. Each member of the association is committed to following the **STANDARDS OF PROFESSIONAL CONDUCT:**

1. A member shall maintain full regard to the public interest in fulfilling his or her professional responsibilities.

2. A member shall not engage in any deceptive practice, or in any practice that creates an unfair advantage for the member or another.

3. A member shall not maliciously or recklessly injure, or attempt to injure the professional reputation of others.

4. A member shall insure that when providing a service that includes advice, such advice shall be fair and unbiased.

5. A member shall not divulge to any person, firm, or company, information of a confidential nature acquired during the course of professional activities.

6. A member shall carry out his or her responsibilities in accordance with current professional practice.

7. A member shall keep informed of new concepts and developments in the construction process appropriate to the type and level of his or her responsibilities.

Adopted by permission from the American Institute of Constructors. April 1999 Revision

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RCA Safety Program

In upcoming weeks the RCA will exhibit again at the Retail Construction Expo in Atlanta on May 12th thru May 14th and we are currently soliciting the membership for volunteers to work a shift in the booth on behalf of the organization. If interested please send me a note - mschimenti@schimenti.com.

Based on the success of our RCA led breakfast and lunch roundtables during this past December's CenterBuild conference we have again been invited to participate this coming December in Arizona so please look for more information to follow in the future from Win Johnson.

Lastly, we will be sending out a survey via email as we begin to plan for the next annual meeting in Dallas. When received please take a moment, complete the questions so we may field your feedback as we look to develop a program filled with new content for 2005.

Best wishes to everyone for a prosperous year and as always feel free to contact me with feedback.

REVISED SAFETY PUBLICATIONS **E-MAIL ORDER PROCESS**

- E-Mail your order to ashea@combuild.com
or call Addy Shea at CBI: 617-770-0050
- The complete order will be calculated (including shipping) and the total cost will be e-mailed back to you.
- A check for that amount should be made payable to the RCA
- All materials will be sent out upon receipt of the check

Both manuals include: divider tabs, laminated Safety Rules and MSDS sheets.

- **Shell Manuals** - Insert your own text using CD Program **\$25.00** each
- **Complete Manual** - Generic Text - Needs your company information - **\$35.00** each
- **Replacement CD** - **\$10.00** each
- **Posters** - Laminated (*includes Federal minimum wage only*) - **\$5.00** each

SEND CHECK TO: **RCA**
C/O COMMONWEALTH BUILDING, INC.
265 WILLARD ST.,
QUINCY, MA 02169

**For any information regarding the Safety Program,
please e-mail : Frank Trainor or Addy Shea at
frankt@combuild.com or ashea@combuild.com**

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1433 Ridge Meadow Drive
Plano, Texas 75074

RETAIL CONTRACTORS ASSOCIATION
RCA