

BSD LinkLine

Building Systems Design, Inc.

A Newsletter for BSD SoftLink® Customers and Friends

Winter 2008-2009

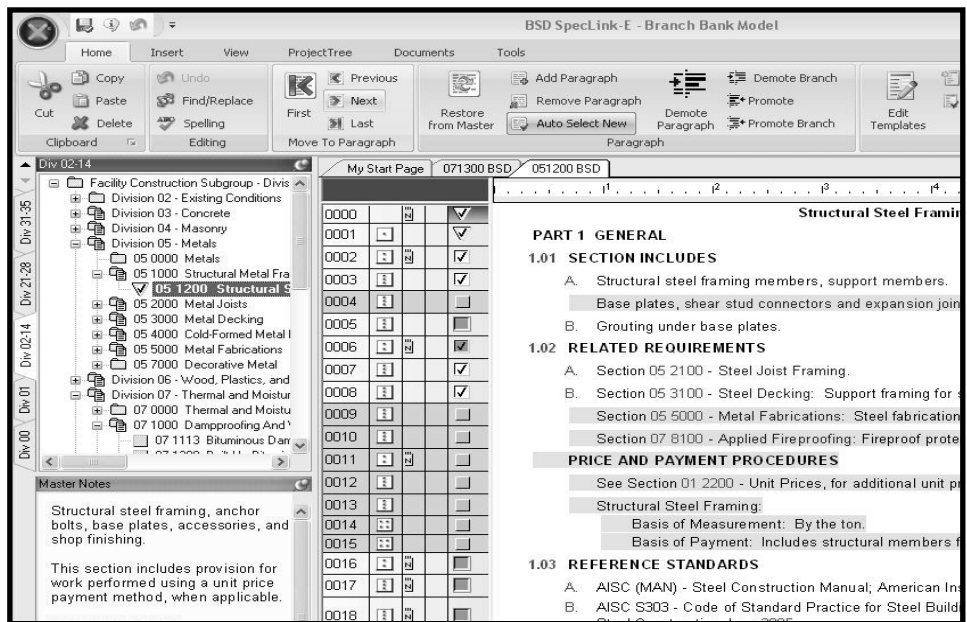
Coming Soon: SpecLink-E and Linkage to BIM

The second and final Beta release of BSD SpecLink-E is due on the street about the time you read this, and its long-awaited public debut will follow the Beta version early next year. BSD SpecLink-E (SLE) is the next generation of BSD's SpecLink product line. It is a version of BSD SpecLink+ that has been rebuilt from the ground up as a client-server application for use on networks of all sizes. It's also small enough to run self-contained on a laptop in a single user environment. In a multi-user environment, the client software resides on each user's computer and the server software resides on a central server. The data engine behind the BSD Data Server is Microsoft SQL Server, offering a more robust and higher performance data management system than is employed in the current MS Access-based SpecLink+.

SLE's support for large networks is a major new feature of the system.

Beth Newman, BSD's former head of Technical Support, now works for BSD as a consultant and leads the quality assurance testing program for new products. Beth now resides in Seabright, Nova Scotia, and she carries out her daily testing using client software installed on her laptop in Seabright with the server portion of the system installed on one of BSD's servers in Atlanta.

easier. To install the client initially, a client setup package is placed on a network server in a location where all potential users can reach it. Each user then runs the setup package to install the client locally. Administrative permissions are not required, and no questions are asked during the installation. The software is installed automatically in each user's Documents and Settings directory (or the Users directory if you are running



She also tests the system in a self-contained installation on her laptop. We enlisted multiple Q/A staff to test the software both in-house and from other sites.

The new SpecLink-E is designed with a whole new approach to supporting individual users distributed across a network and potentially residing in different offices scattered across multiple states (or even countries). It uses Microsoft's new Click Once installation technology that makes installing this type of software much

Vista), and it starts automatically once the installation is complete. From that point on, the client essentially maintains itself, checking for software updates at the location from which it was initially installed each time it starts up. You control when updates are made available by deciding when to place a new client setup package on the network location being checked by the client software. Data updates are much easier, too. SpecLink-E will take advantage of your high-speed

Table of Contents

- Coming Soon: SpecLink-E and Linkage to BIM..... 1
- BSD Customer Case Study: Evan Terry Associates 2
- New Section Synopses..... 2
- Coming Soon: SpecLink-E and Linkage to BIM..... 3
- Q&A..... 4
- About Your SpecLink & Perspective Updates 5
- BIM & Contract Documents . 5
- What Architects Need to Know about HVAC 6
- Our Featured Manufacturer . 7
- Training Schedule..... 8

See "Coming Soon" on page 3

BSD SpecLink Helps Evan Terry

Associates Meet Clients' Special Needs

Evan Terry Associates is an Architecture and Access Compliance Firm located in Birmingham, Alabama.

Evan Terry Associates, P.C., is a firm dedicated to providing its clients with highly professional architectural services. The firm's reputation, built over the last 47 years, is one of excellent service, quality design and commitment to client interest.



Evan Terry's design philosophy, based on a client-oriented approach, is to create solutions that exhibit the functional and aesthetic concerns and wishes of the owner. These solutions are developed to answer specific client needs with close client involvement throughout the process. A professional attitude, attention to detail, and adherence to schedules and budgets are all priorities at Evan Terry Associates.

Evan Terry Associates is committed to the "Universal Design" concept for facilities accessibility. The architectural projects at Evan Terry are designed to ensure access to buildings and facilities for all people, including those with disabilities. Evan Terry's work with the ADA has gained the firm a nationwide reputation as a leader in the field of accessible design.

The Need: In any automated specification writing process, the "master" document is where specification writers normally start. They will then add, delete or modify the various sections needed for the current project. Lawrence Hughey, Specifier, recalls, "We weren't aware of it at the time, but our previous system was a much slower process." Hughey knew that if he wanted to produce faster, more accurate documents, he needed to use SpecLink.

The Solution: Because accuracy of the specifications was so important, the quarterly updates from SpecLink made a huge difference in Evan Terry's specification process. "With the old system, updating the master was exceedingly slow. Looking back, the referenced standards were generally more out of date. I am not aware of a more up-to-date specification system than SpecLink," Hughey stated.

Hughey notes that time is important in this process, as well. "Updates now take 15 minutes, and they do not overwrite my changes. That means I don't have to apply them selectively, which also saves time." Additional time is saved through the intelligent links in SpecLink. Hughey describes his process in this way: "The linking feature is great. I generally start editing a section in Part 2 (Products), then move to Part 3 (Execution) and finish up in Part 1 (General). Once the products are identified, most of the rest of the work is done automatically by the intelligent links. And being able to add my own links helps save even more time." Hughey estimates that his time savings are close to 50% using SpecLink.

The Outcome: Many of the project types Evan Terry Associates works on have special needs. Their recent work on a medical clinic called for a number of unique waterproofing/dampproofing requirements. Modifying the Office Master to include these unique products and details presented no problem using BSD SpecLink.

Hughey recently joined Evan Terry Associates, and SpecLink was part of that decision-making process. He says, "Choosing which firm to join was easy. Especially when I learned that Evan Terry Associates was already a SpecLink user." The decision has been a good one for both the firm and Hughey.

New Section Synopses

084227/08445 AVNTI
FRAMELESS SLIDING GLASS
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Avanti Systems USA, Inc.,
frameless, partition-mounted,
track-suspended, sliding glass
doors for use with Avanti's full-
height glazed interior glass
partition system.

www.avantisystemsusa.com

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SYSTEMS:

Avanti Systems USA, Inc.;
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double-glazed interior glass
partition system. Options include
curved or flat glazing, wood or
aluminum top and bottom rails,
dry or silicone butt joints,
swinging doors (frameless, alumi-
num-framed or wood), integral
blinds.

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Strategic Partner

Continued from "Coming Soon" on page 1

Internet connection to update its Master database automatically. The continuously running BSD Data Server will periodically check BSD's servers in Atlanta and download updates as they become available. This activity can be scheduled to take place at night or on weekends to minimize any performance impact on your network.

The Master database updating process can take place unattended, and the subsequent marking of potential updates in each of your Projects is also automatic.

New features not found in BSD SpecLink+ include *Find and Replace* and *Spell Check* commands that span a whole project and allow you to select the project sections that will be checked. You can now add, modify and delete choice fields in a user version of a master paragraph without interfering with the master version of the paragraph. The new SLE optionally includes the ability to name the users that can have access to the system and assign Roles to those users (such as Standard, Expert and System Manager). The commands and features that each user can access and use are determined by the user's Role. For example, Expert Users and System Managers have the ability to approve and apply Project updates, while Standard Users do not.

The last *LinkLine* issue described in some detail a new type of Outline and Short Form specifications management that will be available in SLE. All forms of specifications use the same body of text. In each section, Outline specifications are a subset of Short Form specifications text, and Short Form specifications are a subset of the Full Form specifications text. The text is designed to allow a specifications writer to begin a project using the Outline Form of specifications; rather than discarding the Outline text and starting over at the next phase, the specifier builds on the Outline text to create Short Form specs for the design development phase. Similarly, when preparing the final project specifications, the writer can build on the previously created Short Form specifications to create the construction documents. This major feature is designed to improve productivity, maintain continuity from one type of spec to another, and enhance the quality of the final product.

LinkMan-E Follows SpecLink-E to Market

As we complete the initial release of SpecLink-E, we're also designing and developing a Building Information Modeling (BIM) product called LinkMan-E (LME) that will initially link SLE with the Autodesk Revit Architecture product and provide a "dashboard" interface that lets you connect and coordinate your Revit models and elements with your project specifications in a meaningful way. LinkMan-E uses the UniFormat hierarchy to display Revit elements and connects them to its own set of assembly objects, whose constituent products connect to your project specifications. A second phase of this effort will link BSD's CostLink/AE application with both Revit and SpecLink-E to facilitate budget development and quantification using linked assembly objects that are managed by the LinkMan interface. LinkMan-E is a client application similar to the SpecLink-E client, and it shares the BSD Data Server with SLE. It also shares the same SQL Server back end and uses the same BSD Master and Projects databases as SLE. This allows LME to change and update SpecLink-E text. The user can configure LinkMan-E to actually enable or disable specifications in SLE (based on the content of the Revit model), or you may choose to simply display the current status of the text in the LME interface compared to a product or assembly's use in Revit. This display then becomes a *de facto* recommendation or coordination option that the user can act on as appropriate.

LinkMan-E provides two views of the relationship between applications (for example, between Revit and SpecLink-E). The Assemblies view is structured using the UniFormat II hierarchy and reflects the Assemblies used or referenced in each application. Each Assembly lists the products that comprise its construction, indicating the status of each product in the respective applications. The Products view is organized according to the MasterFormat 2004 hierarchy and also depicts the use of each product in the respective applications. Our approach to intelligent application linking does not depend on any keynoting scheme. While we plan to offer assistance in creating and maintaining keynotes that

are coordinated with your specifications, we think the actual text of the keynote should be independent of the linking process. LinkMan-E depends on associating application information with LME's own master set of objects (data definitions). Each application's data is linked to these common objects and each application is thereby linked to the other applications' data. BSD will deliver SpecLink-E master specifications that are "pre-linked" to LME's objects. Each paragraph in SpecLink-E is a potentially linkable "object" that can be connected to LME's product objects. We are also working to pre-link Revit family types to LME's objects. But the master set of objects is also expandable by the user, allowing users to copy and modify, or build from scratch, objects that match the various construction assemblies and products used in the Revit model. LinkMan-E allows users to build their own links between LME's objects and Revit's family types, and between LME's objects and SpecLink-E paragraph objects (specification text). LinkMan-E will follow SpecLink-E, with an initial Beta Release a couple of months after the commercial release of SLE. If you're a current SpecLink+ customer you are welcome to sign up early for either of these products by contacting support@bsdsoftlink.com. We continue to look for feedback and would welcome your comments. There are several of these articles on one product or another in our *LinkLine Newsletter* archives on our web site if you are looking for more information. And we'll try to respond if you want to write with questions. ■



All Products

Q How do I customize my toolbar?

A BSD applications enable you to configure the appearance of the toolbar using the Customize dialog box.

To customize the toolbar:

1. Choose View > Toolbars and choose Customize from the resulting menu. The Customize dialog box opens.
2. Click the Tools tab. This tab shows all of the available tool commands in each category. The categories are derived from the application menus.
3. Select the Category of tools you want to work with. This changes the tools listed in the Tools area. To find out what a tool does, click on the name of the tool and then click the Description button.
4. To add a tool to a toolbar, drag the tool from the Tools area and drop it on any toolbar at the top of the BSD application window. Before you drop the tool, you will see a vertical line between the two existing buttons where your new tool will be placed. To remove a tool from a toolbar, drag it from the toolbar and drop it on the Tools tab.
5. If you want to change other display options for the toolbars (for example, displaying larger icons), click the Options tab and make your selections.
6. Click Close to close the Customize dialog box.

NOTE: These directions are for customizing existing toolbars. Reinstalling the current version or installing a new version of the application will remove your customization. You will need to customize your toolbars again after installing. You can also create a new toolbar for additional commands, by clicking the New button on the Toolbars tab. You can also add these tools to the menus. Instead of dragging the tool to a toolbar, drag the tool to the menu you would like to

place it in, hold your mouse over the menu and the menu will open. Then move the command to where you would like it listed.

Q Is there a way I can have the software always open the last project I worked on?

A Yes. Click Start, Programs, BSD SoftLink Products and then right-click the application. (Alternatively, right click on your shortcut.) Choose Properties and then click the Shortcut tab. Add a space and /OLP to the end of the Target line. Click Apply and then OK. Now your last project will be opened automatically when you open the application. This saves time when you are working on only one project for an extended period.

BSD SpecLink+

Q How can I globally change the font in my specification?

A Go to the Tools menu and select Customize Styles. Click the Fonts tab and click the Fonts button to the right of each level. You can change the Font, Style, and Size in this box. This will change the font for the text within each section.

To change the font in the headers and footers, choose View | Show Header/Footer, highlight the header and footer text one line at a time and choose the font from the toolbar in the Customize Header/Footer dialog box.

Q I want to email my project to someone who does not have the software. How can I do that?

A You can email an individual section, a division, or the entire project. To do that, click the File menu and then select Print. From the Report Setup dialog box, select Document as your Report to Print, and select Section, Branch or Project as the Scope of Report. Then click the Export button on the right side of the dialog box. Select the folder where the files should be created. You will have an RTF (rich text format) file for each section. These can be emailed and/or opened in most word processors. If you have Adobe Acrobat Writer or Distiller installed, you can also create pdf files. From the Report Setup

dialog box, change your default printer to Acrobat PDFWriter or Acrobat Distiller and print as normal. Select the folder where the files should be created.

Q I'm thinking about making a checklist document that the project manager will go through to select what is included in a particular job. I will create links from those selections that will activate the appropriate sections in the job. The only problem I have is that the checklist will print when I print the whole project, and it will be listed in my automatic table of contents report. Is there any way to get around this?

A You can avoid this problem by using Non-Printing Text. To add Non-Printing text to your project, just add new paragraphs and apply the NP (non-printing) or NS (non-selectable) tag to the paragraphs that should not print. You can apply the tags to individual paragraphs within sections to keep them from printing. Or, to keep an entire section from printing or being listed in SpecLink's automatic table of contents, apply the NP tag to the title of the section in the Document panel. The NP tags will then be applied automatically to the whole section.

Q I want to add a new choice to a list of choices in a paragraph so that whenever a new project is made based on this project, the new choice will be available. How do I do it?

A You can add choices to user-added or copied paragraphs. To edit an existing choice list in a master paragraph, copy the paragraph, by clicking in it and using the Copy and Paste commands. In the copied paragraph, place your cursor in the choice field and then from the Document menu, choose Choices/Edit Choice. To avoid confusion about which paragraph to use, you can mark the master paragraph as excluded and add a project note to it explaining which paragraph to use instead. Alternatively, you can create links that will automatically exclude the master paragraph and include your modified version of the paragraph. ■

About Your SpecLink & PerSpective Updates

SpecLink+ Statistics:

- 537 sections total, 195 updated (36%)
- 530 non-proprietary sections
- 2 new sections,
- 7 proprietary sections, 2 new
- 56 sections with built-in checklists
- 93,765 paragraphs
- 109,002 internal links (targets and consequences)
- 26,920 notes to specifier
- 15,370 notes with live hyperlinks to Internet web pages
- 2,226 external documents referenced, with live hyperlinks to order information
- 974 ASTMs referenced, 100% verified within last 5 months
- 1,252 other documents referenced, 43% verified in the last 6 months

- 189 standards organizations referenced
- 2,492 manufacturer listings, with live hyperlinks to their web sites
- 943 unique manufacturers listed in 380 sections, 6 updated this quarter

Short Form Specs Statistics:

- 16 sections corresponding to MasterFormat 1995 divisions
- 8,308 paragraphs
- 1,564 notes to specifier, 1,023 with live hyperlinks
- 9,232 internal links (targets and consequences)
- 364 external documents referenced
- 226 ASTMs referenced, 100% verified within last 5 months
- 138 other documents referenced, 50% verified in the last 6 months
- 42 standards organizations referenced

PerSpective Performance Specs Statistics:

- 161 sections
- 17,394 paragraphs
- 22,296 internal links (targets and consequences)
- 4,025 notes to specifier, 926 with live hyperlinks
- 190 external documents referenced, with live hyperlinks to order information
- 50 ASTMs referenced, 100% verified within last 5 months
- 140 other documents referenced, 42% verified in the last 6 months
- 38 standards organizations referenced

The documents not verified this quarter were updated within the past two years.

BIM and Contract Documents

Many architects and engineers have been experimenting with Building Information Modeling, or BIM, without any clear understanding of the legal issues surrounding this new technology. Now there is help available. In July of 2008, ConsensusDOCS released the very first construction industry standard document designed to address the legal uncertainties surrounding BIM. *ConsensusDOCS 301 – Building Information Modeling (BIM) Addendum* is intended for use on projects in which the owner and other major project participants have made an early commitment to use BIM or virtual design and construction.

ConsensusDOCS is a consortium of 22 organizations within the construction industry that have collaborated to produce standard contract forms that are fair and balanced, allocating risk equitably among the participants working on a construction project. A collection of over 70 standard construction contract forms is available from ConsensusDOCS in electronic form, and the second release of this collection includes the new BIM Addendum.

BIM is a technology that promises a more streamlined and less expensive construction process through the achievement of better coordination and the elimination of potential systems conflicts during the design stages of a project. However, because of the fundamental changes in architectural and engineering practice that effective use of BIM demands, there are many legal questions associated with its use. The BIM Addendum is expected to serve as a catalyst to help accelerate the use of BIM within the construction industry by clarifying the responsibilities and risks of the various parties.

According to the press release announcing the availability of this new contract form, there is actually less legal risk in moving from the 2-D CAD world to the 3-D world of BIM. Richard Lowe of Duane Morris LLP, who chaired both the ConsensusDOCS BIM Taskforce and the AGC BIM Forum Legal Subcommittee, says that “Introducing the ConsensusDOCS 301 BIM Addendum does much to allay these fears, by providing a balanced, fair and practical way for all in the industry to proceed with a project using BIM. Now, hesitating to act may actually pose a greater legal risk.”

Building Systems Design, Inc. (BSD) developed the DocuBuilder® software that delivers the ConsensusDOCS contract forms in collaboration with the Associated General Contractors of America (AGC), one of the founding members of ConsensusDOCS.

“BIM ” continued on p.7

What Architects Need To Know About HVAC Commissioning, Retrocommissioning, and Recommissioning

Keeping HVAC systems running at optimal efficiency can save operating dollars. The fact that commissioning can help make HVAC systems run correctly in the first place or restore them to proper operation is recognized by both the United States Green Building Council's LEED Green Building Rating Systems and the Green Building Initiative's Green Globes Rating System. Both organizations give credits or points for commissioning activities. LEED-NC includes basic commissioning as a prerequisite and LEED-EB (2008) includes a prerequisite covering some basic commissioning activities.

If you are an architect, you may be wondering why you need to know about commissioning. After all, isn't that the mechanical engineer's responsibility? Unfortunately, the architect is likely to get involved with commissioning issues whether he/she likes it or not, simply because the architect is usually the primary project liaison to the owner. Commissioning is not typically included in new construction scope, so many owners question why they should spend more money to "fix" the system the contractor is being paid to build. In theory, if the contractor installs the equipment, piping, ductwork, and wiring in accordance with the contract documents, the system should perform as designed. But HVAC contractors are not usually informed of how the system should operate, unless the system is to be provided under a design-build contract. In practice, supposedly completed systems commonly do not operate effectively due to incorrect adjustment, improper installation, or other contractor errors. Typical submittals and contract closeout activities, such as system startup and demonstration, do not provide sufficient evidence that the system is operating properly, much less optimally.

On projects involving existing HVAC systems, commissioning is generally considered a good value, even if no modifications are being made, because all but the simplest HVAC systems get "out of tune" over the years. But retrocommissioning is "invisible" work just like commissioning of new systems -- owners question whether they are simply paying someone to find out that the system is already in good working order. On the other hand, if energy conservation measures are being considered, the results of retrocommissioning may help evaluate alternative options and, at the very least, establish a reliable baseline for evaluating results.

The commissioning authority that does the original commissioning can also be contracted to prepare a Recommissioning Plan. This applies to both new and existing systems. The Recommissioning Plan is like the original commissioning plan but is adjusted to reflect new knowledge discovered in the process and all modified or replaced equipment and controls. Some authorities recommend "continuous commissioning," which involves building commissioning practices into normal operations and maintenance. In addition, formal recommissioning is made standard for each equipment replacement and system modification or extension. By having a written plan, good O&M practice is hard to overlook.

Finally, the architect, as the primary design professional, may get involved with the procurement of the commissioning authority's contract, which is usually separate from the construction contract. If so, there are guides for Request for Proposal (RFP) documents by several professional associations. Even if the HVAC design engineer is responsible for the technical content of such a document, the contractual terms should be coordinated with the contract documents for construction -- usually the architect's responsibility.

Excerpted from "What Architects Need To Know About HVAC Commissioning, Retrocommissioning, and Recommissioning," *Archi-Tech* Magazine, September 2008. Get 1.0 AIA LU for reading this article at www.architechmag.com. See SpecLink Sections 019113, 019114, and 230800 for specifications on commissioning.

Another Recent AIA CES article by BSD: "What Architects Need to Know About VOCs" (October/November issue). ■



Our Featured Manufacturer:



This glazing type is specifically for SunGuard low-E glazing by Guardian Industries Corp. Guardian's SunGuard® series coatings are available in a variety of aesthetically pleasing colors and a wide range of performance characteristics meeting or exceeding energy code requirements and supporting most applications. The 2 coatings in the SuperNeutral series give a clear, neutral appearance



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“BIM ” continued from p.5

The software will look and feel familiar to users of BSD SpecLink, since it was derived directly from the BSD product. Additional information about the BIM Addendum, DocuBuilder, and the entire collection of ConsensusDOCS standard contract forms is available on the ConsensusDOCS website at www.consensusdocs.org, and on the AGC website at www.agc.org/cs/docubuilder. The product can be purchased and downloaded from either website.

A more comprehensive look at ConsensusDOCS documents and how they compare with standard contract forms issued by the AIA and EJCDC can be found in the article “New Construction Contracts from Three Sources,” published in the Winter 2007 edition of BSD's *LinkLine*, at www.bsdssoftlink.com/linkline/wint2007.pdf ■



Congratulations BSD on 25 Years!

LinkLine

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Training Schedule

The BSD SpecLink+ Workshop

The BSD SpecLink+ Workshop comprises two one-day sessions. The first day is devoted to learning the basics of SpecLink+, including how to navigate within the software, start a new project, edit sections, understand how the links and choices work, and how to format, print and export final documents. It is intended for new users. The second day is designed for those who want to learn how to create and maintain their own office master. This session covers the concepts of an office master, how to customize your master by adding choices, links, and tags, as well as creating your own checklists. Users must already be familiar with the basics of SpecLink+ to attend the second day.

BSD SpecLink+ Either Day* \$495 Both Days* \$895

January 13th & 14th, Atlanta, GA
January 20th & 21st, Seattle, WA
February 10th & 11th, Orlando, FL
March 3rd & 4th, Denver, CO
March 10th & 11th, Atlanta, GA
March 17th & 18th, E. Lansing, MI
April 7th & 8th, Washington, D.C.
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* Class starts at 9:00 AM and ends at 5:00 PM.

BSD class schedules are online at www.bsdssoftlink.com. Select a product and click the Training link. Get directions & information on travel, hotels, & Atlanta



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