

BOMA
Boston

TOBY

and Industry Awards

2018

The Outstanding Building of the Year Awards

Wednesday, November 14, 2018

Boston Marriott Copley Place | 5:30 - 9:00pm

INDUSTRY

CALL FOR ENTRIES

2018 INDUSTRY AWARD ENTRY REQUIREMENT

BOMA Boston is pleased to bring you the 2018 Industry Awards. This year, we will be recognizing individuals and companies in the following categories. We encourage you to nominate colleagues, employees, supervisors or service providers for these prestigious awards.

AWARDS

- **Rising Professional of the Year** * *New in 2018*
- **Property Manager of the Year**
 - Low-Rise (1-5 stories)
 - Mid-Rise (6-12 stories)
 - High-Rise (13+ stories)
 - Suburban
- **Executive of the Year**
- **Engineer of the Year**
- **Chief Engineer of the Year**
- **Affiliate Member of the Year**
- **Affiliate Company of the Year**

RISING PROFESSIONAL OF THE YEAR AWARD

All Industry and Affiliate Members are invited to nominate. Industry individuals for the Rising Professional of the Year Award who they feel deserves special recognition for their achievements and promising career in commercial real estate. Below are detailed instructions on submitting nominations.

Who is eligible for nomination as Rising Professional of the Year?

- Any individual who best meets the following:
 - Minimum 3 years experience in commercial property management; should currently be in a tenant coordinator or assistant property manager type role
 - Member of BOMA Boston
 - Pursuing professional development and education, especially in real estate: BOMI Designation programs, BOMA Foundations or BOMA International courses, MA Real Estate license, LEED Designations, CRE certificate programs, etc.

Candidates may be evaluated on the following criteria:

- BOMA participation and involvement
- Leadership
- Service to the community
- Tenant Relations
- Education
- Commitment to property management as a career

Attachments Required

- Two letters of recommendation (supervisor, tenant, colleague, etc.)
 - **One recommendation MUST be from a direct supervisor, if direct supervisor is not the nominator**
- Photo of Candidate, headshot preferred
- In person interview

PROPERTY MANAGER OF THE YEAR

All Industry and Affiliate Members are invited to nominate individuals for the Property Manager of the Year Award who they feel deserves special recognition for their achievements in the designated categories of low-rise, mid-rise, high-rise and suburban property manager. Below are detailed instructions on submitting nominations.

Who is eligible for nomination as Property Manager of the Year?

Any individual who best meets the following:

- Minimum 5 years experience in commercial property management
- Member of BOMA Boston
- Currently hold a real estate education designation, ie: RPA, FMA; are a candidate for a designation, or are currently pursuing other continuing education courses in real estate, including a BOMA Boston Certificate Program (PAC or PMFP)

Candidates may be evaluated on the following criteria:

- BOMA participation and involvement
- Leadership
- Service to the community
- Tenant Relations
- Education, ie: BOMI or other continuing education, PAC or PMFP Certificate Program
- In-person interview

Attachments Required

- Two letters of recommendation (supervisor, tenant, colleague, etc.)
- **One recommendation MUST be from a direct supervisor, if direct supervisor is not the nominator**
- Photo of candidate, headshot preferred

EXECUTIVE OF THE YEAR AWARD

All Industry and Affiliate Members are invited to nominate individuals for the Executive of the Year Award who they feel deserves special recognition for their achievements and contributions to the commercial real estate industry.

Who is eligible for nomination as BOMA Boston Executive of the Year?

Any individual who best meets the following criteria:

- Minimum 15 years experience in commercial property management
- Member of BOMA Boston
- Currently hold a real estate education designation, ie: RPA, FMA; are a candidate for a designation or are currently pursuing other continuing education courses in real estate
- Currently oversees activities of multiple property managers and multiple properties

Candidates will be evaluated on the following criteria:

- BOMA participation and involvement
- Leadership
- Service to the community
- Tenant Relations
- Education, ie: BOMI or other continuing education
- General Management

Attachments Required

- At least two letters of recommendation (supervisor, tenant, colleague, etc.)
- Photo of candidate, headshot preferred

CHIEF ENGINEER OF THE YEAR AWARD

All industry and Affiliate Members are invited to nominate individuals for the Chief Engineer of the Year Award who they feel deserves special recognition for their achievements in the field of supervision of building engineering staff. This award recognizes and celebrates the symbiotic relationship that exists between property managers and chief engineers in the operation of all commercial facilities. **Please note that BOMA Boston reserves the right to move a candidate's nomination to a different category if his/her qualifications are better suited for a different category*

Who is eligible for nomination as Chief Engineer of the Year?

Any individual who best meets the following criteria:

- Minimum 5 years of engineering industry experience
- Currently supervises and/or directs building maintenance and engineering support staff for a site or portfolio equal to or greater than 500,000 square feet with direct reports greater than 4. Please list building's and/or portfolio's total SF, as well as the amount of people the nominee directly supervises.
- Part of a property management team that has at least one BOMA Boston Member

Attachments Required

- Two letters of recommendation (supervisor, tenant, colleague, etc.)
- **One recommendation MUST be from a direct supervisor, if direct supervisor is not the nominator**
- Photo of candidate, headshot preferred

Candidates will be evaluated on the following criteria in regards to supervision, implementation, and strategic planning:

- Preventive Maintenance Program
- Energy Conservation Program
- Capital Projects
- Sustainability
- Involvement in BOMA Boston

ENGINEER OF THE YEAR AWARD

All Industry and Affiliate Members are invited to nominate individuals for the Engineer of the Year Award who they feel deserves special recognition for their achievements in the field of building engineering. This award recognizes and celebrates the symbiotic relationship that exists between property managers and engineers in the operation of all commercial facilities. ** Please note that BOMA Boston reserves the right to move a candidate's nomination to a different category if his/her qualifications are better suited for a different category*

Who is eligible for nomination as Engineer of the Year?

Any individual who best meets the following criteria:

- Minimum 5 years experience in the engineering industry
- Currently works in the capacity of building maintenance and support through engineering
- Member of property management team that has at least one BOMA Boston member

Candidates may be evaluated on the following criteria:

- Energy Conservation
- NEP operational experience
- Preventive Maintenance
- Work Order Management
- Career Development
- Innovation in Operations

Attachments Required

- At least two letters of recommendation (supervisor, tenant, colleague, etc.)
- **One recommendation must be from a direct supervisor, if direct supervisor is not nominator**
- Photo of candidate, headshot preferred
- Nominees will be interviewed by a group of judges, as well as host a site visit to showcase their building and efforts to the judging committee

AFFILIATE COMPANY OF THE YEAR

All Industry and Affiliate Members are invited to nominate an Affiliate company for the Affiliate Company of the Year Award who they feel deserves special recognition for their dedication and support of the commercial building industry in Greater Boston.

Who is eligible for nomination as Affiliate Company of the Year?

- An Affiliate Company in good standing with BOMA Boston

Companies may be evaluated on the following criteria:

- Significant contributions to the real estate industry
- Active participation in BOMA Boston
- Longevity of service to BOMA Boston

Attachments Required

- Two letters of recommendation (supervisor, tenant, colleague, etc.)
- **One recommendation MUST be from a direct supervisor, if direct supervisor is not the nominator**
- Logo in .eps or .jpeg format

AFFILIATE MEMBER OF THE YEAR

All Industry and Affiliate Members are invited to nominate individuals for the Affiliate Member of the Year Award who they feel deserve special recognition for their achievements in this category.

Who is eligible for nomination as Affiliate Member of the Year?

- An Affiliate Member in good standing with BOMA Boston
- Must serve or have served on a BOMA Boston Committee

Individuals may be evaluated on the following criteria:

- Significant contributions to the real estate industry
- Active participation in BOMA Boston
- Longevity of service to BOMA Boston

Attachments Required

- At least two letters of recommendation (supervisor, tenant, colleague, etc.)
- **One recommendation must be from a direct supervisor, if direct supervisor is not nominator**
- Photo of candidate, headshot preferred
- In person interview subject to discretion of judging committee

BOMA BOSTON INDUSTRY AWARDS APPLICATION

BOMA Industry Award Categories

- Rising Professional of the Year
- Property Manager of the Year
 - Low Rise (1-5 stories)
 - Mid-Rise (6-12 stories)
 - High-Rise (13+ stories)
 - Suburban
- Executive of the Year
- Chief Engineer of the Year
- Engineer of the Year
- Affiliate Company of the Year
- Affiliate Member of the Year

*You may also submit nominations online on the 2018 BOMA Boston TOBY + Industry awards website.

Name of Nominee: _____

Company: _____

Address: _____

Phone: _____

Email: _____

Years of Experience: _____

Number of Years as a BOMA Boston Member: _____

Property or Properties Managed: _____

Education: _____

Designation(s): _____

Additional Comments or Considerations: _____

(Please attach second page if needed)

Name of Individual & Company submitting the nomination: _____

Contact Phone: _____

Contact Email: _____

Questions: Contact Kayla Burmeister, Assistant Director of Membership & Events at 617-399-7863 or kburmeister@gbreb.com

Nomination deadline is Monday, September 10, 2018

Winners will be announced at the 2018 BOMA TOBY & Industry Awards on Wednesday, November 14, 2018.

BOMA Boston will notify nominees and collect reference letters directly.

More information available at www.bomaboston.org

