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# BENCHMARK BUILDING CONTRACTORS, INC

## QUARTERLY NEWSLETTER

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### Congratulations to Benchmark Employees!

- Andrew Christian Trotter was born to Michelle & Brian Trotter on July 9, 2008. Michelle returned to work in September following her maternity leave. It has been said that Andrew looks like Calvin!
- Alan Johnson spent the Fourth of July with his son, Andrew. Andrew was home on leave from Arizona where he will be stationed. In February, he will be deployed to Korea or Afghanistan. We wish him well and a safe return.
- Alan & Anjanette Johnson also welcomed a new granddaughter, Cari Elizabeth Ferguson, or “sugarplum,” as she is affectionately known to her granddaddy.
- Our summer interns, Laura Jones & Matt Drake, completed their internship and have returned back to Georgia Tech to finish their senior year.

#### Mark your calendars...

The Benchmark Annual Christmas Party & 15<sup>th</sup> Year Celebration will be Friday, December 19<sup>th</sup>, 2008. Invitations will come out in November. We will also have an end-of-year meeting that day for project managers & superintendents.

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### The Latest “IT” News

For the past 3 years many of Benchmark’s employees have sought Brian Trotter to answer all of their computer and technology questions. This has become increasingly difficult due to our growth both in the office and in the field, so we decided to find a designated IT firm to handle both maintenance of our current hardware and software and also procurement of future IT needs. The company will also host a quarterly computer training seminar to those who are interested. The classes will cover hands-on training of how to send and receive email, manage documents, send picture via email, view construction documents on the computer, do expense reports on the computer, and many others (suggestions can be sent to Brian Trotter). Most of the superintendents have now been asked to have a laptop on site so that they can send updates job reports and pictures to clients. Soon it will be a required tool for every superintendent to have and be expected to use correctly, so it is Benchmark’s intention to be ahead of the curve as always.

The Firm we decide to go with is Help Desk Atlanta, a small company that is committed to our success and growth. You will all get a chance to get to know the president, Scott Bechtold, as he will be playing active role in making sure that we stay up and operational 24/7. He can be reached a [support@helpdeskatlanta.com](mailto:support@helpdeskatlanta.com), if you have any pressing questions.

### Constructing A New Prototype

Brian Trotter (Project Manager) & Roger Huckabee (Superintendent) completed a new Zaxby’s Prototype in The Colony, TX.



New Zaxby’s Prototype in The Colony, TX during construction

## JOBS COMPLETED THIS QUARTER

- ZAXBY'S: FRANKLIN, TN
- ZAXBY'S: ALPHARETTA, GA
- RED LOBSTER REMODEL: GAINESVILLE, GA
- RED LOBSTER REMODEL: ERIE, PA
- IHOP: PRATTVILLE, AL
- MCDONALD CCB REMODEL: CARTERSVILLE, GA
- RED LOBSTER: MEMPHIS, TN
- MCDONALDS: MACON, GA
- ARBY'S: HOPE MILLS, NC
- IHOP: AUGUSTA, GA
- IHOP: SUMMERVILLE, SC
- IHOP REMODEL: LEXINGTON, SC
- IHOP: LITHONIA, GA
- CHICK-FIL-A: MACON, GA
- CHICK-FIL-A: MOULTRIE, GA
- ZAXBY'S: THE COLONY, TX

## Third Quarter...in review

By Calvin Jones, president of Benchmark Building Contractors, Inc.

Everyone at Benchmark by now knows the phrase "Every year is going to be different from last year". That's why we are in a constant state of learning, improving and adjusting to our changing business environment. This year, however, is shaping up to be one of those tough years that we experience from time to time.

Benchmark's first 9 months of 2008 have been steady, but we are keeping a sharp eye on the volatile stock market, the disappointing banking market, the confusing congressional arena, the gasoline crisis, and the very important Election year results. Each of these items will have an impact on our future game plan.

At this time, we have 20 Jobs in Progress and 9 new jobs under contract to start in October. We have made some real efficiency improvements inside our office operations, so are well prepared to keep the momentum going into the final quarter of 2008.

Everybody keep in mind that November 5<sup>th</sup> will be Benchmark's 15<sup>th</sup> birthday! It's a real blessing to have all of you on the team.

## First Zaxby's "Zero Punch List!"

Congratulations to Brian Trotter (project manager) & Jason Howard (superintendent) on Benchmark's very first "Zero Punch List" on a Zaxby's construction project. The punch list was completed in September 2008 on the Zaxby's project in Franklin, TN. This is a great end to a project that faced many challenges.



Zaxby's in Franklin, TN

## Benchmark's Newest Employees

Benchmark would like to welcome our newest employees!

- Mark Frisk, superintendent
  - Hired September 2008
- James Mays, superintendent
  - Hired September 2008

## Do you have news to share?

If you have any news that you would like in the next quarterly newsletter, please send requests to Michelle Trotter at [michelle@benchmark-contractors.net](mailto:michelle@benchmark-contractors.net).

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