



### What's Inside

#### Page 2

Advance FITCO Team Completes Willis Group Relocation

#### Page 3

Advance, FITCO Relocate Opus 3 Artists

Profile: Anthony Parziale Vice President of Sales

-  [officemoving.com](http://officemoving.com)
- [molloybros.com](http://molloybros.com)
- [fitcony.com](http://fitcony.com)
- [recordguard.com](http://recordguard.com)

## Honeywell Security Corporate Relocation Project

Article provided by Robert J. Gutmann

After a careful selection process, Honeywell Security chose Advance Commercial Movers to relocate its entire operation from Syosset to Melville, Long Island.

The project was headed by Carl Hitta of Honeywell Security. Advance's initial responsibility was to analyze the scope of the project and provide recommendations and pricing. Advance executives, Robert Gutmann and Anthony Parziale worked with the 12-member Honeywell move team to develop a plan and a working schedule. The origin site in Syosset was a campus of seven buildings totaling 340,000 square feet of office and warehouse space. The space was



Honeywell Security's headquarters at 2 Corporate Center Drive, Melville, NY

diversified from standard executive office space to complex testing laboratories. Robert and Anthony listened to the specific requirements and concerns of each department and thoroughly inventoried the thousands of items that would be moved to the new site in Mel-

ville. The relocation would not only provide a change of address but a change of culture, as the sprawling company campus in Syosset would now be housed in one building integrating the entire operation in contiguous quarters.

*continued on page 4*

## Advance Commercial Movers Helps Modernize Hillside Public Library *continued on page 2*

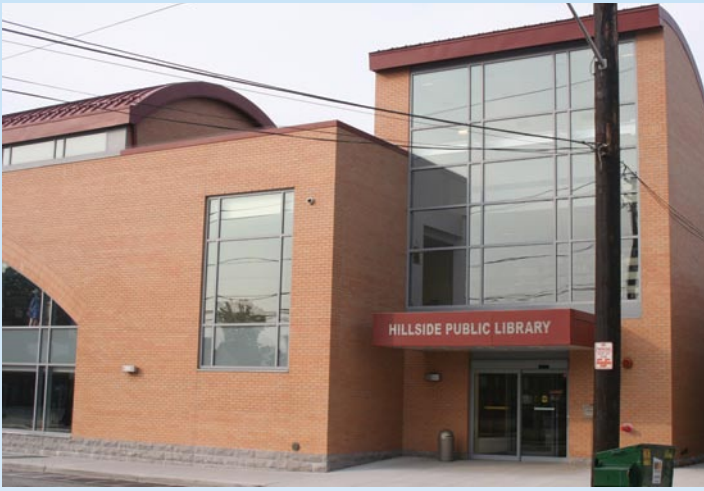
The Hillside Public Library in New Hyde Park, New York, was in need of more space to accommodate the natural growth of its varied collection and to provide dedicated space for more community-centered programs. The Nassau County Library Board approved a plan for a larger, state-of-the-art library to be built at 155 Lakeville Road. Once the library was constructed, it became the

responsibility of Charlene Noll, Head Librarian for the Hillside Public Library, to arrange for all the contents of the original library, which included approximately 50,000 books, magazines, periodicals, videos and DVDs, to be moved to the new space in an organized manner. After conducting careful research, library trustees chose Advance Commercial Movers to coordinate the project.

The rooms of the original library, a former school building, were small, dark and extremely cramped, with narrow aisles between the bookshelves. This meant that classrooms had to be used for adult and children's library programs. The relocation project not only involved the Hillside Public Library but also a smaller library collection that had been housed in the basement of the New Hyde

## HILLSIDE LIBRARY

*continued from cover*



*The New Hillside Library at 155 Lakeville Road, New Hyde Park, NY*

Park Village Hall for over 50 years. The relocation move would effectively consolidate all the library materials from the two locations into one modern building, a structure with over 50 percent more space designed specifically to meet the present and future needs of the community.

Advance Commercial Movers' Jim Macken and Louis Gonzales met with Charlene Noll, the head librarian, to develop a plan to consolidate and move the enormous collection of books and other items.

"We knew planning was the key to a successful move, especially when it comes to a library. Without proper organization and coordination, mistakes can be made, and they can be very costly," said Jim Macken.

The planning process was intricate and precise. The Advance team began by conducting a thorough inventory of the massive collection, dividing it into its respective sections and taking measurements of the old and new space. Jim and Louis Gonzales worked closely with the library staff to determine how much space would be needed for each section. It was vital to take into account future growth estimates of each section and integrate the projections into the plan for new library configuration.

After the planning was completed, two Advance packing crews began preparing and packing each section to avoid any overlap of segments. They placed items onto library carts as a way of keeping the process organized. In one week they moved everything into the new space and the library opened.

"The difference is like day and night. Now we have two floors and enough all purpose rooms that allow us to expand our adult and children's programs. This has changed the whole atmosphere of the library," said Thalia Franks, assistant librarian.

"The Advance personnel were phenomenal. Jim and Lou did a fantastic job, and it was a pleasure to work with them. We didn't have any problems, and they were accommodating every step of the way," added Thalia.

## Advance FITCO Team Completes Willis Group Relocation

FITCO recently completed a multiphase project for The Willis Group, one of the world's largest professional services firms specializing in risk management. Their New York location provides a wide range of strategic and operational risk management services across all industries. FITCO, led by Jim Barnes and Project Manager Kevin Lewis, moved workstations, technology and office contents for 750 employees from two locations at 88 Pine and 750 Hanover Square to One World Financial Plaza on Eighth Avenue in Manhattan.

This effort was accomplished by carefully planning and coordinating the multiphase project with a myriad of vendors, consultants and landlords, including the Empire Furniture Company, Structure Tone, R.L.H. Associates, Brookfield Properties and also Guardian Insurance, who was the landlord of 750 Hanover Square.

It was a major concern for Carmine Bilardello of The Willis Group to reduce the amount of employee downtime as much as possible. With ten months of extensive planning, Jim and Kevin executed the entire relocation over three weekends and in five weeks total, minimizing the lost production time.

R.L.H. Associates, a well known moving consulting firm, managed the move logistics for this project. Cushman & Wakefield Project Management Division worked closely with the landlord and the contractors to complete this project.

The FITCO/Advance team was able to complete the project without a hitch even though there were unexpected challenges.

"We were asked to do a quick broom-clean effort, which surprisingly had to be accomplished in 48 hours because a prospective tenant backed out of the deal with the landlord at 88 Pine. We amassed a quick liquidation at no additional cost in order to fulfill the lease term on behalf of Willis," said FITCO's Jim Barnes.

Kevin Lewis used the old reliable system of photographing the CEO's office in order to have every piece of memorabilia back in place upon his arrival in his new suite. This fail-safe system and a few finishing touches by Carmine led to 100% satisfaction of the Chairman.

The workforce found the relocation process seamless and is really enjoying their new space in the World Financial Center complex. "If you go outside for lunch it's like having a park on one side and the city on the other – very relaxing," said Carmine Bilardello. "FITCO answered every challenge, some of which were totally unexpected in this project, yet FITCO's staff fulfilled every need of our employees," he added.



## Advance FITCO Relocate Opus 3 Artists

Garrett McKeon of FITCO has built many strong and long-term relationships with clients over his 38-year career. In some instances clients have come back to work with him two or three times on major projects. The loyalty and trust of Garret's clients in his capabilities are a testament to his commitment to service and ability to complete projects successfully. When Opus 3 Artists needed to relocate, Bill Bowler, a long-time client of Garrett, called on him for another complex project. Garrett has completed relocations for Bill four different times over the years.

Opus 3 Artist was previously a part of International Creative Management (ICM), a company for which Garrett McKeon and Advance had recently completed a significant relocation project. The company is an independent artist management firm that is an international leader in managing the careers and touring activities of some of the world's most distinguished performing artists and ensembles. As part of the 30-year-old company's evolution, the headquarters was moved to 470 Park Avenue South in the heart of Manhattan's Flatiron District.

This project was approached with a comprehensive plan and completed without complications. After a substantial planning phase, Garrett and the Advance team packed all the office contents and furniture and moved them to the new location on a Friday night during off hours. Over the weekend the moving team packed and relocated all the computers and various office technologies and set them up in the new space to ensure a seamless conversion.

"E-mail played a huge role in our communication on this project. Every time Bill or I had an idea we would constantly send each other e-mails as status reports, to suggest new ideas or just to monitor the smoothness of the operation," said FITCO's Garrett McKeon.

"We've used Garrett and Advance in the past, and we knew the quality of service we would receive. We were completely satisfied with the project. The Advance crews were professional, the management was well organized and accommodating and we would definitely call on Advance for our next move," said Bill Bowler of Opus 3 Artists.

## Profile:

### Anthony Parziale Vice President of Sales

Anthony Parziale is Vice President of Sales for Advance Commercial Movers, the New York metropolitan area's leading commercial moving and storage company and part of the Advance Relocation Resource Group. Anthony is responsible for developing new business and managing some of the company's largest accounts, which include Otis Elevator Co., Long Island Yellow Book, Dell Labs, Westwood One, Monster Worldwide, Carrier Air Conditioning, a division of United Technologies, Open Link Financial, Estee Lauder, Rexcorp Realty and RE/MAX of New York, Inc.



**Anthony Parziale**  
*Vice President of Sales*  
*Advance Commercial Movers*

Anthony is an experienced Project Manager who oversees hundreds of commercial moves for his clients each year. With a strong focus on planning, organization and time management, his projects are regularly completed on schedule and on budget. He works closely with his clients to understand their expectations and successfully completes projects with minimal downtime.

This year Anthony is leading the company's Marketing Committee and is focusing on assisting the organization to deliver its message to key target audiences in the region. Together with the company's management and sales teams, the Marketing Committee has designed a comprehensive presentation for Fortune 100 companies.

Anthony remains active in the business community in New York City and Long Island. He is active with both the Building Owners and Managers Association and CORENET Global-Corporate Real Estate Network. Anthony was recognized by the Long Island Business News in 2005 as one of the Top 40 Under 40 business professionals on Long Island. He is pleased to be a board member of the Long Island Elite, an under-40 networking group that assists members in developing business and supports local not-for-profit organizations. A well-known networker, Anthony is frequently a driving force behind the development of business for both his company and members of organizations to which he belongs.

An active member of the Commercial Industrial Brokers Society, Anthony volunteers with the organization's annual charity golf tournament and clothing drive. He was instrumental in the formation of the Levittown Panthers, a traveling youth baseball program that helps more than 100 local kids compete against teams across the country. In addition, he serves on several committees for Family Residences & Essential Enterprises, Inc., a not-for-profit organization with a mission of integrating all individuals with disabilities into the community giving them a sense of dignity and well-being. He was honored for his orchestration of the donation of a half million dollars worth of office furniture to the organization at its annual golf outing in 2005.

# Honeywell Security Corporate Relocation

*continued from cover*

The logistics involved with the successful relocation of Honeywell considering the sheer real estate were extensive. Robert and Anthony created a move center at the Syosset site that would support the fluid and frequent adjustments to the move plan. Continuing construction constraints required instant schedule changes that only experienced movers with proven methods could manage. Communication with the departmental staff members and an understanding of their workflow was a critical aspect of the schedule management.

To accomplish this move within the limits of the extremely-tight schedule and the large quantity of contents and electronics required numerous professionals working closely together to achieve the mutual goals of a project with minimal downtime of the core business. The plan was set during a series of weekly meetings with the Honeywell and Advance teams that spanned two months. During that period, Advance developed a plan to relocate all work areas and equipment as seamlessly as possible. Robert Gutmann relied on Project Manager Frank Colon to coordinate the project at the Syosset site. Frank's responsibilities included working closely with the packing, preparation and transfer of each department from the Syosset site while meeting client expectations and adhering to the strict schedule.

The physical relocation spanned two weeks in late June, which included standard moving, heavy trucking, rigging and specialty services to prepare, remove, transport and deliver well over one-hundred truckloads. Advance Project Manager Lou Gonzalez managed the destination site in Melville. Lou's responsibilities included the installation and maintenance of extensive building protection, the installation of color-coded placarding and the careful placement of the shipped contents and electronics. He also had the responsibility of maintaining client expectations and adhering to the same strict schedule.

With the project nearly complete Advance was challenged with another even more daunting request from the client. Honeywell needed Advance to render the origin site, the seven buildings comprising 340,000 square feet in Syosset, vacant and clean in ten days. This decommissioning effort required the dismantling and removal of countless workstations, thousands of remaining casework items and hundreds of warehouse items. After a thorough walkthrough it was apparent that the decommissioning process was of a larger scale than the physical move to Melville, and yet the schedule allowed only ten days.

Carl, Robert, Frank and Lou worked closely together to accomplish this. Carl and Robert outlined a plan that would achieve the completion of work and be as environmentally thoughtful as possible. The first task was to recycle as much old furniture as possible through used-furniture vendors, the second was to recycle as much of the steel and warehouse contents as possible through salvage companies and the third was to donate usable case goods to local churches.

Honeywell and Advance conducted a

moving marathon that involved, on average, the loading and removal of twenty trailers of recyclable contents each day. Advance's carpentry team dismantled every piece of furniture on the site. Advance's moving team removed, sorted and loaded each item as directed. Honeywell's facilities and cleaning teams systematically followed the removal, rendering each building safe and clean. Building by building, Advance and Honeywell worked together closely until the move was completed.

Looking back one can easily appreciate what good planning, quality people and hard work can accomplish. The Honeywell project will always stand as one of the most successful and satisfying relocation projects in Advance Commercial Movers history.



*Pictured above (left to right) are Honeywell's Facilities Manager, Carl Hitta, Office Manager, Suzanne Romeo and Marketing Administrator, Michele Montelione.*

OFFICE MOVING

LOGISTICS

DISPLAY AND EXHIBIT SHIPPING

FINE ART TRANSFER

EXPORT PACKING

Shipment by Sea and Air

NEW PRODUCT DISTRIBUTION

INSTALLATIONS

EMPLOYEE RELOCATIONS

HOUSEHOLD GOODS

WAREHOUSING

Record Storage

Logistics

New Furniture

Distribution

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

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

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

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

CORPORATE HEADQUARTERS  
ADVANCE COMMERCIAL MOVERS  
195 SWEET HOLLOW ROAD  
OLD BETHPAGE, NY 11804  
516-396-8600

ADVANCE COMMERCIAL MOVERS  
450 SEVENTH AVENUE  
NEW YORK, NY 10123  
212-809-1988

ADVANCE COMMERCIAL MOVERS  
MOLLOY BROS. MOVING & STORAGE  
185 NATIONAL ROAD  
EDISON, NJ 08817  
800-645-2798

ADVANCE COMMERCIAL MOVERS/  
FITCO  
57-47 47TH STREET  
MASPETH, NY 11378

FACILITIES & WAREHOUSES  
NEW YORK CITY  
MASPETH, NY  
OLD BETHPAGE, NY  
EDISON, NJ

**1-800-448-4807**

ext: 219