
PROJECT MANAGEMENT SERVICES

Project Management is a professional service that applies effective management techniques to the planning, design, and construction of a project from inception to completion for the purpose of controlling time, cost and quality.

Project Management is a discipline and management system specifically created to promote the successful execution of capital projects for owners. These projects can be highly complex. Few owners maintain the staff resources necessary to pay close, continuing attention to every detail, yet these details can "make or break" a project.

A professional Project Manager can augment the owner's staff with pre-planning, design, construction, engineering and management expertise that will assure the best possible project outcome no matter what type of project delivery method is used.

"Agency" Project Management is a fee-based service in which the project manager is responsible exclusively to the owner and acts in the owner's interests at every stage of the project. The project manager offers advice, uncolored by any conflicting interest, on such crucial matters as:

- Optimum use of available funds
- Control of the scope of the work
- Project scheduling
- Optimum use of design and construction firms' skills and talents
- Avoidance of delays, changes and disputes
- Enhancing project design and construction quality
- Optimum flexibility in contracting and procurement

Comprehensive management of every stage of the project, beginning with the original concept and project definition, yields the greatest possible benefit to owners from Project Management.

(Construction Management Association of America)

We consult with you, the Owner, to identify space needs and project specific requirements.

We recognize that every project is different. Time and effort is required to pinpoint those differences. It is this type of attention to detail that sets us apart from others.

We conduct site visits with the design teams for a thorough investigation of existing conditions.

We perform research on proposed sites to determine building standards (to convey to the design team for the bid documents), rules and regulations and other pertinent information that may have an impact on the construction costs.

We coordinate with our design team to develop bid documents for each project, all to be approved by the Owner.

Each set of bid documents includes details to meet the needs of the subcontractor and suppliers for the bid process, as well as the construction. We assist in reducing change orders.

We obtain competitive bids from qualified contractors, scope-out their bids, and jointly, with the Owners, select a successful contractor.

We also provide bid analysis documentation.

Value Engineering - (VE)

During the design process, we look for ways to save the Owner's money. We can often reduce the projected cost of a project while being sensitive to the requirements and preferences of corporate and local management.

Coordinate project start up.

Often times Owners are inundated with questions at the initial start up. We assist in assuring a successful start up of the project as well as answer all questions.

Continuous coordination for the duration of the project.

We work with the general contractor throughout the projects in order to provide the best results for the Owners.

Project Closeout.

We assist the general contractor in a proper closeout. This includes assuring that the punch list is complete and all required closeout documentation is provided.