

PROJECT PATH

WHAT SERVICES PROJECT MANAGEMENT PROVIDES

BENEFITS & VALUE TO CLIENT

1 Client begins to define scope and program needs

Project Implementation

Discovery Phase:

- Program interpretation to scope needs & project plan →
- Formally solicits vender interest and qualifications →
- Feasibility Studies (as needed) →
- Building review inspection and Identification of potential concerns →
- Lease negotiation support →
- Land acquisition support →
- Defines project's critical path →
- Defines master schedule →
- Defines master budget →
- Contract vehicle recommendation →
- Financial analysis / Funding support coordination →
- Space Plan / Test Fit Plan analysis →
- Project method delivery recommendation →
- Strategy implementation →
- Translates scope of work needs to team needs →

- Mitigates loss of time to Client & helps identify needs
- Qualifies capabilities & ensures team is a good partner
- Actively coordinates, schedules & plans for client goals
- Mitigates risk by identifying long term concerns, creates project path and executes as SPOC
- Adds historical experiences to support Client requests
- Provides the effort for time consuming tasks
- Mitigates loss of time to Client team & acts on goals
- Ensures team's focus to target goal through 1 schedule
- Confirms project goal costs for Client's financials
- Mitigates risk and ensures confidence to Client
- Ensures all costs are accounted within budget
- Adds additional 3rd party quality reviews to avoid errors
- Fast tracks best method for project delivery
- Provides client with options, risks and recommendations
- Ensures all scope, costs and schedules are accounted for

2 Planning
Scheduling
Design
Estimating

Design Phase:

- Request for proposals, including: Architect/Engineer/Furniture/Specialty →
- Bid leveling, contract negotiations, contract coordination & recommendation →
- Manages weekly design meetings →
- Budget analysis →
- Constructability review →
- Value Engineering →
- Quality review & milestone achievement →
- Material/Equipment review →
- Long lead material coordination →
- Furniture management / coordination needs →

- Sets standards and ensures steps won't be missed through formal & custom RFP's
- Maximizes cost savings through reviews, contract execution, negotiations and maintains Client reputation
- Manages quality, schedule and scope
- Accounts for all costs, forecasting and tracking
- Adds a 3rd party quality review, mitigates error risk
- Provides cost effective solutions for Client's decision
- Ensures milestones are achievable
- Coordination of critical materials and schedule
- Coordinates arrival with Client schedule goals
- Ensures furniture is coordinated with schedule, scope and other trade activity

3 Permitting & Bidding

Permit/Bidding Phase:

- Permit support coordination and tracking →
- Contractor bidding, leveling, negotiations & contract execution →
- AHJ coordination →
- Property manager drawing coordination →

- Forecasts, plans and coordinates team's execution
- Maximizes cost savings, minimizes risk for partnership and provides best solution to Client
- Ensures city requirements are addressed and planned
- Confirms property managers requirements are implemented in design & construction

4 Construction Execution

Construction Phase:

- Regular construction observations; reports →
- Construction management →
- Pay Application review & recommendation →
- Change order management & coordination →
- Schedule management →
- Coordination management →
- Independent vender/consultant coordination of IT, A/V, Security, Furniture, Commissioning →
- Punch list management, classification and execution management →
- Furniture installation coordination →

- Provides accountability, eyes and ears to progress
- Unites team together with 1-focused goal: the Client
- Analyses pay requests for accuracy
- Substantiates all claim requests with actual complete
- Continues to drive schedule with foresight reviews
- Acts as Single Point of Contact for Client's project goals
- Organizes, tracks and manages separate vendors
- Makes sure furniture is coordinated with codes, other trades and delivered on time
- Provides due diligence for staff and vender coordination with timing and move management needs

5 Close-out

Close-out Phase:

- Close-out documentation management →
- Owner training coordination →
- Property management coordination →
- Tenant improvement allowance request coordination →

- Creates the standards for submission
- Coordinates & supports owner training
- Ensures property management is coordinated
- Develops submission documents for Client

• See full list at: <https://hoslerpm.com/services/>