
Development Solutions

Strategy

- Assist with formulation of strategic development plan

Site Selection

- Perform market research, analyze trade areas and growth patterns, and provide demographic information
- Work with brokers in targeted areas to identify potential sites
- Identify site strengths and weaknesses (cost, access, visibility, proximity to competition, etc.)

Transaction Due Diligence and Documentation

- Review and clear title
- Secure and document utility, parking, access, and easement rights
- Supervise, coordinate, and review environmental testing and soils testing
- Supervise and coordinate the completion and review of survey

Project Planning

- Coordinate a Construction & Zoning analysis
- Supervise, coordinate, and review geo-technical studies
- Review potential building types, make recommendation to client
- Create conceptual site layout for client/corporate approval
- Develop a project schedule
- Develop a project budget

Design

- Define scope of services, coordinate requests for proposals for design of drawings and specifications

- Evaluate fee proposals and supervise efforts of architects, engineers, and consultants
- Review drawings throughout design processes

Permitting/Entitlements

- Submit all applicable permit applications and pursue all necessary permits and approvals
- Submit plans to local utility companies as necessary
- Supervise and coordinate efforts of architects, engineers, and consultants
- Arrange for and manage representation at municipal/public hearings where applicable

Construction Management

- Identify and qualify general contractors for bidding
- Prepare and conduct invitation to bid, act as resource to bidders for Q&A
- Prepare bid spreadsheet and analyze the bids
- Negotiate and secure a construction contract
- Communicate the ground break to the utility companies, equipment companies, and applicable government agencies
- Supervise the construction of the project for conformance to plans and specifications
- Monitor progress against the critical dates and projected timeframes, report project progress
- Conduct on-site inspections
- Review and negotiate change orders with general contractor
- Conduct preliminary punch list and final punch list
- Gather, approve, and deliver all documents related to final close-out to client
- Conduct warranty inspection