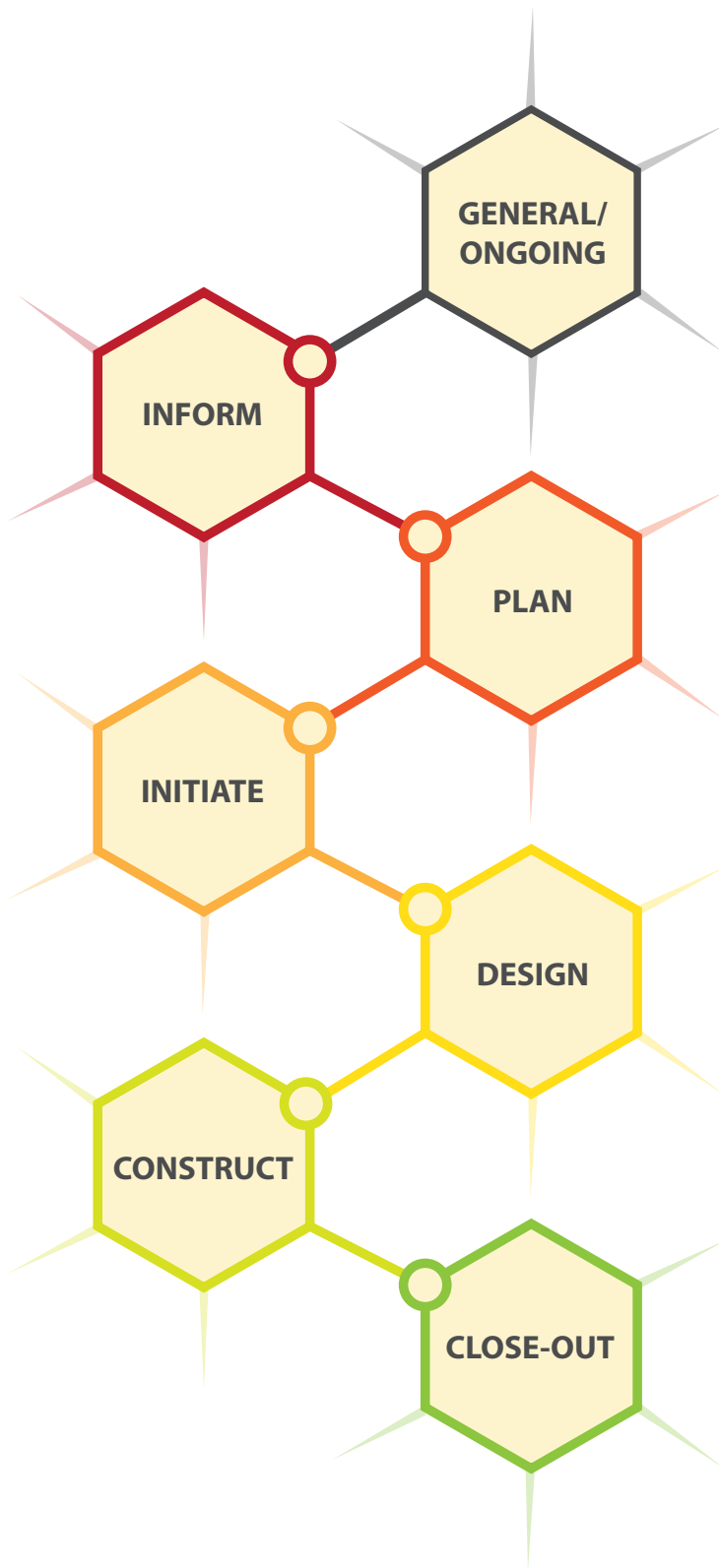


The Process - Hereva's Capabilities



GENERAL/ONGOING

- Budget and schedule management
- Project tracking and reporting
- Risk management and mitigation strategies
- Project team interface with stakeholders
- Process and documentation oversight
- Contracts, cost tracking, and invoice auditing

INFORM

- Lessons learned
- Operational support and strategy
- Facilities/condition assessments
- Space utilization analysis
- Design and engineering standards

PLAN

- Capital planning support and budgeting
- Consulting on process documentation and procedures
- Master scheduling and resource allocation
- Partner procurement strategy; RFPs and contracts
- Risk management strategies

INITIATE

- Project strategy, logistics and planning
- Project charter; risk and decision matrix
- Develop internal team/key stakeholders/champions
- Programming approach and design team selection
- Commercial management, contract and documentation strategy
- Real estate and facilities feasibility/suitability
- Infrastructure and equipment utility investigation
- Project scope, budget and schedule

DESIGN

- Design team procurement
- Budget refinement and construction estimating
- Design schedule and deliverables management
- Construction team procurement
- Third party vendor(s) procurement
- Workplace consulting initiatives
- Branding, environmental design and change management

CONSTRUCT

- Construction contracts and oversight
- Quality, compliance and safety
- Site logistics and relocation planning
- Schedule tracking
- Ongoing cost reporting
- Project controls, process and strategy
- Commissioning oversight

CLOSE-OUT

- Relocation support
- Document management
- Operational Start-up
- Budget and financial reporting
- Financial and requisition auditing



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