



We would be pleased to provide additional information or answers to any questions you may have about our services package and how we can tailor it to your specific project needs.

#### ■ pre-construction budgeting

- Conceptual estimates
- Pro-forma reviews
- Elemental estimating
- Detail quantity take-off & estimates
- Life cycle analysis & value engineering

#### ■ scheduling

- Milestone scheduling
- Critical path & precedence scheduling
- Pre-construction planning

#### ■ constructability reviews

- Document analysis
- Labour & material availability review
- Construction market surveys
- Project promotion to trades & suppliers
- Design efficiency review

#### ■ cash flow analysis & projections

- Consultant evaluation & recommendations
- Scope of work definition
- Contractor pre-qualification statements
- Contractor evaluation & recommendations
- Pre-tender & pre-construction conferences

#### ■ contract tendering, negotiations & administration

- Issuance of purchase orders
- Material procurement

#### ■ field supervision & coordination

- Construction site organization
- Cost reporting & control
- Schedule monitoring & control
- Change order management & administration
- Conduct coordination & progress meetings
- Daily site reports, monthly progress reports
- Document control

#### ■ project accounting

- Preparation of semi-monthly progress billing
- Verify compliance with Worksafe BC & liability insurance requirements
- Administration of holdback accounting
- Sub-trade & supplier payments

#### ■ project quality control

- Testing & inspection coordination
- Liaison with approval agencies
- Development and correction of deficiency lists

#### ■ post construction services

- Contingency management
- Dispute resolution service
- Assembly of warranty and operation manuals