



## **Full Project Management Services**

Your Planning Application has been approved and you have satisfied the requirements of Building Control. Now for the construction phase of your project.

### **Why Employ A Project Manager.**

Poor Planning leads to Poor Performance and additional Cost, FACT!

Within our twenty years experience in Project Managing, we highly recommend you Employ a Project Manager BEFORE commencing work on site. It will almost certainly save on time, but more importantly than that, it **will** save you MONEY, Guaranteed.

### **Domestic Project Management Services.**

Tender Package's

Tendering Package. This can be used by a householder who feels they may be able to undertake the managing of the project themselves and they have the time to do so.

The Tendering process is one of the first processes and can take time if not conducted properly. This is where costs can be gratefully saved or lost.

We recommend that 3 Quotations are obtained before making your choice.

Electronic & Hard copies of the letter of invitation to tender.

JCT 'form of contract'.

We will then run through the whole process with you and advise you on all quotations received. We can also aid you with the completion of the contract between yourself and your nominated main contractor.

### **Full Project Management of your Project from Inception through to Completion.**

We can manage the whole Tendering process & construction phase of the project for you.



From compiling tenders, specifications & detailed programme of works.

Liaising with the chosen contractors & running through the final designs and site set up. Working closely with Building Control.

Advising and implementing Site safety procedures.

Advice on site set up, scaffolding, perimeter fencing, toilets, skips etc.

Holding & chairing pre-contract meetings with the client and chosen contractors.

Weekly site visits.

Detailed snagging lists (upon request) can be compiled upon completion of the works.

Attend site with Building Control at sign off of your project. And any other critical site visits that are required by Building Control.

We also run through and check all final accounts that are outstanding between yourselves and the contractors and advise on payment.