

Colliers | Indianapolis

# Project Management Services

## Your Construction Partner

for tenant improvements, capital improvements, renovations, ground-up construction, and build-to-suit projects.

## Our Core Services

Project Scope & Due Diligence

Vendor Contracts

Construction & Schedule Oversight

Budget, Cost & Change Order Management

Furniture, Fixtures & Equipment (FF&E) Oversight

Quality Control

## We Also Facilitate

Building Permits

Code & ADA Compliance

Design & Workspace Concepts

Relocation & Logistics Management

Colliers



## Key “do you have” questions

1. The **time to manage** the project effectively?
2. The **required A/E/C** industry experience?
3. The **market knowledge**?
4. The proper **business tools**?
5. The ability to **hold the project team accountable**?

Check out our services, projects, and team: [colliersindypjm.com](https://colliersindypjm.com)

# Project Management — our Services Roadmap

## Both Owner & Tenant Projects

Our scope of projects is quite diverse — representing both Owner and Tenant clients, and diverse product types. We provide unbiased, independent client advocacy — throughout each phase of project planning and execution. We transform an organization's vision into reality. We establish a plan. A budget. Then implement the plan.

### Typical Project Roadmap

01 Programming & Needs Assessment	02 Site Selection & Due Diligence	03 Lease Advisory / Landlord Liaison	04 Budgeting & Scheduling	05 Team Assembly	06 Design Management & Design Engineering
07 Construction Oversight	08 Tracking & Reporting	09 Vendor Coordination	10 Move Management	11 Commission & Close-Out	

## Cost Management — Savings & Avoidance

### Visible Costs

- Design + Engineering Fees
- Project Manager Fees
- Obvious Construction Costs
- Relocation Estimates
- Standard Furniture Costs
- Permit Fees

### Hidden Costs

- Disruptive Moves
- Poor Scope Reviews
- Furniture Extras
- Late / Unjustified Owner Changes
- Schedule Conflicts + Delays
- Uncoordinated Drawings
- Field Conditions Extras
- Weak Contract Language

15% - 20%  
cost savings

## Indianapolis Project Management Team



Sean Maloy  
Director of Project  
Management



Dick Whicker  
Senior Project Manager



Sherif Attallah  
Senior Project Manager



Sydney Sims  
Project Specialist



[colliersindypjm.com](http://colliersindypjm.com)