

Services Offered to Owners

Project Phases:

Prefeasibility / Feasibility Phases

1. Work with the Owner's project management to define the project objectives
2. Support the Owner in structuring the management team organization for the prefeasibility / feasibility phase of the project
3. Work with the Owner's management team to identify all project stake holders and their respective roles in the project.
4. Support the development of a project communications plan, sustainable development plan, and community relations plan.
5. Work with the Owner's project management team to identify potential design engineering firms, support the preparation of bid documents, and support the selection on the engineer to lead the prefeasibility / feasibility study work
6. Support the development of the project summary scope definition and execution plan
7. Work with the Owner's engineering group to define the basic engineering design criteria
8. Work with the Owner's project team to complete a project risk assessment and mitigation plan
9. Support the development of the project summary baseline schedule
10. Work with the Owner's project management team and his engineer, to support the development of the project preliminary estimate
11. Work with the Owner's procurement group to obtain equipment and bulk material pricing for the project estimate Total Installed Cost (TIC)
12. Offer project management training to the Owner's project management team addressing the following issues: Why projects fail, best practices, the roles / responsibilities of the Owner / Contractors respective organizations, project management controls and systems, alignment / partnership approaches for contracting the EPC/CM work and what drives the behavior of the respective parties, and managing the Prime Contract administration.

Approval / Mobilization Phase

1. Support the client in structuring the Owner's project management team for the execution phase of the project
2. Review the spectrum of type of contracts and the associated benefits / risks for contracting the EPC/CM work to construct the project.
3. Work with the Owner's procurement / contracting organizations to support the preparation of a outline for the commercial structure and selection criteria for contracting the EPC/CM Prime Contract and purchase orders for process equipment / bulk materials
4. Work with the Owner's project management team to identify potential EPC/CM contractors and participate in the interview selection process

5. Support the Owner's project management team to define and reach alignment on Divisions of Responsibility between the Owner's and EPC/CM contractors team
6. Support the establishment of a project steering committee, who should be the participants, and define the roles and responsibilities of this committee to support the project.
7. Support the preparation of a list of project management control systems required to overview the management of the work to meet the performance objectives
8. Support the preparation of the project Materials / Process Equipment procurement management plan for the purchasing, inspection, expediting, and receiving of bulk materials and process equipment.
9. Prepare a recommended project authority matrix for approvals of design, contract and purchase order (PO) commercial structures, and contract / PO commitments.
10. Review the EPC/CM contractor / contractors' organization structure to support the execution of the project including supporting the review and the selection of the senior management team
11. Review and comment on the EPC/CM Contractor / Contractors constructability plan for the project.
12. Support the preparation of a Project union agreement IF the construction will be executed by strictly union contractors.

Execution Phase

1. Work with the Owner's project management team and EPC/CM Contractor / Contractors to finalize the project baseline execution plan and schedule.
2. Work with the Owner's project management team and EPC/CM Contractor/ Contractors to maintain and develop progress schedules, manpower reports, and as-built schedule reports.
3. Work with the Owner's EPC/CM contractor / contractor's to develop the appropriate engineering performance and progress control systems by design work packages that interface with construction work packages.
4. Support the Owner's team as necessary in over viewing the performance status of the EPC/CM contract / contractor's.
5. Perform "functional" reviews of the project at certain project milestones to identify any performance issues that require corrective action.
6. Participate in the project steering committee meetings to consult on issues the need to be addressed by the respective parties to support the project management teams to meet the project performance objectives
7. Schedule project management training for the Owner's management team and contractors as necessary.
8. Support the Owner's management team as necessary in settling EPC/CM contractor / Contractors' change orders.

Preoperational / Start-up Phase

1. Review the overall preoperational testing schedule and respective interfaces with the operational plant start-up with project execution schedule.
2. Support the identification of vendor representatives for construction equipment installation and pre-operational testing and startup.
3. Support the Owner's project management team as necessary on the project closeout including contractor change orders, claims settlement.