

HOSPITALITY PROJECT MANAGEMENT

Since 2000, we have managed numerous hotel capital expenditure programs. Our experience ranges from renovation of limited service and full service hotels (600 guestrooms plus) to developing and implementing renovation programs of multi hotel portfolios. We have participated and worked with a variety of Owners to put into action their hotel reinventions, rebrandings and product rollouts.

On behalf of the Owner, we assemble the project team by soliciting proposals and placing under contract the architect/interior designer, procurement agent, contractor, warehouse and logistic company. Once the team is in place, we oversee and coordinate the activities of each member of the team to ensure they follow through on their responsibilities to the project. We work hand in hand with the Owner, architect/interior designers and the respective brand to ensure that design and FF&E standards are met.

Our experience provides us with the knowledge and understanding of how to perform renovations within a hotel that remains in operation. Building a team approach among the contractors, vendors, and the general manager is critical in allowing each to carry out its duties with minimal disruption. Communication, scheduling and property phasing is vital.

In order to minimize revenue loss, we strive to renovate and turn over the new guestrooms as quickly as possible while maintaining quality standards. We achieve this by performing on-site analysis prior to construction, developing detailed schedules, and providing the contractor with all the necessary items to maintain on-time delivery. This includes providing prompt direction to the contractor when unforeseen field conditions are encountered and assuring that all owner-furnished items are available for installation when needed.

Of equal importance in maintaining an efficient project schedule, we work with procurement agents and logistics companies to ensure that all owner-furnished FF&E has been inventoried and located in the designated warehouse prior to contractor mobilization. We achieve this by identifying early in the process the duration of the ordering, fabrication and delivery sequence for long lead time items. We work with the procurement agent from preparing the bill of materials and release of purchase orders.