

Navigating businesses through the obstacles of commercial relocation.

Scope of Services

Move Management

- Contents Purge
- Move Training/Prep
- Packing & Labeling
- Mover Services
- Rigging Services
- Racking Disassemble / Reassemble
- PC Disconnect & Reconnect
- Phone System Relocation & Reset
- Swing Space Management
- Artwork & Whiteboard Relocation/Rehang
- Specialty Vendor Coordination & Oversight
- On-Site Move Event Supervision

Office Services

- Print, Copy & Fax Supplier
- Document Management Supplier
- Utility Services Transfer
- Vending Machine, Coffee & Water Supplier
- Office Supplier Coordination
- Plant Services
- Temporary Storage

Furniture, Fixtures & Equipment

- Space Planning
- Procurement & Installation
- Workstation Breakdown & Rebuild
- Artwork Procurement
- Building & Space Signage
- Specialty Systems & MEP
- Materials Supplier Coordination
- Equipment Move Sequencing

Technology

- ISP Transfer
- Voice Services Transfer
- Data Cabling Infrastructure
- IT Server & Racking Relocation
- New Hardware Installation
- Badge Access System Installation
- Alarm System Installation
- Camera System Installation
- White Noise System Installation
- Audio Visual Relocation & Reset
- Video Conferencing
- WiFi

Contract Management

- Tenant Improvement Oversight
- Invoice Auditing
- Budget & Schedule Management
- Risk Assessment & Mitigation

Decommissioning

- Furniture Liquidation
- Electronics Disposal
- Signage Removal
- Drywall & Paint Touch-up
- Low Voltage Systems Removal
- Hazard Removal
- General Cleaning
- Demised Wall Reconstruction
- Warehouse Flooring Remediation
- Industrial Systems Removal