The Burns Companies Services

- Construction Cost Management
- Development Management
- Owner’s Representation
- Project Management
- Litigation Support
Construction Cost Management Services

- Conceptual estimates and investigations
  - Assess work in-place
  - Assess work to be done
- Planning and design
- VE studies
- Prepare budgets & schedules
- RFPs and Bidding
- Negotiations
  - Local authorities
  - New contracts -- A/E and Builders
- Scope changes
- Sequencing
- Set performance requirements
- Track performance
- Variance reports
- Close-Outs
Development Management Services

• Manage the work of all design disciplines, i.e., civil, survey, geotech, architect, structural, MEP, etc.

• Review all plans & specs for constructability, permitting, pricing appropriateness. Manage all permitting efforts - assure compliance

• Continuous In-field construction monitoring - assure compliance

• Review, approval, and management of individual construction process documents

• Review, approval, and management of individual draw requests from contractors, vendors, consultants, etc. and analysis of adequacy of balance to fund

• Attend working sessions with A/E, contractor, testing agencies, code officials, etc. Assure compliance of all work with Permitting and Orders of Conditions.

• Receive, review, approve Close-Out documents for each contract
Project Management Services

- Project tracking from inception to move-in
- Milestone management and tracking
- Schedule management and maintenance
- Proactive problem identification and resolution
  - Coordinate communication with all parties
  - Mitigate disputes between contractors and suppliers
  - Participate in dispute or claims resolution discussions
- Continuous construction quality control monitoring
  - Orchestrate formal property inspections
  - Assure compliance
  - Uncover potential quality or compliance problems

North Bergen, NJ

Wayne, NJ

The Burns Companies
Real Estate Development Consultants
August 2011
Owner’s Rep Services

- Represent Ownership (asset managers and engineering managers) at scheduled meetings with developer partners
- Review and report on overall project development systems, organization, and management methods
- Review and report on budgets, schedules, and contracts for form and appropriateness for the tasks
- Facilitate and expedite Owner decision making process
- Make recommendations to improve projected cost issues, quality standards, and schedules
- Interpret technical issues for the Owner and provide advice
- Provide follow-up on Owner requested information
- Encourage real-time project status reporting, and reliable cost & schedule forecasting by the developer
Litigation Support

- Expert witness
- Contract and cost analysis
- Code analysis
- City and town documentation review
- Plan & Specification documentation review
- Contractor documentation review
- Payment documentation review
"…Taking over a partially renovated condo conversion is no easy task... This project required an unusual level of coordination and management. Your focused orchestration of multiple contractors allowed us to complete several challenging projects on the property successfully. You helped us negotiate the cumbersome permitting process and manage the relationship with local permitting authorities... The project greatly benefited from your prompt identification and resolution of critical unforeseen issues during construction ....and your help was instrumental to maintaining the progress of the project."

"...Burns’ extensive industry knowledge and problem-solving creativity are invaluable to property owners. As Owner’s Representative, Burns helped us develop customized budget and schedule tracking programs leading to timely and cost-effective solutions to otherwise costly problems.... We can recommend Burns to anyone seeking an Owner’s Project Representative to provide reliable technical advice..."

Enrique Bellido
Director of Construction Management
Fidelity Investments

Phillip Yee
Director Architecture & Engineering
BlackRock