

Private Owner's Representative **Services**

VERTEX's Owner's Representation/Owner's Project Management and Program Management services have assisted hundreds of developers, and owners in the properly administrated construction of building projects such as office buildings, hotels, and private schools and universities. We differentiate ourselves because of our construction, forensic, engineering, environmental, and architectural resources, so we can add value on all phases of a construction project.

Due Diligence Constructability Review – Construction Risk Assessment

- Review and evaluation of the Construction Drawings and Specifications including site improvements, building envelope, structural, mechanical, electrical systems, etc.
- Review of the construction agreements, permits and schedules, and the General Contractor's budget, Regulatory Information including Zoning Approvals, Survey, Building Permit and Approvals, Utility Company Approval Letters.
- Complete Engineering Analysis and Testing Information including the Soil and Foundation Engineering Report and Flood Plain Map and Building Code Analysis.

- Review contractual agreements including Architectural and Engineering Design Agreements, General Contractor Agreement and Subcontracts, Designer's Certification of Code and ADA Compliance, Construction and Disbursement Schedules. Evaluate contracts for performance opportunities, penalties, incentives, rights and obligations. Suggest stronger language and/or controls in anticipation of potential problems.
- Review insurance and bond requirements and verification of the costs.
- Review contractor's other policies and procedures. Suggest options which will increase controls for expenditures, construction cost, and schedule.
- Complete analysis of the Project's Direct Cost Budget including the construction cost estimate to determine if the budget is reasonable and consistent with the balance of documents provided.

Construction Monitoring

- Monitor Construction activity.
- Review Schedule Status.
- Review Payment Requisition and issue Budget Status Reports at each monthly Requisition.
- Provide Analysis of approved and pending change orders.

Final Project Audit

- Identify unallowable or duplicate charges, overcharges, and math errors related to the costs of labor and materials.
- Review installed materials and equipment to ensure that the contract documents have been satisfied and that quantities billed match those installed.



SERVICE AREA
CONSTRUCTION
CONSULTING

