**Procon Consulting**

**Eisenhower Executive Office Building Washington, DC**

Key Responsibilities

• Managed design process including conducting design reviews for code compliance, completeness, and constructibility.

• Coordinated all construction activities and all tenant activities including move management, IT, AV, security, and furniture.

• Developed cost estimates, maintained cost controls, conducted life-cycle cost analysis, and managed interdependencies of budgets, costs, and manpower resources.

• Processed over 3,000 change orders and 3,000 RFIs.

• Conducted daily QA/QC inspections and provided reporting, and followed up on outstanding issues.

• Oversaw commissioning activities including duct pressure test procedures, test and balance (TAB) witnessing, sampling, and overall functional performance testing.

• Implemented electronic project management (ePM) for team collaboration, design submittals, earned value analysis, daily reports, and other construction management support.

Procon provided construction management

services during the procurement, design,

and construction phases for this design/

build multi-year modernization project.

The iconic Eisenhower Executive Office Building (EEOB) is a 686,706 SF high security federal office building which functions as the primary facility for White House support operations. It is listed on the National Register of Historic Places and occupies an entire city block. The project included replacement and upgrade of utilities, infrastructure, systems and equipment for M/E/P,

including a new central utility plant, IT/telecom/data, physical security, fire and life-safety systems.

As the CMa, Procon provided procurement phase,

design phase, and construction phase management

services for this Design/Build, multi-phase, eight-year modernization project. The secure facility remained fully occupied throughout the course of the project. Construction management services included project safety management, space and move planning and management, physical moves support services, commissioning, and closeout.

**Procon Consulting**

**Federal Deposit Insurance Corporation Washington, DC**

Procon provided construction management

services during design, construction, and

commissioning for major full-building HVAC

retrofit and interiors upgrade.

The 1962 Federal Deposit Insurance Corporation (FDIC) building consists of seven stories above ground, a basement parking garage with two access ramps, and a penthouse mechanical room. The $26.9 million design-build project included HVAC retrofit and interior upgrades for the 260,000 SF building. The project was a multi-phased construction project in an occupied

federal building.

The scope of the project included upgrading current HVAC air distribution systems, new lighting and control systems, modifications to the existing power distribution system, plumbing upgrades, and window replacement including energy efficient, blast resistant windows in some locations. Complete interior upgrades were implemented on each floor including asbestos abatement, IT upgrades, fire alarm and fire protection replacement, new acoustic ceilings, carpet replacement, lighting doors, hardware, mill-work, and painting.

Key Responsibilities

• Performed comprehensive bridging design review and coordinated stakeholder review comments.

• Coordinated all construction activities and provided project documentation.

• Developed cost estimates, maintained cost controls, and conducted life-cycle cost analysis.

• Developed and maintained cost loaded project schedule.

• Managed project documentation, submittals, RFIs and change orders.

• Conducted daily field inspections and weekly QA inspections, and provided regular quality reporting and issue resolution.

• Performed value engineering exercises that reduced project cost by $1.4 million and construction duration by 120 days.

• Acted as Commissioning Authority for systems and equipment to ensure proper performance and compliance with customer’s requirements.

**Procon Consulting**

**Nebraska Avenue Complex Washington, DC**

Key Responsibilities

• Managed design process including conducting design reviews for code compliance, completeness, and constructibility.

• Coordinated construction activities and provided project documentation.

• Developed cost estimates, maintained cost controls, conducted life-cycle cost analysis, and managed interdependencies of budgets, costs, and manpower resources.

• Reviewed, negotiated, and created contract modification packages.

• Provided QA/QC oversight and provided reporting, and followed up on outstanding issues.

• Developed commissioning specifications, test procedures, pre-functional checklists, and functional performance test requirements.

• Performed complete turnover and closeout services including punch-list management and collection of final as-built drawings, O&M manuals, and warranties.

Procon provided comprehensive construction management services for multiple design and construction projects at this high security federal facility.

The Nebraska Avenue Complex (NAC) is comprised of 32 buildings on approximately 25 acres in northwest Washington, DC and provides headquarters space for the Department of Homeland Security (DHS). The campus includes approximately 635,000 SF and houses over 2,400 federal employees and contractors.

Work included upgrades to security, fire alarm, fire protection, HVAC, mechanical, electrical, site utility systems including six electrical substations, underground vaults, duct banks, and electrical panels rooms, asbestos abatement, renovation of interiors, repair and replacement of sidewalks and landscape features, and building diagnostics to detect and repair water intrusion.

Procon Consulting

St. Elizabeth’s West Campus Washington, DC

Procon provides construction and program

management services for the multi-year,

multi-phase redevelopment of this 176-acre

high security federal campus.

The $4.4 billion St. Elizabeths West Campus project

consists of the redevelopment of the 176-acre west

campus of the National Historic Landmark site located in southeast Washington, DC for the consolidated headquarters of the Department of Homeland Security. The redevelopment includes 4.5 million SF of new construction and adaptive reuse of approximately 50 historic buildings. The project includes the construction of a state-of-the-art security perimeter fence, an operations command center, technology integration program, furniture installation, move management, and site related infrastructure improvements including roads, central utility operations, underground utilities, landscaping, and related improvements.

Phase One consisted of the 1.2 million SF U.S. Coast

Guard Headquarters building a separate central utility plant, two seven-story parking garages and the rehabilitation of seven historic structures.

Key Responsibilities

• Program oversight of design and construction program budgets and finances.

• Developed integrated master schedule that includes schedules for three A/E design contracts, and eight primary construction projects.

• Design management support including design review, control of design revision updates, development of design scopes of services and assistance in the negotiation of design fees.

• Managed change orders, RFIs, document management, meeting minutes, daily reports, and implementation of the ePM system.

• Coordinated data for reporting earned value and performance measures, status of project costs and schedules, and related issues.

• Provided program budget and financial support for over $1.34 billion in contracting activity.

• Primary coordinator for utilities construction and site infrastructure upgrades.

Procon Consulting

U.S. Department of Transportation Washington, DC

Key Responsibilities

• Budgeting and acquisition strategy, planning, and implementation including independent estimates, scopes of work, proposal review, and contract

negotiation.

• Coordinated client’s program of requirements.

• Created, maintained and analyzed Critical Path

Method (CPM) schedule and Earned Value

Management (EVM) system.

• Conducted constructibility reviews and managed

submittals, RFIs and change orders.

• Provided construction cost estimating and

managed contractor invoice/payment process.

• Oversaw quality inspections, and managed

punch-list, construction contract closeout, and

commissioning activities.

• Provided technical assistance for LEED building

certification.

• Provided relocation cost, schedule and

coordination related to the occupancy of 5,000

employees.

Procon provided construction management services during the procurement, design, and construction phases for a 2 million square foot headquarters complex for the U.S. Department of Transportation.

The U.S. Department of Transportation project consisted of new construction of a 2 million-square foot cabinet-level headquarters building on an 11-acre site in the Navy Yard Annex Historic District along the Anacostia waterfront in southeast Washington, DC. The eight and nine story towers of colored precast concrete includes space for 5,000 employees, an underground concourse connecting the two towers, and a two-level, below-grade parking garage for 950 cars.

Procon Consulting

National Institute of Allergy and Infectious Diseases Rockville, MD

Key Responsibilities

• Managed specification and design review process and helped develop acquisition plans and documents for tenant improvement services.

• Developed an integrated master schedule including all project activities, milestones, and review periods.

• Performed daily site inspections to monitor construction activity and quality and provided daily compliance reports and bi-weekly progress reports.

• Tracked financial obligations and monitored implications of developer proposals for changes to the agreed upon scope of work.

 • Coordinated approval and regulatory processes with client and external agencies.

 • Oversaw commissioning activities for the base building core and shell as well as for tenant improvements and data center.

Procon provided construction management, commissioning, and move management services for this lease consolidation project of 513,000 square feet.

The National Institute of Allergy and Infectious Diseases (NIAID) project consisted of a new base building core and shell and tenant fit-out inclusive of acoustic ceilings, flooring, lighting, IT infrastructure and devices, security infrastructure and devices, millwork, painting, doors and hardware. There were also blast protection upgrades to key structural columns. GSA delivered the project to NIAID on a floor-by-floor basis. The project sought LEED Gold Certification for Commercial Interiors.

**Procon Consulting**

**U.S. House of Representatives, Washington, DC**

Key Responsibilities

• Developed furniture and interior finish standards to be used across all of the office space under the control of the House.

• Provided recommendations on furniture and space planning reconfigurations as necessary for the reconfiguration of specific existing office spaces.

• Created furniture layouts based on initial meeting including 2D and visual 3D drawings.

• Developed detailed furniture specifications and pricing using 20/20 Technologies software.

• Coordinated bill of materials and vendor quotes.

• Provided regular meeting support and monthly status reports.

• Created relocation plans and managed relocation activities and renovations of offices.

• Provided punchlist follow-up and close-out documents that included final furniture drawings, finish selections, furniture pricing breakdowns, approvals and signatures.

Procon provided the U.S. House of

Representatives with space and furniture

planning for over 250 office suites within its jurisdiction in House Office Buildings as well as the U.S. Capitol Building itself.

Office needs for the U.S. House of Representatives include offices for 435 Members, as well as committee staff offices, and support staff offices in Rayburn, Longworth, Cannon, and Ford House Office Buildings, and the Capitol Building. The Modular Furniture

Renovation Program included the renovation of over 250 office suites throughout the House complex. The project included the development of a modular furniture renovation program and design management including scheduling, budgeting, floor plan layouts,

furniture specifications, and bid packages.

**Procon Consulting**

**Simon Property Group, Nationwide**

Procon provided comprehensive space

planning and interior project management services for portfolio of 12 new shopping malls and renovations of existing mall properties.

Simon Property Group is a leader in retail real estate across the globe with properties that generate billions

of dollars in annual retail sales. For this project Procon provided space planning and interior project management for 12 shopping mall properties across

the nation. Projects included the renovation of newly acquired retail centers and the construction of new

centers.

Procon prepared design intent documents, established material and finish selections, and coordinated with

clients, architects, engineers, and contractors on construction drawings, specifications, and on-site installations.

Key Responsibilities

• Established space program and occupancy schedule based on the specific needs of the client. This included space planning, programming, bubble diagrams, sketching, and development of design intent drawings (DID) in AutoCAD.

• Selection and specification of furniture, lighting fixtures, appliances, paint colors, wallcoverings, carpet and tile, wall bases, and built-in millwork.

• Scheduling and owner’s coordination of on-site project teams and A/E firms.

Monitored progress of fabrication and delivery of FF&E. Reviewed, marked up and monitored development of construction documents.

• Oversaw FF&E budgets, delivery, and installation.

• Prepared FF&E vendor bidding documents and purchase agreements and coordinated with owner’s contract administration staff.

• Prepared signage and tackboard programs. Established artwork and accessory program for specified areas. Developed standards programs and project binders for all projects.

**Procon Consulting**

**Greater Baltimore Medical Center, Towson, Maryland**

Key Responsibilities

• Conducted customer needs assessments based functional needs, current and projected work flow, space and performance requirements, and potential furniture selections.

• Developed furniture space options based on users’ program of requirements and created 2D and 3D drawings.

• Coordinated and facilitated stakeholder meetings that included discussions on initial layouts, revisions, interior finishes, interior furniture finishes and final presentation documents.

• Created generic bills of materials, developed furniture specifications and bid pricing sheets.

• Provided furniture and finish options to owner for review and created furniture and finish selection boards.

• Reviewed furniture bidding documents and made recommendations to maximize value and functionality for the owner.

Procon provided a range of space planning and interior design services for private doctors’ practices, emergency room, executive offices and administrative office complex.

Greater Baltimore Medical Center (GBMC) is a hospital complex in the suburbs of Baltimore Maryland that serves 27,000 inpatients a year and over 60,000 emergency room visits. The project included the renovation of multiple spaces throughout the hospital facility.

Work included developing needs assessments, space planning, and furniture specification and management for this health care facility. Development of interior design standards program for facility, as well as comprehensive planning and interior design services for administrative office building and private doctor’s practices, and executive unit.

**Procon Consulting**

**FBI Headquarters, Washington, DC**

Key Responsibilities

• Provided project management for agency project formulation, studies, programming, procurement, and oversight of work for professional technical services, budgeting, forecasting, and scheduling, and real estate development.

• Identified and analyzed client facility needs and key technical and resource personnel to work on various aspects of the project.

• Managed scope development and the execution of planning, concept, and feasibility studies.

• Worked with stakeholders and key leadership to identify strategic objectives, goals and long range plans for capital and real estate projects.

• Addressed customers’ planning issues, developed memoranda of understanding, provided budget management, and conducted executive presentations.

• Analyzed construction and development projects for compliance with pricing policy.

• Established evaluation criteria and measurement metrics to assess projects on an ongoing basis.

Procon provided strategic project management for the cosolidation of over 11,000 FBI personnel into one, high security, facility.

Since 1972 the Federal Bureau of Investigation has had its headquarters in a purpose built 2.1 million square foot building on Pennsylvania Avenue. Having become functionally obsolete and in need of major repairs, GSA and the FBI were considering ways to meet the space needs requried to maintain the Bureau’s mission and consolidate over 11,000 personnel.

Procon assisted GSA in assessing the FBI’s space needs and options for fulfilling those needs. Services provided included project management related to site evaluations, budgeting, due diligence, and the development of procurement and funding strategies.

**Procon Consulting**

**Southeast Federal Center Redevelopment, Washington, DC**

Key Responsibilities

• Assisted in the development of land-use strategies to maximize the financial return to the government while maintaining the public interest and respecting historic preservation and environmental goals.

• Coordinated multi-stage RFP process for the development of the property, and managed the developer selection process.

• Managed master planning, zoning, historic preservation, and urban design processes.

• Coordinated and assisted with long-term lease negotiations and financial analysis of developer’s offer.

• Provide ongoing environmental management services including environmental assessments, document reviews, remediation plans, and negotiation with regulatory stakeholders.

• Coordinated and led the historic preservation compliance including Section 106 meetings, the development of a Programmatic Agreement, and the analysis of historic resources.

For over a decade Procon has provided ongoing owner’s representation and support for the mixed-use redevelopment of this 42-acre waterfront property.

Procon provides a wide range of services in supportof the redevelopment of the 42-acre Navy Yard Annex site. The development is a first of its kind public private partnership between the federal government and a private developer. The new community of housing, retail, commercial office space, and a public waterfront park is transforming a long vacant and neglected historic district.

Procon’s team has assisted with lease negotiations, ongoing development oversight, environmental management, master planning, zoning, and historic preservation compliance.

**Procon Consulting**

**Old Post Office Redevelopment, Washington, DC**

Procon provided owner’s representation services for the redevelopment of the 500,00 sf, historic Old Post Office Building for a five star luxury hotel.

For years, the iconic Old Post Office on Pennsylvania avenue sat underused and in need of new life. Procon provided management and oversight for the public/ private partnership to develop the historic building for a five star luxury hotel.

Our team assisted in the the selection of the private sector developer and the negotiation of the longterm ground lease, and continues to support the owner, providing executive project management services and overseeing various planning and regulatory activities.

Key Responsibilities

• Assisted in the development of land-use strategies to maximize the financial return to the government while maintaining the public interest and respecting historic preservation and environmental goals

• Coordinated multi-stage RFP process for the development of the property, and managed the developer selection process

• Responsible for overseeing long-term lease negotiations with private developer and financial analysis of lease terms

• Provide direct owner’s representation for all aspects of the project including coordination with developer, federal and local agencies, and other stakeholders

• Coordinated National Historic Preservation Act (NHPA) compliance including Section 106 meetings and related documents and agreements

• Coordinated compliance with the National Environmental Policy Act (NEPA)

**Procon Consulting**

**GSA Electronic Project Management, Nationwide**

Key Responsibilities

• Conducted in depth needs assesment including collecting data from potential user groups to understand the agency’s needs and develop a scope for the types of technology solutions required

• Reviewed and vetted potential ePM solutions for quality, functionality, efficiency, and the ability to meet GSA’s performance requirements

• Evaluated the experience, knowledge, and capabilities of potential ePM vendors and their ability to be responsive to the needs of GSA’s nationwide program

• Worked with GSA project teams to refine their needs and gather technical and business cases to support the agency’s ability to gain funding and approval for the ePM program

• After the award of the ePM contract to the chosen vendor, Procon assisted GSA in translating existing business processes, nomenclature, financial coding, and best practices to the ePM vendor for product configuration prior to development.

Procon was integral in the creation of the General Services Administration’s nationwide electronic project management (ePM) program which has supported over 25,000 construction and renovation projects.

As the nation’s largest landlord GSA has thousands of large and small construction projects underway at any given time across the country. Looking for a better way to manage the overall construction program and individual construction projects, GSA hired Procon to conduct a needs assessment, develop a business case for an ePM solution, vet potential solution providers, and assist GSA staff with implementation.

Since implementation of the ePM program, Procon has continued to provide GSA with ongoing nationwide training, implementation, and help desk support.

**Procon Consulting**

**Building Information Modeling, Philadelphia, Pennsylvania**

Key Responsibilities

• Developing requirements for software solutions to integrate multiple building management systems including BIM, Energy Management Systems (EMS), Building Automation Systems (BAS), and Computerized Maintenance Management Systems (CMMS)

• Managing process to develop requirements for a vendor solution to classify, map, and standardize common data elements from multiple enterpriselevel applications as they relate to BIM including ePM, CMMS, BAS, and EMS

• Assist with developing vendor and product procurement strategies and implementation including developing requests for proposals, managing source selection process, providing technical advice on offerors’ compliance with scope and performance standards, and managed delivery of tasks upon award of contracts

• Developing standards guidelines and framework for GSA’s BIM program and assisting GSA revise BIM standards to accommodate changes in their requirements and to respond to advances in BIM technology

Procon provides a wide range of technical consulting services to the General Services Administration (GSA) to assist them with their nationwide Building Information

Modeling (BIM) programs and goals.

As the nation’s largest landlord, GSA was looking for program support to assist them better managed their owned assets and construction projects with the use of Building Information Modeling (BIM).

In addition to assisting in construcability reviews, clash

detection, sequencing and budgeting construction projects, BIM is a powerful tool for facilities operation and maintenance throughout the life cycle of the

building, its systems, and other compenants.

**Procon Consulting**

**Little Rock Federal Building, Little Rock, Arkansas**

Key Responsibilities

• Complete owner’s representation services for design and construction phases

• Comprehensive scheduling, cost estimating, and risk assessment development, coordination, and tracking

• Oversight and coordination of design review, codes and standards reviews, constructability reviews, and process, AE submissions, and value engineering

• Coordinated logistics and communication with tenants on owner’s behalf

• Daily site inspections to monitor construction activity and quality, and daily compliance reports and bi-weekly progress reports

• Tracked financial obligations and monitored implications of developer proposals for changes to the agreed upon scope of work

• Coordinated approval and regulatory processes with client and external agencies

• Full commissioning services and testing administration for effected systems

Procon provided construction management, and commissioning services for building envelope repair, systems modernization and asbestos abatement in a fully occupied 370,000 square foot office building.

The Little Rock Federal Building, constructed in 1961, is a seven story concrete encased steel-frame office building undergoing systems modernization project while remaining fully occupied. The project includes full replacement of fire suppression and fire alarm systems, repair to building envelope, and abatement of asbestos containing material. The project also entails repair and replacement of exterior hardscapes and building diagnostics for persistent water infiltration.

**Procon Consulting**

**Southern Maryland Courthouse, Greenbelt, Maryland**

Key Responsibilities

• Managed bridging-design-build process including conducting design reviews for code compliance, completeness, and constructibility and coordinating construction activities

• Coordinated offsite courtroom mock-ups

• Developed cost estimates, maintained cost controls, conducted life-cycle cost analysis, and managed interdependencies of budgets, costs, and manpower resources

• Reviewed, negotiated, and created contract modification packages

• Provided QA/QC oversight and provided reporting, and followed up on outstanding issues

• Developed commissioning specifications, test procedures, pre-functional checklists, and functional performance test requirements

• Performed complete turnover and closeout services including punch-list management and collection of final as-built drawings, O&M manuals, and warranties.

Procon provided comprehensive

construction management services for the multi-phase Bridging-Design-Build renovation of this 297,000 sf federal courthouse.

The project scope includes major interior renovations and alterations including construction of grand jury preparation and pre-trial supporting spaces and proffer room, new pre-trial and debtor assistance office spaces, a new cafeteria, a Civil Violations Bureau (CVB) courtroom with reception area and administrative support spaces, and a reconfigured and expanded lobby entrance.