

START WITH THE END IN MIND

Define Conditions and Expected Outcomes - Interview the property management team to understand the project intent and BECS's expected role. BECS seeks to be involved throughout the project, when possible, from the design development phase through construction followed by the warranty phase. Develop a timeline and history of project events. Discuss strategies, fee structure, and dates for deliverables to implement BECS consulting services. Negotiate an agreement between the Client and BECS that considers the above information and has fair terms and conditions based upon industry standard documents.

Research - Review available documentation for the agreed upon project so BECS can familiarize ourselves with the structure and reported conditions to the extents possible and fully prepare for discussion topics before making a site visit, discussing the project with stakeholders, or attending meetings. Interview stakeholders to develop a timeline and history of project events. Review available documentation and drawings for projects before making a site visit or attending meetings. Research materials and products in play so a complete understanding of compatibility, limitations, warranties, and support by manufacturers is understood.

Survey and Investigate - Visit the site to observe field conditions, perform intrusive observations, take samples for laboratory analysis, and use specialty destructive and non-destructive test equipment to verify conditions. All work to be performed according to industry standard documents and utilizing calibrated and certified testing equipment.

Perform Tests - Verify that materials, products, and assembled systems meet applicable prescriptive and performance requirements. Diagnose performance deficiencies ranging from minor leaks to structural collapse. Predict future performance via accelerated weathering and aging, chemical and microscopic analysis, and other techniques. Compare alternate construction materials, products, and systems.

Reports - Provide detailed field and condition assessment reports to include photographs, detail sketches when applicable and references to design and industry standards. Interview and include input from material manufacturers and contractors likely to be involved in the project. Perform in-house technical review so depth of knowledge is put into play and, at times, third party expert review.

Define the Scope of Work - Hold a meeting with stakeholders following the formal assessment process to review BECS's report of findings and recommendations, provide detailed answers to questions posed by stakeholders, and agree to a design scope. Provide a formal proposal for design and bidding services, recognizing the best way to receive accurate cost data and schedules is to bid the work to pre-qualified contractors according to a detailed specification. This information can then be used to shape the capital plan and effectively schedule the project.