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Project Controlling



Building blocks for success

ALBA provides investors and clients with the support and assistance they require in their specific needs and represents them fiduciary in their building and investment projects as well as in the conceptual design of contracts.

The primary focus of ALBA's project controlling lies in the following sectors:

- **Consulting:** Advice throughout all of the phases of the project and in addition to the specific tasks and functions – for example, selection of the planners and construction companies, design of the building, building standards, etc.
- **Organisation/coordination:** Development and coordination of the process and procedural structures; controlling and monitoring of all activities undertaken by the parties involved in the construction project.
- **Costs:** Calculating, tracking and checking costs; budget planning; cost schedule planning; planning the outflow of funds.
- **Deadlines:** Planning timelines and processes on different levels; controlling and verifying the progress of the project.
- **Quality:** Verification and clearance of planning activities and specifications; control of the sampling processes; quality checks.
- **Documentation:** Continuous compilation of project reports to enhance the transparency of costs and deadlines and obtain timely decisions by the clients.

ALBA's corporate principles hold the key to successful project controlling: cooperation not confrontation; acting not reacting; objectivity not subjectivity.

Our services

PLANNING PHASE

- Development of a general timetable
- Creation of an organisational concept
- Development of a planning schedule
- Assistance in contractual negotiations
- Representing the client's interests in dealings with public authorities
- Organisation and administration of project meetings
- Supervision, tracking and general coordination of planning activities
- Setting up a cost monitoring system
- Keeping a check on cost developments
- Creating a plan for outgoing funds
- Checking the planning results for compliance with the established project targets

TENDERING AND AWARDING OF CONTRACTS

- Harmonisation and coordination of the compilation of service specifications for tenders
- Harmonisation of contractual conditions for all services and deliveries
- Submission of tenders, collaboration in analysing content and technical correctness
- Managing and recording contract negotiations with all parties involved in the project
- Drawing up recommendations for the awarding of contracts
- Submitting the decisions to the client

EXECUTION PHASE

- Controlling the process of the implementation planning
- Coordination of planning optimisation
- Assistance with compilation of the construction time schedule
- Controlling the progress of construction to ensure target deadlines are met
- Quality assurance by means of regular inspections of the construction site
- Organising sampling processes
- Plausibility checks of the audited construction invoices
- Continuation of cost monitoring
- Assistance in verifying supplementary works / claim management
- Auditing and clearance of all accounts for ancillary construction costs
- Assistance with the acceptance of construction works
- Final billing of the project

I ____ From the idea to the project

There are many good reasons why clients are entrusting responsibility for their projects to external management with increasing frequency. On the one hand, the time demands of a project lasting several years are considerable, while on the other hand the majority of clients are short of experience in the real estate sector – unless of course they happen to have their own construction department. ALBA places its in-depth knowledge of project management and control at the disposal of clients and proceeds exclusively on the basis of the clients' interests.

In all phases of the construction project, ALBA organises, coordinates and verifies the planning and construction work for the client – from the architectural competition and the planning, approval and bid invitation procedures to actual project implementation and handover. ALBA also takes care of the necessary flow of information between all parties involved in the project.

Continuous timeline and cost monitoring ensures transparency in the project work and budget planning, adding flexibility and security. ALBA takes care that all quality targets are met at all times during the project, but especially in the early stages.

ALBA project engineers make systematic and effective use of their vast resources of experience in their efforts to achieve the common goal: on-time, top-quality and cost-effective completion of the construction project with a creative design.

Through each phase of the project, the client can rely completely on "his" ALBA project manager: an expert, objective and entirely trustworthy partner.



Our experience

Since 1979 ALBA has successfully handled projects with a total volume of more than Euro 10 billion. Since 2010 ALBA is a part of the Strauss Group, Vienna.

The expertise which ALBA has acquired in the course of more than 600 projects of different sizes and complexity over more than 30 years forms the basis for the outstanding project management services it provides to clients in both public and private sectors.

The success of these projects is a result of the skills, qualifications, dependability, and motivation of ALBA's employees. Personal commitment and experience ensure that all the risks and unforeseeable circumstances which occur in the course during any project are kept to an absolute minimum.

With experienced engineers ALBA is represented in all major centers of business and industry in Germany and offers the complete scope of construction and real estate expertise.

ALBA's reference list includes construction, renovation and refurbishment projects as well as work on listed buildings:

- Office buildings
- Housing projects
- Hotels / theaters
- Old people's homes / hospitals
- Schools
- Sports facilities
- Shopping centers
- Embassies
- Airports
- Logistics centers

ALBA services

Project Management

- Projekt Development
- Project Controlling
- Project Monitoring

Real Estate Services

- Consulting, Structures, Concepts
- Technical Due Diligence
- Warranty Management
- Real Estate Asset Management
- Green Building Consulting
Energy Consulting

Project Development

ALBA facilitates the acquisition of building rights by arranging for land-use and building plans to be produced, draws up structural concepts for urban development and assesses usage and redevelopment concepts. ALBA examines the feasibility of projects by way of investment cost, profitability and ROI calculations. It oversees architectural competitions and planning approval procedures from the call for bids through to the final decision-making.

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With these services, ALBA supports clients and investors in taking over their specific functions and pursue their interests in connection with the implementation of the project. The primary focus during planning, tender, awarding of the contracts, and realisation lays on the controlling of organisation/coordination, costs, deadlines, and qualities.

Project Monitoring

The project monitoring performed by ALBA supports creditors and tenants from the planning phase to the completion of the project. By intervening instantly in case of unwanted developments, ALBA ensures compliance with the budgets, deadlines, and quality standards that have been set.

Consulting, Structures, Concepts

ALBA advises clients, financial institutions, corporations, local authorities and tenants on all matters relating to real estate. In public-private partnerships (PPPs), ALBA takes care of the suitability test for PPP models.

ALBA also designs and allocates facility management services and sets up structures of organisation and realisation for developers (e.g. design and construction management models, general contracting).

Technical Due Diligence

In addition to legal, fiscal and financial property assessments, ALBA also carries out the technical due diligence. ALBA experts conduct a thorough real estate analysis which is based on the client's requirements profile. Three levels of detail are offered: the real estate scan, the real estate expert survey, and the real estate appraiser's survey.

Warranty Management

ALBA warranty management ensures that the client's contractual requirements are met in full once the project has been completed. ALBA takes care of the entire management process, beginning with identifying the defects – ensuring that the notices of defects are accurately formulated – to accepting and confirming the rectification of the defects. If necessary, ALBA arranges for "third party substitution" measures to be carried out.

Real Estate Asset Management

ALBA asset management comprises all the functions involved in the successful development of real estate – across the entire property value chain: evaluation of the location, market and building analyses during the purchasing phase, assessments of cost effectiveness, monitoring of property management and reporting during the facility management phase, as well as consulting and preparation during the sale's process.

Green Building Consulting Energy Consulting / Energy Performance Certificate

At this ALBA provides services concerning all issues of sustainability. ALBA supports clients and investors on their way to a sustainable building and supervises the implementation of economical, ecological and social-cultural qualities during the design and construction phase. ALBA assesses existing as well as new buildings according to their compliance with the requirements of sustainability and manages the certification process. Of course ALBA issues an energy performance certificate for your building.

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