

01.3

Project Monitoring



Professional monitoring for secure investments

Ensuring security and minimising risks in real estate business are not only of paramount importance in large-scale projects. The credit default risk in the real estate sector is much greater than in other sectors, with the result that the financing banks, the investing and leasing companies and other providers of capital have a vital interest in ensuring solid, stringent and transparent project monitoring.

Moreover, the end users, in particular, seek assurance that the promised quality levels and standards have been fulfilled in connection with their rental and leasing contracts. ALBA experts ensure compliance with the agreed project goals, especially with regard to costs, timelines and quality. The foundation of successful project monitoring is a professional approach based on comprehensive real estate know-how through every phase of a project, from project development, planning and implementation to subsequent utilisation of the building.

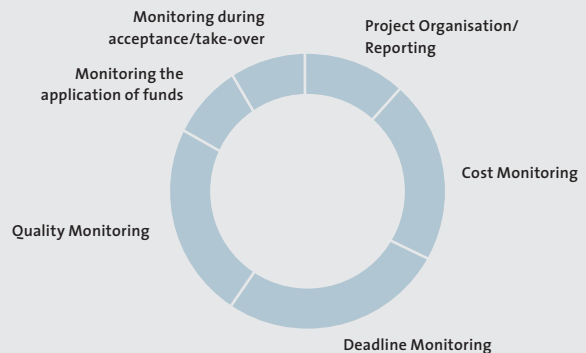
Project monitoring by ALBA ensures successful supervision of the overall progress of a project through constant support for the planning process and integration into project implementation. This begins with in-depth counselling for the client and ranges from involvement in the organisation of the planning process to ongoing quality control at the construction site and targeted budget and timeline monitoring. Thus, ALBA project monitoring not only results in thorough project transparency, but also puts an active early warning mechanism in place that allows timely intervention in the case of unwanted developments in connection with the agreed costs, deadlines and quality standards. This ensures optimal protection for the real estate investment during every phase of the project.

Everything strictly under control

During the preparation phase, the client can entrust ALBA with the initial appraisal of the project in order to establish a sound basis for the financial planning of the said project.

Once the financing contract has been concluded, ALBA's monitoring for the financier guarantees a continuous evaluation of the risks involved in the planning and execution of the construction works.

During the course of the project ALBA provides the following project services:



Our standard services

Working closely together with the client, ALBA defines a scope of tailor-made services for the project monitoring on the basis of the various components of the service portfolio which is described in the following and which is closely linked to the progress of the project. Alternatively, ALBA will of course be pleased to proceed on the basis of the clients own service requirements.

INITIAL PROJECT ASSESSMENT

Project preparation

- Inspection of the real estate documentation
- Site inspection, including assessment of the project environment
- Appraisal of the envisaged project organisation and structure
- Evaluation of the planning quality and the standard of the real estate
- Assessment of the cost estimate/calculation
- Review of the sales/marketing concept
- Overall assessment with closing report

Project planning / permission

- Assistance during project organisation
- Holding regular supervisory meetings to monitor project goals
- Procurement of all required insurance coverage and the on-time submission of securities/guarantees
- Analysis of the fixed project costs with regard to possible financial risks
- Checking the models for the award of contracts for suitability in terms of financing requirements
- Evaluation of the contracts with the parties involved in planning and the companies undertaking the work
- Assessment of the target deadlines
- Checking the planning documentation for conformity with project goals
- Analysis of the planners' opinions on building permits with regard to the investment costs and deadlines

FINANCIAL CONTROLLING

Project execution

- Supervision of the time schedule in the course of regular site inspections
- Carrying out spot checks of the construction quality to ensure compliance with the contract; reporting of construction defects and tracking of remedial action
- Regular checking of the planning status with regard to the required planning lead time for the construction site
- Checking projected changes in planning/execution with regard to possible effects on the timeline, costs and quality – without exceeding the approved ceiling for costs
- Checking and assessing the activities of construction management, especially with regard to the notices of obstruction, possible declarations of concern, notification of additional outlay, and avoidance of unseen/additional costs
- Exerting influence on on-time legal and organisational preparations for the acceptance and handover procedures
- Supervision of the acceptance and handover activities with regard to the contractually agreed services

Project conclusion

- Assessment of defects during the handover process
- Verification of the conditions for the transition from interim to final financing
- Assistance with the auditing/clearance of final accounts from the construction companies and planners
- Compilation of the total project costs on the basis of the final accounts
- Initiating the documentation relating to the warranty obligations
- Closing report

FINANCIAL CONTROLLING

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.

Project Controlling

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.

ALBA BAUPROJEKTMANAGEMENT GMBH

Keltenring 7
82041 Oberhaching

Phone +49 89 641608-0
Fax +49 89 641608-20
www.alba-bpm.de

Carsten Hille
Managing Director

Phone +49 89 641608-10
Fax +49 89 641608-11
c.hille@alba-bpm.de

Marc Kirschbaum
Managing Director

Phone +49 89 641608-12
Fax +49 89 641608-11
m.kirschbaum@alba-bpm.de