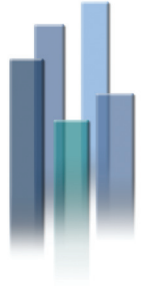


CCS project
management



Colleen Scott Founding Principal

commercial | retail | residential | capital improvement | base building

Listen. Collaborate. Manage. Deliver.

project management

Independent expertise, customized solutions

Building the best team for your project starts with a strong project manager who has the experience and vision to see your project through, from concept to completion. In collaboration with our clients, we develop and implement customized solutions that are environmentally responsible and true to each client's needs and wishes.

About the Firm

Founding principal Colleen Scott has a proven record of successful project delivery. She is known and respected throughout the Washington, DC area as an energetic team leader able to troubleshoot, problem solve, and motivate team members. Colleen has over 19 years of technical project experience on a variety of development and construction projects.





Our Services

Under the direction of founding principal Colleen Scott, CCS Project Management brings together a team of experienced professionals to provide key project management services tailored to your project. Our services include: project strategy, design management, bid and permit management, construction management, and other services.

Project Strategy

- Define goals
- Define budget and schedule
- Establish program
- Review buildings under consideration
- Coordinate test fits
- Review LOI and lease including work letter

Design Management

- Coordinate design team selection
- Manage the design phase
- Review plans for compliance program

Bid and Permit Management

- Manage the permit process
- Manage the bid process
- Negotiate with contractors
- Review and award contracts

Construction Management

- Oversee RFIs, submittals
- Manage budget and schedule
- Quality Control
- Track invoices for TI Reimbursement
- Oversee punchlist
- Manage closeout

Other Services

- Audiovisual Coordination
- IT Coordination
- Phone Coordination
- Furniture Installation and relocation
- Move coordination
- Security vendor coordination



Featured Project List

- Mathematica Policy Research
- YWCA
- Reading Is Fundamental
- The Cafritz Foundation
- Corporation for National Research Initiative
- Education Development Center
- General Services Administration
- American Land Title Association (ALTA)
- ORBCOMM
- Federal Deposit Insurance Corporation (FDIC)
- Pharmaceutical Care Management Association (PCMA)
- MindPoint Group



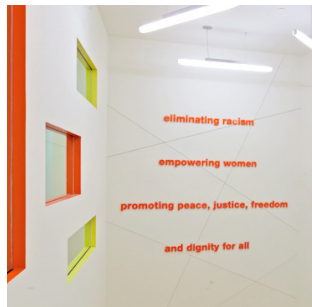
Affiliations

- Commercial Real Estate Women (CREW)
- District of Columbia Building Industry Association (DCBIA)



Listen. Collaborate. Manage. Deliver.

CCS Project Management offers services that will manage your project from concept to completion. We listen to your needs and expectations, and then build on your ideas and implement solutions which lay out step-by-step strategies to meet your goals. We manage every step of the process until your project is successfully completed.



CCS project
management

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