

Development Engineering

Development Engineering provides the necessary designs, layouts and plans needed to meet project specifications and jurisdictional requirements.

Public Meetings

Public Meetings require planning, preparation and presentation by industry experts who are advocates of both developers and the community.

Site Plan Design

Site Plan Design reviews every aspect of a proposed project and site in order to maximize resources while minimizing cost.

Land Planning

Land Planning focuses on creating unique solutions to utilizing land in ways that are beneficial to the community and developers.

Flood Plain Services

Flood Plain Services allow property owners to petition for amendment or change to FEMA flood maps by providing evidence that the property or buildings are above flood plain.

Survey Services

Survey Services provide the basis for projects by accurately locating and recording the site's unique characteristics for use in every step of the project.

Development Design

Development Design is the interactive process of working with a Design Team to create developments that meet the needs of end users.

TESC Services

TESC Services monitor the drainage, erosion and water quality of project sites in order to protect the environment and keep projects moving.

Project Management

Project Management gives clients one contact who manages all areas of a project in order to ensure consistent, on time and on budget results.

Land Development Consulting

Land Development Consulting is the expert knowledge and guidance needed for clients to stay informed in order to make key project decisions.

Development and Project Analysis

Development and Project Analysis allows banks, financial institutions and developers to evaluate special asset properties for value and potential.

Construction Services

Construction Services gives contractors the Survey, TESC, water quality and coordination services needed for success during the construction phase.

Feasibility Studies

Feasibility Studies provide developers with the details and background needed to make important decision throughout their project.

Development Permitting

Development Permitting is the process of getting all necessary jurisdictional approvals needed to fulfill the project scope.

Your Land Development Solution

The Abbey Road Group Land Development Services Company is known throughout local jurisdictions for our consulting services, our superior expertise, and our understanding and facilitation of the entire development process. We use innovative approaches to deliver turn-key projects, offer customized client solutions and deliver projects on-time and within budget. We specialize in being an advocate and steward of our client's real estate assets.

Mission Statement

"The Abbey Road Group Land Development Services Company serves our public and private communities by providing innovative and realistic solutions to meet their land development needs."

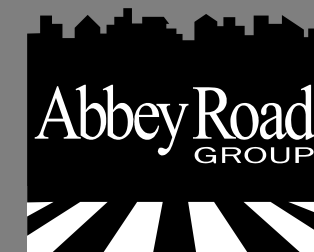
Core Purpose

"Creating the Communities of Tomorrow, Today!"

Core Values

We Care About People • Servant Leadership • Doing Things Right • Doing Right Things

PROJECT MANAGEMENT



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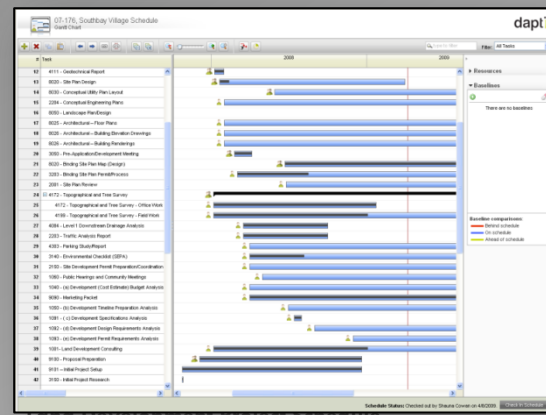
PROJECT MANAGEMENT

Efficient Management is Fundamental

Project management is the active control of every aspect of a project from start to finish providing both continuity and direction. The project manager guides the project by working together with the project team in order to meet strict schedules and budgets that are set in order to keep the project efficient and profitable. They are responsible to meet the project's scope within the client's expectations based on the resources and constraints provided. In order to promote efficient project management the Abbey Road Group utilizes a web based land development project management system that allows every member of the project team to interact and maintain access to the essential details for the project.

Project Schedules

The Abbey Road Group utilizes an electronic scheduling system within our land development project management software in order to track the schedule and make it available to all members of the project team. The project manager must use their knowledge of the project, the jurisdiction and the industry to develop a timeline that is both efficient and attainable. Scheduling however, is more than a list of due dates. The schedule encompasses the project and controls all of its details. Effective project scheduling takes every task, team member and resource into account in order to plan the timeline and move the project to completion. Schedules must also account for and mitigate the effects of unknowns such as jurisdictional review times as well as unexpected situations.



Project Cost Estimates

In conjunction with the schedule, a project manager must develop solid cost estimates for all stages of the project. The Abbey Road Group can prepare and manage project cost estimates which provide clients with detailed figures of the finances needed to facilitate any project. These cost estimates help clients to budget for everything from permit fees to the cost of financing. These estimates play an important role in understanding the true cost of any project. Cost estimates also allow clients to see and gain an understanding of how project changes will affect the bottom line. Cost estimating provides information to the client and allows the project team to better facilitate value engineering within the project.

DEVELOPMENT COST ESTIMATE					
Item	Preliminary Design	Development Design	Site Construction	Building Construction	Total Budget
Development Design:					
Feasibility Study	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Site Plan Design/AutoCAD Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Civil Engineering Design	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Development Design Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fees:					
Permit Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mitigation Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fees Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction:					
Construction Management Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
On Site Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Additional Development Cost:					
Land and Associated Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Additional Dev Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Financing Cost:					
Loan Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Loan Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Period Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Financing Cost Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Team Meetings

Project meetings are highly important to the project management process. Team meetings allow for interaction and provide a forum for decision making and communication. From the preparation of a detailed agenda to the distribution of meeting minutes, it is important to have a single point of contact to manage the flow of information to the project team. The project managers at Abbey Road utilize the project management system to distribute information before and after meetings so that all team members are kept up to date with project information.



Project Profile	
Project Name:	07-176, Southbay Village
Description:	The scope of this project is the preparation, submittal and approval of the Site Development Permit, SEPA and Binding Site Plan for a commercial center of a 9.8 acre site.
Approval Status:	Not Required
Approval Notes:	
Created By:	Shauna Cowan
Created On:	11/8/2007
Manager:	Roberta Marta
Last Modified:	4/8/2009
Project Number:	12435
Parent Project:	
Planned Start:	10/25/2007
Planned Finish:	12/29/2008
Priority:	High
Budget:	\$0.00
Capacity:	Unplanned
Compact Parking Stalls:	128
Site Coverage:	79%
Storm Drainage Detention (CF):	
ZONING INFORMATION - See Below:	
Zoning Designation:	(CCD) Community Commercial District
Comp Plan Designation:	CCD
Density / FAR:	
Minimum Lot Size:	10
Minimum Lot Frontage (SF):	
Parking Requirements:	
Frontage Improvement (LF):	

Project Status and Task Status

The project status report is updated in real time and provides the client and the design team with detailed project status information.

The report includes the overall status of the project along with written status updates and the "health" of the project. This overall status is tied to the status of the project's individual tasks. The system allows real time updates to tasks including start and finish dates, planned work hours, hours worked, the status and the project team member to who is responsible for the task. This report can be run at any time and from any location with internet access. The report is update by Abbey Road Group staff in real time for consistently current data.

Project Status Report for 07-176, Southbay Village	
Description: The scope of this project is the preparation, submittal and approval of the Site Development Permit. SEPA and Binding Site Plan for a commercial center of a 9.8 acre site.	Project Manager: Roberta Marta
Start Date: 10/25/07	Finish Date: 12/29/08
Budget: 0	Priority: High
Overdue Tasks: 1	Client Name: Offenbacher - Jeff Holmes
Completed Tasks: 17	Site Address: Hawks Prairie Rd NE / Marvin Rd NE
Tasks Due Next Week:	Jurisdiction: City of Lacey
	Total Number of Documents Posted: 48

42 Tasks										
WBS	Name	Planned Start	Planned Finish	Planned Work	Actual Work	Actual Start	%	Task Status	Task Assignee	
1	1002 - Project Management	1/7/08	12/31/09	136.00	199 hrs	12/12/07	25%	In Progress	Roberta Marta	
2	1070 - Project Coordination Meetings	1/7/08	12/31/09	1568.00	10 hrs	2/7/08	0%	Not Started	Roberta Marta	
3	3150 - Initial Project Research	1/7/08	1/7/08	12.00	12 hrs	11/30/07	100%	Completed	Amber Felt	
3	3150 - Initial Project Research	1/7/08	1/7/08	12.00	12 hrs	11/30/07	100%	Completed	Roberta Marta	
4	3202 - Title Report/Research	1/7/08	1/7/08	1.75	2 hrs	1/8/08	100%	Completed	Amber Felt	

Abbey Road Group Land Development Services Company, LLC												
Permit Status Report												
Project Name	Task Name	Permit Required	Permit Type	Permit Jurisdiction	Permit Number	Permit Submittal Date	Permit Resubmittal Date #1	Permit Resubmittal Date #2	Permit Resubmittal Date #3	Permit Comment Letter #1	Permit Comment Letter #2	Permit Comment Letter #3
07-176, Southbay Village	2001 - Site Plan Review	Yes	Site Plan Review	City of Lacey	HTER00-05	10/6/08						
07-176, Southbay Village	3140 - Environmental Checklist (SEPA)	Yes	SEPA Approval	City of Lacey	HTER00-05	10/6/08						Working

All Documents				
File Name	Actions	Status	Last Uploaded	Uploaded By
03-10-09-FSE-A-01.pdf	[Download]	Final	3/12/2009 2:27 PM	Amber Felt
03-05-09-Comment-Letter-From-Health-Department.pdf	[Download]	Final	3/6/2009 7:54 AM	Amber Felt
SD09-02B(G)C(A).1.5.pdf	[Download]	Draft	3/4/2009 3:12 PM	Amber Felt
SD09-02B(G)C(A).2.1.5.pdf	[Download]	Draft	3/4/2009 3:12 PM	Amber Felt
SD09-02B(G)C(A).1.1.0.pdf	[Download]	Draft	3/4/2009 3:12 PM	Amber Felt
SD09-02B(G)C(A).2.1.0.pdf	[Download]	Draft	3/4/2009 3:11 PM	Amber Felt
SD09-02B(G)C(A).3.1.0.pdf	[Download]	Draft	3/4/2009 3:11 PM	Amber Felt
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06-07-04-1-3.pdf	[Download]	Draft	3/4/2009 3:08 PM	Amber Felt

Document Management & Tracking

The land development project management system allows pertinent project documents to be shared among the project team. The project management system is set up to accurately track the status of permitting and plans while maintaining control over the continuity and consistency of the documents.

The entire design team is continually able to access the most current versions of plans and specifications needed for design. Files are uploaded and stored within the web-based program allowing for access at any time. File updates and the addition of new files can be communicated to the design team quickly and easily by way of electronic update messages.