

A proven track record
in delivering award
winning and critically
acclaimed buildings.



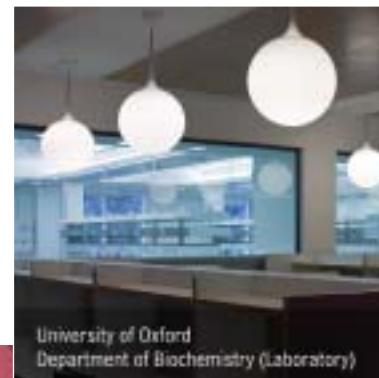
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PDCM (Project Design and Construction Management) Ltd is a leading London-based project management firm providing exceptional management of the development design and construction process from initial concept to project completion.

Our portfolio includes development in residential, retail, mixed use, office/commercial, government, arts, and education. Owing to our reputation for delivering projects on time and on budget PDCM has had the privilege to manage prestigious schemes like the British Airways London Eye, the Royal Opera House in Covent Garden, the refurbishment of Sotheby's Collectors Galleries, Oxford University's award-winning Biochemistry Building, the Radcliffe Observatory Quarter redevelopment, and BT's headquarters in Leavesden.

Key areas where PDCM can add value and bring benefits to your project:

- Strategic thinking and management
- Strategic planning and programming
- Pre-engineering
- Communication skills; pulling together disparate parties
- Design management
- Extensive experience in the management of laboratory and other scientific projects



To ensure PDCM serves as an effective catalyst in realising your objectives, our project management team approaches every project with the following structure and discipline:

Building and Maintaining Trust

Our team understands that a key factor in project success comes in creating an environment of trust and cooperation between all parties, which is why we work especially hard to procure and manage professional design teams and contractors in a way that facilitates effective collaboration around client goals.

Insisting on Optimum Solutions

We believe that effective project management is proactive and hands-on, which is why our team is trained to be always questioning, probing and adapting to ensure that the best possible solutions are achieved and that real value is added at every stage of the development process.

Delivering Results

PDCM is dedicated to delivering projects to clients on time and on budget, so we work especially closely with our clients at the initial stages to develop a clear understanding of the scope and objectives outlined in the project brief, and to agree on measurable standards.

Project Route Map and Project Execution Plan

In implementing a project PDCM uses the structure of a Project Route Map and Project Execution Plan. The Route Map is a logical and analytical activity plan tailored to the specific requirements of a project, and provides an effective framework for delivery. It defines clearly, not only those milestones to be agreed with the client (including the bringing in of stakeholders to make decisions at key stages) but also a comprehensive mechanism for quality control via current construction initiatives, such as value engineering, periodic design review, cost management and initiatives in buildability.

“A logical and analytical activity plan tailored to the specific requirements of a project”

In parallel with the application of the Project Route Map and an effective Project Execution Plan, PDCM helps a project excel by applying three core management philosophies:

Interrogation and Questioning

At PDCM we ask questions of every aspect in a project – we believe this brings the best from each discipline, driving out the optimum in design, value and programme.

Structure and Framework

We believe the success of any project is built on having the correct team structure and project framework in place from the start. Not only does this allow for clear briefing and objectives being defined, but it also allows each party to the project to be clear of what is expected of them and the cost and time parameters within which objectives must be met. This clarity of management is fundamental in establishing a collaborative approach to teamwork and the Project Route Map and the Project Execution Plan are key to securing this structure and framework.

Manage and Lead

Our approach to project management is to proactively lead and manage the team on behalf of our client. We will always put the client's objectives first and ensure all actions and decisions are taken with this in mind. Underlying these principles and values is a team of highly experienced and committed project managers who possess the depth of knowledge and skills to secure delivery of your project.

Regular contact between all parties and management is a prerequisite to the success of any project. Whilst initial reference has been made to communication, PDCM would expand this by reference to the establishment of an effective PEP, which would clarify all procedures associated with communication between the client, the project team and other stakeholders.

Collaboration between the client and their funders (including expectations in terms of reporting) needs to be established at the earliest opportunity. PDCM would seek to agree these parameters with the funders and agree any additional duties required of the consultant team in order to meet the funders' requirements.

Project Execution Plan

Whilst reference to the PEP has already been made in this document – this section seeks to clarify its precise structure. PDCM views the establishment of a Project Execution Plan as a prerequisite to the success of any project, its purpose being to provide a 'live' project-specific document containing relevant key information common to all members of the project team, allowing them to understand key project specifics, key responsibilities, implementation processes, and communication procedures.

This, in turn, creates clarity in terms of direction, guiding the project team in the performance of its duties to complete the project to the required quality, time and cost constraints. The content of the PEP is tailored to suit project-specifics but in essence would comprise the following:

Project Objectives and Brief

These two elements are intrinsically linked and seek to establish and confirm the budget, time, quality and functional requirements for the proposed facility and to provide clear guidance as to the expectations of the project team. This particular section of the PEP is key to the overall success of the project, therefore the establishment of a clear concise brief is paramount.



“To achieve delivery, we aim to raise the expectations of all those involved with our projects”

Roles and Responsibilities Matrix

An integrated team can lack clarity of direction with respect to individual duties, often resulting in poor performance and a dissatisfied client. PDCM will establish a Duties Matrix providing clarity to the consultant team as to initial responsibilities – creating an awareness and focus on the work streams required. This matrix is created by cross-reference to the principles defined within the client brief.

Communication and Management Structure

This section demonstrates the channels of communication between the members of the project team (by way of a management structure) and defines the procedures for the convening, chairing, frequency, function and attendance of meetings and the responsibility for recording and distributing minutes. PDCM's approach on all projects is to ensure that all written communications between the professional team be copied to the Project Manager, with communication between members of the professional team being unrestricted, and each member ensuring that all other members of the team are kept informed of all relevant matters relating to the project.

Stakeholders' Schedule

A stakeholder can be defined as an individual, company, or group of companies having a financial or commercial interest in the development. Taking this into account, it is apparent that a stakeholder can influence the destiny of a scheme, either financially or in terms of programme. Correspondingly, it is necessary to highlight exactly who the stakeholders are with a view to defining the works required, to minimise risk, and to confirm team members and their associated outputs. The establishment of a Stakeholders' Schedule creates a framework for this process to be managed.



Cost Management Regime

The management of cost is paramount to the success of the project. The Cost Management Regime defines the structure for cost reporting and sets up detailed cost control procedures for all stages of a project, to ensure that the best possible estimate on the final cost of the project can be given at any one time and to allow the project to be completed within the approved budget.

Risk Management Regime

Fundamental to a project being delivered within the necessary cost, time and quality parameters, is the recognition and control of risk. The formulation of a Risk Management Regime guarantees a proactive approach from the project team to anticipate and reduce the effect of risk, rather than dealing with it when it arises. The establishment of a Risk Register completes the regime by the identification of individual risk elements, their potential impact on the development, and the appropriate mitigation measures.

Change Management Mechanism

As a project advances, the scope for change reduces and the cost of change increases proportionally. In order to manage these variables, a definitive, bespoke guide and process map is formulated and agreed with the project team, resulting in a controlled framework for the application and management of change. This procedure identifies clearly the impact on cost and programme of the proposed change, allowing the client to make an informed decision whether to proceed with the change or not.

Project Strategic Master Programme

The Master Programme is developed and agreed with the client and professional team in order to identify key project milestones and provide an early indication as to the work outputs associated with maintaining the project pace. Part of the Project Manager's responsibility is to monitor the progress of the project, and the formulation of a Master Programme allows this to be achieved creating a framework to initiate the necessary action in the event of non-compliance.

Project Directory

This section of the PEP provides a reference point and database of the parties to the project and their relevant contact details. This document is continually updated as and when new parties become involved with the project.

“Every project is about finding lasting solutions to make places work better”

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