



## ROSS

### *Addressing a big corporate move*

#### **Client**

ROSS Corporation  
Charlotte, NC

#### **Scope of Services**

- Programming
- Test Fits, Design Services
- FF&E Inventory Management
- Full Cycle Relocation Project Management
- Full Cycle Vendor Occupancy
- Project Management
- Consolidation & Expansion
- Facility Project Management Services
- Operation Staff of 130+

#### **Features**

- 100,000 + sq. ft.
- Test Fit Designs
- RFP Development for various trades
- Construction Project Management
- Vendor Occupancy Services
- Packaging and shipping inventory
- Coordination of FF&E inventory
- Meetings with department heads
- Develop a phased move schedule showing key dates, timelines and dependencies
- Inventory and documentation of all FF&E in each department
- Move assessment that gave costs to execute the move into the new facility
- Pre move planning and coordination



#### **Project Overview**

ROSS Corp contacted RSI to assist them with their relocation project. ROSS's objective was to have RSI develop the costing for their phased relocation. RSI met with each department head to review current and future layouts, headcounts, support service and storage.

RSI was able to gather and document any special requirements including sequencing dependencies, constraints, key concerns and special needs. RSI also conducted department tours and took inventory by room of all existing FF&E, including size, material, color and condition.

RSI participated in construction meetings during the deliverable schedule. RSI was able to develop a phased move schedule for each department as well as identify the pre-move coordination and planning necessary to ensure a smooth execution of the transition into the new facility.