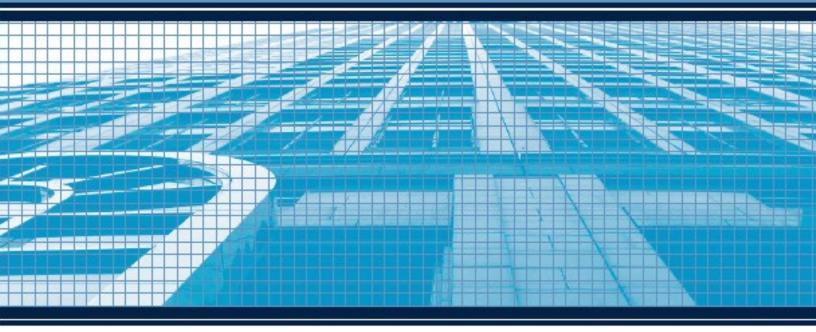


## COMPANY PROFILE



#### WHAT WE DO

- MANAGE THE BUSINESS RISKS WITH YOUR PROJECT
- PROVIDE EXPERTISE AND A RESOURCE
- FACILITATE TIMELY, OBJECTIVE DESCISION MAKING
- MANAGE THE HUNDREDS OF DAILY DETAILS
- USE AN ORGANIZED AND DETAIL APPROACH
- ASSURE QUALITY AND ACCOUNTABILITY...AN AUDITABLE PAPER TRAIL



The Coughlan Group, Inc. offers professional project, development and facilities operations management consulting services, design & build and construction management services with no affiliation to any design or construction companies. Our teams of professionals, are experts in areas such as; project management, architecture, engineering, construction management, cost control, and facilities planning. They are most adept at managing the process that draws all aspects of relocation, consolidation and/or a 'retrofit process' together.

The Coughlan Group, Inc. is a New York State S-Corporation, with an office located in Mid-Town Manhattan and New Jersey. Services offered range from:

- Real Estate Advisory Services
- · Due Diligence Studies
- Project Planning
- Project Team Selection
- Cost & Schedule Development/Management

- Contracts Development & Management
- Construction Management
- Clerk of Works Field Services
- On-Site Coordination
- Close Out

Please refer to the core strengths as outlined on next pages. Projects range from large scale intra-state redevelopments and consolidations upwards of 2,000,000 RSF to renovations/restorations of special use facilities under 5,000 RSF. Whatever the project, TCG's primary job becomes the coordination of efforts to achieve the client's desired results



#### BUSINESS EXPERIENCE – CORE STRENGHTS

#### PROJECT MANAGEMENT

#### **Manage Complex Project Types**

- Infrastructure And Base Building Project
- Churn Projects
- Tenant Fit-Out
- Multi-Site Projects
- Occupancy Planning
- Ground-Up Development

#### **Access To Resources**

- Staffing- Full Time And Variable Resources Cultural Institutions
- Technology Options
- Process Improvements

#### **Common Integrated Processes**

- Speed To Market Analysis
- Budget Pressure
- Customer Satisfaction

#### **DEVELOPMENT MANAGEMENT**

#### **Development Management Services**

- Highest & Best Use
- Development Feasibility Studies
- Development Advisory
- Redevelopment
- Build-To-Suit

#### **Areas of Specialty**

- Corporate Headquarters
- Data Centers
- Health Care
- Higher Education
- Hotels
- Institutional Real Estate
- Mixed-Use
- Museums
- Not For Profit
- Office
- Residential
- Retail

#### **OPERATIONS MANAGEMENT**

#### **Use of Operations Software Program for** the Following:

#### **Quality Control**

- Work-Flow & Productivity Improvement
- Performance Measurements & Standards
- System Evaluation. & Selection
- Process & Systems Training

#### **Financial Services**

- Accountable Cost-Control
- Waste-Reduction
- Cost-Effective Purchase Management
- Auditable Paper Trail

#### **Procurement**

- Tracking & Control Of Supplies & Services
- Consolidated Order Processing

#### REAL ESTATE ADVISORY SERVICES

- Working With Our Client in the Selection Process
- Portfolio Analysis / Optimization
- Business Function Vs. Location / Space Strategy
- Broker Interview/ Selection
- Space / Site Due Diligence
- Space Selection
- Lease Negotiations / Work Letter Development

#### SUSTAINABILITY IMPLEMENTATION **MANAGEMENT**

- Sustainability Implementation Management
- Exterior Envelope
- Interior Review And Energy Efficiency Analysis (Ashrae 189)
- Interior Envelope
- Lighting / Energy Analysis (Lid)
- Light Control Performance
- HVAC Fresh Air Intake Analysis
- HVAC Maintenance Clean Air
- HVAC Balancing
- Water Use Analysis Recycling / Treatment
- Cooling Towers
- Irrigation Rain Water Recycling
- Fixtures Age / LED / Etc.

#### FACILITIES MAINTENANCE MANAGEMENT

- Due Diligence Report On Maintenance / Service / Construction
- Maintenance Service Scope Development
- Vendor / Contract Management
- Asset Life Cycle Maintenance Review
- Sustainability Review Implementation

#### **Working With Our Clients - Steps to Building Efficiency Improvements**

- Building Automated System Suitability
- Building System Set Points Stop Tweaking Systems
- Training Staff for Building Size
- Keep Good Staff –Train to Reduce Turn Over
- Keep Outside Air Damper & FA Purge systems Working
- Keep Equipment Updated (Antiquated / Out Of Warranty)
- Develop a Comprehensive Building Operations Plan (Why / Where / When)



#### CORPORATE INTERIORS

TelevisaUnivision – Multiple Projects

Konrad Group

**PPC** Enterprises

Adelphi University

Exponents

Aurum Group

JaguarLandrover

Maserati

Alfa Romeo

Nissan North America

VEVO.com

Touro College – Multiple Projects

Manhattan Jewish Experience

Western Union – North East

**T&H** Insurance

Beach Point Capital Management

Interpublic Group - Multiple Projects

Audemars Piguet USA – Multiple Projects

Vastardis Capital

Legacy Heritage

El Diario News Group

Central Synagogue - Multiple Projects

The Weinstein Co. NY – Multiple Projects

The Weinstein Co. LA

**EOS Fund Services** 

CIFC NY

CIFC London

International Council of Shopping Centers

(ICSC) - Multiple Projects

PDI- PA & NJ Corporate HQ – Multiple Projects

Welcome Wagon

Miramax

Mercer

MMC National Project Management- Multiple Projects

Ferring Pharmaceuticals – Multiple Projects

Marsh Advantage America

Marsh Risk Technology

J&H Marsh & McLennan, Inc.- Multiple Projects

McKinsey & Company

Price Waterhouse Coopers - Multiple Projects

Shadduck Hammond

Prudential Insurance Company – Multiple Projects

MSD Capital

United Staffing Systems

Sanders Karp & Megrue

Sanwa Bank – Multiple Projects

Toyo Trust Bank – Multiple Projects

Alliance capital Management Inc

Commerce Bank – Multiple Projects

Bank One – Multiple Projects

Harwood International Inc./Rolex NYC

Professional Detailing Inc. (PDI) – Multiple Projects

PaineWebber

RCN Telecom Services – Multiple Projects

The Skirball Foundation

#### **FACILITY MANAGEMENT PROJECTS**

TelevisaUnivision NY & NJ

Touro College

BNF - New York

#### RETAIL/SPECIAL USE CLIENTS

AP House NY -meatpacking

Omega USA

Aurum Group

JaguarLandrover – Manhattan

Maserati – Brooklyn

Alfa Romeo – Brooklyn

Nissan/Infiniti – Manhattan

Audemars Piguet - Service Center

Audemars Piguet – Flagship Store, NYC

Jil Sander/Barneys

Jil Sander/Bergdorf Goodman

Mikimoto – Multiple Projects

The Hotel Kitano

Jil Sander Worldwide

Thierry Mugler Couture/Parfums

Audemars Piguet NY

Audemars Piguet FL

H&M NY/NJ/CT – Multiple Projects

#### **HEALTHCARE**

RMA of NY

Kline Medical Offices

Stamford Hospital – Multiple Projects

NY Presbyterian Hospital

Skin Specialty Group

#### CULTURAL/INSTITUTIONAL

National Catholic Museum NYC

Central Synagogue – Multiple Projects

New York Foundling Hospital

#### DEVELOPMENT/BLDG. RENOVATIONS

Adelphi University

Maserati Building - Manhattan NY

322-324 Main St.- Port Washington NY

Hotel Project Feasibilty - 439-443 West 54th - NYC

Ronald McDonald House, NYC - Multiple Projects

Marlboro Equities Projects - NYC - Multiple Projects

Citiwise LLC Projects - NYC

Dominion Management Projects – NYC- Multiple Projects

Cavan Development- NYC

Waldorf Realty Company- NYC

Bank One – Charleston, WV- Multiple Projects

St. Lukes Church, LI

Central Synagogue- School Renovation

Trinity Church (Multiple Buildings) – Multiple Projects



#### **DUE DILIGENCE**

The Coughlan Group, Inc. provides comprehensive evaluations of individual or multiple properties in order to assist in the determination of the most suitable location for the client. This due diligence service describes the existing condition of the building and its systems; identifies deficiencies and items that require maintenance, repair or upgrade; and proposes methodologies and budgets addressing these deficiency and items.

#### PROJECT PLANNING

The Coughlan Group, Inc. assists in defining roles and responsibilities of team members and then develops a comprehensive project schedule with the team, identifying the sequence of events and milestone dates. We collaborate with our client and the project team in the preparation of a definitive project budget, detailing all materials, equipment, and services connected with the project, including design, general and special construction, information technology, furniture and furnishings, relocation, project contingency and other appropriate hard and soft costs.

### LANDLORD/DEVELOPER COORDINATION

The Coughlan Group, Inc. will assist our client throughout the lease negotiation phase and develop and maintain communications with the landlord and management regarding maintenance of lease obligations and lease agreements throughout the life of the project.

#### PRE-CONSTRUCTION PHASE

The Coughlan Group, Inc. will assist our client in selecting consultants, specialty contractors and team members, advising them on qualified firms, preparing RFP's, and analyzing proposals. Once the scope of services for all has been confirmed we will negotiate contracts and purchase orders, review documentation and evaluate against program and budget. The Coughlan Group, Inc. will evaluate construction drawings as they are produced to confirm coordination and to highlight areas where cost savings could be obtained and where potential conflicts and change orders could be avoided. We will lead value-engineering review meetings with the project team and document alternatives/recommendations for review with the client and we will coordinate and assist in obtaining all regulatory approvals including participating in meetings with jurisdictional authorities, as necessary.

The Coughlan Group, Inc. will provide such additional consulting services as may be required to complete the pre-construction phase of the project, thereby assuring that all budgeting and scheduling, all administrative and financial programming, all long-lead time ordering, etc., are completed with optimal efficiency.



### DOCUMENT DEVELOPMENT AND CONSTRUCTION

The Coughlan Group, Inc. will advise on drafting of the construction contract including general conditions and supplementary general conditions for approval and oversee the design of a competitive bidding process for the selection of subcontractors. We will Monitor all work in progress by consultants & subcontractors and specialty vendors and assure that design criteria, budget objectives, building code compliance, construction, lease and building operations issues, value engineering opportunities, and schedule impacts are being addressed

#### **COST MONITORING**

TCG monitors the ongoing cost of a project with the use of a Cost Monitor. The monitor reflects all committed costs, variations, approved budgets and potential exposures. The simple format of the report, detailing scope development and budgets on one side and committed expenditures and projections on the other side, allows for easy interpretation and identification of the most critical areas.

The report is updated on a regular basis and reviewed with the client. The goal of TCG's cost monitor is not only to report on spending and contract amounts, but also to project at all times, the final value of the project. The expertise of our professional staff allows us to forecast potential problems, unforeseen conditions and errors or omissions. On a monthly basis, the cost report is compiled with other critical project data into a comprehensive status report. This report provides a "snapshot" of the project at different phases.

#### **VALUE ASSESSMENT**

TCG's only goal in being engaged by our clients is to expedite the successful completion of the project. We work diligently to identify opportunities for value engineering and cost savings. Our professionals, through their experience on similar projects, use tools and methods, which are proven effective in evaluating design documents for constructability and efficiency. Our staff will closely monitor design development, planning decisions and the lease negotiation to evaluate any impact on cost and schedule. At all junctures, TCG will provide concise, objective information to our Client for their review.

#### **COST ACCOUNTING**

TCG will provide complete design & construction cost accounting services as part of our scope. Working closely with Client's accounting department, TCG will develop procedures and information required to achieve the approval and tracking of payment requests. Effective construction cost accounting should include considerations of capitalization versus expense, taxes, rebates, ROI, etc.

#### PRE-CONSTRUCTION PHASE

Following substantial completion or on a separate facility project request basis, TCG can provide the following services;

- Due Diligence Report On Maintenance / Service / Construction
- Maintenance Service Scope Development
- Vendor / Contract Management
- Asset Life Cycle Maintenance Review
- Sustainability Review Implementation



### WEB BASED PROJECT MANAGEMENT

The Coughlan Group, Inc. provides "Web based Project Management" as an interactive software tool to help the project team to communicate online and store all history of progress with all the team members. Access to sensitive area such as budgets, cost monitors and contracts will be restricted to the general access by means of username & passwords. The web site is an interactive project document/history repository and offers a real time account of the status of events on active projects. Other sections of the website focus on Construction Management reporting in the form of:

- Submittals and shop drawings uploads monitoring dates for approvals and order placement
- Daily Field Reports showing trade attendance, field conditions and progress photos
- RFI Logs tracking trade questions and answers and the timeframe
- Construction Status reports

### CONSTRUCTION PROCUREMENT MANAGEMENT

The Coughlan group, Inc. has a detailed strategy for Construction management procurement. It is defined as being the art and manner of securing necessary goods and services with an eye to:

- · Timeliness.
- Acceptable quality (which varies considerably from one client to the next)
- · Respect of financial parameters (reasonable pricing)
- · Minimizing and mitigating risk.

There are four key processes involved in our procurement management:

#### 1. Planning Procurement:

- · Having statements of work, bids and detailed submittals and shop-drawing logs for all trades.
- Having submittals and shop-drawings approved in a timely manner to order in accordance with the project schedule.

#### 2. Conducting Procurement:

 Purchase management- Getting detailed quotes, placing purchase orders and releasing deposits to start the clock

#### 3. Controlling procurement

• Requesting acknowledgements from companies with estimated delivery dates – anticipating global supply chain issues at hand and delivery strategies.

#### 4. Closing procurement:

 Address resource restraints, potential risks that may affect delivery and have a plan B. Having detailed construction agreements outlining requirements for completion of work and when warranty periods commence.



### Project Management Methodology



The Coughlan Group utilizes a goal-directed project management approach. We apply this system to the management of scope, organization, quality, cost, time and people.

Throughout the life of a project, The Coughlan Group implements four major management functions:

#### **PLANNING**

- Conceptual development/discovery
- Project scope statement
- Due diligence
- Budget and schedule
- Project milestone plan

#### **ORGANIZING**

- Scope reporting
- Milestone schedules
- Cost monitoring
- Web-based documentation of deliverables; budgets, agenda & minutes, schedules and summary reports

#### **IMPI FMFNTING**

- Delegation-work authorization/procurement & contract
- Communication
- Coordination & control mechanism

#### CONTROLLING

- Monitor milestone schedule
- Web-based records
- Adjust as necessary for budgets, schedule and quality

#### INSTALLATION AND OCCUPANCY

Upon completion of the construction of the project The Coughlan Group, Inc. will coordinate and monitor system start-ups and approvals including furniture, electrical, telecommunication and equipment orders, and their delivery and installation. We will develop a RFP for issuance to movers and other vendors necessary to complete the physical move and provide such additional consulting services as may be required for the expeditious flow of the project through to successful completion and occupancy.

#### **POST-PROJECT**

The Coughlan Group, Inc. will participate in final payment negotiations with all vendors, contractors and consultants and approve and recommend final payment schedule.

We will prepare a final reconciliation of project costs with variance explanations and perform warranty site review after substantial completion to evaluate necessity of warranty claims.

Following the capital project, TCG will provide maintenance management of all building systems. Ensuring that the infrastructure is maintained properly and protecting the investment of our clients.



1800 2<sup>ND</sup> AVENUE
11 STORY CONDOMINIUM

Through goal-directed project management, The Coughlan Group can continue to manage the project's overall objectives even while the team focuses on constantly changing details.

The desired results never vary...only the path to achieve the goal changes. Our methods are simple but proven to be effective.

#### **PRINCIPLES AND POLICIES**

- Ascertain responsibility internally and externally for project objectives.
- Determine responsibility for committing resources including money, people and time.
- Determine company procedures and policies for managing the project.

#### MILESTONE PLANS

- Develop the milestone plan based on project objectives.
- Develop procurement and pre-purchase schedules.

#### **COMMUNICATIONS**

- Establish a clear line of communication and authority for decision making.
- Reiterate the objectives at each phase and reaffirm the targets of cost, quality and time through regular meetings and variance studies.
- Institute a change-management process
- Monitor the quality of future work and the potential impact on future work.
- Influence commitment to common goals and agenda.

#### PROCUREMENT/CONTRACTS

- Develop and analyze Request for Proposals for all services required on the project
- Negotiate final commitments for all services
- Participate with Client Legal Council in the development of forms of contracts

#### **CONTROL**

- Monitor progress and the achievement of milestones through weekly meetings
- Provide feedback on achievements through comprehensive progress/status reports
- Remain focused on milestones by correcting for variations in budget, schedule or quality
- Develop a record of all project deliverables

At The Coughlan Group, Inc., we pride ourselves on the quality and level of documentation provided to our clients.

We provide auditable document trails for all of our projects, including the following deliverables.

#### **BUDGETS**

The Coughlan Group, Inc. will prepare a preliminary budget for Client's review. This budget will include all hard and soft costs, potential exposures due to base building conditions, unknown conditions, etc., and appropriate contingencies. Budgets will be updated on a regular basis. The Coughlan Group, Inc. would expect Client to approve budgets in a formal session on a number of occasions during the course of the project.

- Preliminary Budget
- Schematic Budget
- Design Development Budget
- Final Project Budget

#### **AGENDA AND MINUTES**

Detailed agenda and accurate, timely minutes for all project meetings and work sessions

- Project Meeting Agenda and Minutes
- Design Presentation Minutes
- Value-engineering review summaries
- Landlord Coordination Meetings
- Budget and Schedule Work Sessions
- Coordination Meetings

#### **SCHEDULES**

The Coughlan Group, Inc. will develop a master project schedule, as well as detailed "look-ahead" schedules for specific components of the project. Schedules will be updated regularly in conjunction with the project team.

- Master Project Schedule
- Look-Ahead Schedules for critical tasks
- Milestone Charts
- Long-lead Schedules
- Break-out schedules for specialty areas

#### SUMMARY REPORT

On a regular basis, The Coughlan Group, Inc. will submit a comprehensive report. This will reflect our analysis of the project budget, contingencies, exposures and potential savings. Analysis will be provided in the areas of current status, major project milestones, open issues and problem areas. In addition to reflecting cost commitments to date, it will contain a forecast of the final cost of the project based on all known factors.

- Monthly Cost Monitors
- Cash Flow Charts and Comparisons
- Disbursement Reports
- Scope Development and Change Order Analysis
- Project Overview and Milestones



#### MICHAEL COUGHLAN - President/Partner

As President, Michael Coughlan oversees and participates in all aspects of The Coughlan Group business activities. Proficient with the use of management information systems, Mr. Coughlan is adept at applying the appropriate technology and methods to individual projects and clients. Mr. Coughlan studied architecture and building technology in Cork City, Ireland. After graduation and immigration to England, he attended Henley Management College, Oxfordshire, and studied an Executive MBA in Project Management.

Michael has gained over 36 years of experience in the industry. Michael's architectural and construction experience is international. While residing as an architect in London in the 1980's, he was involved with Fitch & Company in developing and implementing the retail expansion of Oxford Street and other prominent locales. In addition, Mr. Coughlan was involved in corporate, retail, institutional and exhibition projects in Spain, England and Ireland. Since relocating to the United States in 1990, Mr. Coughlan has held a number of prominent project management positions as follows to name a few:

- Merger of **PriceWaterhouseCoopers**
- Merger of Marsh & McLennan and Johnson Higgins and follow on work nationally
- Hotel Kitano design & Construction NYC
- The re-design & renovation of the 85 room Ronald McDonald House in NYC
- The Skirball Foundation offices renovations in NYC
- Touro College School of Nursing,, School of Pharmacy & master budgeting for the Valhalla Campus
- Audemars Piguet North America, Service centers and retail and office spaces in USA since 2006
- Stamford Hospital Operating theatres, Bennet Cancer center, Cardiac center, GE Nuclear Camera, IMRT Room, Emergency rooms, IT infrastructure upgrade
- NY Foundling (The Foundling) Building renovation NYC
- Ferring Pharmaceuticals NY & NJ
- JaguarLandrover & Maserati Manhattan

#### FRANCIS COIRO-Partner

A Registered Architect and graduate of New York Institute of Technology, Fran has over thirty (30) years as a professional in which he has earned the respect of those in the industry for his integrity, passion, bringing projects in on time and on budget.

Over the past 30 years Fran has been involved in the following:

- VP of Project Management for CBRE managing teams on BNYMellon, One World Observatory @One World Trade Center, Legends Corporate spaces @ One World Trade center, 61 Broadway & Frisco Texas
- VP of Corporate Services @ CBS Corporation Managing capital projects and facilities management
- Senior Director of Planning and Design for Viacom/MTV
- North American Director of Project Management for Zurich Insurance
- North American Director of Project Management for The Walt Disney Company
- North American Director of Project Management for Radio City Productions



The Coughlan Group's success can be measured by the company's continued growth, by our list of prestigious clients and by the exemplary recommendations offered by our clients and professional colleagues. We believe this fact, more than any single project's success, represents The Coughlan Group's commitment to client-focused partnerships.

Vevo.com

Alan Price

CEO

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Waldorf Realty Co.

Ianthe Kallas-Bortz

President

718.332.3158

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Ronald McDonald House, NYC

Wini Cudjoe

**Director of Operations** 

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**EMI Music Management Production** 

Frank Crimminns

CFO

646.732.3394

**New York Foundling** 

Stephanie Kearns

COO

7732091988

Kline Medical

Dr. Mitchel Kline

CEO

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**Marsh McLennan Companies** 

Patricia Hagemann

Global Chief of Staff

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TelevisaUnivision

Peter Lynch

VP of Facilities

201.258.8489

**Bankone (VP Morgan Chase)** 

Mitchel Weinberg (RET)

312.882.3377

**Audemars Piguet** 

Francois Bennahmais, CEO

646.375.0850

Xavier Nolot, COO

646.375.0820

**Western Union** 

John Coons

VP-CRE

303.887.7653

**Manhattan Jewish Experience** 

Rabbi- Mark Wildes – Founder

212787 9533

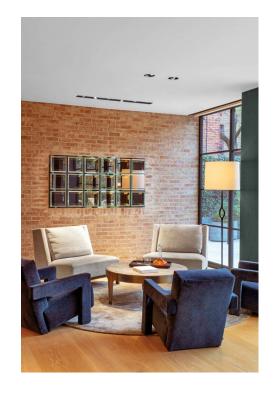
















### **Luxury Retail Experience**

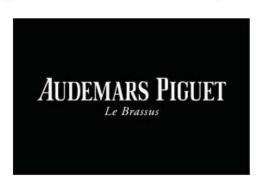
## AUDEMARS PIGUET

Le Brassus







































### Nonprofit Organizations Experience















### **Luxury Retail Experience**









### **Luxury Retail Experience**

### **JIL SANDER**















### **Luxury Hospitality Experience**











### **Luxury Hospitality Experience**











### **Healthcare Experience**

# 





### **Healthcare Experience**







### Nissan North America - Tarrytown



### JaguarLandrover - Manhattan

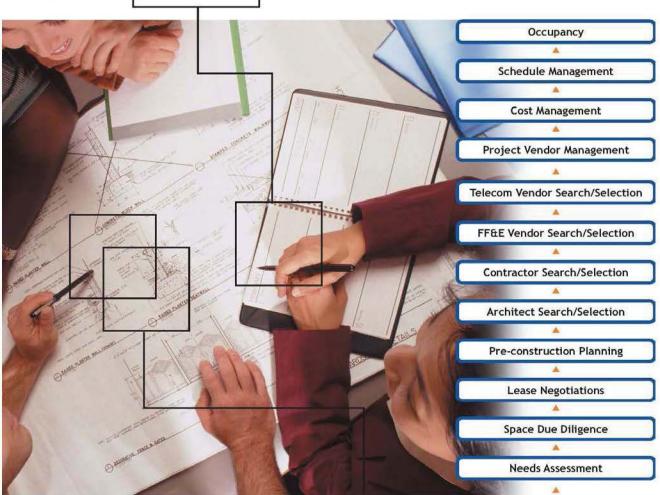




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It's your project.



It's our profession.

The Coughlan Group, Inc.

We manage the project so You can manage your business



Michael Coughlan

President

The Coughlan Group

**Phone:** 212-867-2145 **Mobile:** 917-881-4835

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