

RELEVANT EXPERIENCE

Internal Revenue Service

Comprehensive Relocation Management

Philadelphia, PA

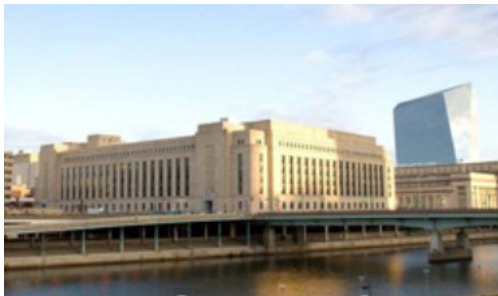
*862,692 Square Feet
5,300 Federal (union) employees successfully relocated
Completed in 17 moves in lieu of the estimated 22 moves
Relocated confidential files; wrapped in opaque plastic; audited +
tracked while in transit*



Facilities Strategies was awarded the comprehensive relocation management of the Philadelphia campus of the IRS after a competitive bidding process. The project required the consolidation of six (6) locations into the newly renovated 2970 Market Street facility, formerly the United States Postal Service's main Philadelphia office. All Facility Strategies employees were required to have a LEVEL 4 security clearance; including an extensive background check. The Philadelphia campus operation is a 24-hour facility requiring a high level of coordination as not to affect production or productivity. All relocations occurred on Fridays beginning at 4pm.

Facility Strategies provided the following services:

- Develop a Request for Proposal (RFP) for moving company services based on the scope of work and procurement input from both the IRS and GSA
- Coordinated all the activities of the moving company, Wayne Moving + Storage
- Conducted a weekly pre-move walk-through with the respective IRS move coordinator
- On-site (at both origination and destination) during entire move
- Color-coded plans and conducted post move surveys to ensure all contents arrived at the designated destination
- Developed and staffed post-move 'help desk' for move related issues
- Provided mobile library carts for filing until permanent shelving was installed
- Inventoried and tracked all mover-provided equipment; i.e., dollies, wrap and tyga boxes



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Government