

CASE STUDY



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QUICK FACTS

- Location: Omaha, NE
- Project type (Scope): new construction, critical facility
- Project Size: 127,000 SF
- Duration (August – December, 2013)
- Unique features: active agricultural trade floor
- CBRE PM and Move Management

THE GAVILON GROUP, LLC

Challenge

The Gavilon Group, LLC (Gavilon), a trade company located in Omaha, Nebraska, brought in CBRE Business Transition & Move Management services (CBRE BTMM) to help orchestrate the move of 350 of their associates to their new Headquarters building. The project consisted of Gavilon occupying 2 floors of a newly constructed building, with one of the floors being an active agricultural trade floor. CBRE BTMM was tasked to help create a plan to move the 350 associates with no impact to their daily trade activities, while also bringing the move in within budget. The associates needed to be moved after 5pm on the Friday of their move and be setup, with no downtime, when they arrived at their new location the following Monday morning.

Solutions

CBRE BTMM helped develop a 2 phase move plan and worked with Gavilon's Facilities Team to assign associates as departmental Move Ambassadors. These individuals would be required to attend meetings and relay communications back to their groups about their upcoming move.

Weekly meetings took place between CBRE BTMM and Gavilon to discuss next steps as well as any changes to the move schedule or outstanding issues that could have an impact on the pending relocations.

CBRE BTMM reviewed a pre-selected physical mover request for proposal and provided insight and direction to better define move scope and disconnect/reconnect services.

A detailed Move Communications Plan was also created including the development of a customized, external website to drive end user communications about the move.

Results

The contents for all Gavilon associates were moved after 5PM on Friday, for each of the two move phases. Certain associates on the trade floor were required to arrive at their new location on Sunday to unpack their belongings and test to make sure their computer equipment and phones were operational. Having the associate's test their equipment on Sunday meant they would have zero downtime on the Monday following their move.

- 96% Employee Satisfaction based on move survey results
- All items were successfully moved and in place each move Friday
- All technology issues were resolved by Sunday evening

