



MOVE MANAGEMENT

a New York State certified Woman-Owned Business Enterprise

Comvest's move management team provides consulting, coordination and implementation services for facility changes, including relocations, mergers, consolidations, renovations, technology updates and reorganizations. Move Management eases transitional stress and disruption by facilitating seamless changes that allow our client's business to continue with minimal interruption or downtime.

Our team of experts understands that each client and each transition is unique. The partnership between Move Management and our client is essential to the development of a successful strategy. Our specialized techniques ensure smooth implementation. Move Management provides practical, hands-on experience, coupled with our extensive understanding of corporate services, allows us to provide expert transitional solutions for each client.

WE CAN HELP YOU AVOID:

- Business Disruptions
- Employee Downtime
- Telephone/Network Downtime
- Cost Over-Runs
- Poor Communication (Internal & External)
- Chaotic Environments (Pre & Post Move)
- Loss of Confidential/Proprietary Information

COMVEST'S MOVE MANAGEMENT TEAM HANDLES SMALL AND LARGE-SCALE FACILITY CHANGES - FROM THE BASIC TO THE HIGHLY COMPLEX.

SERVICES:

- Facility Transitions
- On-Site Facilities Support Staffing
- Churn Management
- Furniture Re-Use Planning
- New Furniture Procurement
- Project Orientation and Communications
- Relocation Planning and Management
- Technology Transition Planning and Management
- Decommissioning

Because of our expertise in the planning process, we can reduce your risks. We will make sure critical business functions stay up and running. We will develop practical contingency plans. Our expertise can help you prevent costly mistakes.

Major facilities relocations require asset and service procurement decisions. We can help you develop strategies, parameters, standards, scopes and processes. We provide procurement planning and management for furniture, voice-data systems and related service providers in logistics, installation and equipment maintenance and moving.



Comvest Real Estate Management

257 W. Genesee Street | Buffalo, NY 14202
www.comvestinc.com 716.259.1333

Ed White

Director, Corporate Services
716.259.1333