

# Why do I need an Owner's Representative?



Commissioning, Construction &  
Development Management Services

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## The Owner's Rep is YOUR agent and advocate

VRQ is your agent and advocate as you construct or modernize your facilities. We guide you through the design and construction process from concept to completion. As experienced construction professionals, we help you proactively manage your projects to minimize risks, prevent problems and eliminate surprises to ensure on time and on budget completion. We monitor the entire progress, from the first glimmer of a dream through design, construction and start up, to ensure that you get the facility you need while receiving the best value for your money.

You want the best design team and contractor for your unique situation. However, do they have your best interest as their only motivation? Or do you need your own independent expert to keep the project team focused on what benefits YOU the most?

## Who is looking after your interests?

	Owner's Rep	Architect	Contractor
<b>ALL PROJECT PHASES</b>			
Keeps focus on overall "Big Picture" through all phases	✓		
Manages all phases of the project	✓		
Manages total project budget	✓		
Manages total project schedule	✓		
Explains the design and construction processes, techniques and terminology	✓		
Manages project quality to your benefit instead of the agenda of others	✓		
<b>PRE DESIGN / PROCUREMENT PHASE</b>			
Provides expertise to navigate and implement public procurement rules	✓		
Suggest contract form and content to benefit you as the Owner	✓		
Explains the different ways that you can hire a contractor	✓		
<b>DESIGN PHASE</b>			
Design to your needs	✓	✓	
Provides expert advice and mentoring	✓	✓	✓ <sup>1</sup>
Advises you of options and alternatives	✓	✓	✓ <sup>1</sup>
<b>CONSTRUCTION PHASE</b>			
Provides labor, material and subcontractors	✓		✓

<sup>1</sup> In some cases



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## *What to expect from your Owner's Rep*

1. Program Support
  - a. Act as the owner's agent, providing representation during all designated phases of the project
  - b. Assist the owner in communicating with its management, staff, community, and news media to enhance understanding and develop ongoing support for the projects
  - c. Develop project management plan
  - d. Develop and maintain master schedule
  - e. Establish project controls and procedures
  - f. Assist with developing and maintaining budget
  - g. Assist with public outreach and meetings as needed
2. Pre Design / Procurement
  - a. Assist with and manage initial needs assessment and funding requirements
  - b. Assist with selection of design team
  - c. Assist with selection of construction Delivery Method
  - d. Assist with preparation of bid documents and solicitations
  - e. Facilitate pre bid conferences
  - f. Review bids and recommend awards
  - g. Assist with negotiations and contract
3. Design Phase
  - a. Manage design team
  - b. Assist with design reviews
  - c. Assist with design cost reviews
  - d. Assist with constructability reviews
  - e. Assist with value engineering studies
  - f. Assist with obtaining building permits
  - g. Review/recommend AE payment requests and contract modifications
4. Construction Phase
  - a. Project Administration
    - i. Review and monitor construction schedule and budget
    - ii. Set up document control system
    - iii. Coordinate and attend project meetings
    - iv. Track submittals
    - v. Maintain Project Records
    - vi. Prepare monthly reports
    - vii. Review contractor payment requests
    - viii. Administer compliance with labor standards
    - ix. Provide testing administration
  - b. Change Management
    - i. Assist with identification of appropriate changes in scope
    - ii. Assist with validating impact of changes
    - iii. Manage documentation of changes
  - c. Monitor contractor's as built drawings
  - d. Provide dispute resolution
  - e. Insure contractor compliance with safety plan
5. Project Closeout and Warranty
  - a. Project Closeout
  - b. Moving and Startup Assistance
  - c. Warranty Services



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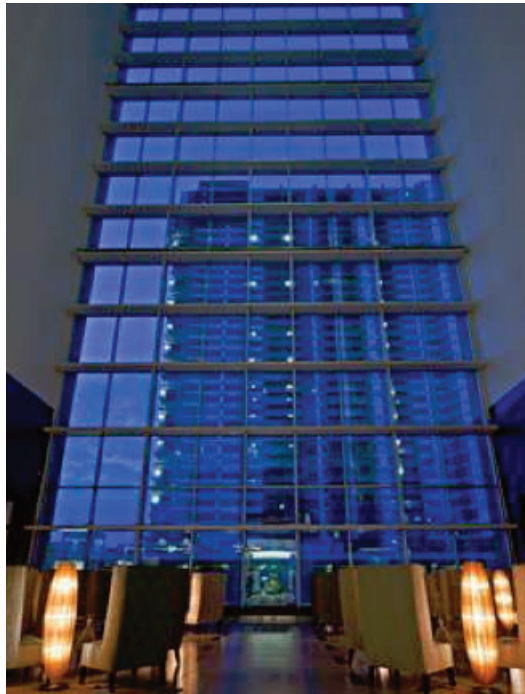
## **VRQ provides a one-stop, turnkey solution.**

VRQ LLC is a Chicago-area based company created to fulfill the need for construction management, commissioning, owner's representative for both the hospitality and seniors housing industries. VRQ LLC and its principals have provided outstanding services to projects in both categories. Most recently, VRQ provided Owner's Representative services for North Shore Place, a 175,450 sq. ft. assisted living facility in Northbrook, Illinois. Commissioned by Senior Lifestyle Corporation, the completed North Shore project was also nominated by Senior Housing News for an award in architecture and design excellence in the assisted living category.

VRQ founder and principal, Andrew (Andy) Qunell, LEED AP BD+C, QcXP, has more than 25 years of professional expertise in the construction management industry. He has had direct project oversight involvement with

over 50 hospitality and seniors housing projects throughout the United States and Canada. Though the overall cost of each project has ranged from \$1 million to \$70 million, none of these ventures have come in over budget nor behind schedule. Qunell has personally managed the day-to-day operations of each undertaking and is consistently and personally involved with personnel at each project's facilities to ensure that every need is sufficiently met.

Qunell is an accomplished professional, adept at overseeing all aspects of daily business operations with a focus on commercial project pre-construction and overall construction management. He has extensive knowledge and experience in the construction field, including extensive work in pre-construction, project management, job site management, and global production supervision.



*Photos: ABOVE Embassy Suites, Denver  
BELOW & FRONT COVER North Shore Place, Northbrook, IL*





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