

# Project Development & Technical Services Team Overview 2024

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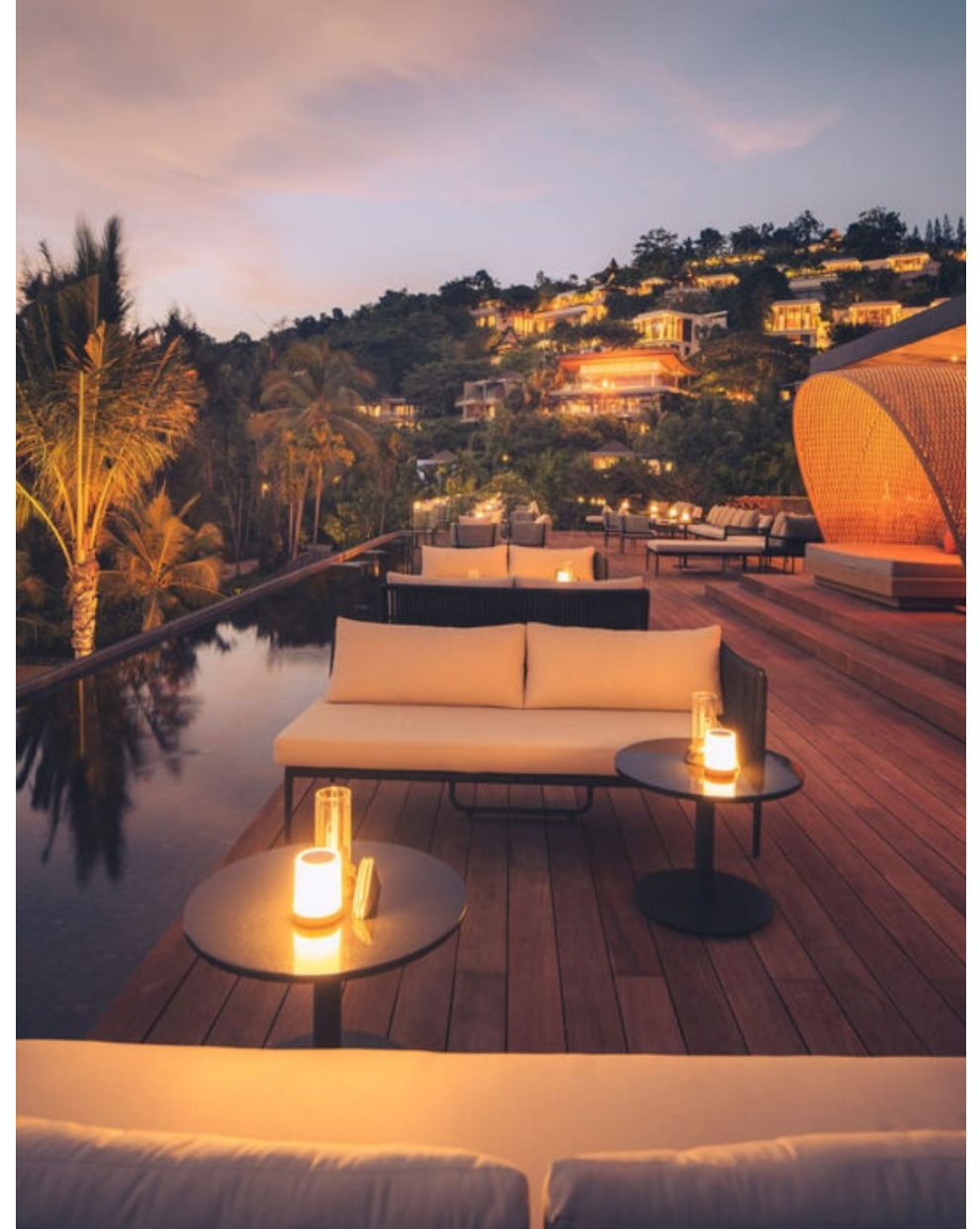
**TIVOLI**  
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# PROJECT DEVELOPMENT & TECHNICAL SERVICES

## EXPERTISE

A team of experienced in the following areas:

- Project Development (Investment Project)
  - Project Management
  - Quantity Survey
- Technical Services
  - Design Management
  - Brand Compliance
- Engineering
- Project Procurement



# PROJECT DEVELOPMENT

## INVESTMENT PROJECTS

## DESIGN AND CONSTRUCTION

The role of Project Development is a project leader in all aspects from design through construction, responsible for deliver a quality project within budget and time frame. The works start from the beginning of a project from site and program to hand over a completed project with FF&E and equipment to hotel operator, update an owner for design and construction progress and challenge.

These are the key roles:

- 1) Being an owner representative to drive and deliver a project.
- 2) Plan and responsible for team, project schedule and budget
- 3) Manage and control project budget, schedule and quality.
- 4) Familiarity with regulation/code and legal processes on submission to authorities, apply for permits and licenses.
- 5) Design review and approval to ensure compliance with brand standards and to the best benefits to the owner.
- 6) Ensure deliver project per brand standard and good quality.



# PROJECT DEVELOPMENT

## INVESTMENT PROJECTS

### RESPONSIBILITIES

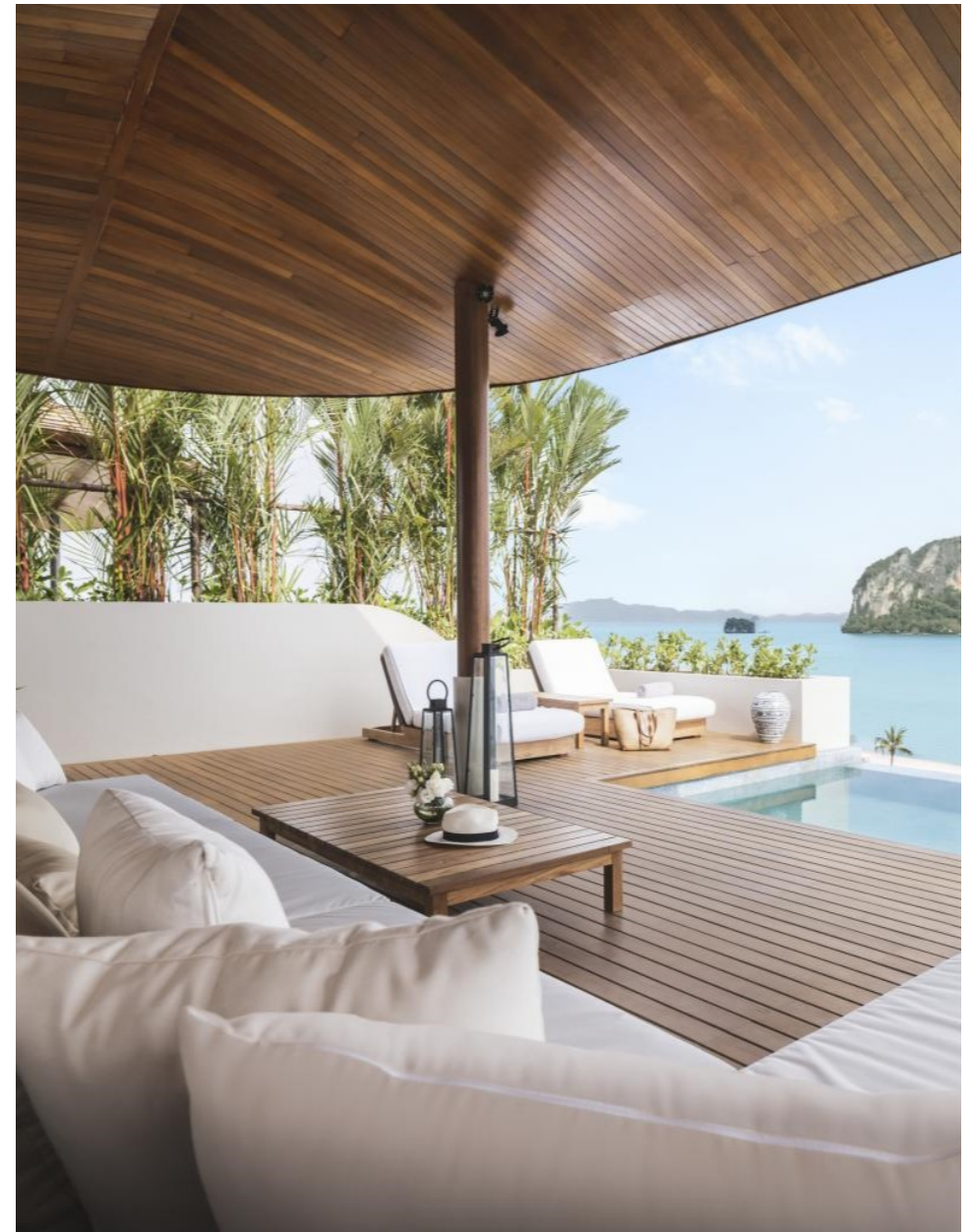
- 1) Appoint competent consultants and manage consultants to achieve brand compliance.
- 2) Provide project brief, site information and input for design process.
- 3) Review, comment and approve conceptual design, design development, bidding and construction document and specification for architectural, structural, engineering, interior, landscape, lighting, kitchen, graphic to ensure compliance with brand standards and to the best benefits to owner.
- 4) Coordinate, manage and drive consultants, contractors, suppliers and operators.
- 5) Liaise with technical service, finance, marketing, legal and local authorities.
- 6) Tender analysis and negotiate for contractors and suppliers.
- 7) Advise value engineer list and substitute materials.
- 8) Select, review/approve mockup and place FF&E and artwork.
- 9) Test and commissioning for all MEP systems.
- 10) Coordinate with operator for project hand over process.
- 11) Provide defect list and rectification program.



# TECHNICAL SERVICES

## PROJECT ROLL-OUT ASSISTANCE PROGRAMMING AND PROPERTY ASSESSMENT

- 1) Conduct site visits to green field and existing renovation/conversion properties. Review of architectural layout documents to assess scope of work and determine areas of opportunities and functionalities.
- 2) Advise on brand, operational and construction/technical criteria.
- 3) Provide list of recommended designers and specialty consultants to assist with selection of contractors as required, such as Architect, Interior Designer, Engineer, Environment, Fire & Safety, Kitchen, Lighting, Audio/Visual, etc.
- 4) Conduct briefing meeting on hotel brand standards with owner and architects and interior designers to provide general direction for the aesthetic design, hotel functionality and operation.
- 5) Facilities Area Program, and Design and Construction Standards are issued based on the proposed hotel brand for the site.



# TECHNICAL SERVICES

## MANAGEMENT AT VARIOUS STAGES OF THE DESIGN

Concept Design / Schematic Design / Construction Documentation

- 1) Review of design drawings and documents, field comments on complying with brand standards.
- 2) Recommendations for improved performance of existing layouts or preliminary layouts for new builds.
- 3) Advise on technical and material alternatives.
- 4) Participation in design presentations and status meetings, as necessary per MHG's discretion and owner's request.
- 5) Review and approve design and detail/construction drawings across involved disciplines.
- 6) Coordinate documentation deliverables for mock-up room to public areas.
- 7) Recommend value engineering opportunities.



# ENGINEERING

Engineering oversees engineering operations in operating hotels, monitors and provides feedback/ comments on utilities consumption as well as mandatory inspection and servicing matters. Setting KPIs for all engineers mainly based on utilities consumption and preventive maintenance program.

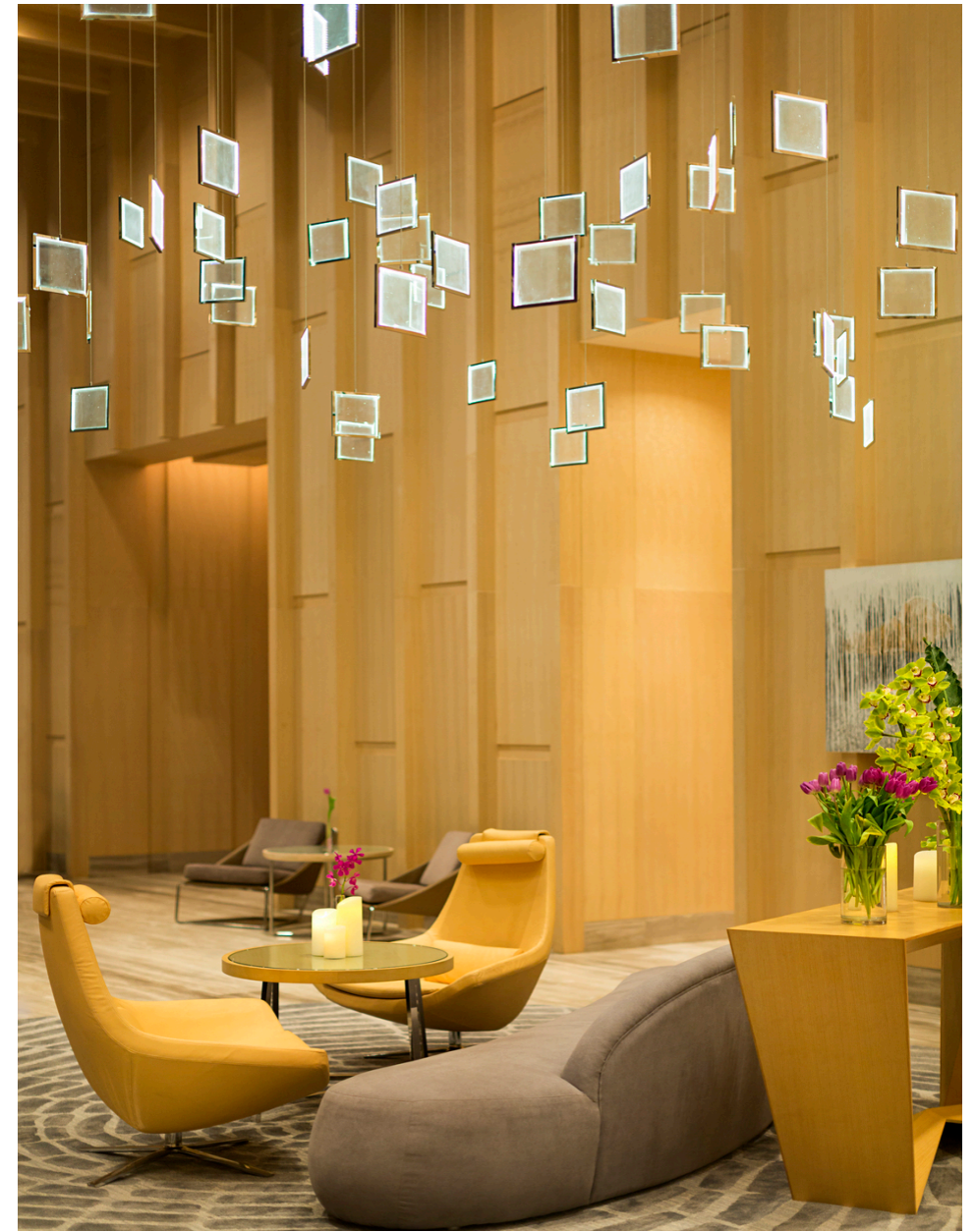
Reviews technical designs and carry out pre-opening inspection of new projects to ensure the compliance. Responsibilities includes;

- 1) CAPEX review
- 2) Project engineering support
- 3) Project evaluation
- 4) Engineering review and audits
- 5) Fire & Life safety compliance
- 6) Utilities conservation
- 7) Sustainability



# PROCUREMENT

- 1) Extensive experience in providing project procurement for property development in both Hotel and Residential projects including new constructions, renovations, and rebranding projects.
- 2) Products and services range from construction material, FF&E (Furniture, fixture, and equipment) to OS&E (Operation Supply Equipment).
- 3) Fully supply chain solution includes budgeting, global sourcing, local sourcing, purchasing and logistic consolidation.
- 4) Wide variety of preferred suppliers with global and regional supplier's agreements.
- 5) Brand standards assurance with project development, technical services, and operation teams.
- 6) Goal is to complete projects on time and on budget with hard dollar savings that effect the company's bottom line by procuring the right quality of products and services, at the right price, to be delivered at the right time.





# PROCUREMENT

We deliver values through;

- 1) Leveraging Minor Group purchase volume (economy of scale)
- 2) Working closely with project and technical service teams to drive product's value engineer.
- 3) Negotiate Minor Group corporate contracts (Technogym, Life Fitness, Samsung, Sealy beddings).
- 4) Brands standard compliance: All purchases are approved under our hotel's brand standard.
- 5) Approved / Preferred supplier: High quality and reliable products / Products manufactured according to our brand standard ie. Bedding package.
- 6) Investigate and vet out additional and new suppliers for materials and logistics locally and regional.
- 7) Full transparency and sharing of information.
- 8) Best practice project procurement process (RFP, RFQ, PO).
- 9) Continuous support after hotel opening.





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