



THE CHALLENGE

Just as companies look to engineers and architects for professional help with their most critical construction projects, when it comes to a major move, consolidation or expansion, companies must rely on experienced professionals to ensure proper project management of technology relocations and implementations.

THE SOLUTION

Align Communications provides comprehensive technology relocation solutions for the many physical and technical challenges that arise when planning a relocation or expansion. Our experience and project management expertise enables us to coordinate and address technology issues throughout all phases of a relocation project.

Whether consolidating, restacking or moving technology, we deliver a comprehensive relocation solution that includes:

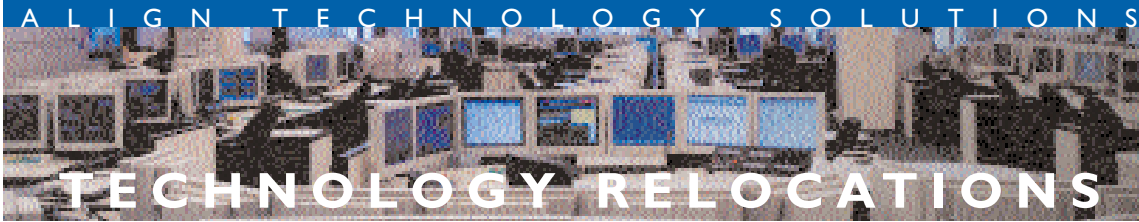
- Strategic planning
- Evaluations of existing and future system requirements
- Facilities planning and design coordination
- Project plan and budget development
- Action and solution recommendations
- Technology implementation and installation
- Implementation by certified infrastructure specialists
- Relocation management and post-cutover support
- Graphical database inventory management
- Move, add and change coordination

Our Technology Relocation solution can help:

- ***Monitor important details including risk, scope and cost***
- ***Manage schedules, budgets and outside vendors for smooth technology deployment***
- ***Ensure a seamless transition from start to finish using a proven three-phased approach***

A Proven Process to Meet Every Objective

Using a proven, three-phased process that includes strategic analysis and design, deployment and implementation, and knowledge transfer and support, our highly-trained professionals are able to consistently and efficiently deliver rapid results. Initial analysis and information gathering enables us to create a plan that consistently meets our client's technology objectives, budget requirements, time constraints, construction schedules and overall business goals. In conjunction with our client's architect and mechanical engineer, Align's experienced project



managers recommend optimum solutions for cabling, telecommunications and any other necessary technology. We issue required RFPs on behalf of our clients for competitive bids and we evaluate the appropriate vendors to provide the technology.

Once a relocation plan is in place, Align manages schedules, budgets and vendors for smooth deployment and implementation. We provide onsite technology implementation management to ensure that the designs are put in place correctly. We troubleshoot and monitor important details including risk, scope and cost. This hands-on approach protects our client from unnecessary changes in the field, unforeseen delays and vendor mismanagement. It also enables us to keep design documentation current.

Align understands that unforeseen setbacks can cause a company critical time and money. For instance, projects are often delayed due to technology failures during cutover. In order to anticipate and avoid potential setbacks, Align insists on repetitive pre-testing of critical equipment and systems. We manage quality assurance to ensure that all relocation objectives are met successfully.

Following each cutover we provide on-site support to ensure a flawless transition into the new space. We document and track the project from beginning to end and provide the necessary training required to educate IT staff on infrastructure, connectivity and any new voice and data systems.

Trained Experts for Cost-effective Project Management

Align's team approach to technology relocation projects sets us apart from our competitors. On each project we work directly with our client to ensure that the appropriate focused team of relocation specialists are selected to detail the scope of work and deliver the optimum solution. Our specialists are trained and certified in the leading project management practices, as well as state-of-the-art tools. This training enables greater flexibility, excellent reaction time and unparalleled attention to detail among all of our professionals, which results in projects that are completed on-time and on-budget. It is a key reason why many of the world's leading firms continuously approach us to manage their most demanding relocations. From small scale technology projects, to major moves and expansions, Align ensures a seamless transition from start to finish.