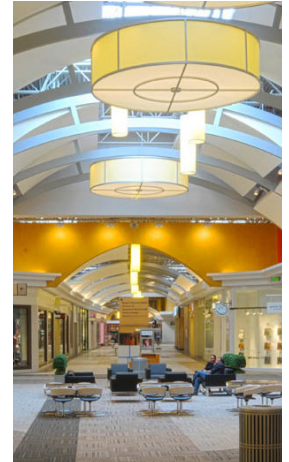


## Simon Property Group Nationwide

services provided  
SPACE PLANNING  
INTERIOR PROJECT MANAGEMENT

owner  
SIMON PROPERTY GROUP



Procon provided comprehensive space planning and interior project management services for portfolio of 12 new shopping malls and renovations of existing mall properties.

Simon Property Group is a leader in retail real estate across the globe with properties that generate billions of dollars in annual retail sales. For this project Procon provided space planning and interior project management for 12 shopping mall properties across the nation. Projects included the renovation of newly acquired retail centers and the construction of new centers.

Procon prepared design intent documents, established material and finish selections, and coordinated with clients, architects, engineers, and contractors on construction drawings, specifications, and on-site installations.

### Key Responsibilities

- Established space program and occupancy schedule based on the specific needs of the client. This included space planning, programming, bubble diagrams, sketching, and development of design intent drawings (DID) in AutoCAD.
- Selection and specification of furniture, lighting fixtures, appliances, paint colors, wallcoverings, carpet and tile, wall bases, and built-in millwork.
- Scheduling and owner's coordination of on-site project teams and A/E firms. Monitored progress of fabrication and delivery of FF&E. Reviewed, marked up and monitored development of construction documents.
- Oversaw FF&E budgets, delivery, and installation.
- Prepared FF&E vendor bidding documents and purchase agreements and coordinated with owner's contract administration staff.
- Prepared signage and tackboard programs. Established artwork and accessory program for specified areas. Developed standards programs and project binders for all projects.