

# The “Office Intelligence®” VS Traditional Building Lease Timeline

	Traditional Building Lease (14 Months)	Office Intelligence® (10 Months)
January	Business realities drive need to expand or Lease expiration date looms	Business realities drive need to expand or Lease expiration date looms
February	Talk to broker or lawyer	Talk to broker or lawyer
March	Begin driving around town looking at properties	Hire <i>sdoi</i>
April	Hire Real Estate broker	Programming, Feasibility, Test Fit and Budget process for existing building
May	Sign Lease	Hire Real Estate broker
June	Hire architect, contractor, project manager, IT consultant	Test Fit Budget
July	Endure massive changes to plans and scope	Sign Lease
August	Realize project cost increases and schedule delays	Construction, full interior fit-out and <b><i>move into your new space on time and on budget!</i></b>
September	Hire furniture, fixtures and equipment providers	
October	Redesign space to accommodate the reality of your true needs	
November	Realize more change orders	
December	Delays and cost increases	} <i>Notice that the "Office Intelligence®" project is completed 4 MONTHS before the traditional timeline, saving valuable time and money!</i>
January	Endure massive conflicts	
February	Move into your new space	

