



Rising to the challenge of a complex transition under a tight timeline

Skilled project management creates a seamless move for one of Guam's most vital utilities

The Client

Guam Power Authority, a large public utility with 500+ employees¹

The Challenge

The Power Authority selected DeWitt Guam to execute a complex move to a new building on a tight timeline during the holiday season. The Power Authority's old building was a small, two-story facility with no elevators and little room to maneuver, putting even more pressure on an already aggressive schedule.

Finally, the project entailed moving critical aspects of the utility that could not accommodate significant downtime, including:

- The entire customer service department, made up of 100+ workstations.
- The server room, which housed all of the Power Authority's critical customer and billing data.

¹http://guampowerauthority.com/gpa_authority/employees/documents/AGEDEMOGRAPHICS03032009.pdf



Managing all the moving parts to create flawless transitions

Project Summary:

DeWitt Guam was selected as the main contractor for this office and industrial move for the Guam Power Authority. In its role as Project Manager, DeWitt Guam hired and managed all subcontractors to complete the move from the Power Authority's old building to its new location 10 miles away

The Solution:

Once awarded the contract, DeWitt Guam had 30 days to put everything into action.

- **Maintaining Critical Timelines.**
Any delays in receipt or staging of furniture, fixtures and equipment would derail the project's ambitious timeline. Along with its sister company, Approved Freight Forwarding, DeWitt Guam staged all FF&E shipments for on-time delivery to Guam, ensuring items arrived in the right order daily as needed by subcontractors.
- **Getting Buy-In from Stakeholders.**
Under the contract, the Power Authority's employees were responsible for packing and prepping their work areas. To facilitate the process for employees, most of whom had never completed an office move, DeWitt Guam:
 - Created move plans and distributed necessary packing supplies to each department.
 - Held weekly meetings to prep employees to meet their packing deadlines.
 - Developed color-coordinated maps and matching labels to accurately move and track items by department.

- **Preventing Disruption to Workflow.**
DeWitt Guam worked late hours and weekends to minimize downtime for critical functions. Customer service was moved over a long weekend, while servers were relocated off-hours

The Results:

Despite the aggressive timeline, DeWitt Guam delivered this project on time and on budget—during the busy holiday season—with minimal impact to the Power Authority's daily operations.