



PROFESSIONAL TRANSITION MANAGEMENT

Ray Thain Project Management Services (RTPMS Ltd) is a privately owned company working with medium and large organisations across the UK. Founded on integrity, trust and absolute professionalism, our reputation for delighting clients and exceeding their expectations on every project is unrivalled in our industry.

## PLANNING TO RELOCATE OR REFURBISH YOUR PREMISES?

**If the prospect of a major transition is too daunting, costly or stressful, your solution is simple.**

**UK brands large and small trust RTPMS to deliver major projects to perfection, on time and on budget. Find out why...**



Professional Transition Management  
RTPMS Ltd

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RTPMS is a professional Transitional Management company offering a personal, tailored service to businesses in all sectors. With more than 20 years' successful project management success, Ray Thain has an exceptional understanding of the processes involved when an organisation undergoes a restructure, refurbishment, relocation or other major transition.

## SERVICE OVERVIEW

- AutoCAD space planning (City & Guilds level 3 qualified)
- Project planning incorporating PRINCE 2 methodology (Registered Practitioner)
- Gantt chart and relocation schedule production
- Supplier selection including sales visits, presentations and detailed scope briefings
- Management of relocation/refurbishment phase, creating strategic partnerships throughout
- Post-transition support, welcome packs and presentations
- End-of-project appraisal, budget review and project sign-off.



"I would have absolutely no hesitation in recommending Ray Thain to any organisation undergoing a relocation"  
*Martin Bostock*  
 Newcastle under Lyme College



"A first class moves manager; his interpersonal skills are excellent, enabling him to work effectively with staff and suppliers at all levels"  
*Andrew Keys*  
 Cooper Keys Ltd



"Ray Thain has an ability to bring order to a situation through good humour and leadership, combined with unending energy."  
*Hazel Buxton*  
 Surrey County Council

## Why Choose RTPMS?

With wide-ranging expertise and experience of projects successfully fulfilled for organisations of all sizes and sectors, Ray Thain does far more than ticking boxes on a task list.

Committed to the best possible outcome for every client, Ray:

- Protects your business continuity
- Saves you time, effort and stress
- Cuts your costs
- Enables you to maintain service quality throughout the project
- Brings you complete peace of mind

Like every project Ray delivers, yours will be unique. It begins, develops and concludes the way that works for you, your business and your people. But it may help to see some of the projects successfully fulfilled in recent years by RTPMS:

### Royal Wolverhampton Hospital Trust

Ray managed the fitout of a major working Emergency Department and relocated it into new facilities within a four-hour deadline without disruption to the ED service.

### The Co-operative Bank

Within a one-week deadline, Ray audited, sorted, catalogued and prepared 900,000 paper files for relocation to a new site, ensuring FCA compliance and managing packing crews.

### Vodafone

At short notice and within a tight timeframe, Ray managed all the accommodation and personnel issues involved in relocating 100 staff and assimilating 40 additional staff into an existing team.