

got buildings?

miscellaneous ideas & reminders

- one chance to make a first impression.
- facilities and property should be inspection ready.
- try and obtain building blueprints and construction specifications.
- obtain quotes and/or provide contractor lists for obvious repairs, additions and improvements.
- be familiar with utility delivery (size and capacity) factors and limitations.
- provide a list of local shipping and transportation companies.
- know UPS, Federal Express and overnight shipping and delivery schedules.
- be armed with all pertinent laborshed and workforce information.
- provide local airport information, runway lengths and charter services.
- provide a list and fee schedule for firms conducting environmental assessments.
- provide industrial park business covenants and restrictions information.
- approaching facility marketing on a regional basis may improve site visit chances.
- know how your community college handles job training grants.
- make sure IADG, IDED and others know any unique facility attributes. (e.g. overhead cranes, rail at building, etc.)
- have your incentive package outlined and know your negotiating parameters.
- be prepared to provide all information electronically.