



#### FAST FACTS

# 6.7

Million sq. ft. space

# 14,800

labor hours

# 7000

units of employee items

# 3

month timeline

## Sustainable Workspace Transition: HQ Office Decommissioning and Office Relocation

#### CHALLENGE

As part of their commitment to investing in a modern environment where employees can thrive, create, and collaborate, an innovative technology giant renovated its headquarters encompassing 6.7 million square feet of revitalized workspace, amenities, and infrastructure improvements.

The company needed to relocate six buildings of personnel, furniture, and equipment from its East Campus to newly renovated campus buildings. The office relocation required the reuse of existing furniture, proper disposal of surplus assets, and the transition of employee workstations and belongings. With a restriction preventing vehicles from driving onto the renovated buildings' paved perimeter, no loading docks, and limited access to freight elevators, it was critical to develop an office relocation strategy that could navigate around these hurdles.

To accomplish this, they would need experienced commercial movers with the resources, expertise, flexibility, and scalability to facilitate a solution that meets these unique challenges.

## SERVICES

- Office move planning
- Office decommissioning and liquidation
- Employee relocation
- Office furniture installation
- IT equipment relocation
- Ongoing facility support

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## RESULTS

- Tailored office decommissioning and office move services for a newly renovated workspace
- Customized, end-to-end employee relocation
- Comprehensive IT relocation, including workstation set-up
- Complete visibility, real-time updates, and efficient issue management through [Suddath Tracker Task](#) technology

## SOLUTION

As America's leading commercial mover with 100+ years of experience, Suddath was the premier choice to help the tech giant complete a complex office relocation. Guided by [CBRE](#)'s office space planning, our move specialists cultivated a compatible strategy consisting of pre-move preparation, a multi-phased timeline, and precise delivery.

Suddath also coordinated an [office decommissioning plan](#) with [Green Standards](#), a landfill avoidance company, for their surplus assets which were donated and recycled. Remaining furnishings were transferred without damage by wrapping the interiors of each floor in pollinate, a more sustainable floor and wall protection, while moving one building at a time.

Suddath handled every aspect of the move, including personal items packed by employees, workstation equipment, technology, and furniture. During workstation transfers, tech devices, cables, and accessories were meticulously disassembled, organized, and packaged for streamlined installation. As a workaround for the perimeter restrictions, absent loading docks, and frequent freight elevator malfunctions, we created a drop-off station near dedicated entry doors, walked assets inside the building, and utilized passenger elevators.

Post move, service requests captured through [Suddath Tracker Task](#) technology were resolved following project completion. Tracker Task provided full visibility, allowing the tech company to easily monitor scheduled services, track completion status, and receive real-time updates and reports for efficient issue management with immediate support.

"Knowing the great importance and high visibility of this project, Suddath elevated their already excellent customer service to deliver great results. Their ability to strategically plan and execute moves, be flexible when schedules compressed, and troubleshoot even before problems were widely known was greatly appreciated. Suddath truly invested in the success of our shared client. I would love to partner with them again on future projects!" – MAC Program Manager

