



THE CASPER CORPORATION

A SYSTEC COMPANY

PBS – CASE STUDY

Lansing, Michigan Law Firm



CHALLENGE: Progress and growth, although they represent success, come with their own challenges. After 20+ years in a prestigious downtown location a Lansing, Michigan law firm had exhausted ways to expand their current location and made the decision to move to a much larger facility across town. An undertaking of this size required an enormous amount of planning and coordination on the part of Office Manager, Pamela Cribbs. Some of her major concerns were the relocation of the Corporate Records and the Law Library as well as the growing need for off-site storage. It was going to involve space planning, equipment requirements and the physical moving of materials for these major areas.

SOLUTION: The Casper Corporation was able to provide insight and a solid project plan that addressed the identified challenges including; incorporating the use of existing equipment, recommending new equipment and onsite, short-term staffing to physically implement the actual move. After a thorough survey of the current file systems it was determined that the Finance documents would be placed within a beautiful new electric Spacesaver System in the main file room, the Litigation and Master files would be placed on new shelving in another area and the Library would have a dedicated room while reusing its existing furnishings. Off-site storage was eliminated by installing another Spacesaver System in a basement location. A plan of action was developed to complete the project in a timely manner with little disruption to the daily operations just prior to the massive furniture move.

Casper Systems and Professional Business Services were able to coordinate their respective parts of the project to meet the requested time lines and there by delivering a comprehensive solution as promised. When asked about her satisfaction level, Pamela stated *“We are extremely happy with the results. The planning, removal and installation processes were completed on time and without disruption. A project manager was on-site during our move to ensure that all phases of the teardown, relocation and reinstallations, plus new installations went smoothly. While an office relocation is never easy, Casper Corporation fulfilled its promises and we now have filing systems in place which will serve us for many years. A fantastic job from beginning to end. Thank You.”*