Site Selection Trigger List

- Strategic Location:
  - Proximity to target markets and customers.
  - Access to skilled talent / laborshed.
  - Transportation infrastructure (airports, highways, ports, etc.).

- Cost Analysis:
  - Evaluate the overall cost of doing business, including real estate, utilities, taxes, and labor.

- Regulatory Environment:
  - Research local regulations and permits related to the business.
  - Consider the ease of compliance with environmental regulations.

- Real Estate and Facilities:
  - Assess the availability of suitable office spaces and utilities.
  - Consider long-term leasing options and potential for expansion.

- Labor Force:
  - Analyze the availability of qualified talent in the area.
  - Evaluate wage and benefit expectations in the local job market.

- Infrastructure:
  - Ensure access to reliable power, water, and internet connectivity.
  - Check for backup and redundancy options.

- Quality of Life:
  - Consider the quality of life for employees and their families.
  - Evaluate amenities, schools, and healthcare facilities in the area.

- Competitive Landscape:
  - Research existing and potential competition.
  - Analyze market saturation and growth potential.

- Community and Stakeholder Relations:
  - Engage with local stakeholders, including government officials and community leaders.
  - Assess the potential for positive community partnerships.
Site Selection Trigger List

- Risk Assessment:
  - Identify potential risks, such as natural disasters or political instability.
  - Develop a risk mitigation plan.

- Accessibility:
  - Evaluate accessibility for clients, partners, and employees.
  - Consider proximity to major highways and public transportation.

- Scalability and Expansion:
  - Ensure the chosen location can accommodate future growth and expansion.

- Tax Incentives and Financial Support:
  - Explore any tax incentives or financial support offered by local governments or economic development agencies.

- Timeline and Project Management:
  - Develop a timeline for the relocation project with clear milestones and responsibilities.

- Environmental Sustainability:
  - Assess the environmental impact of the location and consider sustainability goals.

- Legal and Compliance:
  - Ensure compliance with federal, state, and local laws and regulations.

- Security and Safety:
  - Evaluate the safety and security of the area for employees and assets.

- Culture Fit:
  - Consider whether the local culture aligns with your company’s values and mission.

- Feedback and Due Diligence:
  - Seek input from key stakeholders and conduct thorough due diligence on the prospective location.

- Financial Projections:
  - Create financial projections for the new office, including expected revenue, costs, and ROI.