

# INTERNAL OWNERSHIP TRANSITION

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PLANNING & IMPLEMENTING

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*Dedicated to Improving Your Bottom Line*  
**LEE JAMES & ASSOCIATES**



## SUMMARY

Proactively addressing ownership transition involves both business and personal issues. Properly planned ownership transition is crucial in assuring present and future owners obtain what they deserve. It must not be a reactionary exercise that is instituted just prior to retirement of present owner(s). Any company that does not have an appropriate ownership transition program is at risk of losing key employees. The loss of such employees may undermine established relationships with clients and the technical and managerial capabilities needed for the company to succeed in the future. This could result in the unwanted but forced sale or merger of the company. Lee James & Associates can assist in assuring such issues are fully addressed.

## PROFESSIONAL SERVICES

Services are personalized to meet the specific needs of your company. Example areas addressed are:

- *Review of transition options/alternatives*
- *Understanding present & future ownership desires and needs*
- *Assessing impact of past, present & future business and financial factors*
- *Review and assessment of market and valuation criteria*
- *Projecting future cash flow impact to determine feasibility and sustainability*
- *Developing or analysis of buy/sell agreement*
- *Developing or modifying communication of process through formal documented approach*
- *Creating appropriate invitation process for new owners*
- *Communicating & documenting results throughout the process*

## BENEFITS

- *Legacy*
- *Peace of mind*
- *Control of your destiny*
- *Understanding alternatives*
- *Succession plan for Company*
- *Continuity of relationship with clients*
- *Motivation for present and future owners*
- *Differentiator when hiring new employees*
- *Flexibility in customizing approach to fit your specific needs. (One approach does not fit all)*

## CONSULTANT

Lee James is a CPA, CMC and CBI who has worked with engineers, architects and contractors for the last 25+ years. Lee is constantly completing ownership transition plans and assisting firms in implementing developed strategies. Plans are assessed considering the specific circumstances to maximize long-term sustainability. Many plans have been successfully put into practice and functioning as planned.

Lee is active in several professional societies including the Institute of Management Consultants which provides professional designation of Certified Management Consultant "CMC". This certifies years of qualifying experience, ethics compliance, completion of required education and continuing annual education assuring compliance with ever changing rules and approaches.

Previously, Lee was Vice President for a privately owned international engineering consulting firm and worked daily in managing business aspects. Lee also worked with Ernst & Young as a Senior Manager and as the Chief Financial Officer for a computer software engineering firm.