Training course on Hotel Renovation and Refurbishment Project Management

Professional Development Training Course Outline

Category	Tourism and hospitality	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In the dynamic and highly competitive hospitality industry, hotel properties require continuous investment to remain relevant, appealing, and competitive. Hotel Renovation and Refurbishment Project Management is a critical discipline that ensures properties stay current, meet evolving guest expectations, and maintain their market position and asset value. Unlike new construction, hotel renovations present unique complexities: projects must often be executed while the hotel remains operational, minimizing disruption to guests, protecting revenue streams, and adhering to strict timelines and budgets. This demands meticulous planning, strategic phasing, effective communication, and robust risk management to prevent cost overruns, delays, and negative guest experiences. A poorly managed renovation can lead to significant financial losses, reputational damage, and a decline in guest satisfaction. Conversely, a well-executed renovation can significantly enhance a hotel's appeal, boost occupancy and ADR, and extend its useful economic life, ultimately delivering a strong return on investment. Training Course on Hotel Renovation and Refurbishment Project Management is meticulously designed to equip aspiring and current hotel owners, general managers, asset managers, project managers, and operational department heads with the advanced theoretical insights and practical tools necessary to excel in Hotel Renovation and Refurbishment Project Management. We will delve into the entire project lifecycle, from initial feasibility and conceptualization to meticulous planning, execution, and post-renovation evaluation. A significant focus will be placed on budgeting and financial controls, strategic vendor selection and contract management, and critical risk mitigation strategies specific to operational hotels. Furthermore, the course will emphasize effective stakeholder communication, minimizing guest disruption, and leveraging sustainable practices in renovation. By integrating industry best practices, analyzing real-world renovation case studies, and discussing the nuances of project delivery in a live hospitality environment, attendees will develop the strategic acumen to lead successful hotel renovation projects, ensuring both asset enhancement and operational excellence.

Programme Curriculum

Training Course on Hotel Renovation and Refurbishment Project Management

Introduction

In the dynamic and highly competitive hospitality industry, hotel properties require continuous investment to remain relevant, appealing, and competitive. **Hotel Renovation and Refurbishment Project Management** is a critical discipline that ensures properties stay current, meet evolving guest expectations, and maintain their market position and asset value. Unlike new construction, hotel renovations present unique complexities: projects must often be executed while the hotel remains operational, minimizing disruption to guests, protecting revenue streams, and adhering to strict timelines and budgets. This demands meticulous planning, strategic phasing, effective communication, and robust risk management to prevent cost overruns, delays, and negative guest experiences. A poorly managed renovation can lead to significant financial losses, reputational damage, and a decline in guest satisfaction. Conversely, a well-executed renovation can significantly enhance a hotel's appeal, boost occupancy and ADR, and extend its useful economic life, ultimately delivering a strong return on investment.

Training Course on Hotel Renovation and Refurbishment Project Management is meticulously designed to equip aspiring and current hotel owners, general managers, asset managers, project managers, and operational department heads with the advanced theoretical insights and practical tools necessary to excel in **Hotel Renovation and Refurbishment Project Management**. We will delve into the entire project lifecycle, from initial feasibility and conceptualization to meticulous planning, execution, and post-renovation evaluation. A significant focus will be placed on **budgeting and financial controls**, strategic **vendor selection and contract management**, and critical **risk mitigation strategies** specific to operational hotels. Furthermore, the course will emphasize effective **stakeholder communication**, minimizing guest disruption, and leveraging sustainable practices in renovation. By integrating industry best practices, analyzing real-world renovation case studies, and discussing the nuances of project delivery in a live hospitality environment, attendees will develop the strategic acumen to lead successful hotel renovation projects, ensuring both **asset enhancement** and **operational excellence**

Course Objectives

Upon completion of this course, participants will be able to:

1. Analyze the strategic rationale and financial justification for **hotel renovation and refurbishment projects**.
2. Master the complete **hotel renovation project lifecycle**, from initiation to close-out.
3. Develop comprehensive **project charters, scopes, and work breakdown structures (WBS)** for renovations.
4. Formulate accurate **budgeting and financial controls** for renovation projects, including CapEx management.
5. Implement effective **procurement and vendor management strategies** for contractors, designers, and suppliers.
6. Understand and manage **design and aesthetic considerations** in hotel refurbishments.
7. Develop strategies for **minimizing guest disruption and maintaining hotel operations** during renovations.
8. Apply robust **risk management and mitigation techniques** specific to renovation projects.
9. Master effective **stakeholder communication and change management** throughout the project.
10. Ensure **regulatory compliance and permitting** for renovation activities.
11. Manage **quality control and commissioning** of renovated spaces and systems.

12. Conduct thorough **post-renovation performance evaluation** and ROI analysis.
13. Position themselves as strategic leaders in driving **hotel asset enhancement** through successful projects.

Target Audience

This course is designed for professionals involved in the planning, execution, and oversight of hotel renovation projects:

1. **Hotel Owners and Asset Managers:** Responsible for strategic capital investment decisions.
2. **General Managers and Assistant General Managers:** Directly overseeing renovation projects.
3. **Project Managers:** Specializing in hospitality construction and renovation.
4. **Directors of Engineering/Maintenance:** Managing facilities and infrastructure during renovations.
5. **Directors of Finance:** Involved in CapEx budgeting and financial oversight.
6. **Rooms Division and F&B Leaders:** Managing operational impact during renovations.
7. **Procurement and Supply Chain Managers:** Sourcing FF&E and OS&E for projects.
8. **Hospitality Consultants:** Advising clients on renovation best practices.

Course Duration: 5 Days

Course Modules

Module 1: Strategic Rationale for Hotel Renovation

- Why Renovate? Understanding Market Forces, Guest Expectations, and Competitive Pressure.
- Financial Justification: Boosting ADR, Occupancy, RevPAR, and Asset Value.
- Types of Renovations: Light Refresh, Mid-Scale Renovation, Major Renovation, Conversion.
- Understanding the Property Improvement Plan (PIP) Process for Franchised Hotels.
- Lifecycle of Hotel Assets and the Need for Reinvestment.

Module 2: Project Initiation and Conceptualization

- Developing the Project Vision and Objectives.
- Market Research and Guest Segmentation for Renovation Design.
- Engaging Stakeholders: Owners, Operators, Brands, Designers, Consultants.
- Creating the Project Charter and Preliminary Scope.
- Assembling the Renovation Project Team.

Module 3: Design and Aesthetic Considerations

- The Role of Interior Design and Architecture in Hotel Renovation.
- Aligning Design with Brand Standards and Target Guest Demographics.
- Space Planning, Functionality, and Guest Flow Optimization.
- Material Selection: Durability, Aesthetics, and Sustainability.
- Case Studies: Successful and Unsuccessful Renovation Designs.

Module 4: Budgeting and Financial Controls

- Developing a Realistic Renovation Budget: Hard Costs vs. Soft Costs.
- Understanding Capital Expenditure (CapEx) Management for Renovations.
- Contingency Planning and Managing Scope Creep.
- Cost Control Strategies During the Project Lifecycle.

- Financial Reporting and Tracking Renovation Expenses.

Module 5: Procurement and Vendor Management

- Strategic Sourcing of Furniture, Fixtures, and Equipment (FF&E).
- Procurement of Operating Supplies and Equipment (OS&E) for Re-opening.
- Vendor Selection Process: RFPs, Bidding, Due Diligence.
- Contract Negotiation and Management with Contractors, Designers, and Suppliers.
- Logistics and Supply Chain Management for Timely Delivery

Module 6: Operational Planning and Guest Disruption Mitigation

- Strategies for Maintaining Hotel Operations During Renovation.
- Phasing the Project to Minimize Guest Disruption and Revenue Loss.
- Communication Plan for Guests, Employees, and External Stakeholders.
- Managing Noise, Dust, and Service Interruptions.
- Temporary Service Solutions and Alternative Offerings.

Module 7: Risk Management and Legal Compliance

- Identifying Potential Risks in Hotel Renovation Projects (e.g., delays, cost overruns, safety incidents).
- Developing Risk Mitigation Strategies and Contingency Plans.
- Ensuring Regulatory Compliance: Building Codes, Fire Safety, ADA, Environmental Regulations.
- Permitting Process and Local Authority Approvals.
- Contractor Insurance and Liability Management.

Module 8: Post-Renovation Performance Evaluation and Asset Value

- Measuring the Return on Investment (ROI) of the Renovation.
- Analyzing Impact on Key Performance Indicators (Occupancy, ADR, RevPAR, Guest Satisfaction).
- Lessons Learned from the Project and Best Practices for Future Renovations.
- Impact of Renovation on Long-Term Asset Value and Resale Potential.
- Continuous Improvement and Monitoring Post-Renovation Performance.

Training Methodology

- **Interactive Workshops:** Facilitated discussions, group exercises, and problem-solving activities.
- **Case Studies:** Real-world examples to illustrate successful community-based surveillance practices.
- **Role-Playing and Simulations:** Practice engaging communities in surveillance activities.
- **Expert Presentations:** Insights from experienced public health professionals and community leaders.
- **Group Projects:** Collaborative development of community surveillance plans.
- **Action Planning:** Development of personalized action plans for implementing community-based surveillance.
- **Digital Tools and Resources:** Utilization of online platforms for collaboration and learning.
- **Peer-to-Peer Learning:** Sharing experiences and insights on community engagement.
- **Post-Training Support:** Access to online forums, mentorship, and continued learning resources.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call +254769199797

Certificatio

Upon successful completion of this training, participants will be issued with a globally recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

- Participants must be conversant in English.
- Upon completion of training, participants will receive an Authorized Training Certificate.
- The course duration is flexible and can be modified to fit any number of days.
- Course fee includes facilitation, training materials, 2 coffee breaks, buffet lunch, and a Certificate upon successful completion.
- One-year post-training support, consultation, and coaching provided after the course.
- Payment should be made at least a week before the training commencement to Fineskill Training Center account, as indicated in the invoice, to enable better preparation.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com