

# ASSET SERVICES

# ▶ SOUTHWEST FLORIDA

## ▶ COST CONTAINMENT PROGRAMS

- Control building operations and costs
- Energy management
- Purchasing programs
- Operations and maintenance
- Security programs
- MRO procurement
- Vendor alliance programs

## ▶ TENANT MANAGEMENT

- Move-in programs
- Operational programs
- Regular manager-tenant interaction
- Survey programs

## ▶ FACILITY MANAGEMENT

- Preventative maintenance and tenant request programs
- Electrical maintenance
- Lighting maintenance
- Energy management support
- Minor roof repairs
- HVAC maintenance

- Work order and general maintenance
- Safety programs
- On-site roving service delivery
- Property storm preparation
- Energy Star tracking
- LEED consultation

## ▶ PROJECT MANAGEMENT

- Capital improvements
- Project management/consulting
- Property renovation
- Tenant improvements

## ▶ FINANCIAL MANAGEMENT

- Accounts receivable/payable
- Business plan and budget preparation
- Detailed monthly reports
- Investment analysis
- Real estate forecasting
- Lease monitoring and enforcement

## SERVICE PACKAGES

### ▶ SERVICE PACKAGE 1

- Property inspections

### ▶ SERVICE PACKAGE 2

- Includes all services in Package 1
- Tenant management
- Facility management
- Cost containment program

### ▶ SERVICE PACKAGE 3

- Includes all services in Package 2
- Financial management
- Project management

## ▶ INTEGRATED SERVICES

*Enterprise approach provides comprehensive services for our clients' every need*

- Brokerage Services
- Capital Markets: Investment Sales, Debt and Equity Finance
- Development & Investment Services
- Facilities Management
- Healthcare Services
- Investment Management
- Industrial Services
- Project Management
- Office Services
- Recovery & Restructuring Services
- Research & Investment Strategy
- Retail Services
- Valuation & Advisory Services

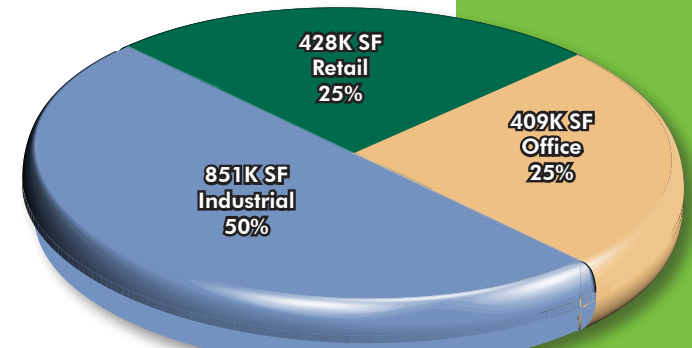


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Management Portfolio by Type