

Property Management

The world's largest
global commercial
real estate
platform

NAI Plotkin

Commercial Real Estate Services, Worldwide

Property Management Services

NAI Plotkin provides active management and integrated resources to preserve and enhance the value of each of your company's real estate assets. This has been an integral part of our business since the firm's inception in 1963. We specialize in developing management plans that are compatible with your long-term goals. We oversee the fiscal and physical health of each property we manage, ensuring that each minor repair or major improvement is completed efficiently and cost effectively as possible. We develop relationships with each tenant, and supervise marketing campaigns. In short, we manage each property as if the investment was our own; in the end, we think well beyond the obvious to deliver innovative and actionable solutions for your assets.

We devise and implement a plan that increases cash flow and return on your investment, ultimately creating additional value for you. This goal may seem obvious, but it is a continuing challenge for investors everywhere.

Trusted

WORDS FROM OUR CLIENTS

"I would highly recommend retailers in need of responsive services from a vendor partner committed to client satisfaction to consider NAI Plotkin's services."

- Phil Donahue
Corporate Support Services
Staples, Inc.

Property Management Solutions

As the world's largest commercial real estate network built on local market leadership, our property management services are tailored to meet each owner's individual goals, and designed to maximize the value of your property assets. NAI Plotkin's goal is to provide cost effective maintenance solutions to achieve the best physical and financial position, and to maximize the value of the asset while meeting your specific goals and objectives. We combine extensive real estate experience, local industry knowledge, leasing expertise and strong local relationships with quality reporting, cost effective maintenance, accounting and management services. We can evaluate insourcing vs. outsourcing vendor services (i.e., parking, janitorial, security) to help ensure our clients are maximizing their property value and performance.

Planned Maintenance Programs

To maximize the performance of building systems such as plumbing, HVAC and roof and fire safety, we provide a planned maintenance program. Our 24-hour property management and maintenance engineering team works with a preferred vendor network of local and national companies that have the capable of responding to the urgent needs of our owners and tenants at any time 24/7.

Security Analysis

In the past few years security has become a very important issue. Is your building as secure as it could be? We perform security audits to identify and address areas of concern.

Risk Management

We prepare a risk management program that identifies and evaluates potential risks and determines how to mitigate exposure to and manage those risks in the most efficient and effective way possible.

Lease Administration

We abstract lease agreements and supporting documents to monitor and manage critical action dates and key lease clauses.

Property Management Integrated Services

Accounting Services

- Prompt rent collection.
- Timely payment of taxes, mortgage, insurance and all monthly bills.
- Monthly bank reconciliations.
- Tenant bill backs for all common area maintenance expenses, as well as taxes, insurance and utilities.
- Prepare comparative income statements, as well as a full range of financial reports, including general ledger, trial balance and balance sheet.
- At year end, we provide all reports to your accountant, and work with them in their preparation of your tax return.

Leasing Services

Our brokerage professionals focus on positioning the property in the marketplace, identifying suitable prospects, and creating customized marketing strategies to enhance the value of our client's assets. We evaluate market conditions, including tenant relocations, levels of occupancy in a target area, rental rates, proposed development and other real estate trends to develop a comprehensive positioning and leasing program for the property.

Facility Audits

We inspect a building to determine the condition of the electrical, plumbing, mechanical, structural and fire safety systems and offer recommendations for improving efficiency and controlling costs.



In Addition, We Also Provide

- 24/7 response to emergency situations.
- Immediate responsiveness to tenants' service requests.
- Regular comprehensive property inspections.
- Fair and competitive contract negotiations.
- Supervision of all contract work and maintenance responsibilities such as janitorial services, security, elevator, plumbing, snow removal, landscaping, HVAC etc.
- Compliance with all building code, municipal and state regulations.
- Function as Court-Appointed Receiver to control all physical and financial management of the asset.

Property Management Services

Whether it's management of your day-to-day operations, leasing, asset protection, construction services, or financial management, we provide personalized services customized to each client's needs. We have extensive experience managing a variety of commercial properties including office, retail, medical, corporate, and multi-family and residential facilities and homeowner associations.

Multifamily & HOA Management

Our reputation and experience has made our name synonymous with HOA Management in the region. We are unparalleled in terms of client base, management expertise, service, knowledge, efficiency, and cost effectiveness. Our over-riding objective is to achieve and maintain a first-class condition for all the multi-family and homeowner condominium communities we manage, which we achieve through determined emphasis on reserve planning, budgeting, and customer service.

Retail Management

Our property management professionals manage over 3 million square feet of retail space for clients including Staples and United Bank, and we provide a single point of contact and complete range of property services unique to retail assets including dark store management, 24/7 support, physical site maintenance, and standard services that include operations management, financial accounting and reporting, and brokerage services. We have been hired by local, regional, and national institutions and firms to manage, stabilize and reposition assets by implementing our management skills, creating value and expediting the eventual disposition of the property through our experienced brokerage team.

Office/Medical Management

We manage a wide range of office and medical buildings, from smaller and mid-sized to Class A office towers. No matter the size of your office property, we'll work with you to protect your investment and maximize your returns. We presently manage more than 6 million square feet of commercial property, one million of which is located in downtown Springfield's central business district, and in excess of 170,000 square feet of medical office space, which includes New North Professional Building, Baystate Medical Office Building, 780 Chestnut Street, and Liberty Medical Arts Medical Building.



OUR TOP 5 GOALS AS A PROPERTY MANAGER ARE:

1

To ensure your building is receiving the best service and operating at peak efficiency.

2

To provide in-depth communication and the comfort of knowing that every detail is covered and every aspect of your asset is under control.

3

To build relationships with our tenants and actively raise their satisfaction levels with creative programs while providing superior attention to their needs.

4

To provide buying power and savings opportunities in regard to services, products and talent.

5

To pursue ways to continually improve your asset's financial performance and standing in the market

Why NAI Plotkin?

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We are Celebrating 55 Years of Excellence in Commercial Real Estate

Since 1963, NAI Plotkin has been a leading independent full-service brokerage and property management firm. In addition to providing strategic solutions for a diverse range of clients, NAI Plotkin offers a suite of comprehensive value-added services, including:

- Property Management/Facilities Management
- Brokerage Services
- Tenant & Landlord Representation
- Owner's Project Management
- Construction Services
- Consulting & Advisory Services

As a member of NAI Global, we participate in a global network that shares the best practices and helps us stay on the absolute cutting edge of the industry.

NAI Plotkin is part of
NAI Global.

That means we are part of a global commercial real estate network, spanning 400 offices with 7,000+ agents worldwide.



To learn more about our
services, please contact:

Elizabeth Barnes

Chief Operating Officer
1350 Main Street, Suite 1410
Springfield, MA 01103

Office 413-781-8000
Direct 413 200 6002
Email bbarnes@splotkin.com



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1350 Main Street, Suite 1410 | Springfield, MA 01103
+1-413-781-8000 | info@splotkin.com



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