

# IS **MANAGING** YOUR FACILITY GIVING YOU A **HEADACHE**?



GOVERNMENT REGULATIONS  
CONSERVATION REQUIREMENTS  
COMPLICATED EQUIPMENT  
ENVIRONMENTAL LAWS  
CHANGING TECHNOLOGY  
PERSONNEL ISSUES  
LEGAL LIABILITIES  
SAFETY CONCERNS  
EFFICIENCY PRESSURES

# LET US HELP!



Managing the day-in, day-out operation and maintenance of a property has never been an easy task but changes over the last several years have made it a complicated, stressful and, at times, overwhelming job. In the past, facility management entailed overseeing janitorial services, mail rooms, and security. However, since the mid-20th century it has expanded into a much greater role with a very large set of responsibilities, including an emphasis on deriving as much value from the facility as possible.

Facility managers today are often highly trained and educated and must wear several hats. Factors contributing to the complexity of property management are numerous:

- Facilities have become much larger and more complicated, often relying on computerized and electronic support systems that require expertise to operate and repair.
- A multitude of government regulations has forced facility managers to consider all kinds of factors related to access for people with disabilities, hazardous materials, and legal liability for the safety of the people that enter the premises.
- There are an overflow of environmental laws related to factors such as indoor air quality, grounds maintenance, and hazardous emissions.
- Cost-consciousness has generated an emphasis on operational efficiency.
- The number of staff and personnel needing overseeing is ever-increasing. In addition to managing the important duties related to standard janitorial, mail room, and security activities, the facility manager may also be responsible for providing engineering, architectural and IT services and hiring subcontractors.

Today, more and more companies are choosing to hire contract managers to handle their facilities management so they can focus on other goals, such as producing a product or providing a service. Many of those firms find that outsourcing property management duties to a specialist reduces costs and improves operations, as well as providing unforeseen benefits not directly related to facilities management.

Let Holt Lunsford Commercial Facilities Management Services handle your property management **headaches** so that you can focus on what you do best!



# Holt Lunsford Commercial FACILITIES MANAGEMENT SERVICES

## **PROJECT & CONSTRUCTION MANAGEMENT**

Holt Lunsford Commercial offers proven expertise and remains successful by meeting deadlines while remaining true to its value of producing high quality product. Our highly trained employees act as consultants developing and identifying problems in advance.

## **VENDOR MANAGEMENT**

Our clients benefit from our vendor management program with relationships and buying power with several hundred vendors and suppliers.

## **ENGINEERING & MAINTENANCE**

From in-house maintenance to coordination of regularly scheduled services, the Holt Lunsford Commercial team focuses on preventative maintenance thereby reducing overall operating costs, extending asset life and reducing unexpected problems.

## **TRAINING & EDUCATION**

Our people are highly trained experts who are involved in the real estate industry with associations with the Building Owners & Managers Association (BOMA), The Institute of Real Estate Management (IREM), and the Texas Real Estate Commission (TREC). Employees receive mandatory training in various areas and many have earned professional certifications in the industry.

## **RISK MANAGEMENT**

Holt Lunsford Commercial is passionate about safety and quality and works hard to ensure a highly productive workplace through the creation of a risk management program customized for each facility.

## **SUSTAINABILITY PROGRAMS**

We help our clients improve the ways in which their organizations can positively impact the environment. Holt Lunsford Commercial currently operates numerous LEED certified and Energy Star rated facilities.

## **FINANCIAL PLANNING & ACCOUNTING**

Holt Lunsford Commercial has a financial accounting and reporting department supported by excellent personnel, exceptional internal controls, and the desire to do an outstanding job for each of our clients.

## **INSURANCE PROGRAM**

Holt Lunsford Commercial's Insurance Program is aimed to serve individual building owners by providing them with the lower rates since our program leverages scale and expertise to reduce your premium costs. Along with these lower rates comes outstanding customer service, broader coverage for your assets, and competitive deductibles.



# WHAT OUR CLIENTS ARE SAYING



"The Hope Center is honored to have the Holt Lunsford Company manage our campus. Not only do we have outstanding front line people that produce every single day, but the deep bench of talent assures me that the best and brightest solutions, and the latest industry techniques are performed here with excellence. They are accountable, professional, responsible, practical, and cost efficient. We consider our Holt Lunsford team to be family, and co-laborers in our commitment to Christ based applications of our daily calling."

P. Stan Keith  
President and CEO, The Hope Center





## AWARD WINNING PROPERTY MANAGEMENT TEAM

HLC Employees are ranked highly in the industry  
and our expertise in facility management has been nationally recognized.

- 2016 BOMA Lonestar Senior Portfolio Manager of the Year – Chandra Hamric
- 2016 BOMA Lonestar Outstanding Member of the Year – Scott Moore
- 2016 BOMA Dallas Industrial Park of the Year – {Park 20/35}
- 2016 BOMA Dallas Office Building of the Year (100,000 – 249,999 SF) – {The Addison}
- 2016 BOMA Fort Worth Office Building of the Year (Under 100,000 SF) – {Mallick Tower}
- 2015 BOMA Lonestar Award – Portfolio Manager of the Year – Carolyn Taylor
- 2015 BOMA Lonestar Award – Property Manager of the Year – Harvey Jenkins
- 2015 BOMA Lonestar Award – Building Engineer of the Year – Cris Ruiz
- 2014 BOMA Lonestar Award – Property Manager of the Year – Kristen Schwartz
- 2014 BOMA Lonestar Award – Portfolio Manager of the Year – Mary Leerssen
- 2013 BOMA International Industrial Building of the Year {Turnpike Distribution Center}
- 2013 BOMA Lonestar Award – Property Assistant of the Year – Cheryl Gethers
- 2012 BOMA Dallas Industrial Building of the Year {Turnpike Distribution Center}
- 2012 BOMA Regional Industrial Building of the Year {Turnpike Distribution Center}
- Featured in the national publication, “Green Building and Design” {Turnpike Distribution Center}



IT'S ALL  
ABOUT  
VALUES

Holt Lunsford  
Founder & CEO



In 1993, Holt Lunsford envisioned building a company that would be distinguished by superb customer service, professional expertise and unwavering integrity - a company to be counted on to deliver consistent service to those in the real estate industry. Holt Lunsford Commercial's success proves that this formula works.

Today, Holt Lunsford Commercial is the third largest commercial real estate provider in the Dallas/Fort Worth Metroplex, overseeing approximately 60 million square feet in Dallas, Fort Worth and Houston for private and institutional owners. Our team of over 100 employees work together daily to maintain our combined office and industrial portfolio.

Holt Lunsford Commercial is guided by a few compelling, yet simple, values. We believe our value system is the key factor in outperforming the competition and it sets us apart as the region's premier commercial real estate service provider. We focus on keeping things simple - and being brilliant at the basics. Professional excellence and integrity are the cornerstones to our proven track record and the foundation of all our client relationships.

TRUTH | CUSTOMER SERVICE | EXPERTISE | GROWTH | LEARN | PERFORMANCE | FUN | GOLDEN RULE



*FOR MORE INFORMATION, PLEASE CONTACT US*



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