



UGL Equis Data Management Services



OUR CAPABILITIES

- Assessing data management strengths and weaknesses
 - Locating, organizing and abstracting critical property data from leases and other legal documents
 - Implementing a centralized real estate technology solution
 - Tracking critical dates such as lease payments, expirations and renewals
 - Managing vendor payments
 - Interfacing with landlords to reconcile payments and manage late fees
 - Providing pristine data and reliable record-keeping to support corporate governance requirements
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While access to up-to-date, accurate data is essential in minimizing the risks and costs associated with managing real estate holdings, many organizations do not have a reliable system for capturing and analyzing real estate lease data. What's more, most organizations do not have the in-house expertise to implement a data management system. UGL Equis provides independent analysis, system implementation and accurate ongoing data management to help our clients consolidate and control real estate information.

UGL Equis understands that maintaining control over information is critical to the successful management of real estate assets. We also know how to turn data into actionable information for reducing occupancy costs, managing key lease dates, and reporting on inventories by asset type, location, size and other factors. Our professionals offer a unique combination of real estate and data management expertise, enabling us to objectively evaluate technology tools, select the right option, negotiate the purchase and implement the system. Our financial expertise enables us to configure systems in a manner that helps financial officers comply with Sarbanes-Oxley and other corporate governance mandates.

UGL Equis brings experience and insight to all aspects of real estate data management. Our in-house staff can work with client side resources to ensure a successful implementation and knowledge transfer. We do not outsource our technology offerings. In fact, we believe that our greatest asset is our highly trained staff.

UGL Equis serves organizations of all sizes in a range of markets, including automotive, telecommunications, manufacturing, pharmaceuticals / biotechnology, consulting, insurance, manufacturing, technology, non-profits and the public sector.

OUR CLIENTS INCLUDE:

- AT&T
- Bayer Corporation
- Broadview Networks
- BusinessWire
- Centene Corporation
- Charter Communications
- DaimlerChrysler
- Harris Corporation
- Nestle
- New Horizons
- Omnicare
- Qwest Communications
- Underwriters Labs

A PROVEN APPROACH TO INTEGRATED DATA MANAGEMENT

Our four-step software-implementation and data management process is consistent and effective:

ASSESS

UGL Equis reviews current data management processes and helps define technology requirements. We work closely with clients to identify pertinent documents and data sources. We assess the status of the existing paper and electronic files and develop functional and organizational specifications. We also help determine which elements of complex lease documents are most essential to meeting real estate goals and which reports are needed by management.

PLAN

Next we devise a plan to provide access to data, and help set report criteria. We establish realistic budget goals and help clients determine staffing needs and implementation schedules, as well as the best means for converting original documents into electronic information.

IMPLEMENT

UGL Equis can lead or assist with software implementation, configuring the technology system to provide the right information to the right users. We facilitate the imaging of original documents, consolidating hard copies and preparing the files for the abstracting team. If needed, we also translate lease documents into any language. Our rigorous quality assurance processes help ensure a smooth implementation and hand-off for day-to-day data management.

MANAGE

A single point of contact manages the entire software implementation and data management process. Once the system has been installed and configured, our skilled administrators help input data and develop abstract reports for each property, as well as management reports. Our day-to-day management team provides vigorous upkeep to ensure data remains current and lease expiration dates are not missed.



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About UGL Equis For more than two decades, UGL Equis has applied a combination of financial, business, industry and public sector expertise to a spectrum of corporate real estate services. We have grown into the world's largest corporate real estate firm exclusively focused on users of business spaces. We have cultivated successful relationships with some of the world's leading organizations, and have helped thousands of businesses transform their real estate into a competitive advantage. www.ugl-equis.com