



FME Service Offerings

Consulting

FM Strategy Development – We can develop best practice FM strategies that will align your businesses corporate mission, vision and values to your property services, such a strategy would include but not be limited to

- Improve building performance and asset life
- Optimise operating and lifecycle replacement costs
- Optimise your cost for the delivery of FM operations

Not only can the FM Strategy drive superior quality service, but a more effective and efficient FM solution that can translate into substantial cost savings when factored over a number of years – it pays to be strategic!

FM Mobilisation - Facility management mobilisation focuses on the strategic facility management planning and implementation of all activities required to ensure your property is fully operational, including:

- Maintenance Planning
- Facility Management Briefs
- Tender Specification Writing
- Procurement Services
- Facility Management Procedures
- Facility Management Readiness
- Facility Management Post Implementation Services
- Construction Project Transition

Asset Management Planning/Maintenance Planning - We can assist your organisation in all aspects of maintenance planning, including preventative and reactive maintenance, lifecycle replacement, asset registers, monitoring and reporting, environmental sustainability, and asset management software solutions. This will ensure compliance and optimise you operating costs for asset maintenance

Building Condition Audits - FM Essentials utilise tablets and bespoke asset management software for building condition audits, in order to streamline the reporting process and significantly improve data integrity.

Tender Specification Writing - FM Essentials can develop high quality tender specifications to assist your organisation in the procurement of all manner of facility management related services we can also write Service Specifications for your FM operations to ensure the service levels and standards you require are written into any supplier contracts

FM Bid Writing – We are an established market leader in the provision of facility management bid writing services, and is regularly appointed by leading facility management companies to develop tender responses and bid submissions for a broad range of opportunities, including major PPP's.

Policies and Procedure writing we can write policies and procedures for your FM operations to ensure compliance and that your mission vision and values are uphold at all times

Procurement Strategy Development we can help develop your procurement strategy to ensure that you minimise costs and maximise the service delivery for all outsourced services

Workplace Services Planning - We can assist with the development of your workplace services (Office support) to ensure that the staff/end users have a functional and pleasant experience in the workplace

Design Reviews – We can review any architectural drawings and ensure that the design meets the operational requirements in terms of the delivery of FM services typically for back of house services for example mailroom services deliveries and distribution, cleaning operations

Operational Service Optimisation/Transformation - we can review and analyse your current FM operations and identify and support the implementation of improvements whether these are cost saving or improvements in the delivery of services, we use CMMS and Financial data to achieve these improvements

Benefits

Superior quality facility management and workplace services

Ensure regulatory compliance

Optimise building performance, asset life and operating costs

Align facility management with your organisation's vision, strategy and culture

Services

FM Service Delivery (Remote Model) – through this service we would use our fmXpert software to manage workflow (job and call management) and the management of your contractors to ensure compliance and best practice in the delivery of FM operations

We have the knowledge, skills and experience to ensure that you clearly understand your responsibilities in the ongoing maintenance of essential safety measures, and that your organisation achieves regulatory building compliance. FM Essentials can also take care of all your other facility management services requirements, including mechanical, electrical, fire, plumbing, lifts/escalators, general maintenance and a range of other services – all delivered as part of an integrated facility management service.

- Our innovative, best practice facility management services include:
- Maintenance Planning/Lifecycle Planning
- Maintenance Management/Work Orders/Contractor Management
- Essential Safety Measures/Auditing & Building Compliance
- Reporting & Data Management

Benefits

Ensure building compliance with regulatory obligations

Optimise operating costs, building performance and asset life

Integrated solution combining all your facility management services

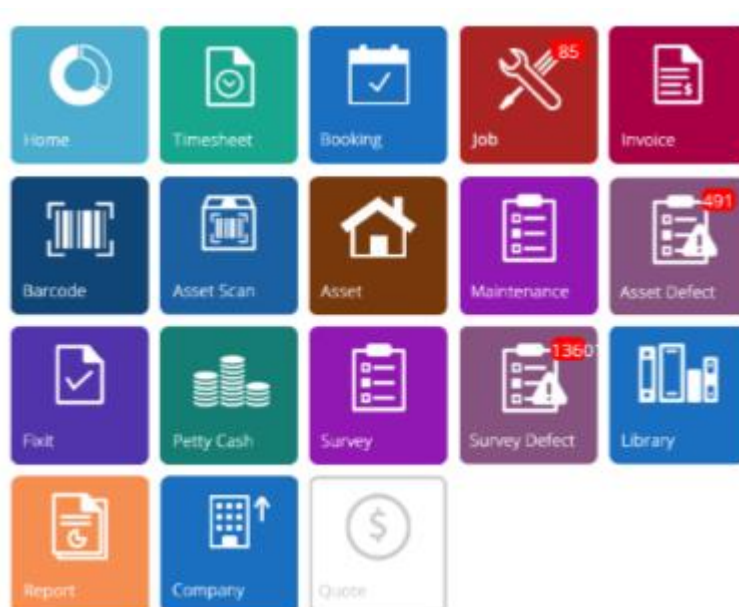


Software (fmXpert)

Our clients are all unique in their operations, size and needs requirements and irrespective of your facility and administrative environment, Essential Asset Services Mantra remains constant:

- Deliver a consultative, client-focussed and totally open and transparent approach to the management and servicing of all your property maintenance and essential service compliance requirements.
- Ensure our clients are provided with and have the means to easily remain informed and up to date on their facility and maintenance activities.
- Provide TRANSPERANCY AND PERFORMANCE Visibility not only across their facility or portfolio but down to a single asset or asset group with-in that facility or Portfolio.
- Work with our clients in managing their asset over the different stages of their life cycle, to balance costs, opportunities and risks against the desired performance of assets, while allowing our clients to concentrate on their core business.

To achieve this, we provide all our clients with fmXpert



BENEFITS

- Enhance your building’s operations and visibility into the maintenance process with complete TRANSPERANCY AND PERFORMANCE Visibility from a single asset, Individual Property to an entire Portfolio
- Improved Risk Management
- Improved Compliance Management
- Customised Client Views
- Live Status Reports
- LIBRARY for Plans, Photos or Other Relevant Data
- Complete Suite of CLIENT ACCESSIBLE Reports