



# FITECHGELB

Innovative.  
Effective.  
World-class.

Find out how we can help you  
achieve your vision for your  
Real Estate business.

» Real Estate Consulting

» IT & Construction Services

» Accounting & Lease Abstraction

We take you  
beyond the buildings  
and into the cloud.

(212) 223-8324 (TECH)  
info@FitechGelb.com  
www.FitechGelb.com

United States: California | Florida | New Jersey | New York

International: Canada | India | Netherlands

## » Real Estate Consulting

Our Real Estate Consulting services provide you the valuable insights and data that guide your business decisions to a winning strategy.

### Consulting Services

- ERP System Selection & Assessment
- ERP System Implementation & Upgrades
- System Administration & Help Desk
- Workflow Optimization
- Custom Reporting and Development
- Specialized Add-In Functions
- Customized Training Solutions
- Data Conversion
- Business Intelligence Solutions

## » Accounting & Lease Abstraction Services

Our accounting and lease abstraction services see to your back office so you can gain scalability and peace of mind.

### Accounting Services

- Accounts Payable ("A/P")
- Accounts Receivable ("A/R")
- First Level Data Validation
- Monthly Reporting Packages
- Investor Reporting Packages
- Submitting Invoices for Payment
- Coding Invoices
- Pushing Invoices into Workflow
- Submitting Invoices for Payment
- Bank Reconciliations
- Data Entry
- Yearly Budgets
- Replacement Reserve Requests
- Brokerage Commission Entry
- Ad-Hoc Data Entry Tasks

## » IT & Construction Services

Our expertise in IT infrastructure, construction and security design protect your business and data while optimizing your operations.

### IT Services

- Private Encrypted Cloud
- SOC 1 & SOC 2 Compliance
- Hybrid Cloud
- OUTSinc Powered By FitechGelb
- Office 365 Deployment & Integration
- Dual Authentication
- 24x7 Help Desk Support
- Proactive Desktop Management
- Network Audit
- Penetration Testing
- Vulnerability Assessments

### Construction Services

- Low Voltage Design
  - Cat6
  - Commercial Office In-Building Wi-Fi
  - Access Control Systems
  - Security Camera Systems
  - Audio Visual Systems
  - Movie Theater
  - Gym
- Low Voltage Installation
  - Includes all of the above
- Multi-Family In-Building Wi-Fi
  - Including Managed Services
- Project Management

### Lease Abstraction Services

- Lease Abstracts
- Lease Setup and Maintenances
- Property Level Configuration
- Unit Inventory Setup
- Recovery Setup
- Audits (CAM, Financial, Rent Roll)
- Monthly Reporting
- Year End Reconciliation
- Invoice Preparation
- Security Deposit / LOC Audit
- Expenses Leakage Analysis
- CAM Variances Analysis
- Leasing Commission Calculation
- CPI Manual Calculation
- Percentage Rent Calculation