

25 Years

of Professional Property Management Experience

Property Management Introduction

Ferlito Management has earned a solid reputation for providing professional property management services based on integrity, work ethic, and having a sense of urgency. We treat our tenants as customers, with respect and compassion by reacting quickly and efficiently to their maintenance requests, as well as addressing any other concerns that may arise. We treat our building owners with care, consistent communication, and top notch service. Lastly, we treat the property as if it were our own.

For 25 years, Ferlito Management has specialized in managing all types of real estate properties including:

We manage all types of Real Estate Properties

- Medical Office Buildings
- General Office Buildings
- Retail Shopping Centers
- Industrial
- Residential



Scope of Services

Financial Reporting:

Ferlito Management will provide monthly reports on all activity, including but not limited to, rent collection, expenses, and maintenance issues. We use Yardi Advantage Property Management software to document and keep track of all financial activity.

Budgeting:

Our property management team has extensive experience developing and monitoring a strict budget which will include everything from maintenance to personnel and general operations. Our team will keep you apprised of any significant changes as well as researched and documented explanations for each change.



Tenant Retention:

Through communication, we will strive to get a clear understanding of the owners, concerns, goals and objectives for the property. We will then meet with the tenants to understand their needs and develop a plan to keep them in the property and avoid vacancies.

Rent Collection:

As rent collection is one of the most important aspects of successful property management, our team strives to collect rent in a timely fashion. Our database generates reports that list the tenants who have yet to pay their rent, as well as, the amounts and time period they are delinquent. We will combat late payments by making phone calls to each delinquent tenant as well as assess late fees as dictated in the tenants lease. If necessary, we will follow legal steps to ensure collection of any outstanding amounts.

Scope of Services

Maintenance Programs:

Over the years, our team has learned how to efficiently and effectively scout out the best and most cost effective ways to deal with day to day maintenance of a building, as well as unforeseen issues that may arise. We have a long list of trusted and dedicated individuals as well as companies who have spent numerous hours with our team to make sure each building is in the best shape it can possibly be. If an issue arises, at any time, we will be there to take care of it, in the most timely and efficient way possible, usually within 24 hours.



Insurance policies:

It is important that not only those companies doing work at the building have insurance, but also that all tenants have up to date insurance at all times. Ferlito Management makes it a priority to follow-up with any lapsed insurance policies, as well as collecting insurance from any new tenants or vendors expected to complete work. Insurance expiration dates are recorded within our database.

Lease Negotiations:

One of our main focuses as a property management team is to make sure your building is at 100% occupancy at all times. It is extremely important to keep tenants happy throughout the term of their lease, especially as that term comes to an end. If you choose to utilize our team to negotiate new terms, we will do everything in our power to address any concerns the tenant may have, and come up with the best options for them. If a tenant chooses not to renew, we will work diligently to bring in new tenants to fill vacant space and work with them to come up with a mutually agreeable lease.

Project Management:

Having direct access to a licensed, experienced building company; If deemed necessary by the owners, we have a project management team on-site who is willing to facilitate and oversee any renovations requested by the owner or tenant. Our team is highly skilled in organizing, researching, and facilitating new construction as well as renovations. If chosen by the owner to complete requested construction, we will manage all tasks with commitment to cost efficiency as well as schedule requirements.

Scope of Services

Go Green:

With an emphasis on decreasing costs and increasing concerns for the environment, our team has kept up with the latest green technology. We will inspect, review, and make recommendations to you on how to improve your property and lessen its impact on the environment.



Ferlito Management truly has a passion for what we do on a day to day basis. We will treat your property as if it were our own, leaving no stone unturned regarding cost saving, tenant satisfaction, and communication with you. We are a family owned and operated company. You will be dealing directly with the owners who will always put your best interest first. I encourage you to call us today. We will meet with you to discuss your properties at your convenience.

Contact Information:

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