



LYNX COMPANY PROFILE: OVERVIEW & VISION

OVERVIEW

LYNX'S Story

Lynx has been offering diverse property services in the MENA region for two decades. A project development mandate in 2004 for a golf-course resort in Cyprus and the resulting need to manage it, led to the birth of Lynx. With the founders' winning combination of zeal for best-practice with savvy for getting top value, the company swiftly grew and caught the eye of such high-standard clients as NAAFI, the British Navy, Army and Air Force Institute. It is within this framework that Lynx developed their services in Lebanon and is rapidly becoming a key player in the market.

Operating with Sophisticated Software Including CAFM / CMMS and Asset Capturing, and Within an ISO Quality System with Health and Safety at the forefront of our Activities, we are Responsive to our Clients' Needs, Transparent in our Operations, Efficient in our Business and Therefore Offer our Clients a Superior Value-for-Money Quality Service

LYNX'S Basics

LYNX'S Vision

Our vision for LYNX is to become the TRUSTED PARTNER in Facilities Maintenance, Property Management, Project Management & Contracting and Strategic Property Guidance by being a dynamic, flexible and forward-thinking organization backed up by a solid team, resources, and international standards to produce INNOVATIVE SOLUTIONS for our clients

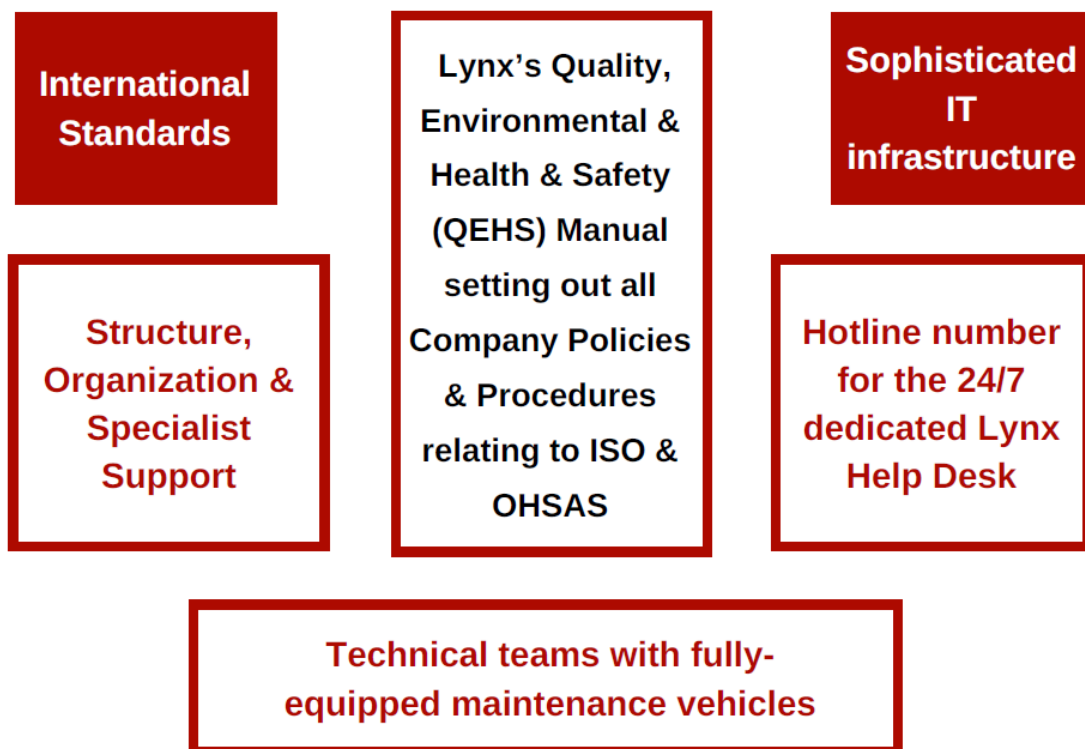
*With LYNX's "**Consider it Done**" philosophy our Customers can focus on their core business*

WHY LYNX

Lynx' principals have been offering strategic Real Estate Guidance & Asset Management in the MENA region for over two decades. Our Facilities Management department is made up of a vibrant and inspirational team of engineers, technicians, IT specialists, and professional administration staff, all dedicated to realizing the vision of Lynx by being the best in the market.

Behind the scenes, we have invested in leading-edge technological & operational solutions including **CAFM/CMMS & asset capturing**, and we operate under an **ISO Quality** framework with Health & Safety at the forefront of our activities

Our proven service delivery model being based around the following key strands:



Our vision for Lynx is to become the **trusted partner** through **full transparency in our operations**, being a **dynamic, responsive**, and **forward-thinking** organization backed up by a **knowledgeable** team, **flexible resources**, and our QEHS Manual with full procedures for producing efficient and innovative solutions for our clients. Our added value approach underpins the philosophy of partnership and cost cutting to improve the client's bottom line and enhance returns on investment whilst optimizing the lifecycle of equipment.

With LYNX's "*Consider it Done*" philosophy our Customers can focus on their core business

LYNX'S Core Services

Facilities Maintenance (FM)

- Hard Services (HVAC, Plumbing, Electrical ...)
- Soft Services (Security, Janitorial, Concierge, Valet Parking ...)

Property Management (PM)

- Committee Management & Setup
- Property Administration
- Budgeting & Accounting
- Lease / Rental Management
- Legal Advisory

Project Management & Contracting

- Project Management
- Project Execution
- Design Fit-out
- Renovation Works

FM/PM Consultancy

- Architectural design review for FM
- FM/PM Budgets
- FM/PM Operations Set-up

Strategic Property Guidance

- Strategic planning with unique value creating solutions
- Concept elaboration for flexibility & process improvement
- Seasoned analytics with emphasis on ROI/IRR
- Urban planning with value-creating solutions

***LYNX is proud to be known for high quality outcomes,
trusted as advisors and respected for our integrity***



Facilities Maintenance (FM)

Much more than soft & hard services covering cleaning, security, landscaping, handyman, MEP, HVAC, chillers, VRVs, ventilation, building management system (BMS), boilers, generators, LV/HV electrical distribution and lifts repairs and maintenance, we offer top class support activities within IT, CMMS & CAFM implementation, energy reduction, office planning, emergency preparedness, and much more.

We build long-lasting relationships by properly understanding our customers' needs, taking an integrated view of their non-core activities and service infrastructure, and finding synergies for effective problem solving.

Our comprehensive FM services can be provided as part of an integrated maintenance solution, combining fabric with mechanical and electrical maintenance, or as a stand-alone service such as surveys, audit and asset capturing, energy inspections & reports, project management, or call-out maintenance and repair.

1 Helpdesk # to call
1 bill to pay
"Consider it done!"

Capable of any assignment from grounds maintenance, roof or exterior fabric, plumbing, wiring, waterproofing & drainage, door/lock repairs, stair repairs, ceiling tiles, carpeting, glazing repairs, carpentry work and revamping of furniture and fittings

Property Management (PM)

Our experienced and passionate team takes care of all the operational, financial and compliance aspects of portfolios or individual properties.

- Committee Administration
- Legal Counsel, Budgeting & Accounting
- Lease/Rental Management
- Condition Reporting
- Help Desk & Maintenance Hotline

Linking People, Expertise, Resources, & Technology
For Optimal Results

Project Management & Contracting

With a dedicated team of specialists, Lynx carries out a variety of electrical, mechanical and civil works embracing everything from large-scale projects such as building expansion or total electrical rewiring and complete building fabric repair to renovations, relocations, refurbishments, fit-outs, and redecoration, always managing the transition with minimum interference to your business.

Where Lynx makes a difference:

- **Seamless transitions** - realistic project planning strategy to ensure objectives are met whilst costs are properly managed & disruption kept to a bare minimum.
- **Process support** in securing project viability study, appointing specialized consultants, assisting in obtaining permits, procurement, testing & commissioning of equipment, snagging, final sign-off & project handover
- **Tight control** of budget & project coordination between architects, special fit-out contractors, HV/LV consultants, equipment suppliers, & IT specialists to ensure “right place at right time & right tasks” carried out to best standards.

Superior strategic planning, contracting of tested & approved subcontractors, savvy procurement, meticulous project coordination & supervision, strict resource management, & comprehensive & timely reporting

FM/PM Consultancy

Whether the project is on the drafting board or an operating entity, Lynx reviews the integration of processes and scope from an FM perspective and offers meaningful advice to business owners by providing relevant trends and accurate cost analyses.

- Architectural design review for Facilities Maintenance
- Budgeting for Maintenance, Optimization & Strategic Planning
- Implementation for IT infrastructure including CMMS
- Total Facilities Management Systems and Procedures
- Set-up of FM department for in-house operations
- Existing operations are improved through organizational or space
- restructuring, optimized business processes, in-sourcing versus outsourcing strategy,
- streamlining of energy & utility use, IT automation, and FM strategy design and deployment.

**We Add *Value* While
Bringing *Savings* To *Your Project***

Strategic Property Guidance

Invariably enlisted as the Owners' Representative, Lynx assumes the key role of coordinator between the various stakeholders including legal counsel, auditors, lead designers & planners, branding marketing & client experience consultants, engineers & construction management companies, banks, market and financial consultants etc. in order to ensure that all members of the project team are working in sync towards a common goal.

- Introducing flexibility & process improvement into Your concept to ensure success
- Strategic planning with unique value-creating solutions
- Seasoned analytics with emphasis on Return on Investment (ROI) and Internal Rate of Return (IRR)
- Urban planning - smart & sustainable city innovators & value-creating solutions

LYNX'S Enablers

- Lynx's background based on British systems and methodologies
- Lynx's culture based on performance, integrity, innovation and partnership with our customers
- State-of-the-art IT infrastructure with **CAFM/CMMS** software
- Operations' Policies & Procedures, International Standards and QHSE guidelines and practices
- Highly qualified team (managerial, technical, administrative, IT, financial, procurement and legal)

LYNX'S Key Indicators For Successful Operations

- Quality of Work
- Timely Execution
- Vendor Warranty
- Level of Customer Satisfaction
- Cutting Edge Technology

“Consider It Done!”

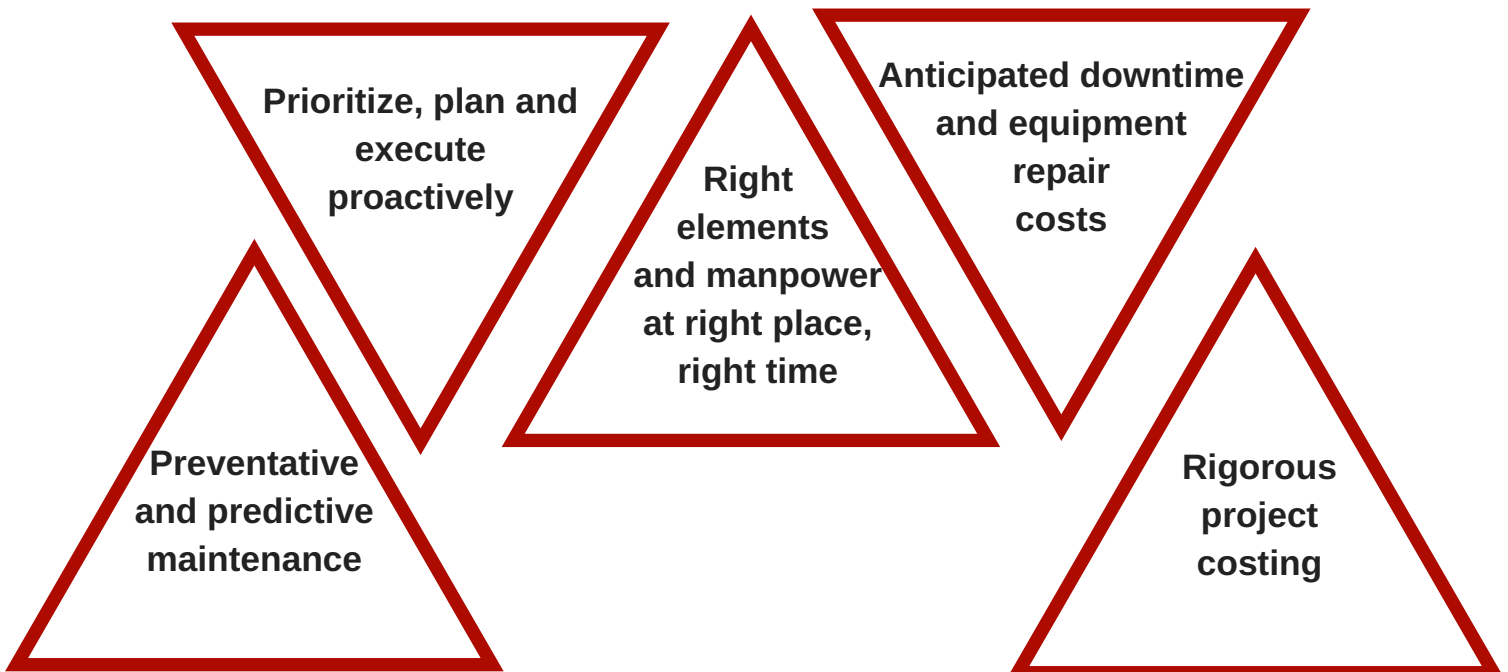


RESOURCES :IT SYSTEMS

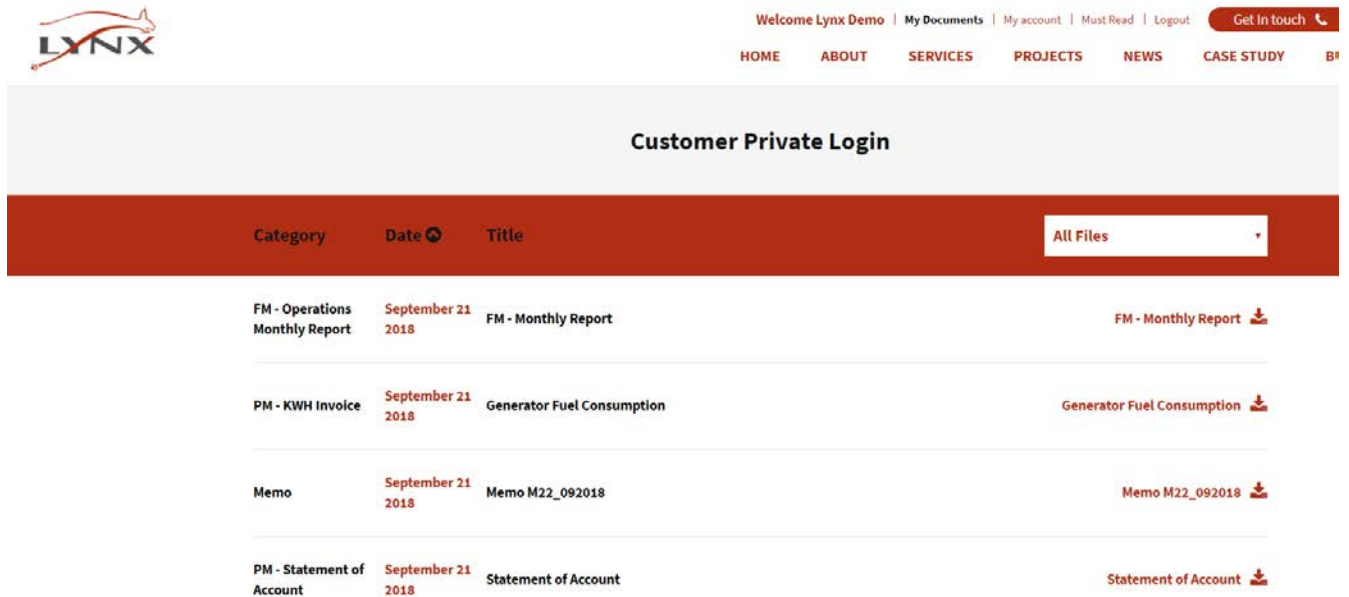
The KEY indicators for successful Facilities Management operations and Property Services







LYNX, achieves these KEY indicators by using the latest in integrated Computerized Maintenance Management System (CMMS), Project Costing and Customer Relationship Management (CRM) Facilities Management Systems, to:



LYNX'S Customer Portal



The screenshot shows the LYNX Customer Portal interface. At the top left is the LYNX logo. The top right navigation bar includes: "Welcome Lynx Demo", "My Documents", "My account", "Must Read", "Logout", and "Get in touch" with a phone icon. Below this is a menu with "HOME", "ABOUT", "SERVICES", "PROJECTS", "NEWS", "CASE STUDY", and "B". The main content area is titled "Customer Private Login". Below this is a table with columns: "Category", "Date", "Title", and a dropdown menu labeled "All Files".

Category	Date	Title	
FM - Operations Monthly Report	September 21 2018	FM - Monthly Report	FM - Monthly Report 
PM - KWH Invoice	September 21 2018	Generator Fuel Consumption	Generator Fuel Consumption 
Memo	September 21 2018	Memo M22_092018	Memo M22_092018 
PM - Statement of Account	September 21 2018	Statement of Account	Statement of Account 

Lynx has introduced a user-friendly **customer portal** that provides our clients secure access to their account with details of the following:

- Legal documents relating to the Homeowner's association
- Homeowner's association budget
- Maintenance reports broken down by date, trade and assets
- Statement of accounts
- Profit & Loss of project
- Project notebook
- Health & Safety Issues
- Suggested improvements
- Important notices

BUSINESS PARTNERSHIPS

LYNX is a dynamic, flexible and forward-thinking organization, which has amassed solid credentials throughout the region through an extensive network of local associations:



For more information, please consult www.lynxco.com

Khoury Home

12 Showrooms Across Lebanon

Total Facilities Management Soft & hard maintenance, subcontractor management, Fit out & enhancement for new/existing showrooms 24 X 7 Hotline

R e t a i l

Kempinski Summerland Residences

70 Units, Jnah Lebanon

Property Management & Facility Management shared services (hotel vs resort)

R e s i d e n t i a l

Realis Properties

G1 Tower, Dbayeh Lebanon

Property & Facilities Management & Management of soft & hard subcontractors- 24 X 7 Hotline

C o m m e r c i a l & R e t a i l

Private Residence

Yarze Lebanon

Property & Facilities Management & Management of soft & hard subcontractors- 24 X 7 Hotline

R e s i d e n t i a l

Korean Ambassadors Residence

Yarze Lebanon

Property & Facilities Management & Management of soft & hard subcontractors- 24 X 7 Hotline

R e s i d e n t i a l

Venture MEA

The Backyard Hazmieh, Lebanon

FProject Facilities Management including a Resident Team & Management of hard subcontractors- 24 X 7 Hotline

E n t e r t a i n m e n t C o m p l e x

First National Bank

27 branches & 5 ATM room, Across Lebanon

Total Facilities Management Occasional Project Management 24 X 7 Hotline

C o m m e r c i a l

Malia Group

Headquarters, Zalka Lebanon

Facilities Management including Management of hard subcontractors- 24 X 7 Hotline

C o m m e r c i a l

Rise Properties

Strassco Tower, Zalka Lebanon

Property & Facilities Management & Management of hard subcontractors- 24 X 7 Hotline

C o m m e r c i a l

BBAC

Selective Branches, Lebanon

Total Facilities Management Occasional Project Management 24 X 7 Hotline

C o m m e r c i a l

Korean Embassy

Beirut Lebanon

Facilities Management including Management of hard subcontractors- 24 X 7 Hotline

C o m m e r c i a l

Arabia Insurance

Headquarters + all branches, Lebanon

Total Facilities Management, Property management, Secretarial services, Technical resident team, Security & Janitorial services, Management of soft and hard subcontractors, 24 X 7 Hotline

C o m m e r c i a l

LYNX' Selective FM Consulting & Fit-out projects 2019

San Antonio Community

Kfardebian, Lebanon

Review of Facilities Management Soft & hard maintenance, subcontractor management for Infra and Common Areas

R e s i d e n t i a l

Kempinski

Jnah Lebanon

Shared services accounting methodology (hotel vs resort) and invoicing system

R e s i d e n t i a l

FFA Real Estate

AHLAM , Kfardebian Lebanon

Total Property & Facilities Management strategy for soft & hard services, including budgeting and best approach practice for Golf, Residential and mixed use products

R e s o r t

Beirut Terraces

Residential Tower, Beirut Lebanon

Facility Management Technical Consulting Services

R e s i d e n t i a l

Wadi Hills

64 Units & Retail, Beirut Lebanon

Facilities Management setup, SOP's, &CMMS

R e s i d e n t i a l

A D M I R

790 Units, Mixed Use, Adma Lebanon

Facilities Management Budgeting & Setup for Admir 1 & 2

Facility & Property Management Consulting

First National Bank

Selective branches Across Lebanon

Civil Works
MEP works

C o m m e r c i a l

Khoury Home

Zahle, Tyre & Batroun branches, Lebanon

Design, build and Operate
MEP & Civil works

C o m m e r c i a l

MSI (USAID Subsidiary)

Beirut, Lebanon

Project Management & fit-out
MEP & Civil works

C o m m e r c i a l

Venture MEA

The Backyard Hazmieh, Lebanon

Various MEP works

E n t e r t a i n m e n t c o m p l e x

Arabia Insurance

Jounieh & Zalka branches Lebanon

Total Fit-out

C o m m e r c i a l

Arabia Insurance

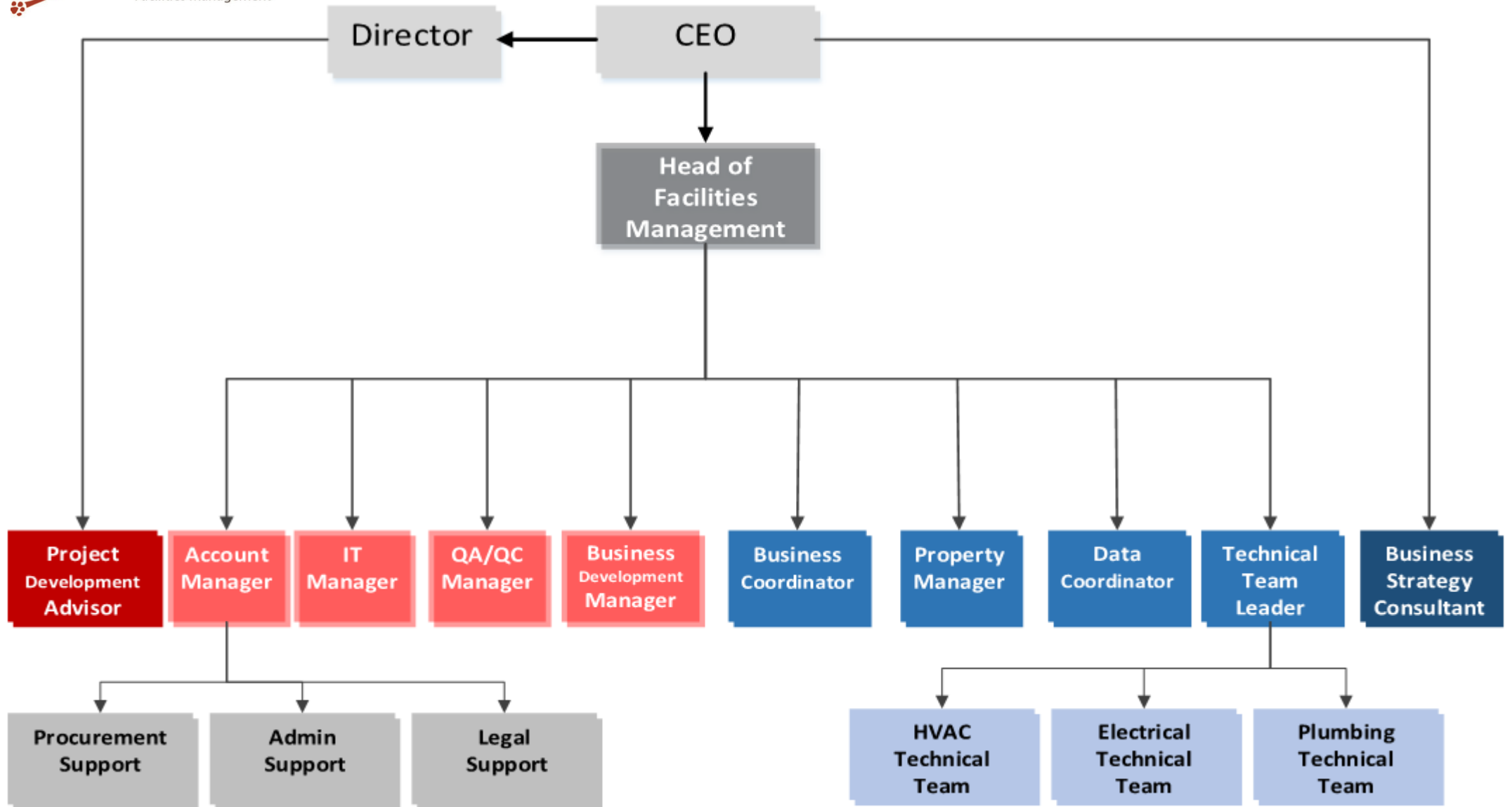
Headquarters, Beirut, Lebanon





MBD Total Renovaton
Civil Works
MEP works





Fit-out & Project Management



LYNX' ORGANIZATIONAL CHART



LYNX Condition Report							
CLIENT		DOCUMENT #					
PROJECT		PROJECT REF					
AUTHOR		VISIT DATE					
Ref	Picture	Item	System	Location	Problem Description	Problem Solution	Criticality
1		Solar System pipe	Plumbing	Roof	Insulation of Solar System Pipes is damaged, resulting in rusty accessories	Replace damage accessories and repair the insulation properly	
2		Piping conduits	HVAC	Roof	Piping insulation damaged resulting in reduced HVAC efficiency	Replace all damaged piping insulation	
3		HVAC Piping	HVAC	Roof	HVAC system pipes are exposed. High risk of breaking pipes during maintenance intervention	Install proper Steel platform to protect the pipes and provide proper maintenance access	
4		Water proofing	Civil	Roof	Damaged water proofing protection	Inspect the water proofing thoroughly and repair as needed	

Ref	Picture	Item	System	Location	Problem Description	Problem Solution	Criticality
5		Generators Exhaust pipe support structure	Civil	Roof	Generators exhaust pipe support structure is rusty	Paint the support structure to remove rust	
6		Paint	Civil	3 rd Floor	Damaged paint in different areas	Repair and paint the damaged areas	
7		Cladding	Architectural	3 rd Floor	Rust is observed on almost all Cladding	Remove the rust and treat the cladding to prevent further damaged	
8		Panel Board	Electrical	(-1) Floor	<ul style="list-style-type: none"> Panel Board shutter is missing, Gray cover missing resulting in exposed cables. Drawings are missing 	<ul style="list-style-type: none"> Install a new shutter to the panel Board if possible Provide new covers to protect the cables Add the missing drawings 	

Criticality Legend:

High: to be addressed ASAP for Health Safety issues (failure to do so releases LYNX from any liability)

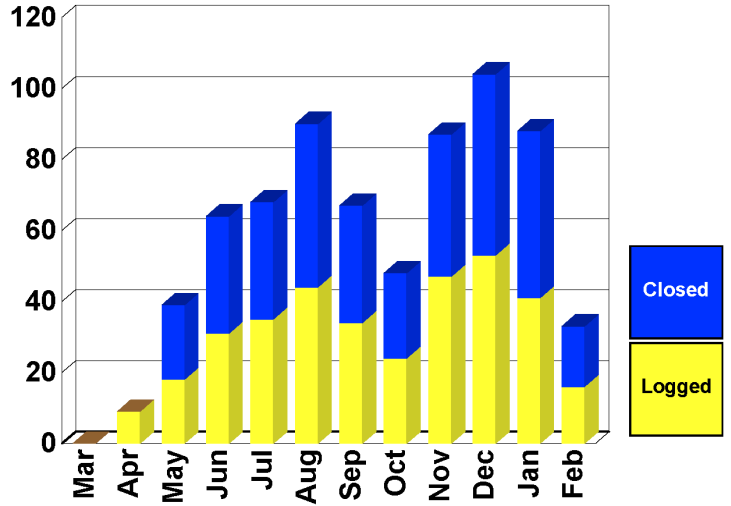
Medium: to be addressed within 4 to 6 weeks.

Low: to be addressed at client's request



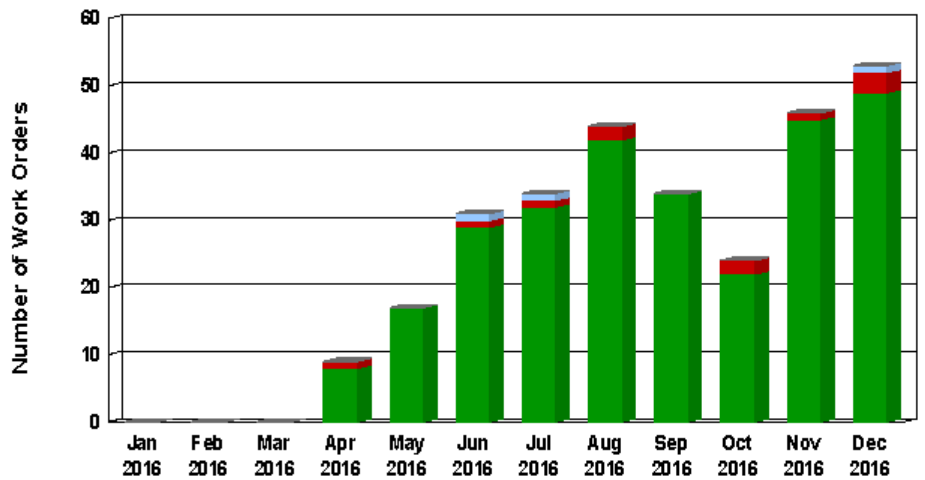
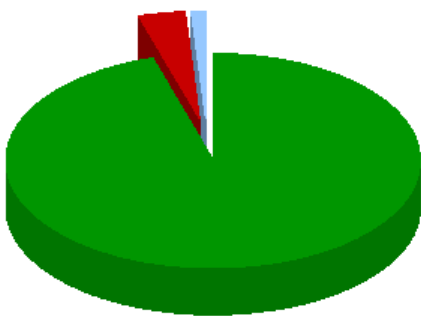
Work Orders Logged and Closed

Month	Number of Work Orders	
	Logged	Closed
March 2016	0	0
April 2016	9	0
May 2016	18	21
June 2016	31	33
July 2016	35	33
August 2016	44	46
September 2016	34	33
October 2016	24	24
November 2016	47	40
December 2016	53	51
January 2017	41	47
February 2017	16	17
Totals	352	345



Help Desk Performance Statistics

Measurement of: Response only
 Work Orders with no SLA: Exclude
 End Month: December 2016
 Enable Drilldown *: No
 WO Type: Reactive
 Status: All except Discarded



Month Logged or Due & Performance Category

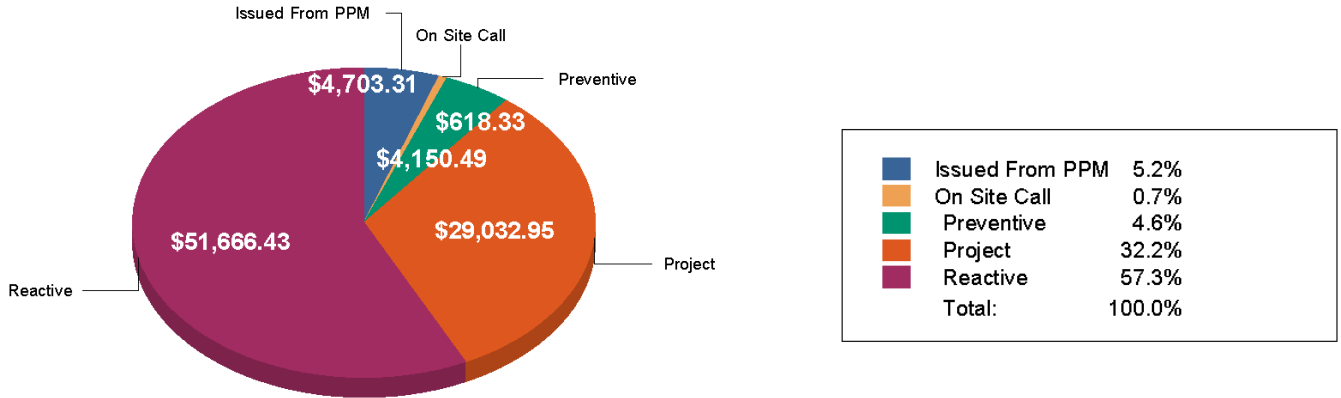
Performance Category	Count	Percentage	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
On Hold	3	1.03%	On Hold							1	1				1
Open - Outside	0	0.00%	Open - Outside												
Open - Within	0	0.00%	Open - Within												
Closed - Outside	11	3.77%	Closed - Outside				1	1	1	2			2	1	3
Closed - Within	278	95.21%	Closed - Within				8	17	29	32	42	34	22	45	49
Totals	292			0	0	0	9	17	31	34	44	34	24	46	53



Work Orders COST

SLA Start Date From 01/01/2017
 SLA Start Date To 23/03/2017

Total Work Orders Cost



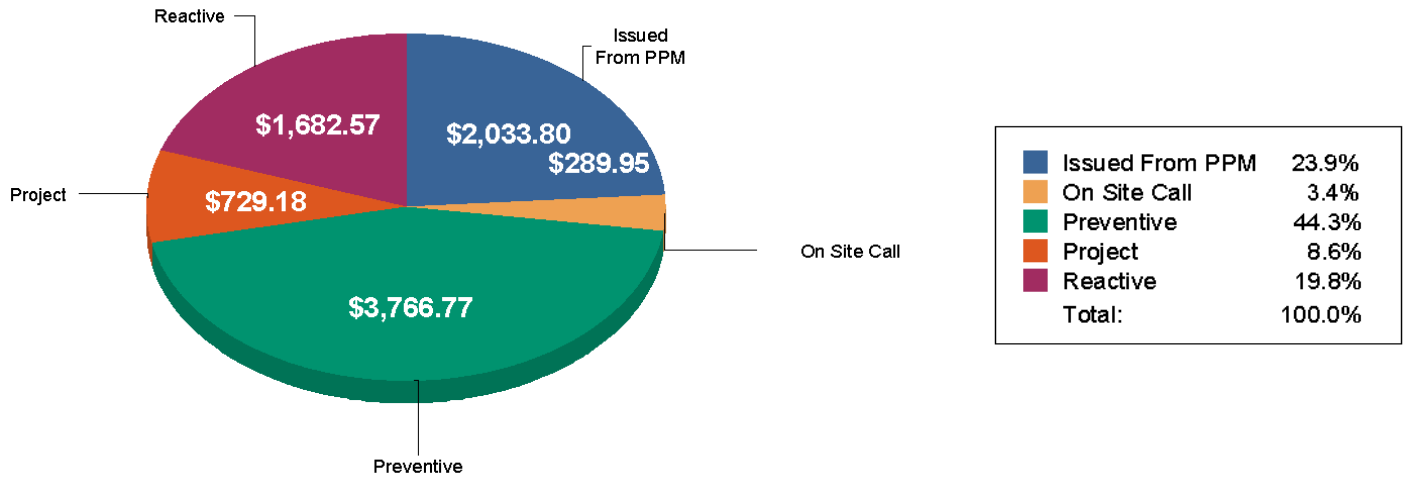
	Issued From PPM	On Site Call	Preventive	Project	Reactive	Total
TOTAL WO COST	\$4,703.31	\$618.33	\$4,150.49	\$29,032.95	\$51,666.43	\$90,171.51
HVAC	\$2,731.05	\$108.18	\$1,864.98	\$22,426.45	\$34,656.82	\$61,787.48
Anti-Theft Machine	\$0.00	\$0.00	\$0.00	\$0.00	\$7,950.00	\$7,950.00
Civil	\$440.41	\$251.34	\$668.94	\$3,860.00	\$949.38	\$6,170.07
Furniture	\$29.62	\$79.12	\$0.00	\$174.50	\$4,676.42	\$4,959.66
Electrical	\$1,305.62	\$100.76	\$890.66	\$1,155.00	\$583.11	\$4,035.15
Civil / Leakage	\$0.00	\$0.00	\$0.00	\$80.00	\$1,350.81	\$1,430.81
Plumbing	\$106.61	\$78.93	\$725.91	\$0.00	\$66.92	\$978.37
Civil / Tiles	\$0.00	\$0.00	\$0.00	\$880.00	\$1.27	\$881.27
Civil / Waterproofing	\$0.00	\$0.00	\$0.00	\$457.00	\$150.00	\$607.00
Intrusion Detection	\$0.00	\$0.00	\$0.00	\$0.00	\$594.00	\$594.00
Others	\$0.00	\$0.00	\$0.00	\$0.00	\$520.00	\$520.00
GENERATORS	\$0.00	\$0.00	\$0.00	\$0.00	\$93.24	\$93.24
Elevator	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Access Barrier	\$0.00	\$0.00	\$0.00	\$0.00	\$55.00	\$55.00
Sanitary	\$0.00	\$0.00	\$0.00	\$0.00	\$19.46	\$19.46
Escalators	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Alarm	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FM 200	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pest Control	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Steel Works	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



Work Orders Labour COST

SLA Start Date From 01/01/2017
 SLA Start Date To 23/03/2017

Total Work Orders Labour Cost



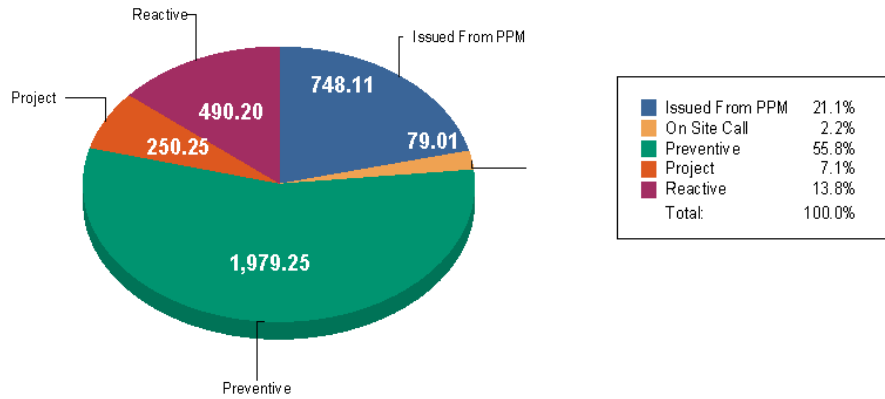
	Issued From P	On Site Call	Preventive	Project	Reactive	Total
TOTAL LABOUR COST	\$2,033.80	\$289.95	\$3,766.77	\$729.18	\$1,682.57	\$8,502.27
HVAC	\$1,416.49	\$72.90	\$1,813.88	\$242.05	\$517.60	\$4,062.92
Electrical	\$291.53	\$66.93	\$890.66	\$351.41	\$187.15	\$1,787.68
Civil	\$212.87	\$65.38	\$457.65	\$83.46	\$438.35	\$1,257.71
Plumbing	\$99.96	\$51.60	\$604.58	\$0.00	\$54.93	\$811.07
Civil / Leakage	\$0.00	\$0.00	\$0.00		\$263.53	\$263.53
Furniture	\$12.95	\$33.14	\$0.00	\$45.81	\$107.04	\$198.94
GENERATORS	\$0.00	\$0.00	\$0.00	\$0.00	\$93.24	\$93.24
Sanitary	\$0.00	\$0.00	\$0.00	\$0.00	\$19.46	\$19.46
Civil / Tiles	\$0.00	\$0.00	\$0.00	\$6.45	\$1.27	\$7.72
Access Barrier	\$0.00	\$0.00	\$0.00	\$0.00		
Anti-Theft Machine	\$0.00	\$0.00	\$0.00	\$0.00		
Civil / Waterproofing	\$0.00	\$0.00	\$0.00			
Elevator		\$0.00	\$0.00	\$0.00		
Escalators	\$0.00	\$0.00	\$0.00	\$0.00		
Fire Alarm	\$0.00	\$0.00	\$0.00	\$0.00		
FM 200	\$0.00	\$0.00	\$0.00	\$0.00		
Intrusion Detection	\$0.00	\$0.00	\$0.00	\$0.00		
Others	\$0.00	\$0.00	\$0.00	\$0.00		
Pest Control	\$0.00	\$0.00	\$0.00	\$0.00		
Steel Works	\$0.00	\$0.00	\$0.00		\$0.00	



Work Orders Labour Hours

SLA Start Date From 01/01/2017
 SLA Start Date To 23/03/2017

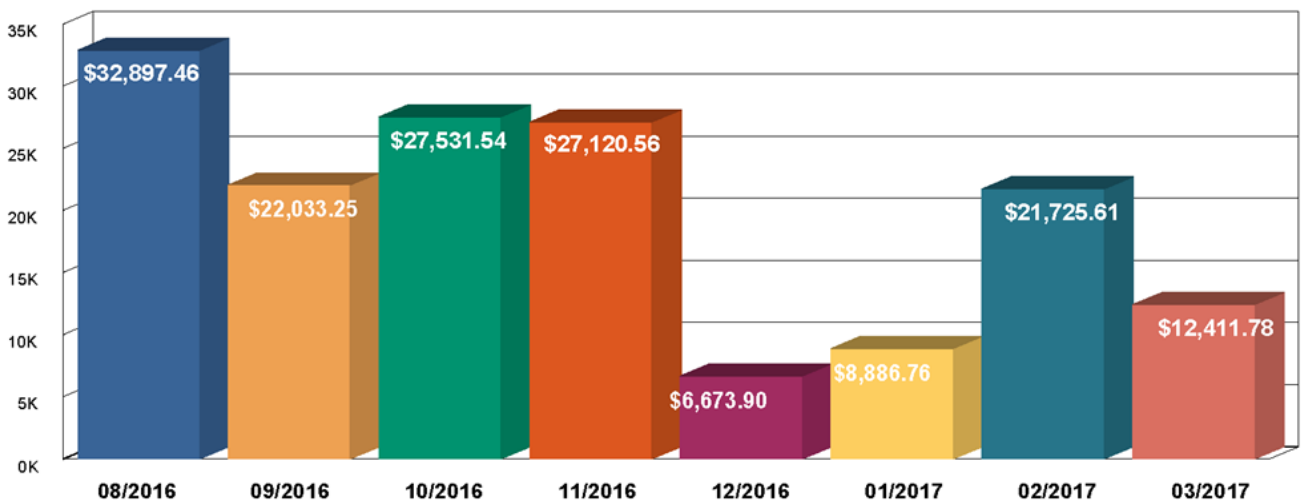
Total WO Labour Hours



	Total	Issued From PPM	On Site Call	Preventive	Project	Reactive
TOTAL LABOUR Hrs	3,546.82	748.11	79.01	1,979.25	250.25	490.20
HVAC	1,855.01	573.60	23.82	1,048.74	50.00	158.85
Electrical	755.75	77.20	15.97	429.58	160.00	73.00
Civil	480.01	71.56	14.04	232.93	19.50	141.98
Plumbing	318.93	24.00	13.68	268.00	0.00	13.25
Civil / Leakage	57.80	0.00	0.00	0.00	0.00	57.80
Furniture	56.50	1.75	11.50	0.00	20.25	23.00
GENERATORS	18.00	0.00	0.00	0.00	0.00	18.00
Sanitary	4.00	0.00	0.00	0.00	0.00	4.00
Civil / Tiles	0.82	0.00	0.00	0.00	0.50	0.32

Work Orders Cost Without Subcontractors

Total Work Orders Cost Per Month





Monthly Diesel Consumption 2017

Amount
Tenant Due
(\$5,117.12)
ABC (\$1,016.39)
ABC (\$974.65)
ABC (\$716.96)
ABC (\$458.24)
ABC (\$359.50)
ABC (\$353.37)
ABC (\$250.03)
ABC (\$245.83)
ABC (\$219.33)
ABC (\$207.52)
ABC (\$129.53)
ABC (\$97.40)
ABC (\$57.31)
ABC (\$31.06)

Tenant	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
ABC	\$113.73	\$130.12	\$89.72	\$0.00	\$48.18	\$44.70	\$64.24	\$79.78	\$55.02
ABC	\$1,515.27	\$1,805.73	\$1,467.01	\$0.00	\$747.33	\$707.86	\$868.64	\$979.75	\$708.57
ABC	\$336.55	\$369.41	\$296.29	\$0.00	\$161.16	\$162.93	\$196.30	\$223.74	\$172.41
ABC	\$113.57	\$113.18	\$79.39	\$0.00	\$51.65	\$67.81	\$139.47	\$166.22	\$107.21
ABC	\$84.48	\$78.53	\$74.00	\$0.00	\$66.52	\$83.86	\$137.73	\$136.16	\$112.46
ABC	\$12.31	\$13.40	\$12.07	\$0.00	(\$6.03)	(\$5.03)	(\$6.40)	(\$8.32)	(\$5.28)

PM Aging List

Acc. Nbr	Acc. Name	Balance	0 - 30 Days	31 - 45 Days	46 - 60 Days	61 - 90 Days	> 90 Days
ACC. Nbr	ABC	\$ (3,300.00)	\$-	\$-	\$-	\$	\$-
ACC. Nbr	ABC	\$ 845.35	\$-	\$ 564.85	\$-	\$ 2,800.50	\$-
ACC. Nbr	ABC	\$ 659.03	\$ 659.03	\$-	\$-	\$	\$-
ACC. Nbr	ABC	\$ 12.10	\$-	\$-	\$12.10	\$	\$-
ACC. Nbr	ABC	LBP 19,527,050.00	LBP 1,795,800.00	LBP 1,612,475.00	LBP 5,078,275.00	LBP 7,325,645.00	LBP 3,714,855.00
ACC. Nbr	ABC	\$1,100.00	\$-	\$-	\$1,100.00	\$	\$-



Yearly Provisional Budget 2017

Tenant	Q1 - 2017	Q2 - 2017	Q3 - 2017	Q4 - 2017	Due
ABC	\$2,477.58	\$2,072.49	\$1,024.59	(\$1,757.49)	(\$1,757.49)
ABC	\$4,473.48	\$4,473.48	\$4,473.48	(\$4,473.48)	(\$4,473.48)
ABC	\$825.86	\$690.83	\$341.53	(\$585.83)	(\$585.83)
ABC	\$1,418.42	\$1,418.42	(\$1,418.42)	(\$1,418.42)	(\$2,836.84)
ABC	\$4,837.18	\$4,046.29	\$2,000.39	(\$3,431.29)	(\$3,431.29)
ABC	\$707.88	\$592.14	\$292.74	\$502.14	\$0.00
ABC	(\$294.95)	(\$246.72)	(\$121.98)	(\$209.23)	(\$872.88)
ABC	\$412.93	\$345.41	\$170.77	(\$292.92)	(\$292.92)
ABC	\$825.86	\$690.83	\$341.53	(\$585.83)	(\$585.83)
ABC	\$1,946.67	\$1,628.38	\$805.04	(\$1,380.89)	(\$1,380.89)
ABC	(\$560.40)	\$468.78	\$231.75	(\$397.53)	(\$957.93)
ABC	\$1,002.83	\$838.86	\$414.72	\$711.37	\$0.00
ABC	\$1,681.21	\$1,406.33	\$695.26	(\$1,192.58)	(\$1,192.58)
ABC	\$648.89	\$542.79	\$268.35	(\$460.30)	(\$460.30)
ABC	\$943.84	\$789.52	(\$390.32)	(\$669.52)	(\$1,059.84)
ABC	\$442.42	\$370.09	(\$182.96)	(\$313.84)	(\$496.80)
ABC	\$353.94	\$296.07	(\$146.37)	(\$251.07)	(\$397.44)
ABC	\$766.87	\$641.48	\$317.14	(\$543.99)	(\$543.99)
ABC	\$2,802.02	\$2,343.88	(\$1,158.77)	(\$1,987.64)	(\$3,146.41)

Bank Reconciliation Report

Client XXX
Date 08/11/2017
Account # Current Account
Currency LBP

OUTSTANDING WITHDRAWALS		
Date	Details	Amount
Total		LBP 0.00

OUTSTANDINGS DEPOSITS		
Date	Details	Amount
Total		LBP 0.00

Closing Cash Book Balance
 Add: Outstanding Withdrawals
 Less: Outstanding Deposits
Bank Statement Balance

LBP 811,678.73
LBP 0.00
LBP 0.00

LBP 811,678.73

CASE STUDY : FACILITIES MANAGEMENT OPERATIONS

Client : **First National Bank**
Project : **FNB bank branches, FNB ATM locations,
other bank assets, Lebanon**
www.fnb.com.lb



LYNX provides all maintenance operations and back office support including the following:

- Scope for 26 bank branches + Headquarters + 12 ATM locations+4 warehouses
- 24X7 helpline, one point contact for all hard maintenance
- Facility condition assessments
- Asset capturing, bar coding and CMMS management
- Capital Planning & budgeting
- Scheduled and Preventative Maintenance (MEP + Civil works)
- Workflow & Maintenance Management
- Facility Asset Lifecycle management & Strategic planning
- Capital needs assessment & execution of all MEP works
- Special Project intervention
- Monthly reporting & yearly budgeting



Client : **Khoury Home**
Project : **Khoury Home showrooms & offices ,
Lebanon**
[www.khouryhome .com](http://www.khouryhome.com)

LYNX provides all maintenance operations and back office support including the following:

- Scope for 11 Showrooms + Headquarters + RADEC logistics
- 24X7 helpline, one point contact for all hard and soft maintenance
- Facility condition assessments
- Asset capturing, bar coding and CMMS management
- Capital Planning & budgeting
- Scheduled and Preventative Maintenance (MEP + Civil works)
- Energy Management solutions and implementation
- Workflow & Maintenance Management
- Management of 20+ specialized subcontractors
- Facility Asset Lifecycle management & Strategic planning
- Capital needs assessment & execution of all MEP works
- Project management & ADHOC refurbishments
- Monthly reporting & yearly budgeting



CASE STUDY : PROPERTY MANAGEMENT

Client : **SGET**
Project : **Kempinski Summerland, Beirut, Lebanon**
www.kempinski.com/en/beirut/kempinski-summerlandhotel-resort/



**Kempinski Summerland
Hotel & Resort**

BEIRUT

LYNX has been awarded a Property Management contract for the Summerland Residential Village with a scope covering managerial, legal and financial matters.

- Administration of the Homeowner's Association
- Monthly reporting & yearly budgeting
- Facilities Management best approach
- Shared services billing audit
- Capital Planning & Facilities & Property Management budgeting

CASE STUDY :PROPERTY & FACILITIES MANAGEMENT OPERATIONS



Client : **Strassco Homeowner Association**
Project : **Strassco Tower, Lebanon**
www.rise-properties.com

LYNX has been awarded a Property Management and Facility Management contract for STRASSCO tower with a scope that includes full administration of the Homeowner's Association covering technical, managerial, legal and financial matters. In addition a comprehensive MEP preventative and corrective scope is conducted to improve the efficiency of the building and provide a safe and comfortable environment.

- 24X7 helpline, one point contact for all hard and soft maintenance
- Facility condition assessments
- Asset capturing, bar coding and CMMS management
- Capital Planning & budgeting
- Scheduled and Preventative Maintenance (MEP + Civil works)
- Energy Management solutions and implementation
- Workflow & Maintenance Management
- Management of specialized subcontractors
- Facility Asset Lifecycle management & Strategic planning
- Capital needs assessment & execution of all MEP works
- Project management & ADHOC refurbishments
- Monthly reporting & yearly budgeting



CASE STUDY : FACILITIES MANAGEMENT CONSULTING

Client : **Benchmark Development**
Project : **WADI HILLS, Solidere, Beirut, Lebanon**
www.wadihills.com



LYNX provides FM consulting advice for projects that can sustain in-house Facilities Management structures where the following Services are provided:

- Design Review Consulting
- Homeowner's association Management
- Capital Planning & Facilities Management budgeting
- Scheduled and Preventative Maintenance philosophy
- IT Strategy & Implementation
- Integration of BMS within the IT platform
- Development of Workflow & Maintenance Management procedures
- Facility Asset Lifecycle management
- Facility condition assessments pre-delivery
- Capital needs assessment
- Budgeting, Accounting and Financial Controlling



Kempinski Summerland
Hotel & Resort
BEIRUT

Client : **SGET**
Project : **Kempinski Summerland, Beirut, Lebanon**
www.kempinski.com/en/beirut/kempinski-summerlandhotel-resort/

LYNX was commissioned by SGET for a Facilities Management Advisory scope to for the Kempinski Summerland Village that will drive the operations & maintenance strategy in keeping with SGET, the developer's philosophy.

- Review the infrastructure capacity
- Establishing a shared services strategy between the Kempinski Hotel and the Summerland residential district
- Ascertain a scientific distribution of billed services to the different components of the resort
- Design a Scheduled and Preventative Maintenance philosophy
- Develop Capital Planning & Facilities & Property Management budgeting
- Develop Workflow & Maintenance Management procedures

CASE STUDY : FACILITIES MANAGEMENT CONSULTING

Client : **Sakr Development- SMART VALLEY**

Project : **ADMIR 1, 2, Mont Mema**

Adma, Lebanon

www.admirlebanon.com



LYNX was awarded the tender to implement a total Facilities Management strategy for Smart Valley in Lebanon . This entailed determining the FM scope of works and Service level , estimating FM costs ,developing and implementing procedures for operations , the following Services were provided :

- Homeowner's association procedure set up
- Capital Planning & Facilities Management budgeting
- Scheduled and Preventative Maintenance philosophy
- Development of Workflow & Maintenance Management procedures
- Facility condition assessments pre-delivery & snagging procedures
- Witnessing testing and commissioning and handing over as per the buildings delivery schedule
- Setting up the project FM methodology (Infrastructure maintenance costs, FM soft and hard services approach)
- Capital needs assessment



CASE STUDY : PROJECT MANAGEMENT- MEP FITOUT



Client : **Khoury Home**
Project : **Khoury Home , Zahle Branch**
[www.khouryhome .com](http://www.khouryhome.com)

LYNX provided a one stop solution for the fit out of Khoury Home's new Zahle branch covering:

- MEP Design & execution
- Tender documentation
- Full execution of Mechanical works
- Full execution of Civil works
- Total Project Management
- Facilities Management
- Subcontractors management

CASE STUDY : PROJECT MANAGEMENT- MEP RENOVATION

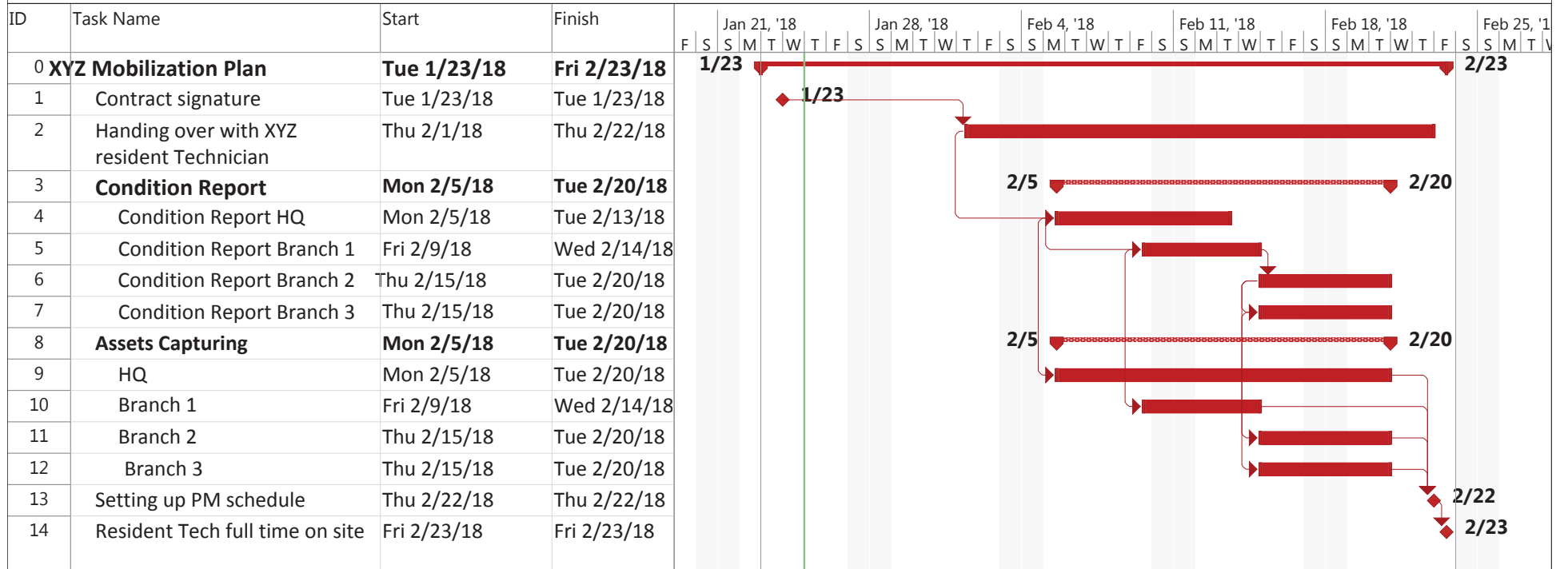
Client : **USAID**
Project : **MSI offices, Beirut Lebanon**
www.msiworldwide.com



LYNX conducted all works for the refurbishment of MSI head quarters covering MEP and including the following :

- Total Mechanical upgrade and installation of all equipment
- Total Electric supply installation (3 Phase cabling)
- Installation of backup generator & supply
- Installation of external electric boards
- Rewiring of all premises with loading for equipment
- Installation of Ethernet points and Cat 6 throughout premises
- Labeling of all points and equipment
- Total repartitioning and civil works

XYZ FM MOBILIZATION PLAN



Project: XYZ Mobilization Pla
Date: Thu 1/25/18



Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
Summary		Manual Summary Rollup		Progress	
Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			

100%
CUSTOMER
RETENTION
RATE

“Consider It Done!”