



# FACILITIES MAINTENANCE SIMPLIFIED

IMPROVING AND SERVICING PROPERTIES TO  
CREATE ENHANCED VALUE FOR EVERY CLIENT

## **PARKING LOT REPAIRS • CURB & CATCH BASINS • LIGHTING MODIFICATION AND UPGRADES • SLAB REPLACEMENT**

Coatue offers a full spectrum of services designed to streamline property management. We have managed properties through the most challenging market conditions utilizing and leveraging relationships with vendors and the brokerage community to lower costs and increase occupancy.

We maintain the highest industry standards in all of our procedures to ensure timely communication, accounting accuracy, regulatory compliance, and superior tenant relations.



### COMMERCIAL PROPERTY SPECIALISTS

941-342-1688  
[www.coatueco.com](http://www.coatueco.com)

**Florida** : 2201 Cantu Court, Box 206 • Sarasota, FL 34232  
**Michigan** : 2701 Troy Center Drive, Box 2 • Troy, MI 48084

# OUR FACILITIES MAINTENANCE SERVICES



## PORTER SERVICE

### General contractor porter service:

- Elimination of trash and debris
- Indoor and outdoor pathway cleanup and refresh
- Trash removal with replacement bags
- Area inspections and improvement reporting

### Additional services available:

- Furniture removal
- Outdoor grounds cleanup and pallet removal
- Water leak cleanup, mopping, and or wet/dry vac service to reduce water damage
- Abandoned vehicle and boat towing
- Cobweb clean up



## HVAC PREVENTATIVE SERVICES

- Window air conditioning replacement
- Unit inspections and filter replacements
- Inspect moisture and remove debris buildup
- Electrical connection evaluation
- Examine refrigerant levels
- Thermostat battery replacement
- Recalibrate HVAC and lubricate machinery



## PREVENTATIVE PLUMBING MAINTENANCE AND SERVICES

- Pipe and drain inspection for leaks
- Water pressure survey
- Sediment cleanup from faucets and drains
- Assess select hoses for signs of cracks, brittleness, or leaking
- Toilet hardware replacement (handles, Flach, Shane, etc.)
- Unclog and eliminate toilet and sink contaminants
- Complete water meter readings and assess water leaks
- Adjust toilet shut off valve



## PAINTING SERVICES

- Fire hydrant and extinguishing equipment
- Water equipment and backflow devices
- Pavement, dumpster doors, ceilings, and awnings



## PRESSURE WASHING GRAFFITI REMOVAL

- Cleaning concrete, composite decking, wood siding, and cedar shake
- Cleaning brick, wood, stucco, aluminum, pavers, and vinyl
- Concrete parking lots, pathways, and freestanding pylon signs
- Awnings



## ELECTRICAL SERVICES

- Light bulb maintenance
- Outlet cover replacement
- Rewiring light controls for automatic timing



## DOORS

- Hardware renewal (hinges, handles, knobs)
- Screen door repair
- Lockbox installation or removal
- Door sweep replacement
- Key fitting and door lock replacement



## WINDOW WASHING AND MAINTENANCE

- Secure windows
- Interior and exterior of public areas
- Window and door screen cleaning
- New construction window cleaning
- Extract window stickers and lettering



## BUILDING SERVICES

- Drywall repair
- Replace ceiling tiles, vent covers, ceiling fan chains, thermostat batteries, signs, soap dispensers, and sprinkler heads
- Hazardous tree inspections
- Pothole, gates, awning, soffit, and fascia repair
- Removal and/or replacement of car wheel stop
- Fire sprinkler equipment, breaker, and irrigation inspections