

# PORTFOLIO: WHO'S MANAGING WHAT AND WHERE

COMPANY	YEARS IN BUSINESS	MANAGEMENT PORTFOLIO					PORTFOLIO ADDITIONS		BUILDING SIZE OF MANAGED CO-OPS/CONDOS					LOCATION OF MANAGED CO-OPS/CONDOS											
		CO-OPS & CONDOS BUILDINGS	CO-OPS & CONDOS UNITS	RENTAL PROPERTIES	COMMERCIAL PROPERTIES	PROPERTIES OWNED & MANAGED	PROPERTIES	UNITS	UNDER 30 UNITS	31 - 100 UNITS	101 - 200 UNITS	201 - 300 UNITS	OVER 300 UNITS	MANHATTAN	BROOKLYN	BRONX	QUEENS	STATEN ISLAND	WESTCHESTER	NASSAU	WESTERN SUFFOLK	EASTERN SUFFOLK	NEW JERSEY	OTHER REGION	
AKAM Associates	35	202	35,500	0	0	0	12	4,000	18	50	41	55	38	178	11	0	13	0	0	0	0	0	0	0	0
Alexander Wolf & Company	54	86	8,246	1	16	0	2	349	11	53	16	4	2	13	0	0	7	0	1	46	5	14	0	0	
All Area Realty Services	33	93	11,200	0	0	NA	14	3,800	12	38	22	10	12	21	7	5	56	0	0	4	0	0	0	0	
Argo Real Estate	65	80	10,000	80	0	10	NR	NR	NR	NR	NR	NR	NR	57	1	1	20	0	1	0	0	0	0	0	
Away Realty Management	13	15	950	5	18	0	2	80	6	12	0	0	0	0	19	0	0	0	0	0	0	0	0	1	
Buchbinder & Warren	59	56	2,000	64	1	36	0	NR	21	33	2	0	0	56	0	0	0	0	0	0	0	0	0	0	
CFA Management	33	60	1,000	4	0	0	NR	NR	50	10	NR	NR	NR	60	0	0	0	0	0	0	0	0	0	0	
Crystal Real Estate Management	3	9	6	3	0	1	2	60	6	2	1	0	0	8	0	0	1	0	0	0	0	0	0	0	
Delkap Management	24	48	3,500	1	0	0	1	80	16	12	16	1	3	0	3	0	37	0	0	7	0	0	0	0	
Douglas Elliman Property Management	105	298	36,800	52	7,100	0	10	637	57	124	68	26	23	260	9	3	16	0	0	9	0	0	1	0	
EBMG	20	74	4,000	20	1	NR	NR	NR	23	34	21	1	NR	30	18	1	23	2	0	5	0	0	0	0	
Fairfield Properties	44	63	7,885	100+	13	100+	1	76	0	30	19	10	4	0	0	0	3	0	0	14	40	6	0	0	
The Ferrara Management Group	5	54	5,227	1	0	0	12	1,227	7	32	7	5	2	0	1	3	2	0	47	0	0	0	0	0	
Finger Management Corp	10+	65	2,500	22	11	1	7	265	34	29	2	NR	NR	47	4	12	0	0	2	0	0	0	0	0	
FirstService Residential	32	530	79,000	100	0	NA	NR	NR	145	162	116	42	65	266	141	34	84	2	0	2	0	0	0	0	
Garthchester Realty	36	63	10,000	2	0	0	1	50	9	32	18	4	0	0	0	11	6	0	46	0	0	0	0	0	
Gramatan Management	27	74	6,000	9	1	NR	5	385	13	45	13	1	1	0	0	5	0	0	69	0	0	0	0	0	
Gumley Haft	NR			NR	NR	NR	3	166	13	34	18	3	1	66	2	0	1	0	0	0	0	0	0	0	
H.S.C. Management	40	135	4,602	34	5	NR	5	150	104	24	5	2	NR	96	13	20	4	0	5	0	0	0	0	0	
Hoffman Management	28	58	3,600	20	0	yes	3	400	11	25	15	4	3	58	0	0	0	0	0	0	0	0	0	0	
Impact Real Estate Management	20	81	4,600	7	5	no	5	246	17	32	11	13	8	17	28	9	26	6	4	3	0	0	0	0	
Jordan Cooper	20+	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	0	0	0	0	0	0	0	0	0	0	0	
Kaled Management	95	29	3,109	31	5	21	0	NR	1	14	10	3	1	2	0	0	24	0	0	2	0	1	0	0	
Lovett Group	32	80	13,000	3	1	NR	NR	NR	NR	NR	NR	NR	NR	20	5	1	54	0	0	0	0	0	0	0	
Maxwell-Kates	31	192	17,964	8	3	NA	11	396	29	68	55	26	14	164	15	4	7	2	0	0	0	0	0	0	
MD Squared Property Group	3	29	710	17	1	NR	22	640	35	10	1	0	1	35	8	1	2	0	0	0	0	0	0	1	
Merlot Management	19+	28	800	0	0	0	0	NR	18	10	0	NR	NR	28	0	0	0	0	0	0	0	0	0	0	
MGRE/Greenthal	37	42	7,000	74	20	NR	1	163	0	12	16	8	6	14	4	2	17	1	0	5	0	0	0	0	
Midboro Management	53	110	13,500	1	6	0	11	1,608	9	65	17	10	9	100	3	3	4	0	0	0	0	0	0	0	
New Bedford Management	32	128	9,000	18	10	0	5	500	24	69	24	5	6	55	38	15	20	1	0	0	0	0	0	0	
Orsid Realty	62	138	15,000	20	3	0	14	1,300	7	74	40	11	6	118	2	2	16	0	0	0	0	0	0	0	
Pride Property Management	25	36	4,255	NR	2	NR	NR	NR	1	13	17	4	1	32	3	1	0	0	0	0	0	0	0	0	
Prime Locations	29	50	5,300	3	3	0	5	367	0	22	20	4	4	1	0	10	0	0	39	0	0	0	0	0	
Rudd Realty Management	33	35	NR	23	NR	NR	4	NR	4	15	13	3	0	35	0	0	0	0	0	0	0	0	0	0	
Sandberg Management	21	67	1,500	0	0	NR	2	50	50	17	NR	NR	NR	65	2	0	0	0	0	0	0	0	0	0	
Sandra GreerReal Estate	47	20	450	20	NR	0	NR	NR	30	10	NR	NR	NR	39	1	0	0	0	0	0	0	0	0	0	
Siren Management	24	25	1,625	10	1	0	1	25	12	11	2	0	0	21	1	0	0	0	0	3	0	0	0	0	
Stillman Management	31	105	10,500	100	5	NR	5	300	1	10	80	4	5	0	0	3	0	0	92	0	0	0	0	5	
Trion Real Estate Management	40	22	1,190	18	2	12	5	543	6	10	5	1	NR	6	2	3	3	0	7	0	0	0	0	1	
Tudor Realty Services	27	95	11,000	0	0	0	NR	NR	5	52	26	7	5	80	12	3	0	0	0	0	0	0	0	0	
Vanderbilt Property Management	36	27	1,625	27	3	0	4	185	2	25	NR	NR	NR	16	2	0	6	0	0	3	0	0	0	0	
Veritas Property Management	11	102	4,114	17	0	0	6	283	56	42	3	1	NR	70	2	29	1	0	0	0	0	0	0	0	
Vintage Real Estate Services	20	28	2,400	3	0	0	4	165	2	23	3	2	1	17	7	3	4	0	0	0	0	0	0	0	
Weber-Farhat Realty Management	30+	33	948	12	3	1	4	120	23	9	1	NR	NR	31	0	1	1	0	0	0	0	0	0	0	

KEY: NR = No response NA = Not applicable

# COST OF DOING BUSINESS: MANAGEMENT, OWNER, AND BUYER FEES

COMPANY	PROPERTY MANAGEMENT FEES			APARTMENT PURCHASE AND REFINANCE FEES									SUBLET AND ALTERATIONS FEES		
	MINIMUM FEE REQUIRED	\$ PER/UNIT MINIMUM CHARGE	\$ ANNUAL MINIMUM FEE PER/BUILDING	SALES APPLICATION	CREDIT REPORT	TRANSFER FEE FOR NAME CHANGE	PURCHASER FINANCING FEE	OWNER REFINANCE FEE	BACKGROUND CHECK	LOST STOCK AND LEASE	POWER OF ATTORNEY	APARTMENT CLOSING FEES	SUBLET APPLICATION FEE	MINOR ALTERATION PLAN FEE	MAJOR ALTERATION PLAN FEE
AKAM Associates	No			NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Alexander Wolf & Company	No			NR	NR	NR	NR	NR	NR	\$450	NR	NR	NR	\$300	\$600
All Area Realty Services	Yes	\$400		\$375-475	\$75-150	\$600-1K	\$250-300	\$300	\$75-150	\$250-350	\$150	\$600-1K	\$350	\$200	1-2.5%
Argo Real Estate	Yes		\$40K	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Away Realty Management	Yes	\$1,200	TBD	\$450	\$75	\$300	NA	\$100	INC•	\$300	NA	\$600	\$450	\$100	\$100
Buchbinder & Warren	Yes		\$36K	\$350	\$100	\$450	\$250	\$250	NR	\$400	NR	\$800	\$350	\$250	\$500
CFA Management	Yes		\$16.8K	\$500	\$50	\$750	\$500	\$500	BNK	\$750	NR	\$750	\$500	\$350	\$750
Crystal Real Estate Management	No			\$350	\$150	\$450	\$250	\$250	\$150	\$450	\$250	\$800	\$350	\$350	\$350
Delkap Management	Yes	TBD	TBD	\$400	\$70	\$100	INC	\$100	\$70	\$100	TBD	Varies	\$350	\$200	\$300
Douglas Elliman Property Management	No			NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
EBMG	Yes		\$36K	\$550	\$100	\$550	\$350	\$350	\$100	\$300	\$200	\$600	\$350	\$0	\$300
Fairfield Properties	Yes	\$300	\$30K	\$500	NR	\$350	\$300	\$300	\$150	\$200	NR	\$800	\$475	NR	NR
The Ferrara Management Group	No			\$350	\$125	\$350	\$125	\$125	\$125	\$250	\$250	\$550	\$325	\$125	\$350
Finger Management Corp	Yes		\$18K	\$350	\$100/Ind	Varies	Varies	\$150	\$100/Ind	Varies	NR	Varies	\$350	NA	\$350
FirstService Residential	No			NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Garthchester Realty	Yes		\$24K	\$400-500	\$25	\$650-750	NA	\$50-150	\$125	\$300	NA	\$650	\$400-500	\$0	\$300
Gramatan Management	Yes	\$300	\$15K	\$350	\$50	NR	\$100	\$100	\$50	NR	NR	NR	\$350	NR	\$150
Gumley Haft	No	NR	NR	NR	NR	\$500	\$375	\$375	BD SETS	\$600	NA	\$725	BD SETS	BD SETS	BD SETS
H.S.C. Management	Yes	NR	NR	\$100+	\$25	Vendor	\$100+	\$100+	\$100	Vendor	\$0	Vendor	\$100+	\$100+	\$100+
Hoffman Management	No	NR	NR	\$500	NR	\$950	\$475	\$475	\$100	NR	NR	NR	\$500	NR	\$425-625
Impact Real Estate Management	No	NR	NR	\$375	INC	\$1	\$375	\$350	INC	\$500	\$300	\$900	\$350	NR	\$750
Jordan Cooper	Yes	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Kaled Management	Yes		\$35K	\$600	\$150	\$400	\$200	\$200	\$150	\$500	NR	\$600	\$600	\$500	\$500
Lovett Group	Yes		\$25K	\$400	\$75	\$500	\$250	\$250	\$200	\$500	NR	\$750	\$400	\$250	\$1,000
Maxwell-Kates	Yes	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
MD Squared Property Group	Yes		\$24K	Varies	Varies	Varies	Varies	Varies	Varies	\$400	Varies	Varies	Varies	Varies	Varies
Merlot Management	Yes		\$9.6K	\$250	\$35	\$300	\$0	\$0	\$0	\$300	\$0	\$600	\$250	\$0	\$0
MGRE/Greenthal	Yes	\$400	\$40K	\$650	NR	NR	NR	\$300	NR	NR	NR	\$750	NR	\$350	500+
Midboro Management	Yes		\$40K	\$500	\$110	\$750	\$250	\$250	\$75	\$400	\$75	\$750	\$300	\$0	\$500
New Bedford Management	Yes		\$18K	\$650	\$125	\$500	\$250	\$250	\$150	\$300	NC	\$250	\$250	\$250	\$600
Orsid Realty	Yes		\$50K	\$600	\$60	\$300	\$300	\$150-300	\$50	\$500	\$150	\$600	\$400	\$200-500	\$1K
Pride Property Management	Yes		\$25K	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Prime Locations	Yes		\$24K	\$500	INC	\$700	\$275	\$275	INC	\$250	\$100	\$700	\$500	BD SETS	BD SETS
Rudd Realty Management	Yes		\$42K	\$700	NR	NR	NR	\$500	NR	NR	NR	NR	\$550	\$600	SQ FT
Sandberg Management	Yes		\$12K	\$350	\$50	\$500	\$150	\$150	\$50	\$500	\$0	\$750	\$350	\$0	\$350
Sandra GreerReal Estate	Yes		\$18K	\$500	\$50-100	\$750	\$250	\$250	\$100	\$400	\$250	\$750	\$250-450	\$250	\$500+
Siren Management	Yes		\$15K	\$450	\$150	\$350	\$150	\$150	NA	\$150	NA	\$700	\$450	NA	\$500
Stillman Management	Yes	\$300	\$25K	\$250	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$500	\$250	\$100	\$150
Trion Real Estate Management	Yes		\$12K	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Tudor Realty Services	Yes		\$50K	\$750	INC+	\$750	\$300	\$300	INC+	\$400	\$200	\$750	\$600	\$250	\$250+
Vanderbilt Property Management	Yes		\$18K	\$500	\$30	\$300	\$300	\$300	INC	\$300	\$300	\$600	\$500	\$250	\$500
Veritas Property Management	Yes		\$22K	\$300	\$75	\$500	\$100	\$100	NR	NR	NR	NR	\$250	NR	\$300
Vintage Real Estate Services	Yes		\$18K	\$350	\$50/rpt	\$300	\$250	\$250	\$100	\$300	\$0	\$600	\$350	\$250	\$250
Weber-Farhat Realty Management	Yes		\$12K	\$750	\$100	\$500	\$250	\$250	\$150	\$250	\$0	\$750	\$500	\$0	\$150

**KEY:** Ind = Per individual INC = Included in sales application fee INC+ = Included in sales application fee + \$50 each additional applicant INC• = Included in credit report fee  
 BNK= Bank charge NC= No charge BD SETS = Fee is set by the board SQ FT = Typically \$1 per square foot NR = No response

# THE FINE PRINT: FILINGS, PROJECTS, AND ENERGY

COMPANY	FILING CHARGES								ADDITIONAL FEE FOR PROJECT MANAGEMENT	ENERGY PROCUREMENT	
	1098 FORMS	SMOKE DETECTOR NOTICES	WINDOW GUARD NOTICES	FIRE SAFETY PLAN NOTICES	LEAD PAINT NOTICES	CARBON MONOXIDE DETECTOR NOTICES	LL84-ENERGY BENCHMARKING	REAL ESTATE ABATEMENT		CONTRACT WITH OUTSIDE COMPANY TO BUY ENERGY	MANAGEMENT STAFF BUYS ENERGY
AKAM Associates	PUC	INC	PUC	PUC	PUC	INC	\$500/yr	PUC	SB	No	Yes
Alexander Wolf & Company	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	\$5/unit	SB	Yes	No
All Area Realty Services	\$8	\$13.95	INC	INC	INC	INC	Vendor	\$10-12/unit	% Job Cost	No	Yes
Argo Real Estate	NR	NR	NR	NR	NR	NR	NR	NR	% Job Cost	Yes	Yes
Away Realty Management	\$10	\$10/unit	\$3/unit	\$6/unit	\$2/unit	\$10/unit	Vendor	NA	% Job Cost	Yes	No
Buchbinder & Warren	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	% Job Cost	No	Yes
CFA Management	\$2	\$2/unit	\$2/unit	\$2/unit	\$2/unit	\$2/unit	0	0	NO PM	No	No
Crystal Real Estate Management	Vendor	No	Vendor	Vendor	Vendor	Vendor	No	Vendor	SB	Yes	No
Delkap Management	PUC	PUC	PUC	PUC	PUC	PUC	NA	PUC	NR	Yes	No
Douglas Elliman Property Management	NR	NR	NR	NR	NR	NR	NR	NR	NR	Yes	No
EBMG	\$14	RC	At Cost	At Cost	At Cost	At Cost	Vendor	At Cost	SB	Yes	UC
Fairfield Properties	NR	NR	NR	NR	NR	NR	NR	NR	NO PM	Yes	No
The Ferrara Management Group	\$15	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	SB	Yes	No
Finger Management Corp	NC	Vendor	Vendor	\$5/unit	Vendor	Vendor	Vendor	Vendor	Yes	Yes	No
FirstService Residential	NR	NR	NR	NR	NR	NR	NR	NR	Yes	No	Yes
Garthchester Realty	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	Yes	Yes	Yes
Gramatan Management	\$9	INC	INC	INC	INC	INC	INC	\$15	Yes	No	No
Gumley Haft	\$12.50	At cost	\$12 Combo	Combo	Combo	At cost	Vendor	\$10	Yes	Yes	No
H.S.C. Management	At cost	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	\$0	NO PM	Yes	No
Hoffman Management	PUC	ADD	ADD	ADD	ADD	ADD	ADD	NR	NR	NR	NR
Impact Real Estate Management	\$8/unit	\$2.50/unit	\$2.50/unit	\$2.50/unit	\$2.50/unit	\$2.50/unit	\$500/bldg	\$400/bldg	INC	UC	
Jordan Cooper	NR	NR	NR	NR	NR	NR	NR	NR	NR	Yes	Yes
Kaled Management	\$10/form	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	\$10/unit	% Job Cost	No	Yes
Lovett Group	NR	NR	NR	NR	NR	NR	NR	NR	NO PM	Yes	No
Maxwell-Kates	PUC	PUC	PUC	PUC	PUC	PUC	ADD	PUC	NO PM	Yes	Yes
MD Squared Property Group	INC	INC	INC	INC	INC	INC	Varies	INC	SB	Yes	No
Merlot Management	0	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	0	NO PM	Yes	No
MGRE/Greenthal	\$12	NR	\$12/unit	\$14/unit	\$14/unit	NR	0	\$15/unit	SB	Yes	No
Midboro Management	PUC	PUC Vendor	PUC Vendor	PUC Vendor	PUC Vendor	PUC Vendor	Per Building	PUC	SB	Yes	Yes
New Bedford Management	\$10	\$10/unit	\$10/unit	\$10/unit	\$10/unit	\$10/unit	Vendor	\$5/unit	% Job Cost	Yes	No
Orsid Realty	\$10	\$10 *	\$15 Combo	Combo	Combo	*	\$500/bldg	\$10/unit	SB	No	Yes
Pride Property Management	INC	INC	INC	INC	INC	INC	\$500/bldg	INC	NO PM	UC	UC
Prime Locations	\$8	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	NA	SB	Yes	No
Rudd Realty Management	\$7.50/form	NA	\$6 Combo	Combo	Combo	NA	Vendor	NA	SB	Yes	Yes
Sandberg Management	\$10/form	RSA	RSA	RSA	RSA	RSA	NC	NC	NR	Yes	No
Sandra GreerReal Estate	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	% Job Cost	UC	UC
Siren Management	Vendor	RSA	RSA	RSA	RSA	RSA	Vendor	0	NR	UC	No
Stillman Management	\$12	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	SB	Yes	Yes
Trion Real Estate Management	NR	NR	NR	NR	NR	NR	NR	NR	% Job Cost	NR	NR
Tudor Realty Services	\$10	INC	\$4 PUC Combo	Combo	Combo	INC	INC	INC	No charge	NR	Yes
Vanderbilt Property Management	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	INC	% Job Cost	No	No
Veritas Property Management	Vendor	Vendor+	Vendor+	Vendor+	Vendor+	Vendor+	Vendor	INC	% Job Cost	No	Yes
Vintage Real Estate Services	\$9	\$8/unit	INC	INC	INC	INC	0	0	NO PM	Yes	No
Weber-Farhat Realty Management	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	Vendor	\$250/bldg	SB	No	No

**KEY: Abbreviations for Filing Charges**

RC = Reimburse cost NR = No response Vendor+ = Vendor + \$150 admin fee Vendor = Outsourced to a vendor PUC = Per unit charge  
 INC = Included in management fee Combo = Window, fire & lead notices \* = Smoke and carbon combo is \$10 NC = No charge RSA = Rent Stabilization Association safety notice service

**Abbreviations for Project Management**

% Job Cost = Percentage of job cost SB = Billed separately, depending on job size and scale NO PM = Project management is not offered

**Abbreviation for Energy Procurement**

UC = Under consideration

# CASH CONCERNS: BANKING AND INTERNAL CONTROLS

COMPANY	CRIME INSURANCE	INTERNAL CONTROLS					PAYMENT OPTIONS FOR OWNERS			CHECK PAYMENTS MAILED TO	LOCKBOXES CHARGES		BANK CHARGES	
		TWO SIGNATURES ON BIG CHECKS	CAN DETECT FICTITIOUS PAYMENTS	RECONCILERS OF BANK STATEMENTS			CREDIT CARDS	ACH	CHECKS		INCLUDED IN MANAGEMENT FEE	BUILDING PAYS FOR LOCKBOX	INCLUDED IN MANAGEMENT FEE	BUILDING PAYS BANK CHARGES
				MAY NOT SIGN CHECKS	DON'T HANDLE DEPOSITS	NO ACCESS TO CHECK MACHINES								
AKAM Associates	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	NR	NR	NR	NR
Alexander Wolf & Company	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
All Area Realty Services	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Argo Real Estate	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Away Realty Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX		Yes		Yes
Buchbinder & Warren	Yes	No	Yes	Yes	Yes	Yes	NR	Yes	Yes	BOX	Yes			Yes
CFA Management	Yes	No	Yes	Yes	Yes	Yes	No	Yes	Yes	OFFICE	NA	NA	NR	NR
Crystal Real Estate Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	OFFICE		Yes		Yes
Delkap Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	OFFICE	NA	NA	Yes	
Douglas Elliman Property Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
EBMG	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
Fairfield Properties	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	BOX	Yes		Yes	
The Ferrara Management Group	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Finger Management Corp	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	OFFICE	NA	NA	Yes	
FirstService Residential	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		NR	NR
Garthchester Realty	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
Gramatan Management	Yes	No	Yes	Yes	No	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Gumley Haft	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
H.S.C. Management	Yes	Yes	Yes	Yes	Yes	Yes	NR	Yes	Yes	OFFICE	NA	NA		Yes
Hoffman Management	NR	NR	NR	NR	NR	NR	No	Yes	Yes	BOX	Yes			Yes
Impact Real Estate Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Jordan Cooper	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
Kaled Management	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	BOX	Yes			Yes
Lovett Group	Yes	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
Maxwell-Kates	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX		Yes		Yes
MD Squared Property Group	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Merlot Management	Yes	No	Yes	Yes	Yes	Yes	No	No	Yes	OFFICE	NA	NA		Yes
MGRE/Greenthal	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Midboro Management	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	BOX	Yes			Yes
New Bedford Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX		Yes		Yes
Orsid Realty	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Pride Property Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX		Yes		Yes
Prime Locations	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
Rudd Realty Management	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes	BOX	Yes		Yes	
Sandberg Management	Yes	No	Yes	Yes	Yes	Yes	No	Yes	Yes	BOX	Yes			Yes
Sandra GreerReal Estate	No	No	Yes	Yes	Yes	Yes			Yes	OFFICE	NA	NA		Yes
Siren Management	Yes	Yes	No	Yes	Yes	Yes	No	Yes	Yes	BOX	Yes		Yes	
Stillman Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Trion Real Estate Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
Tudor Realty Services	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Vanderbilt Property Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Veritas Property Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes		Yes	
Vintage Real Estate Services	Yes	Yes	NR	Yes	Yes	Yes	Yes	Yes	Yes	BOX	Yes			Yes
Weber-Farhat Realty Management	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	OFFICE	NA	NA	Yes	

KEY: BOX = Bank lock box OFFICE = Management office NR = No response NA = Not applicable

# PEOPLE & PLATFORMS: PERSONNEL AND DIGITAL STATS

COMPANY	MANAGEMENT PERSONNEL						WEBSITE CAPABILITIES								SOCIAL MEDIA			
	PRINCIPALS MANAGE PROPERTIES	FULL-TIME EMPLOYEES	FEMALE MANAGERS	MALE MANAGERS	HIRED 2017	INTERNAL PROMOTIONS	WEB PURPOSE	CLIENT LOGIN CAPABILITY	PAYMENT PORTAL	BLDG DOCS & FORMS	FINANCIAL INFO (HISTORICAL)	FINANCIAL INFO (CURRENT)	STAFF DIR & CONTACT INFO	NEWSLETTERS	FACEBOOK	TWITTER	LINKEDIN	INSTAGRAM
AKAM Associates	Yes	158	26	32	5	8	B & P	Boards	Yes	NOFF	Board	Board	Yes	Yes	Yes	Yes	Yes	Yes
Alexander Wolf & Company	Yes	30	2	11	2	2	NR	Boards	Yes	NOFF	Board	NOFF	NOFF	NOFF	Yes	No	Yes	No
All Area Realty Services	No	29	5	14	3	1	B & P	Res & Bds	Yes	Yes	Board	Board	Yes	Yes	Yes	Yes	Yes	Yes
Argo Real Estate	No	60	9	5	1	2	B & P	Boards	Yes	Yes	Board	Board	NOFF	NOFF	Yes	No	Yes	No
Away Realty Management	Yes	20	2	2	0	1	B & P	Res & Bds	Yes	NOFF	Board	Board	Yes	Yes	Yes	No	Yes	No
Buchbinder & Warren	No	35	7	5	0	2	Branding	NR	NR	NR	NR	NR	NR	NR	No	No	No	No
CFA Management	Yes	7	3	0	0	0	NR	NR	NR	NR	NR	NR	NR	NR	No	No	No	No
Crystal Real Estate Management	Yes	2	1	1	0	1	B & P	Res & Bds	Yes	Yes	NOFF	NOFF	Yes	Yes	Yes	No	Yes	Yes
Delkap Management	Yes	13	4	1	0	1	B & P	NOFF	Yes	NOFF	NOFF	NOFF	Yes	NOFF	No	No	No	No
Douglas Elliman Property Management	No	265	NR	NR	NR	NR	B & P	Residents	Yes	Yes	Residents	Res & Bds	Yes	Yes	Yes	No	No	No
EBMG	Yes	31	2	9	1	0	B & P	NR	Yes	NR	NR	NR	NR	NR	Yes	Yes	Yes	Yes
Fairfield Properties	Yes	325	14	13	3	5 yrs*	B & P	Res & Bds	Yes	Yes	Res & Bds	Res & Bds	Yes	Yes	No	No	Yes	No
The Ferrara Management Group	No	24	6	6	3	1	B & P	Residents	Yes	Yes	Residents	Residents	Yes	Yes	No	No	No	No
Finger Management Corp	Yes	19	2	6	1	1	B & P	NR	Yes	NR	Res & Bds	Res & Bds	Yes	NR	No	No	No	No
FirstService Residential	No	406	74	65	NR	34	B & P	Res & Bds	Yes	Yes	Res & Bds	Board	Yes	Yes	Yes	Yes	Yes	No
Garthchester Realty	Yes	24	4	7	1	0	B & P	Residents	Yes	NOFF	NOFF	NOFF	Yes	Yes	Yes	Yes	Yes	No
Gramatan Management	Yes	21	1	9	1	1	B & P	NOFF	Yes	Yes	Residents	NOFF	Yes	NOFF	No	Yes	No	No
Gumley Haft	Yes	41	7	6	NR	2	Branding	Residents	Yes	NOFF	NOFF	NOFF	NOFF	NOFF	Yes	Yes	Yes	No
H.S.C. Management	Yes	33	4	11	3	2	B & P	Residents	Yes	NOFF	NOFF	NOFF	NOFF	NOFF	Yes	No	Yes	Yes
Hoffman Management	Yes	17	NR	6	1	NR	B & P	Res & Bds	Yes	Yes	Res & Bds	Board	Yes	Yes	NR	NR	NR	NR
Impact Real Estate Management	No	19	4	7	1	2	B & P	Res & Bds	Yes	Yes	Res & Bds	Res & Bds	Yes	Yes	Yes	Yes	Yes	Yes
Jordan Cooper	Yes	14	NR	NR	NR	NR	Branding	NOFF	Yes	NR	NR	NR	NR	NR	No	No	No	No
Kaled Management	Yes	40	3	4	1	0	B & P	Boards	Yes	Yes	NOFF	Board	Yes	NOFF	No	No	No	No
Lovett Group	Yes	50	NR	NR	NR	NR	B & P	Residents	Yes	Yes	NR	NR	Yes	NR	No	NR	NR	NR
Maxwell-Kates	Yes	101	19	26	2	3	B & P	Res & Bds	Yes	Yes	Res & Bds	Res & Bds	Yes	Yes	Yes	Yes	Yes	Yes
MD Squared Property Group	Yes	11	3	5	3	2	B & P	Residents	Yes	Yes	Residents	Board	Yes	NOFF	Yes	Yes	Yes	No
Merlot Management	Yes	5	3	0	0	0	Branding	NOFF	NOFF	NOFF	NOFF	NOFF	Yes	NOFF	No	No	No	No
MGRE/Greenthal	NR	30	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Midboro Management	Yes	66	20	11	4	3	B & P	Res & Bds	Yes	Yes	Res & Bds	Res & Bds	Yes	Yes	Yes	Yes	Yes	Yes
New Bedford Management	Yes	49	NR	NR	NR	NR	B & P	Res & Bds	Yes	Yes	Board	Board	NOFF	NOFF	Yes	No	No	No
Orsid Realty	Yes	74	10	24	2	2	B & P	Res & Bds	Yes	Yes	Residents	NOFF	Yes	NOFF	No	No	No	No
Pride Property Management	Yes	13	2	5	NR	1	B & P	Res & Bds	Yes	Yes	Res & Bds	Res & Bds	Yes	Yes	No	No	No	No
Prime Locations	No	25	4	6	2	1	B & P	Res & Bds	Yes	Yes	Res & Bds	Board		Yes	No	No	No	No
Rudd Realty Management	Yes	39	3	6	1	1	B & P	Res & Bds	Yes	Yes	Res & Bds	Board	Yes	Yes	No	No	Yes	No
Sandberg Management	Yes	11	5	2	1	1	Branding	NOFF	NOFF	NOFF	NOFF	NOFF	NOFF	NOFF	No	No	No	No
Sandra Greer Real Estate	Yes	5	3	2	0	NR	Branding	NR	NR	NR	NR	NR	NR	NR	No	No	No	No
Siren Management	Yes	9	0	4	0	0	B & P	Boards	NOFF	NOFF	NOFF	Board	NOFF	NOFF	No	No	No	No
Stillman Management	Yes	50	15	10	1	1	B & P	NOFF	Yes	NOFF	NOFF	NOFF	Yes	NOFF	No	No	Yes	No
Trion Real Estate Management	NR	17	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Tudor Realty Services	No	56	10	9	NR	NR	B & P	Res & Bds	Yes	Yes	Res & Bds	Board	Yes	Yes	Yes	No	Yes	Yes
Vanderbilt Property Management	Yes	11	7	4	2	0	B & P	Res & Bds	Yes	Yes	NR	Board	NR	NR	Yes	Yes	Yes	Yes
Veritas Property Management	Yes	19	3	6	1	2	B & P	Res & Bds	Yes	Yes	Board	Board	Yes	Yes	Yes	Yes	No	No
Vintage Real Estate Services	Yes	8.5	1	5	0	0	B & P	Res & Bds	Yes	Yes	NOFF	NOFF	Yes	NOFF	Yes	No	No	No
Weber-Farhat Realty Management	Yes	6	NR	NR	0	NR	B & P	Boards	Yes	Yes	Board	Board	Yes	NOFF	No	No	No	No

**KEY:** 5 yrs\* = Prerequisite five years field experience to manage properties B & P = Company branding and web portal for residents and boards  
 NOFF = Not offered Res & Boards = Residents & board directors NR = No response

# OPERATIONS: BOARD MEETINGS AND MANAGEMENT VISITS

COMPANY	TIME OF DAY FOR BOARD MEETINGS				CONFERENCE CALL/WEB CONFERENCE	WHO PREPARES MEETING AGENDAS			WHO TAKES BOARD MINUTES			DELIVERY METHOD OF MONTHLY REPORTS				MANAGEMENT VISITS	
	MORNING	AFTERNOON	DINNER	EVENING		PROPERTY MANAGER	BOARD OFFICER	OTHER	PROPERTY MANAGER	BOARD SECRETARY	OTHER	DELIVERED BY HARD COPY	PDF EMAIL/DROPOBOX	ENCRYPTED PDF E MAILED/DROPOBOX	LOGIN THROUGH OUR WEBSITE	PER WEEK	PER MONTH
AKAM Associates	10%	10%	20%	60%	Under 20%	76-100%	26-50%		46-75%	46-75%		No	Yes	Yes	No	2	
Alexander Wolf & Company	4%	1%	45%	50%	Under 20%	26-50%	26-50%		26-45%	26-45%		Yes	Yes	No	No	AR	AR
All Area Realty Services	0%	0%	10%	90%	Under 20%	76-100%	0-25%		0-25%	76-100%		Yes	Yes	No	No	AR	AR
Argo Real Estate	5%	0%	20%	75%	Under 20%		76-100%		76-100%	0-25%		No	No	No	Yes	1	4
Away Realty Management	0%	0%	0%	100%	Under 20%	76-100%				76-100%		Yes	Yes	No	No	AR	1
Buchbinder & Warren	NR	NR	NR	NR	21-50%	76-100%	0-25%		0-25%	26-45%	46-75%	No	Yes	No	No	1	4
CFA Management	10%	0%	0%	90%	Under 20%	76-100%	0-25%		46-75%	26-45%		No	Yes	No	No	AR	AR
Crystal Real Estate Management	0%	0%	0%	100%	Under 20%	76-100%			76-100%	0-25%		No	No	Yes	No	1	
Delkap Management	0%	0%	0%	100%	Under 20%	0-25%	76-100%		0-25%	76-100%		Yes	Yes	No	No	1	AR
Douglas Elliman Property Management	10%	0%	40%	50%	Under 20%	76-100%	0-25%		76-100%	0-25%			Yes				
EBMG	5%	15%	70%	10%	Under 20%	51-75%	0-25%		26-45%	26-45%	0-25%	Yes	Yes	Yes	No	1	
Fairfield Properties	20%	0%	0%	80%	Under 20%	76-100%	0-25%		46-75%	0-25%	0-25%	Yes	Yes		Yes	1	
The Ferrara Management Group	1%	0%	50%	49%	Under 20%	76-100%	0-25%		26-45%	46-75%		Yes	No	Yes	Yes	1	4
Finger Management Corp	1%	5%	5%	89%	Under 20%	51-75%	26-50%		46-75%	46-75%		Yes	Yes	Yes	No	AR	AR
FirstService Residential	10%	0%	10%	80%	Under 20%	76-100%	0-25%		76-100%	0-25%		Yes	Yes	No	Yes	1	4
Garthchester Realty	1%	0%	0%	99%	Under 20%	76-100%	0-25%		0-25%	76-100%		Yes	Yes	Yes	No	1	AR
Gramatan Management	0%	0%	60%	40%	Under 20%	76-100%	0-25%		0-25%	76-100%		Yes	Yes	Yes	No	2	AR
Gumley Haft	20%	10%	60%	10%	Under 20%	76-100%	0-25%	0-25%	0-25%	0-25%	76-100%	Yes	Yes			1	AR
H.S.C. Management	0%	0%	50%	50%	Under 20%	76-100%	0-25%	0-25%	46-75%	46-75%	0-25%	Yes	Yes	Yes	No	1	4
Hoffman Management	10%	0%	80%	10%	Under 20%	76-100%			76-100%	0-25%		No	Yes			AR	AR
Impact Real Estate Management	15%	10%	35%	40%	21-50%	76-100%	0-25%		46-75%	26-45%		Yes	Yes	Yes	No	1	4
Jordan Cooper	NR	NR	NR	NR	NR	76-100%			46-75%	0-25%		Yes	Yes	Yes	No		
Kaled Management	0%	0%	50%	50%	Under 20%	51-75%	0-25%		26-45%	46-75%		Yes	Yes	No	No	2	
Lovett Group	5%	0%	0%	95%	Over 50%	76-100%			0-25%	26-45%		Yes	Yes			1	
Maxwell-Kates	25%	20%	35%	20%	Under 20%	76-100%	0-25%		0-25%	46-75%	0-25%	Yes	Yes	Yes	No	AR	AR
MD Squared Property Group	10%	5%	0%	85%	Under 20%	76-100%	0-25%	0-25%	46-75%	26-45%		*	Yes	No	No	1	4
Merlot Management	0%	5%	40%	55%	21-50%	51-75%	0-25%		26-45%	26-45%		No	Yes	No	No	AR	1
MGRE/Greenthal	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Midboro Management	25%	5%	50%	20%	Under 20%	76-100%	0-25%		0-25%	0-25%	26-45%	Yes	No	Yes	Yes	1	AR
New Bedford Management	10%	5%	45%	40%	Over 50%	76-100%	0-25%	0-25%	26-45%	46-75%	26-45%	Yes	No	No	Yes	1	4
Orsid Realty	10%	0%	0%	90%		51-75%	0-25%		0-25%	46-75%		Yes	Yes	Yes	No	1	
Pride Property Management	5%	10%	80%	5%	Under 20%	76-100%	0-25%		46-75%	46-75%		Yes	Yes	No	No	1	4
Prime Locations	0%	0%	100%	0%	Under 20%	76-100%				76-100%		Yes	Yes			2	
Rudd Realty Management	10%	0%	80%	10%	Under 20%	76-100%			76-100%			Yes	Yes	Yes	No	1	
Sandberg Management	0%	0%	50%	50%	Under 20%	76-100%	0-25%		0-25%	76-100%		No	Yes	No	No	AR	2
Sandra GreerReal Estate	10%	0%	0%	90%	Under 20%	0-25%	51-75%		46-75%	0-25%		Yes	Yes			AR	
Siren Management	5%	15%	5%	75%	21-50%	76-100%	0-25%		46-75%	46-75%		Yes	Yes		Yes	1	
Stillman Management	0%	0%	5%	95%	Under 20%	76-100%	0-25%		0-25%	76-100%		Yes	Yes			2	
Trion Real Estate Management	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Tudor Realty Services	20%	0%	40%	40%	Under 20%	76-100%	0-25%		76-100%	0-25%	0-25%	Yes	Yes		Yes	1	4
Vanderbilt Property Management	0%	5%	0%	95%	Under 20%	76-100%			0-25%	46-75%		Yes	No	No	Yes	1	4
Veritas Property Management	10%	10%	0%	80%	Under 20%	76-100%	0-25%		0-25%	76-100%		Yes	No	Yes	Yes	1	
Vintage Real Estate Services	0%	0%	0%	100%	Under 20%	26-50%	26-50%		0-25%	46-75%		AR	Yes		No	1	
Weber-Farhat Realty Management	0%	0%	10%	85%	Under 20%	0-25%	76-100%	0-25%	0-25%	76-100%	0-25%	Yes	Yes	Yes	Yes	AR	AR

KEY: NR = No response AR = As required \* = Brought to meetings on tablets