



INSIDE OXFORD



Founded in 1998, our success is the result of our knowledge of, commitment to, and investment in our local community.

OUR MISSION

Oxford eliminates your work space worries by creating a productive and cared-for environment.

312 S. State Street, Second Floor
Ann Arbor, MI 48104
734.747.6000
www.oxfordcompanies.com



2725 S. Industrial Drive
Space Available
10,000 SF



Oxford's Scott Myer and Kathy Baum receive Timberline training from Chevon Rogers of Aktion Associates.



NEW SOFTWARE **Helps Oxford Deliver Better Service**

Oxford Companies is currently finalizing the implementation of a new property management software suite of applications. The software, Sage Timberline Office, was selected over other similar programs because of its contemporary approach to completing essential business tasks in an almost completely electronic environment. "It will completely integrate our financial, accounting, and service order systems into one database," remarked Luz Glover, Accounting Supervisor.

"All the building engineers are quite excited about the new program," Scott Myer, Chief Building Engineer remarked. "The pertinent information about major pieces of equipment, such as part numbers, maintenance history, calibration specifications, will be readily available to us from our laptops." Since Oxford has over 1,000 pieces of equipment on the 33 buildings we manage, this will really reduce the time required to diagnosis and resolve equipment problems."

Equally important to both Scott and Lyle Beckwith, Property Manager, will be the ability to have a real-time overview of all the current work orders and the status of each. "We won't have to call the guys to find out who's closest to respond to an urgent building problem; we'll just look at our screen and know," Lyle said.

The new software will also allow the building engineers to scan the numerous receipts and other documents directly into the office on a daily basis. Matching receipts with a vendor's monthly invoice will soon be done electronically thus eliminating the tedious task of doing this manually. Our accounting department is especially looking forward to this feature!

Oxford plans to begin using the new software this coming January.



New Business Opening On East Liberty

The retail mix near U-M's central campus continues to evolve. Zaragon West, a student high-rise complex being constructed on the corner of East William and Thompson, is to open a leasing office at 611 East Liberty Street. The building is one of several properties managed by Oxford Companies in the vicinity.

WELCOME NEW TENANTS

UM MedEquip
2725 S. Industrial

SMC Marketing
221 East Liberty Street, Suite 279
smc.com.hk

Service Options Exchange, LLC
308 S.State, Suite 35
soptex.com

Democritus Holdings, LLC
611 East Liberty Street
zaragonwest.com

BUSINESS PROFILE



We are a group of practitioners dedicated to crafting spaces and objects that are truly harmonious.

Design is less about process and more about relationship.

O|X STUDIO (and our logo) metaphorically represents the idea of Organic Architecture, in which each component stands on its own yet works together as one. As an inclusive approach to design, it informs and tests a way of cohesive thinking. *Ours is a belief that design has no defined beginning and therefore no ending.* We think of our approach less in terms of process and more in terms of relationship.

We create today with an intense respect for yesterday and tomorrow.

O|X STUDIO is dedicated to direct approaches of information management at all levels of design and documentation. It is in the individual aggregate of parts that a larger unity works as one to define a culture of organic thinking. Within this culture lies a deep desire to control the impact of a project both large and small. *And we are staunchly committed to the immediate environment and to the greater community it serves.*

O|X STUDIO offers design services for all market sectors—commercial, educational, heritage, housing, residential, and retail. Learn more at oxstudioinc.com

After Hour Emergencies
WE ARE AVAILABLE 24/7
Call (734)747-6000 after
business hours and on weekends.

INSIDE OXFORD

STAFF PROFILE

Andrew Selinger
Market Analyst



Andrew joined Oxford in 2010 and primarily performs market research and analysis in order to determine new business opportunities. He is a licensed real estate agent and a recent graduate of U-M in the Economics program.

Being hale and hearty, Andrew has time and energy to dedicate to his avocation—golf. He's been an avid golfer since his uncle introduced him to the game at age 13. His career on the course has been plagued by a chronic push-slice and first-tee jitters, but "I work with it" he consoles. As a captain of the varsity golf team, Andrew played in dozens of tournaments in the Greater Lansing area, and as a member of the Meijer Junior Players Tour, his travels took him to numerous courses around the state of Michigan. Recreational golf has taken him to Tennessee, Florida, and Arizona.

Andrew's career accomplishments include two holes-in-one. His best round in a tournament is a 1-under 69, after which he "officially" turned professional by accepting \$70 for a 3rd-place finish.

To other golfers, Andrew offers the same advice that Earl Woods offered a young Tiger; "You get out of it what you put into it." Oh, and "never up, never in."

GUEST COLUMN

Getting the Most out of Predictive Index® (PI)

Bob Wilson
President, Advisa



While Oxford helps create a productive and cared-for environment in your workspace, PI® helps Oxford do the same for their workforce. PI is a needs assessment tool translated into more than 60 languages that creates a productive and cared-for workforce when used for:

- **Hiring:** Match people to work to maximize individual strengths. Counsel new hires about adjustments they will need to make to succeed. Write want ads to attract the people you want. Interview to assess self-understanding.
- **Motivation:** Motivate to individual needs.
- **Communication:** Communicate so people hear what you say.
- **Feedback:** Give performance feedback to facilitate positive change.
- **Sales:** Satisfy not only the business needs of your prospect but their personal needs too.
- **Advertising:** Craft successful advertising to both satisfy business and personal needs of buyers.
- **Career Path Development:** Understand what tracks individuals might follow to best self-actualize.
- **Succession Planning:** Build your future organization to accomplish your goals.
- **Team Formation:** Constitute teams to accomplish your goals.
- **Team Building:** Help teams understand why they work as they do and how to work better.
- **Acquisition:** Due diligence is complete when you understand the people you're acquiring.
- **Conflict Resolution:** Understand why people are in conflict and what to do about it.

To learn more contact Bob Wilson at ADVISA at bwilson@advisausa.com.