



LEXICON™

FACILITIES MANAGEMENT

Organized office space. Proven productivity. Lexicon is dedicated to delivering the highest quality work environment for our clients.

Our facilities team oversees the purchasing and real estate for your firm. This includes selecting office space, negotiating leases, space planning, selecting finishes and décor, and ordering furniture and fixtures.

Lexicon's procurement group maintains and repairs office space; orders office supplies and services such as beverages, stationery, and postage; and supports anything not connected to the network.

Finding an appropriate working space and maintaining it can be a hassle for a lot of firms, but Lexicon ensures your office meets your day-to-day business needs so that all of your employees enjoy working in a comfortable and productive environment.

What We Offer

- ▶ Real estate leasing and contract negotiation
- ▶ Building security audits
- ▶ Lease negotiation and management
- ▶ GPO (Group Purchasing Organization)
 - ▶ Ordering furniture, offices supplies, and more

Let us handle the business, so you can handle the law.
Schedule a demo today.

LexiconServices.com/Demo



What Makes Us Better Than All the Rest?

- ▶ Vast experience in growing law firms
- ▶ Managed client from 1 to 100+ offices
- ▶ Practice management strategies in place to guarantee a productive workplace
- ▶ All-inclusive service offerings
- ▶ Deep expertise in the evolving legal landscape
- ▶ Experience in hybrid workspace evolution

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