



CHF CANADA

# ASSET MANAGEMENT SERVICES

Replace the Roof

Replace the Boiler

Get a building condition audit

Upgrade the  
electrical

Refinance

Fix the building

Replace the  
Kitchens

Convert Heating  
Source

envelope

Upgrade the elevator

## It can be hard to know where to start.

Housing co-ops have to juggle aging housing stock in need of repairs, new building projects and limited funds. Asset Management Services can help you with your “to do” list and get you started in the right direction.

CHF Canada has partnered with the Housing Services Corporation to offer Asset Management Services to members. We can help you every step of the way with your capital projects — from re-financing to project completion, we are your Asset Management Solution. Whether you are completing routine capital repairs or refinancing your co-op, we can help.

Let us help you make your co-op everything you imagine it can be.

## Asset Management Services delivers support and assistance with:

- **Procurement Documents:** If you need to complete a Building Condition Audit (BCA), a Designated Substance Survey or a Phase I Environmental Study, we can help you get the reports you need.
- **Building Condition Assessment Review and Interpretation:** We can validate and update your existing BCA, so you have accurate, current information and are better positioned to make sound decisions.
- **Asset Management Plan:** Co-ops need a comprehensive plan for renewal and long term success. An Asset Management Plan provides you with a year-by-year roadmap to complete capital projects, consider refinancing options and manage your costs. Using your Building Condition Audit, we analyze the information to develop short and long-term financial projections for your co-op's revenues, expenses, capital repairs, reserves and debt service. With a financial plan and plans to complete capital projects in place, your community and buildings will be healthy and happy.
- **Procurement Management:** We can help you manage the complete procurement process for capital projects, project management or design services. This includes developing scope of work and evaluation criteria; completing the public tender process; evaluating submissions; and recommending a successful bid for the service or project. We serve as your co-op's advocate by helping you get the right consultant/contractor/engineer/designer on board.
- **Full Project Management Service:** Need a project management team to handle everything from project tender to project completion? Our Full Project Management Service simplifies the delivery of complex capital projects by bringing to the table all of the specialized expertise you need. We will visit your co-op; meet your team and discuss the project and its scope; put together procurement documents; award bids based on your approval; manage project construction; and close out the project with rigorous inspections and reports to ensure the scope of work was completed. This is the full owner's advocate role. We act in your best interest and manage the proponents you hire.
- **Multi-Year Full Project Management Service:** Do you have a collection of smaller capital projects and need help to complete the work over multiple years? We can apply our full project management service to multiple projects and develop a turnkey approach to completing your capital work over time.

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To find out more about Asset Management Services that are offered in your area and what we can do for you, visit [www.chfcanada.coop](http://www.chfcanada.coop) or contact:

David Spackman  
Program Manager, Co-operative and Asset Management Services  
1.888.314.9015  
[ams@chfcanada.coop](mailto:ams@chfcanada.coop)