



# CAPITAL PLANNING SERVICES



# Capital Planning Services

## What is Capital Planning?

It's the process of understanding the future operational costs of your building(s)' systems and equipment today through assessment and predictive analysis, aligning them with your short and long-term business objectives and planning toward those needs.

## When should Capital Planning Services be engaged?



Predictive budgeting for maintenance or system replacements is needed



Deferred maintenance and life/safety issues are slipping through the cracks



Profitability of the firm or property is under scrutiny



Facility management for properties where ownership does not have direct oversight



Work orders are more than 30% reactive, with a backlog of work orders



Seeking risk mitigation through lease renewal

AEI's Capital Planning Services are multidisciplinary and comprehensive; to help to make short and long-term real estate decisions based on complete insight.





## Flexible Approach

AEI understands that as owners and managers, you have your own approach to managing your real estate asset(s) and mitigating risk. We provide flexibility in creating customized data sets.

Assessment of your facility or your portfolio of buildings can range 1 to 3 years from a quick overview of safety or immediate needs that involve short-term (one to three year) projections to long-term studies (10 to 30+ years), which are more common in capital planning.

### Assess Your Property

#### ► Facility Condition Analysis

- Site and building systems / components evaluation
- Inventory and quantification of your building(s) and site systems

- ✓ Assesses the condition and remaining useful life of the assets
- ✓ Note potential life/safety concerns and deferred maintenance

### Budget & Prioritize

#### ► Forecast Capital Expenditures

- Cost estimates for repair and replacement of building and site systems / components necessary to maintain building(s) in good condition
- Funding decisions enabled with predictive modeling

- ✓ Understanding potential liabilities and anticipated Capital Expenditures
- ✓ Prioritizing resources and funding deferred maintenance

### Track Assets

#### ► Asset Management Solutions

- Maintenance and issuance of work orders
- Data catalogued for Computerized Maintenance Management System implementation

- ✓ Allows Building Engineers to more quickly react and diagnose problems based on an understanding of historical service
- ✓ Eliminates reactive replace or repair questions

# Capital Planning & Commercial Tenancy

## Don't get stuck with the bill

Too often, an owner or property manager is forced to pay for a repair that the lease should have addressed before move-out. In addition to unexpected costs, property repairs delay move-in for a new tenant and impact bottom-line profits.

## Risk Mitigation Through Lease Renewal

AEI helps landlords navigate risk by conducting system and equipment assessments at the time of a pre-lease, lease renewals and lease exit, outlined as follows:

### Before Leasing

#### ► Condition Benchmark Report

- Defines existing conditions prior to tenant occupancy
- Outlines tenant's responsibilities for maintenance and component replacement

- ✓ Reduces liability
- ✓ Avoids conflicts and disputes

### Annually Throughout Lease

#### ► Walk-Through Report

- Ensures tenant is performing as-needed maintenance, repairs and replacements
- Establishes a clear and open line of communication

- ✓ Sets expectations
- ✓ Maintains quality systems

### Before Lease Termination (6 months prior)

#### ► Pre, Final Walk-Through Report

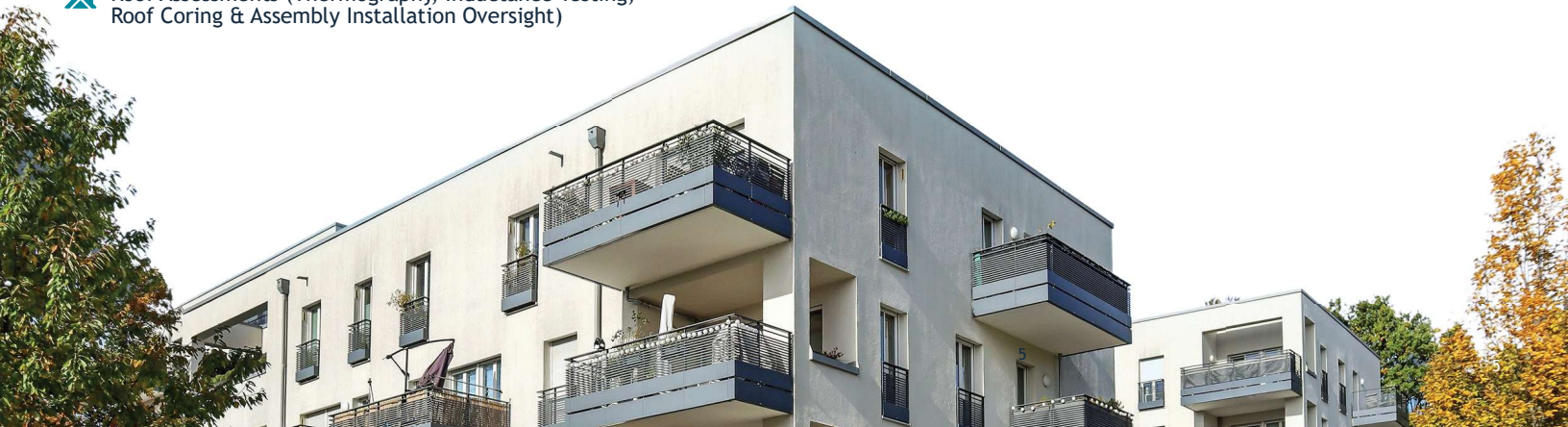
- Identifies deferred maintenance and/or neglected capital expenditures
- Provides advanced notice for security deposit deductions or requested funds for repairs/replacements

- ✓ Holds tenant accountable
- ✓ Maintains system quality

# Scope of Services

## Capital Planning

- Deferred Maintenance, Capital Planning Studies & Reports
- Capital Reserve Analysis
- Climate Risk Assessments
- Building & Component System Remaining Useful Life Studies
- Facility Condition Assessments
- Baseline Property Condition Assessments
- Limited Facility Condition Assessments
- Asset Bar Coding
- Pre-Lease Assessments, Lease Renewals & Lease Exit Strategies
- Dilapidation Assessments
- Building Envelope Assessments
- Roof Assessments (Thermography, Inductance Testing, Roof Coring & Assembly Installation Oversight)
- Computerized Maintenance Management Systems (CMMS) Data Collection & Population
- Americans with Disabilities Act (ADA) Assessments
- Building Owners and Management Association (BOMA) Area Measurements
- Building Commissioning or Retro-Commissioning Services
- Energy Audits & Building Sustainability Consulting
- Climate Mitigation Program Management
- ESG Strategy, Consulting & Reporting
- Carbon Footprint Consulting
- Renewable Energy Pre-Development Services
- Owner's Representative Services to oversee implementation of proposed measures





# AEI Consultants

AEI Consultants provides building, environmental, land and sustainability assessment and consulting services throughout North America. Founded in 1992, we're employee owned and operated. AEI is headquartered in the San Francisco Bay Area with offices located in major metropolitan areas throughout the U.S.

Working with lenders, investors, owners, developers and occupiers of real property, our company has a long-standing reputation for dependability and responsiveness. We're driven, analytical, and detail-oriented professionals who are born problem-solvers. As high achievers, we get things done. AEI values accuracy, efficiency and results with equal measure. And it's no surprise that our clients do too.

## Scope of Services

Our integrated services provide interdisciplinary expertise for real property owners and are completely customized to meet your evolving needs.



### **BUILDING CONSULTING** Building Assessment Services

- Property Condition Assessments
- Capital Planning & Facility Condition Assessments
- Seismic Risk Assessments
- Construction Risk Management Services
- Energy Efficiency Audits



### **LAND CONSULTING**

- ALTA Surveys
- Zoning Analysis Reports
- Natural & Cultural Resource Management
- Construction Site Services



### **ENVIRONMENTAL CONSULTING** Environmental Services

- Phase I & Phase II Environmental Site Assessments
- Soil & Groundwater Investigations & Remediation
- Asbestos, Lead, Mold, Moisture & Radon Surveys
- Environmental Health & Safety (EHS) Compliance Services



### **SUSTAINABILITY CONSULTING**

- Environmental, Social & Governance (ESG) Services
- Climate Risk Assessments

Please visit [www.aeiconsultants.com](http://www.aeiconsultants.com) or contact your AEI representative for assistance.

**We empower  
our clients to  
navigate real  
estate and  
business risk  
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