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To meet the whole team, visit our website;

<http://www.barclaystreet.com/our-team/property-management>

## Barclay Street Real Estate Property Management Team Takes Over the Calgary Drop-In Centre

On February 15, 2013 the Property Management Team at Barclay Street Real Estate volunteered to serve lunch at the Calgary Drop-In Centre and had a chance to give back to the community and make a slight difference in someone's day.



The Calgary Drop-In Centre has been helping Calgarians in need for over fifty years. It was started as a joint initiative of the Roman Catholic Diocese and the Calgary Interfaith Community Action Committee that amalgamated in 1961. The purpose of this endeavour is to provide Services in the east end of the city to homeless individuals who need shelter and food and we were just happy to participate in this worthy cause.

## Meet the Team

Barclay Street Real Estate's valued clients have access to a variety of extremely qualified and dedicated personnel at the local level. Our senior management team of representatives in Calgary are responsible and directly involved in the management of their buildings to ensure the highest quality of services are being provided at all times.



With over 22 years of property management experience, Shirley offers her tenants and clients a high level of expertise and care. As a Senior Property Manager at Barclay Street, Shirley assists in overseeing all activities within the Property Management division and the 1.25 million square feet of space the division manages. Since starting her real estate career in 1990, Shirley has worked exclusively in property management and has acquired extensive knowledge in all aspects of the industry. Over the years, Shirley has managed a large variety of properties, including various sizes of retail, office, and industrial properties. Some of her current clients have been with her for over 20 years - a true testament of her expertise!

For more information on indoor air quality (IAQ), visit; <http://www.tpsgc-pwgsc.gc.ca/biens-property/qcnsl-qtps/qcnsl-qtps-eng.html>

To discuss the management of your project, contact Dion Chrapko at:

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## The Truth About Indoor Air Quality (IAQ)

### Why is indoor air quality important?

Indoor air quality is a major concern to businesses, building managers, tenants and owners because it can impact the health, comfort, well being, and productivity of building occupants.

A fair number of Canadians spend up to 90% of their time indoors and many spend most of their working hours in an office environment. Pollutants in our indoor environment can increase the risk of illness such as Sick Building Syndrome (SBS) and

### What you can do to improve the indoor air in your building/office:

- Do not block air vents or grilles.
- Comply with the office and building smoking policy.
- Water and maintain office plants properly.
- Dispose of garbage promptly and properly.
- Store food properly.
- Avoid bringing products into the building that could release harmful or bothersome odors or contaminants.
- Notify your building or facility manager immediately if you suspect an indoor air quality problem.

Controlling indoor air quality involves integrating three main strategies. First, manage the sources of pollutants either by removing them from the building or isolating them from people through physical barriers, air pressure relationships, or by controlling the timing of their use. Second, dilute pollutants and remove them from the building through ventilation. Third, use filtration to clean the air of pollutants.

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## Barclay Street Real Estate Offers Project Management

Construction projects of any size can be complex, expensive and stressful but when organized properly and managed well, they can provide a strong return on investment and protect your building for years to come.

With over 40 years of Real Estate Project Management experience our Project Managers will oversee all aspects of your project from conception through to completion because we understand what this project means to your business' growth, reputation and bottom line. From space redesigns, expansions and new developments, we can help you with your project, no matter the size, stage or complexity.

### Our Services:

- Project plan, design and budget development
- RFP development & contract negotiation
- Project design review, schedules & reporting
- Supervision of consultants & contractors
- Construction administration & management
- Cost analysis and budget management
- Quality control & assurance
- Risk management & evaluation
- Tenant coordination & negotiation