Gensler

BACKTOTHEOFFICE

RETURN STRATEGIES FOR THE WORKPLACE AND OFFICE BUILDINGS

MAY 2020

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May Song



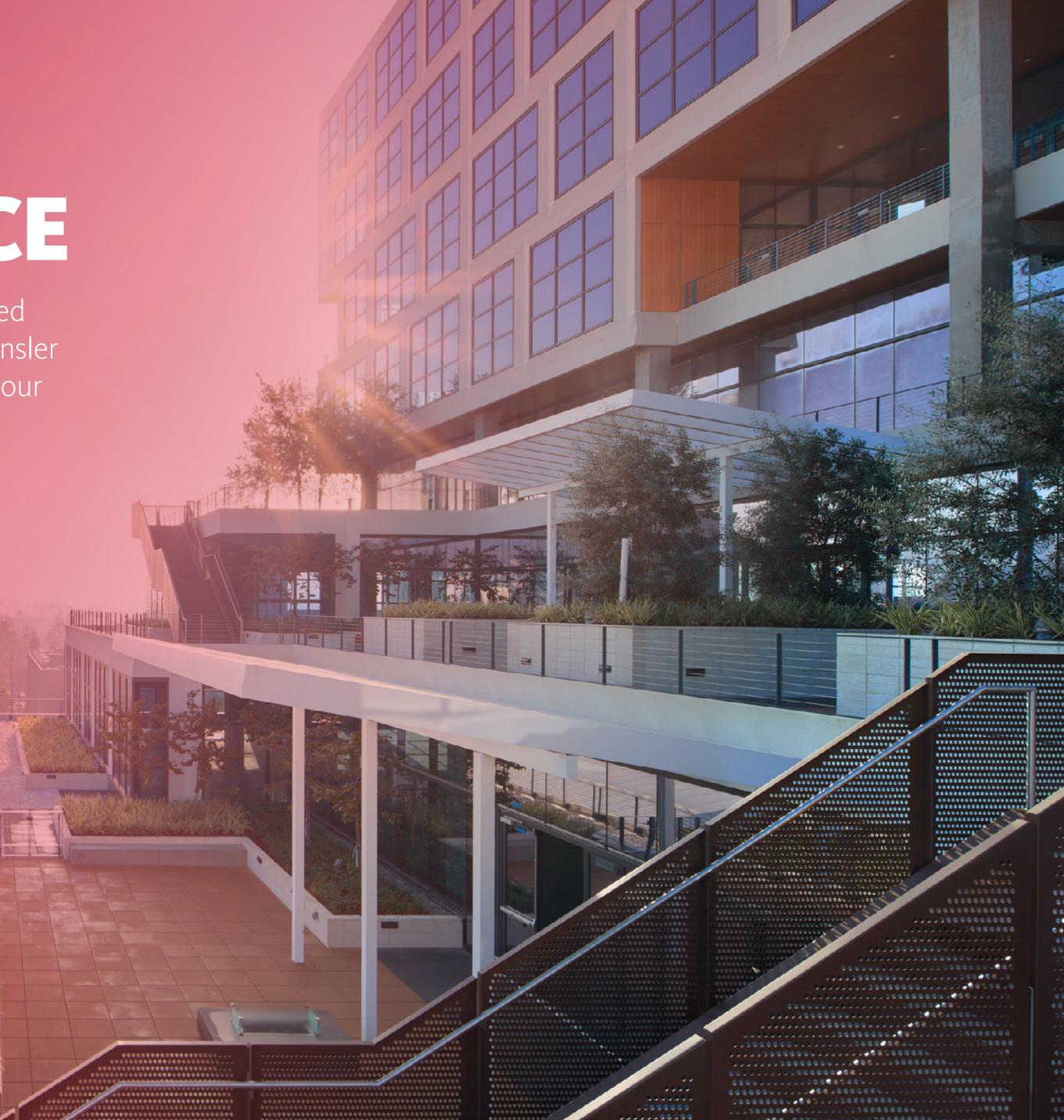


Gensler

BACK TO THE OFFICE

Building owners and users alike are grappling with unprecedented challenges. Based on our work with clients across the globe, Gensler offers space guidelines, proprietary tools, and services for what our clients need now, in the near term, and in the long term.

- IMMEDIATE ACTIONS - ONGOING PANDEMIC - REIMAGINED FUTURE



LISTENING TO OUR CLIENTS

We've been listening to our clients in every industry to address today's most pressing topics.





SPECTRUM OF READINESS

IMMEDIATE ACTIONS



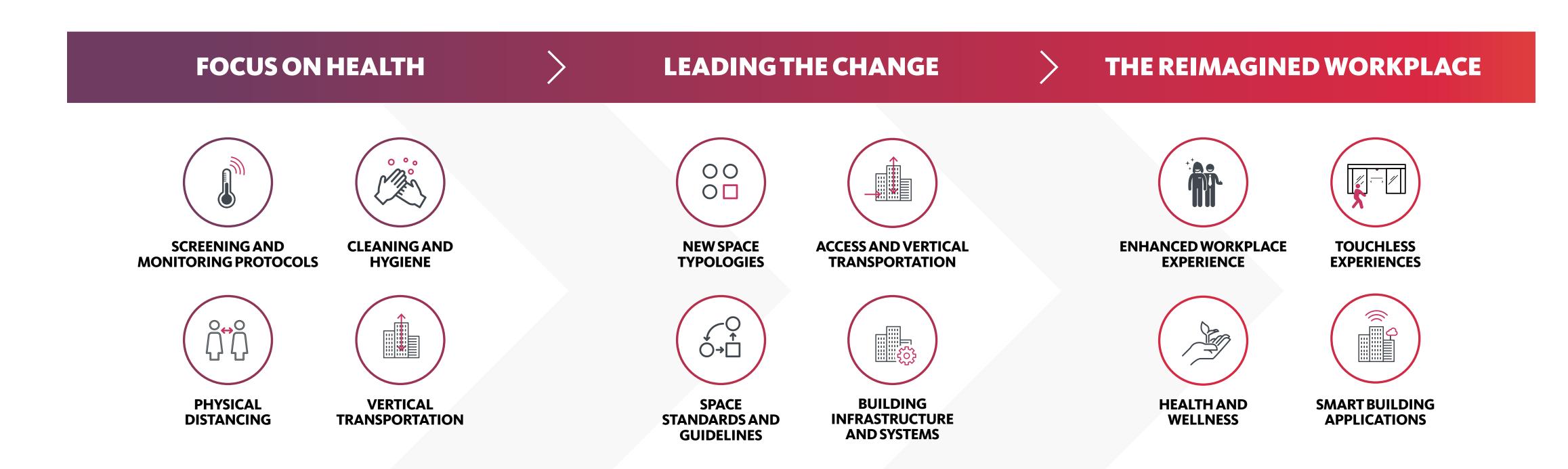
ONGOING PANDEMIC

REIMAGINED FUTURE



THREE INCREMENTAL SHIFTS

We're working with clients to address strategies and solutions that not only get us back to the office, but also prepare us for the long-term future of work.





SPACE GUIDELINES

FOR OWNERS / DEVELOPERS

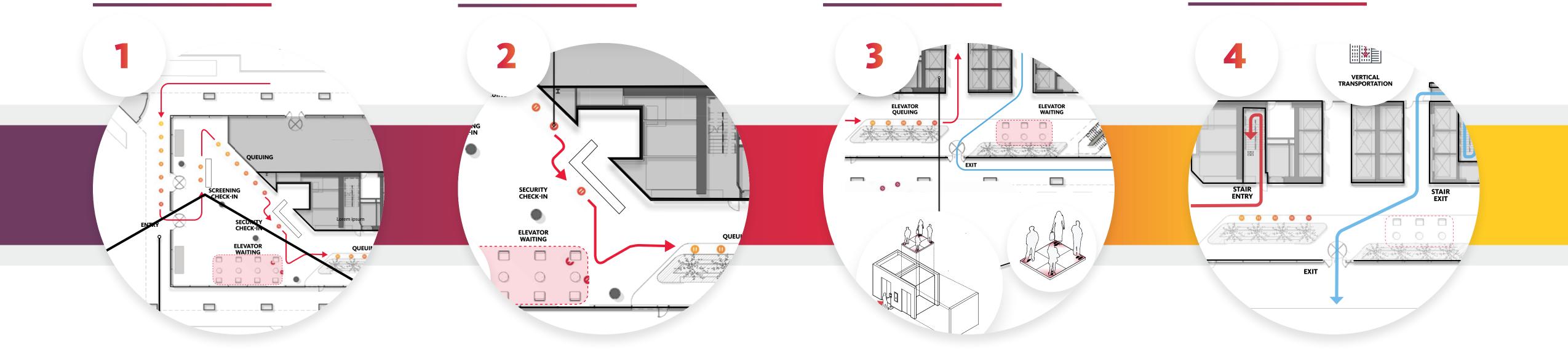
1 BUILDING ACCESS: ENTRANCES + QUEUING	2 BUILDING LOBBY: SCREENING, CHECK-IN + SECURITY	
5	6	
BUILDING PUBLIC SPACE:	BUILDING SYSTEMS:	
RESTROOMS	FILTRATION + VENTILATION	
	FOR USER	
9	10	
WORKPLACE ENTRANCES:	WORKPLACE LOBBY:	
VISITOR + EMPLOYEE	QUEUING + CHECK-IN	
13	14	
WORKPLACE OPEN PLAN:	WORKPLACE OFFICES +	
DE-DENSIFICATION	CONFERENCE ROOMS	





Building Access: Entrances + Queuing

Building Lobby: Screening, Check-in + Security



- Single door entries, automatic
- Limit entry points
- Floor decals to adhere to physical distancing guidelines

- Centralized check-in for health and wellness screening, monitoring, and sign-in
- Designated queuing and waiting area for elevators

Building Circulation: Elevators

Building Circulation: Fire Stairs

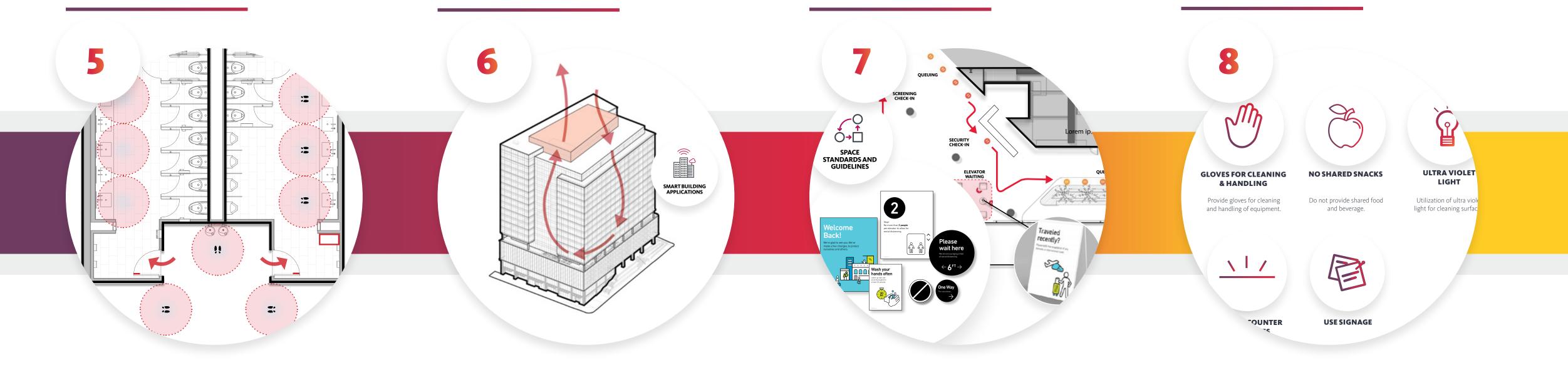
- Elevator capacity limited by cab size
- Floor decals to adhere to physical distancing guidelines: boarding, riding, and disembarking

• Use fire stairs for one way traffic in lieu of elevators (for lower floors)

SPACE GUIDELINES - BUILDING

Building Public Space: Restrooms

Building Systems: Filtration + Ventilation



- Use alternating stalls to control capacity and support physical distancing, confirm with local code compliance
- Heightened cleaning protocols, with protocol + occupancy signage

- Increased fresh air intake
- Advanced air filtration
- Increase frequency of air flushing

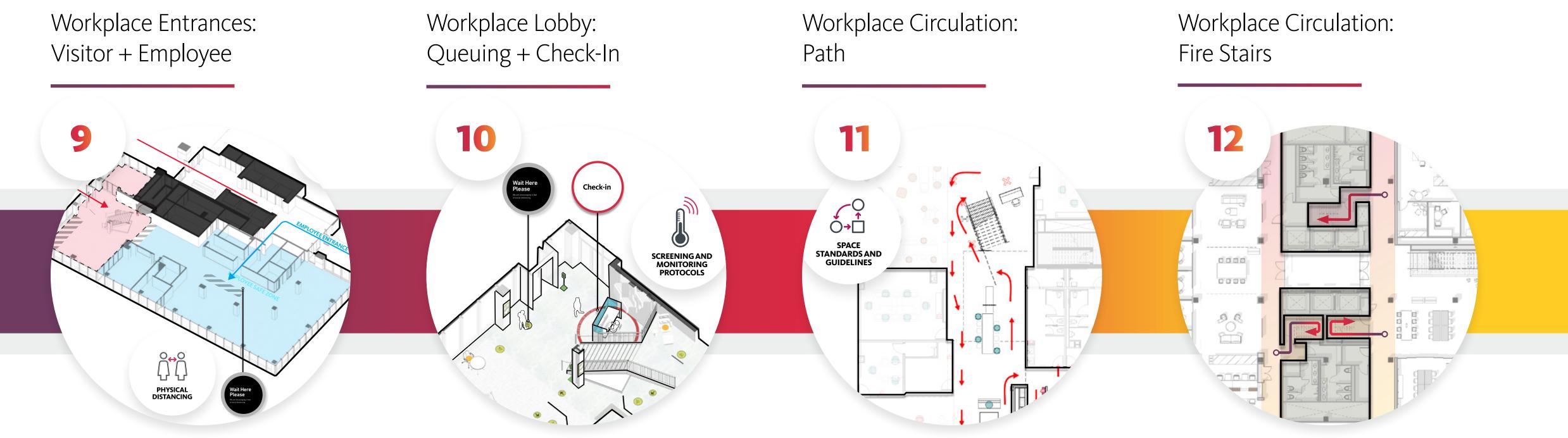
Wayfinding, Signage + Graphics

Protocols + Cleaning

- Core, integrated and customized branding and signage components, supporting key areas
- Signage and decals to guide employees through multiple spaces and encourage bestpractice protocols

- Implement cleaning protocols
- Use signage to encourage people to clean equipment, door handles, and surfaces before and after use

SPACE GUIDELINES - USERS / WORKPLACE



- Separated visitor and employee entrances + screening
- Designate employee safe zone after check-in, with no visitor access

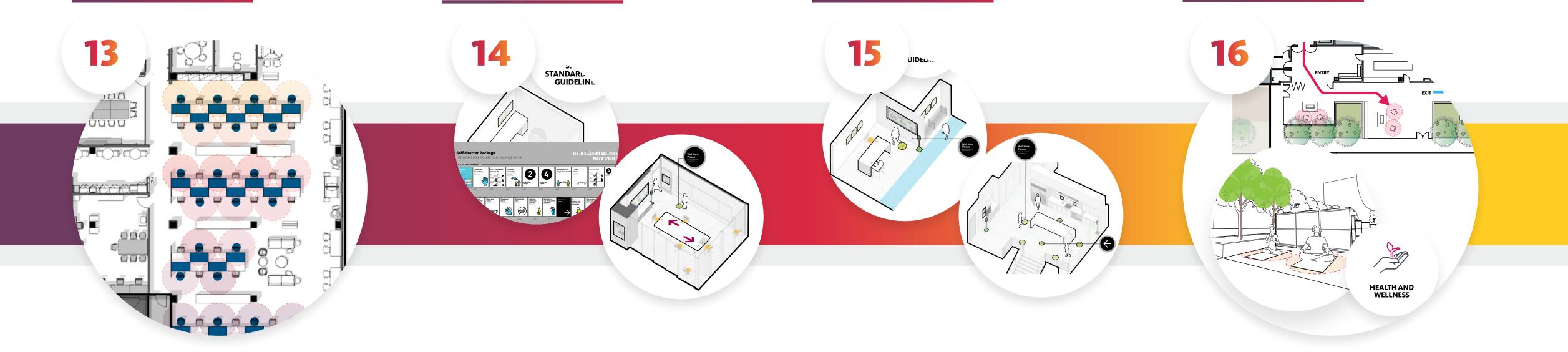
- Centralized check-in and monitoring
- Floor graphic decals to adhere to physical distancing guidelines

- One way circulation, avoid crossing in opposite directions
- Paths noted with directional signage

- Use fire stairs instead of elevators for multi-floor tenants
- Enhanced communications and signage

Workplace Open Plan: De-densification

Workplace: Offices + Conference Rooms



- Maintain physical distancing guidelines between individual desks
- Limit desks that would require people to directly face each other

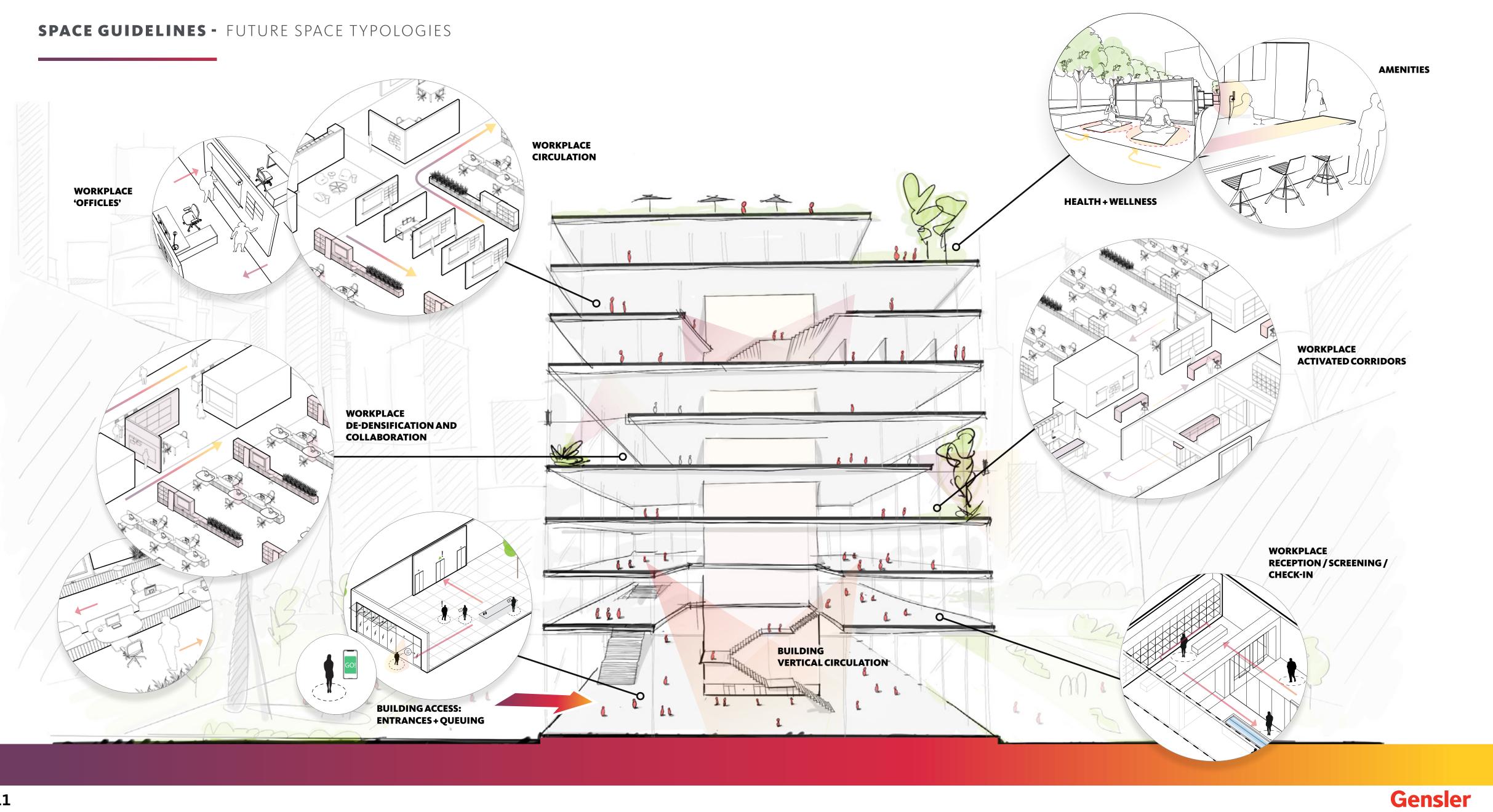
- Doors to remain open
- Limited occupancy per room size
- Meeting members to participate virtually from the office or home

Workplace: Collaborative + Food Spaces

Workplace: Outdoor Areas

- Limit seating that would require people to directly face each other
- Designate physical distancing guidelines in pantry/kitchen/ amenity areas

- Reconfigure to support physical distancing guidelines
- Limit seating that would require people to directly face each other

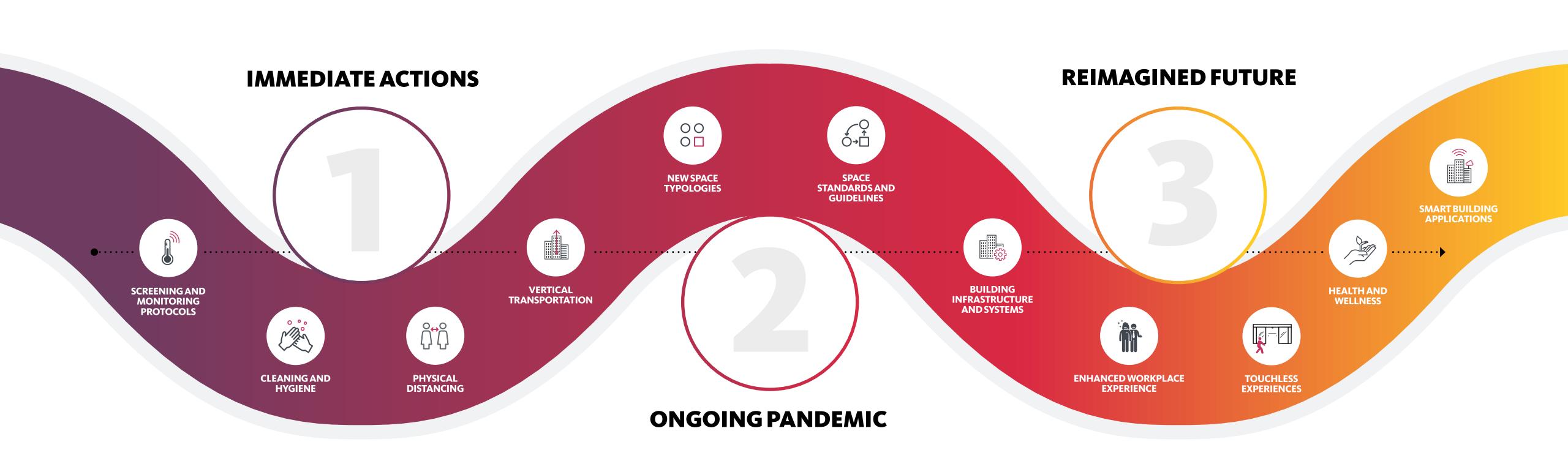


CHARTING THE PATH FORWARD OUR SERVICES

IMMEDIATE ACTIONS Select tools and services to quickly develop data and action plans for rapid planning and implementation.		ONGOING PANDEMIC > Begin to implement interim solutions that pivot the building and tenant experiences towards future needs.		REIMAGINED FUTURE Now it's time to consider long-term strategies and solutions to prepare and plan for a healthier environment, enhanced user experience, and more leverage from real estate assets.	
OFFICE BUILDINGS	WORKPLACE	OFFICE BUILDINGS	WORKPLACE	OFFICE BUILDINGS AND WORKPLACE	
PROJECT MANAGEMENT AND IN	1PLEMENTATION				
Rapid Solutionin	ng and Mobilization	Assessment		Assessment	
Building Readiness Assessment	Occupancy Planning	Building Portfolio Analysis	New Supply and Demand Alignment	Portfolio Alignment Planning	Transition Readiness and Planning
Access and Circulation Planning	Mobile Work Evaluation	Spatial Capacity Analysis	User Surveys and Space Monitoring	Scenario Planning and Decision Modeling	Organizational and Work Process Assessment
Portfolio: Asset Action Plan	Tenant Action Plan	Cost Modeling for Improvement Strategies	Workplace Guidelines Analysis	Guideline Rollout Planning	Experience Assessment
Signage and Wayfinding		Implementation		Implementation	
		Mock-ups for Research and Testing	Space Planning and Layouts	Physical Space Improvements	Signage and Wayfinding
		Architectural Specifications and Refinement	Space Redesigns and Retrofits	Experience Strategy	Workplace Design
		Bid Documentation	Change Management and Communication	Digital Experience	Brand Design
		Healthful Building Program(s) Technology Integration and Planning		Connected Spaces Sensors and Operations Dashboard	



PLANNING STARTS TODAY FOR THE WORKPLACE OF THE FUTURE



Gensler

SOLVING CHALLENGES TOGETHER REDEFINING THE FUTURE

Our incredible team of thought leaders use diverse expertise and a culture of design innovation to tackle the world's toughest challenges.

Connect with us at gensler.com/COVID-19

Gensler is not an expert in public health matters or infectious diseases. This material is intended to provide ideas or options for further consideration and ideation. You should make decisions related to your operations, business continuity or preparation plans in collaboration with experts in public health and safety.

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READ OUR ARTICLES ABOUT DESIGN'S RESPONSE TO A CHANGING WORLD



10 Considerations for Transitioning Back to Work



How the Pandemic Will Influence Building Design



Understanding the Touchless Workplace



Tips for Signage and Wayfinding in a Post-COVID-19 World



For Law Firms, COVID-19 Has Accelerated the Inevitable



An Air Filtration Primer for Building Owners and Developers



A Day in the Life: Going Back to Work in China



Optimizing Office Building Lobbies for Wellness



What Happens When We Return to the Workplace

