



Gensler

BACK TO THE OFFICE

RETURN STRATEGIES
FOR THE WORKPLACE
AND OFFICE BUILDINGS

MAY 2020

SPEAKERS



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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.



325+
Roundtables and one-on-one workshops

2,500
Multi-industry work-from-home respondents

67,000+
Clients engaged

SPECTRUM OF READINESS

IMMEDIATE ACTIONS

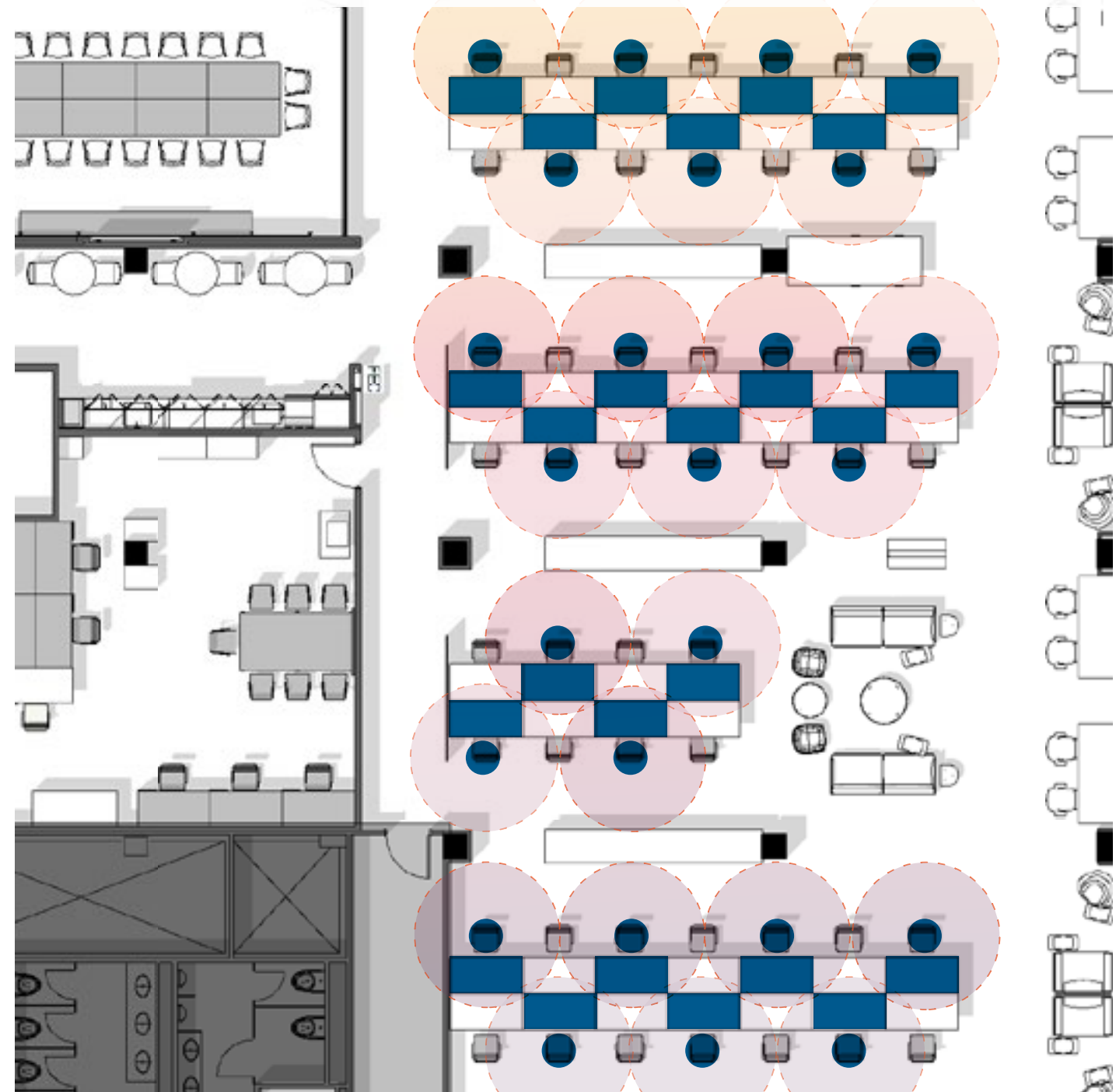
ONGOING PANDEMIC

REIMAGINED FUTURE

FOCUS ON HEALTH

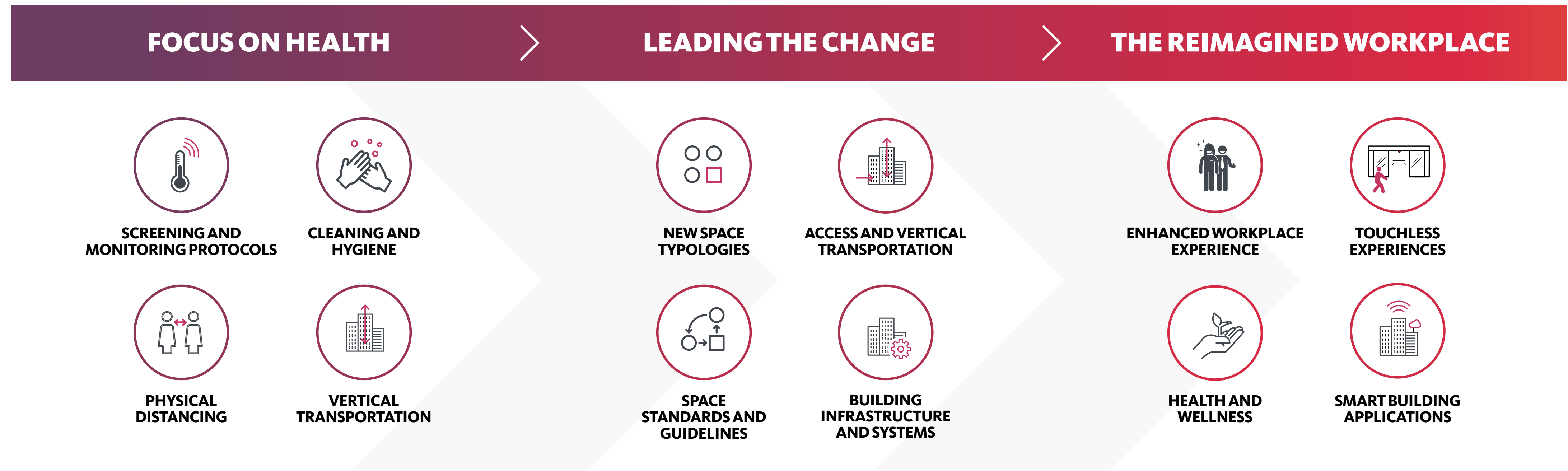
LEADING THE CHANGE

THE REIMAGINED WORKPLACE



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

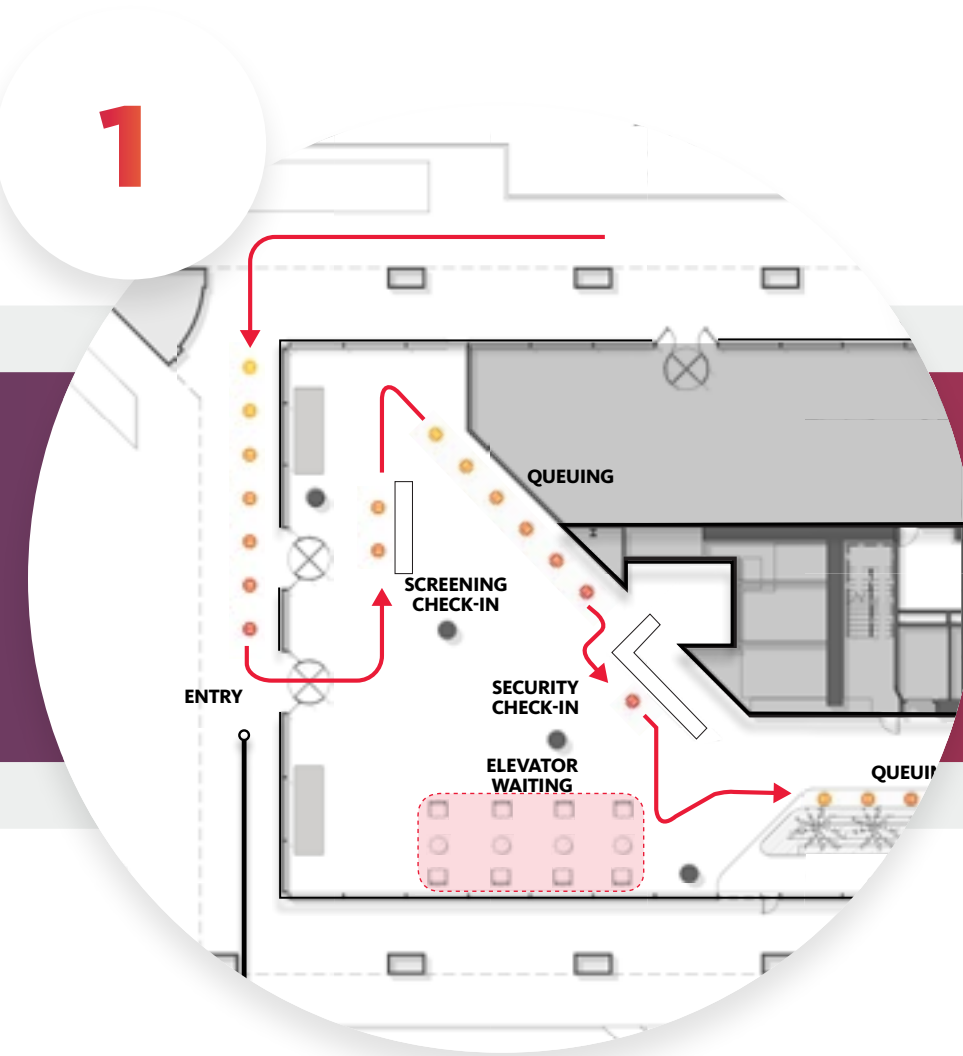
FOR OWNERS / DEVELOPERS

1 BUILDING ACCESS: ENTRANCES + QUEUING	2 BUILDING LOBBY: SCREENING, CHECK-IN + SECURITY	3 BUILDING CIRCULATION: ELEVATORS	4 BUILDING CIRCULATION: FIRE STAIRS
5 BUILDING PUBLIC SPACE: RESTROOMS	6 BUILDING SYSTEMS: FILTRATION + VENTILATION	7 WAYFINDING, SIGNAGE + GRAPHICS	8 PROTOCOLS + CLEANING

FOR USERS / WORKPLACE

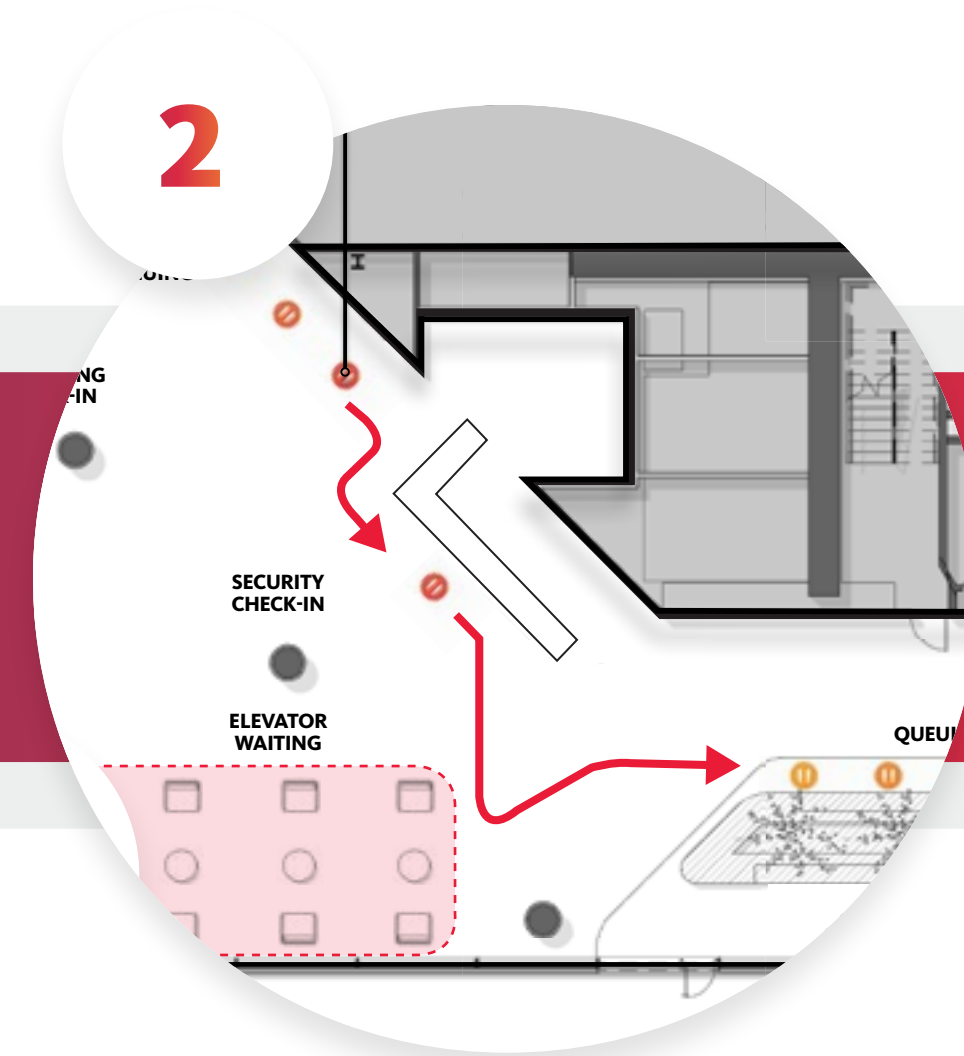
9 WORKPLACE ENTRANCES: VISITOR + EMPLOYEE	10 WORKPLACE LOBBY: QUEUING + CHECK-IN	11 WORKPLACE CIRCULATION: PATH	12 WORKPLACE CIRCULATION: FIRE STAIRS
13 WORKPLACE OPEN PLAN: DE-DENSIFICATION	14 WORKPLACE OFFICES + CONFERENCE ROOMS	15 WORKPLACE COLLABORATIVE + FOOD SPACES	16 WORKPLACE OUTDOOR AREAS

Building Access:
Entrances + Queuing



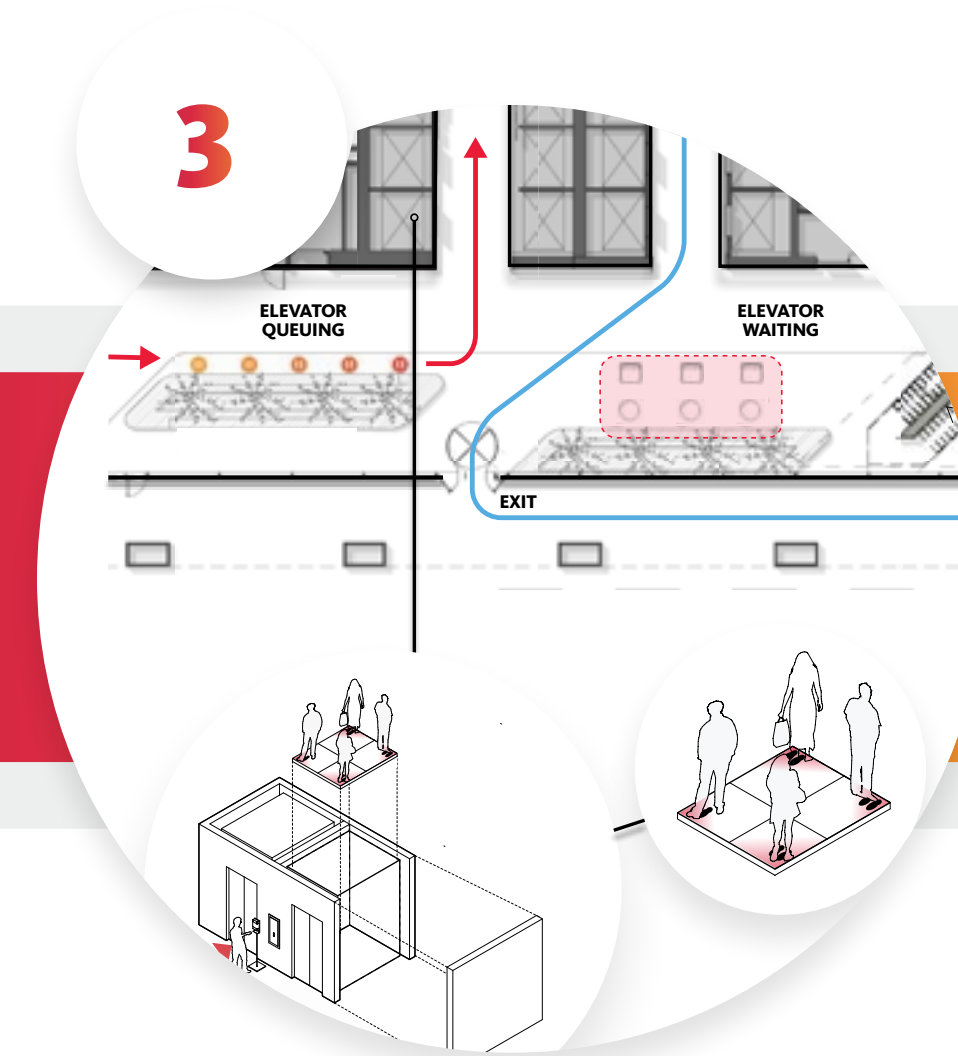
- Single door entries, automatic
- Limit entry points
- Floor decals to adhere to physical distancing guidelines

Building Lobby:
Screening, Check-in + Security



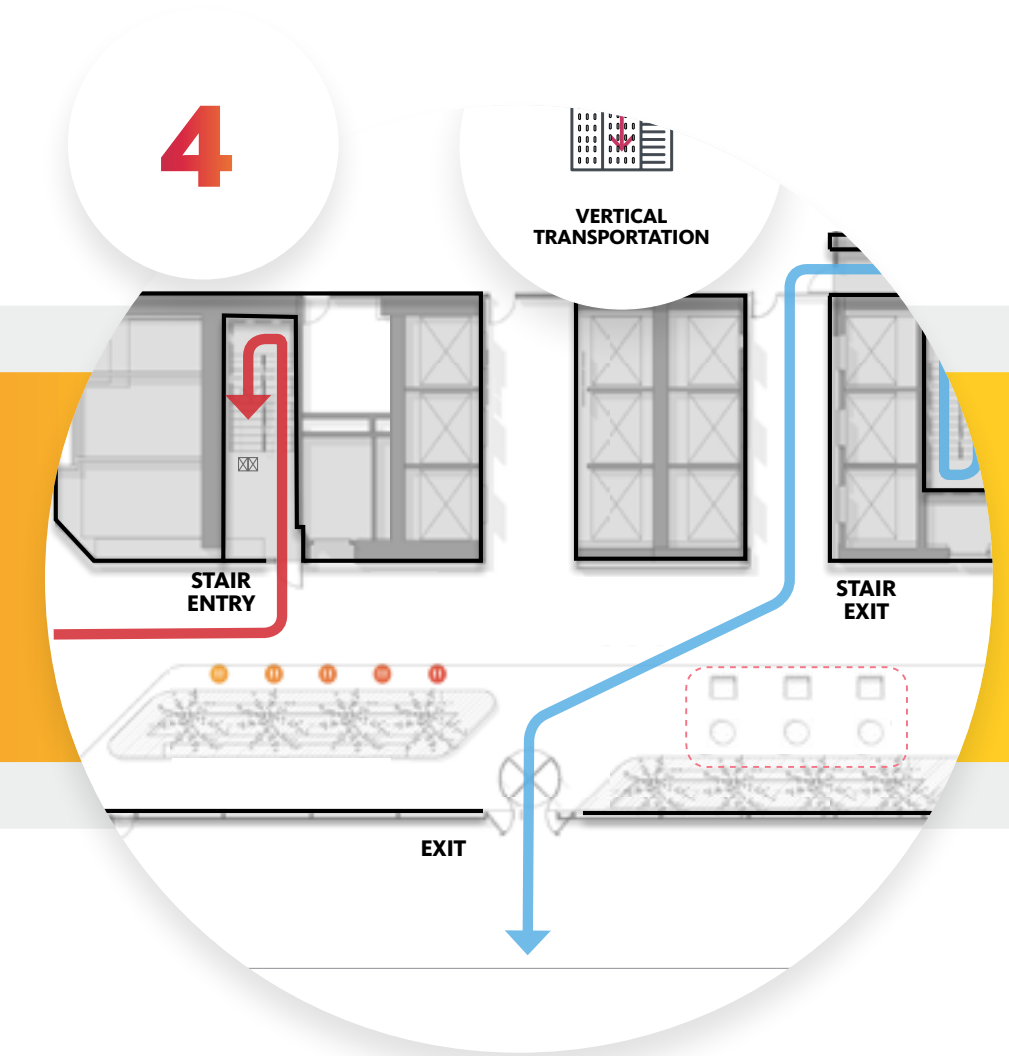
- Centralized check-in for health and wellness screening, monitoring, and sign-in
- Designated queuing and waiting area for elevators

Building Circulation:
Elevators



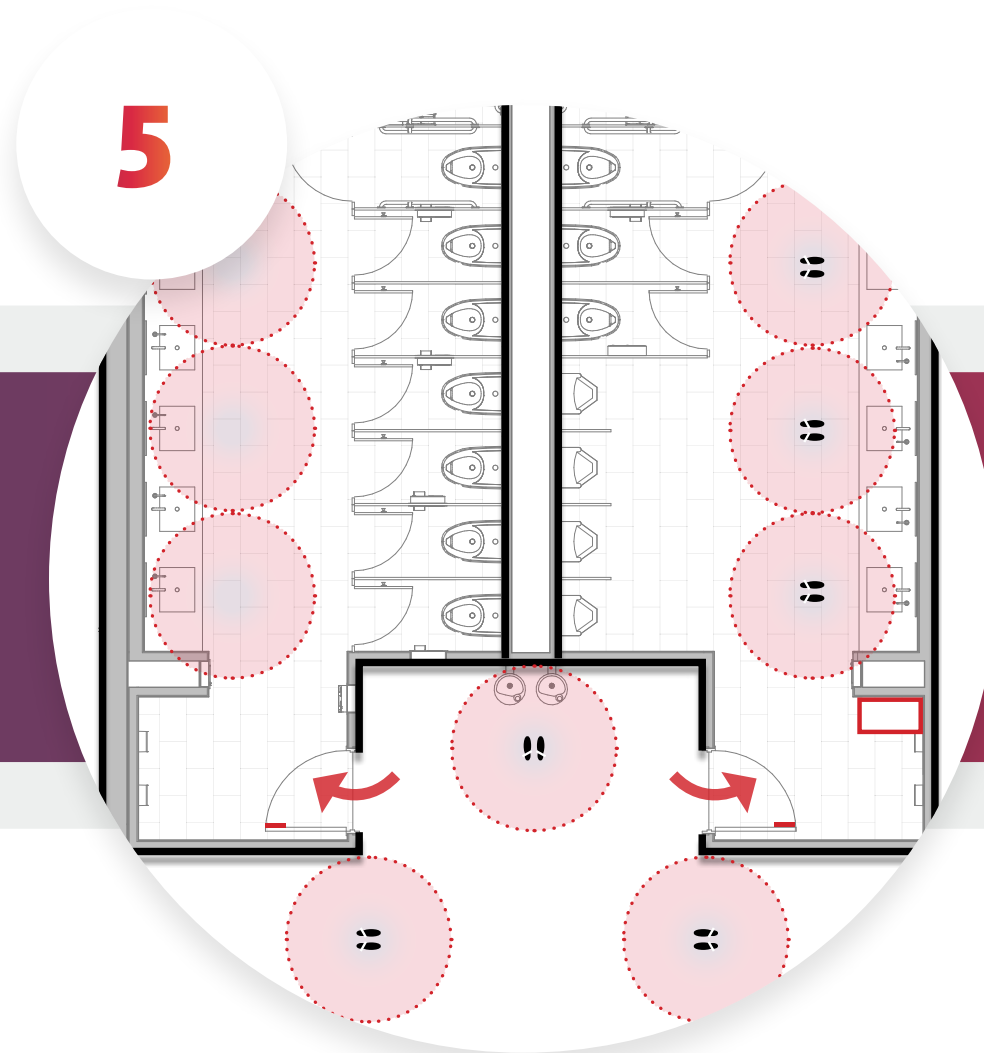
- Elevator capacity limited by cab size
- Floor decals to adhere to physical distancing guidelines: boarding, riding, and disembarking

Building Circulation:
Fire Stairs



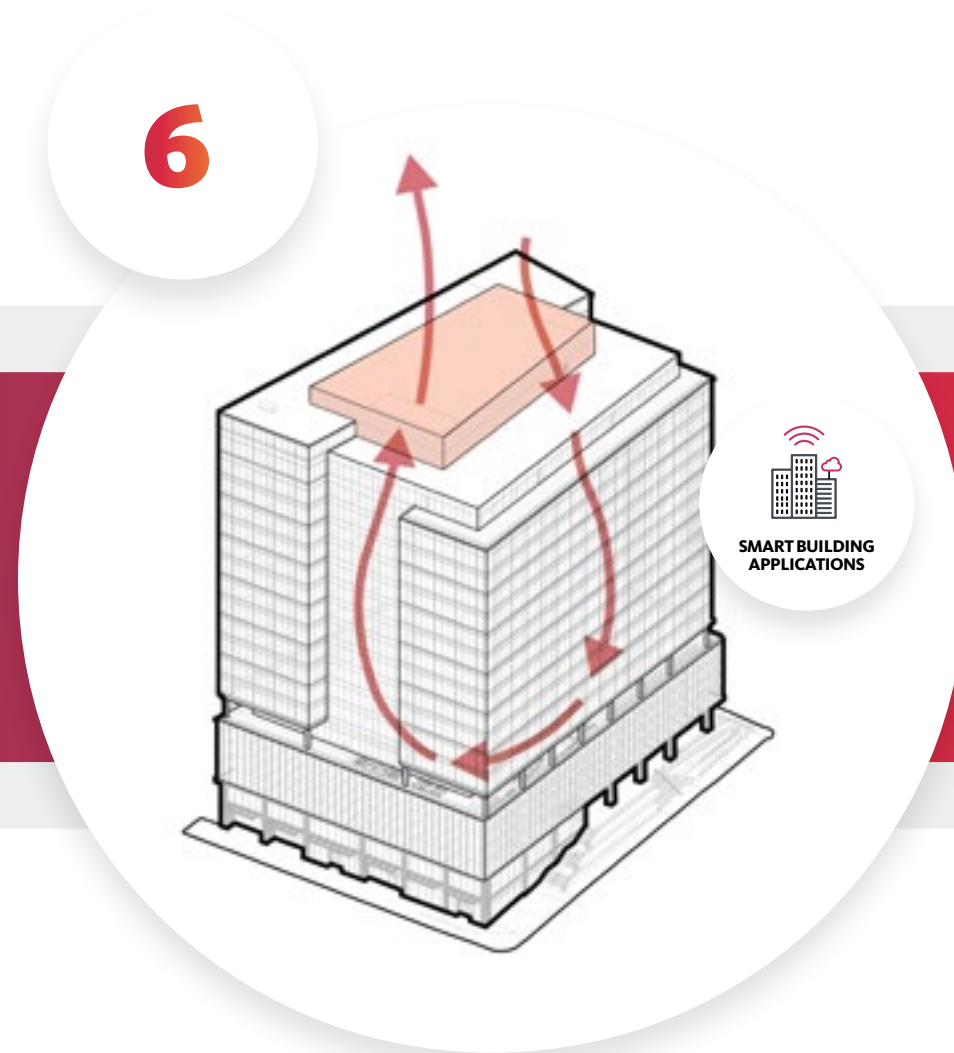
- Use fire stairs for one way traffic in lieu of elevators (for lower floors)

Building Public Space:
Restrooms



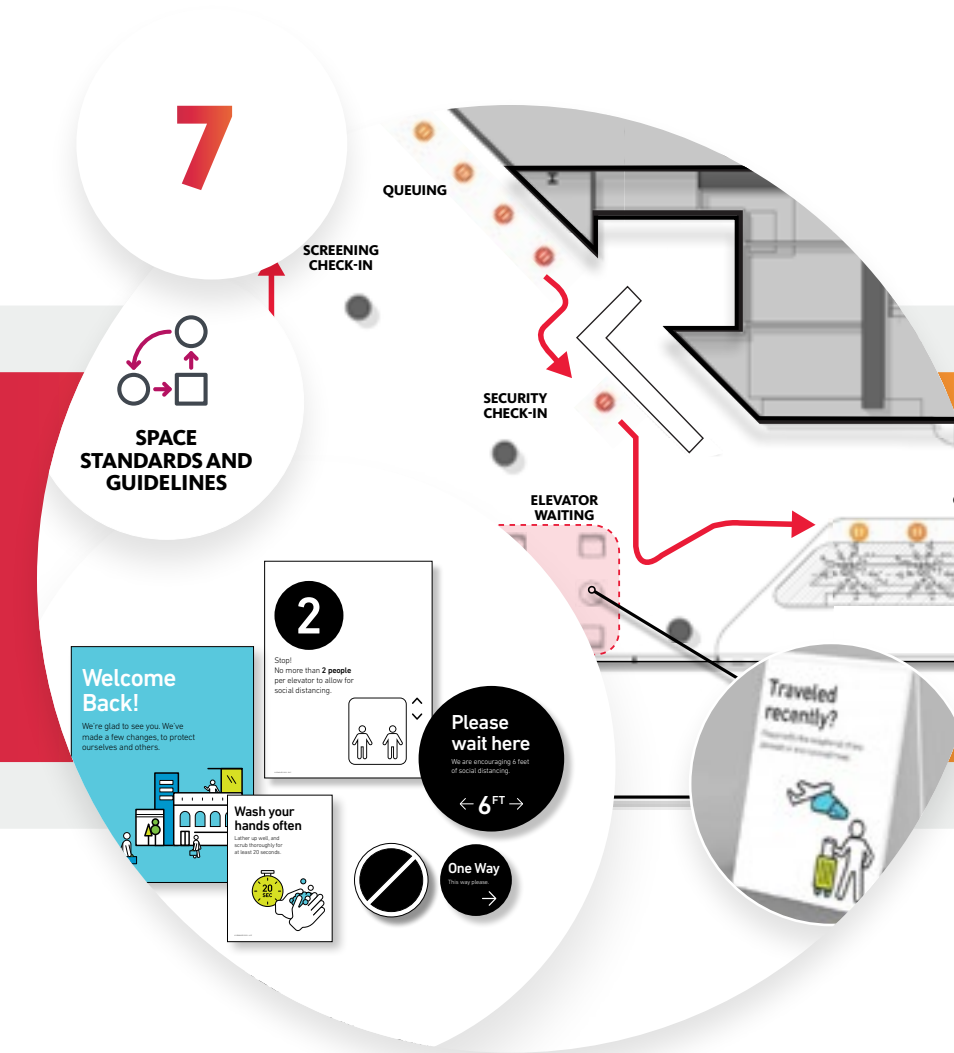
- Use alternating stalls to control capacity and support physical distancing, confirm with local code compliance
- Heightened cleaning protocols, with protocol + occupancy signage

Building Systems:
Filtration + Ventilation



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

Wayfinding, Signage +
Graphics



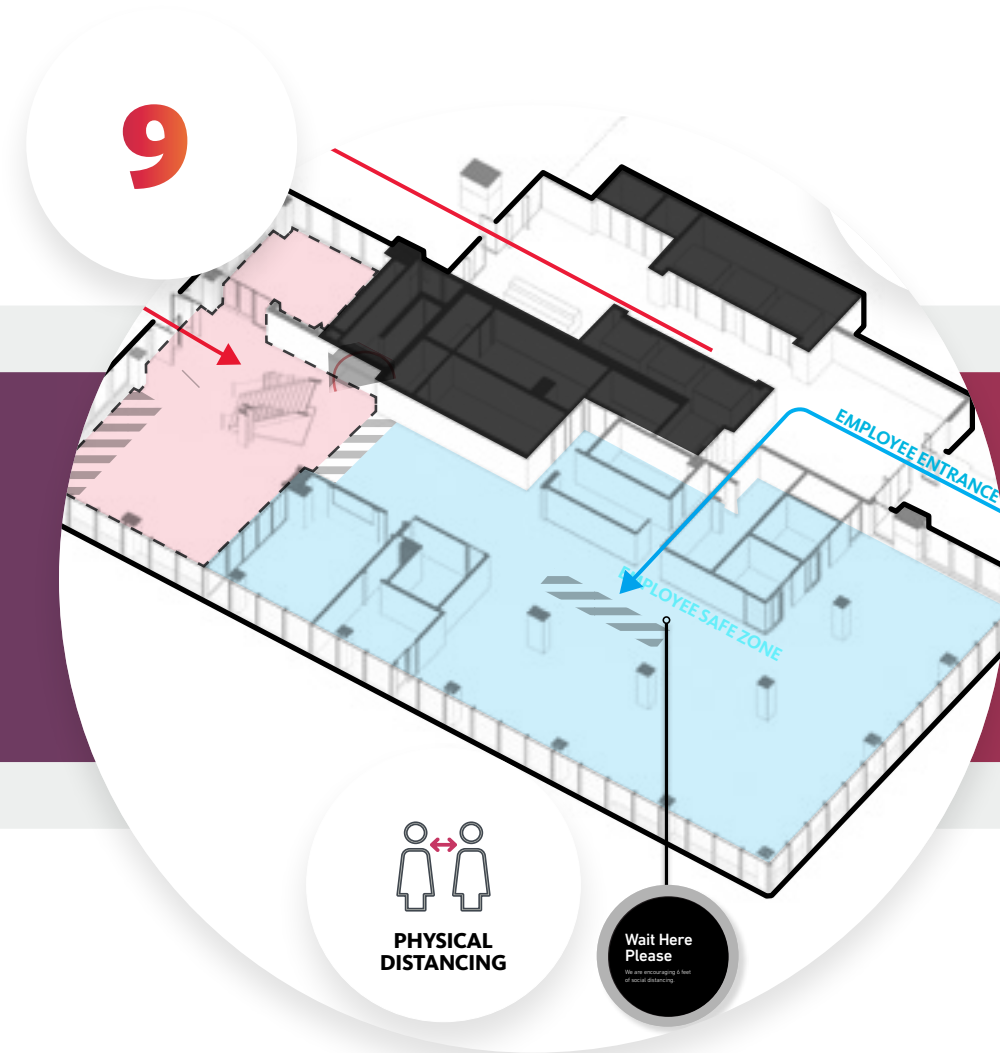
- Core, integrated and customized branding and signage components, supporting key areas
- Signage and decals to guide employees through multiple spaces and encourage best-practice protocols

Protocols + Cleaning



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

Workplace Entrances:
Visitor + Employee



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

Workplace Lobby:
Queuing + Check-In



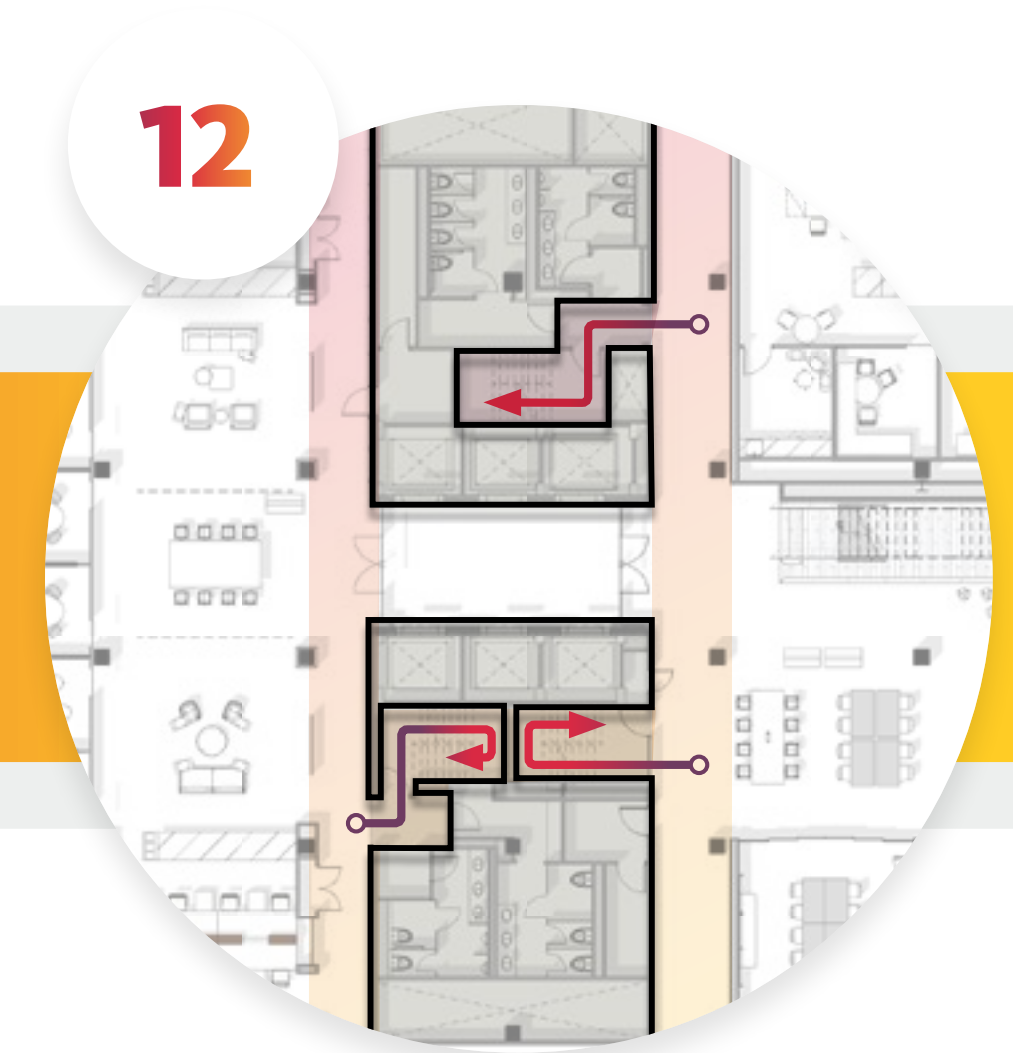
- Centralized check-in and monitoring
- Floor graphic decals to adhere to physical distancing guidelines

Workplace Circulation:
Path



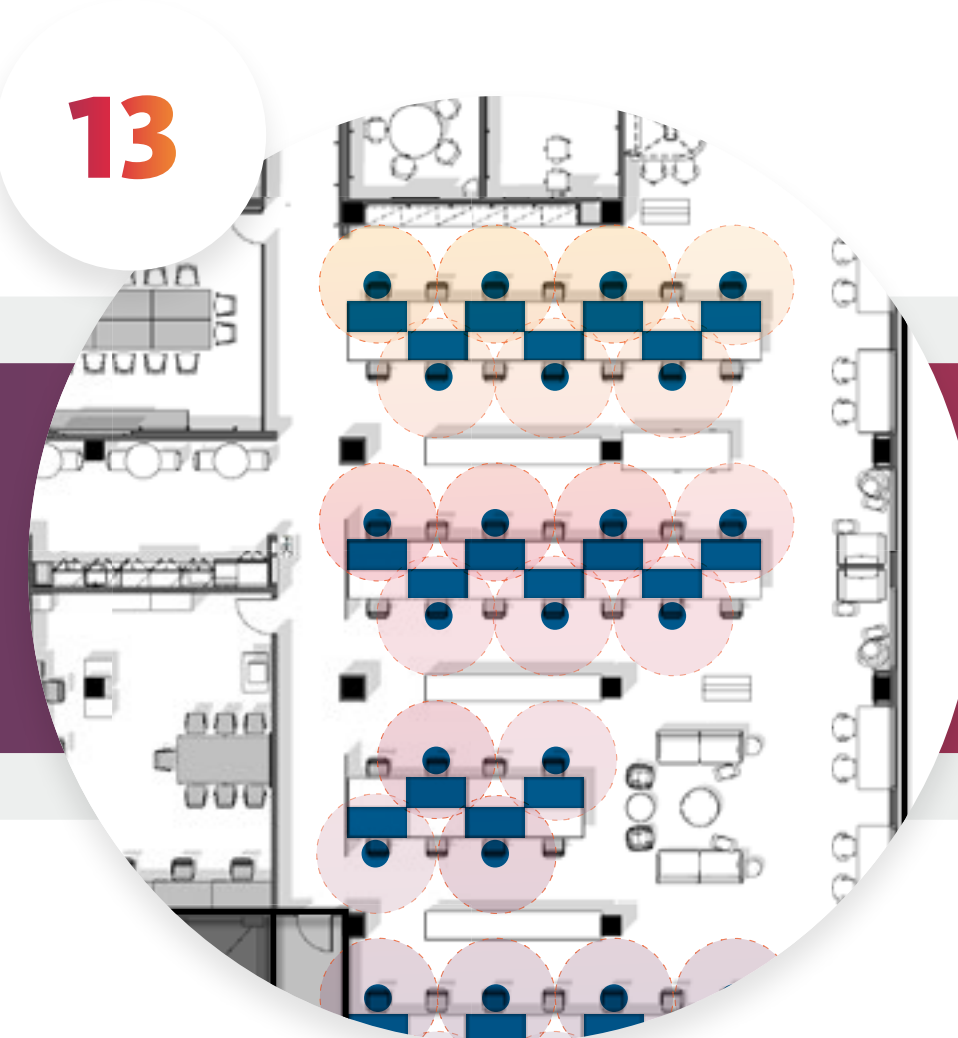
- One way circulation, avoid crossing in opposite directions
- Paths noted with directional signage

Workplace Circulation:
Fire Stairs



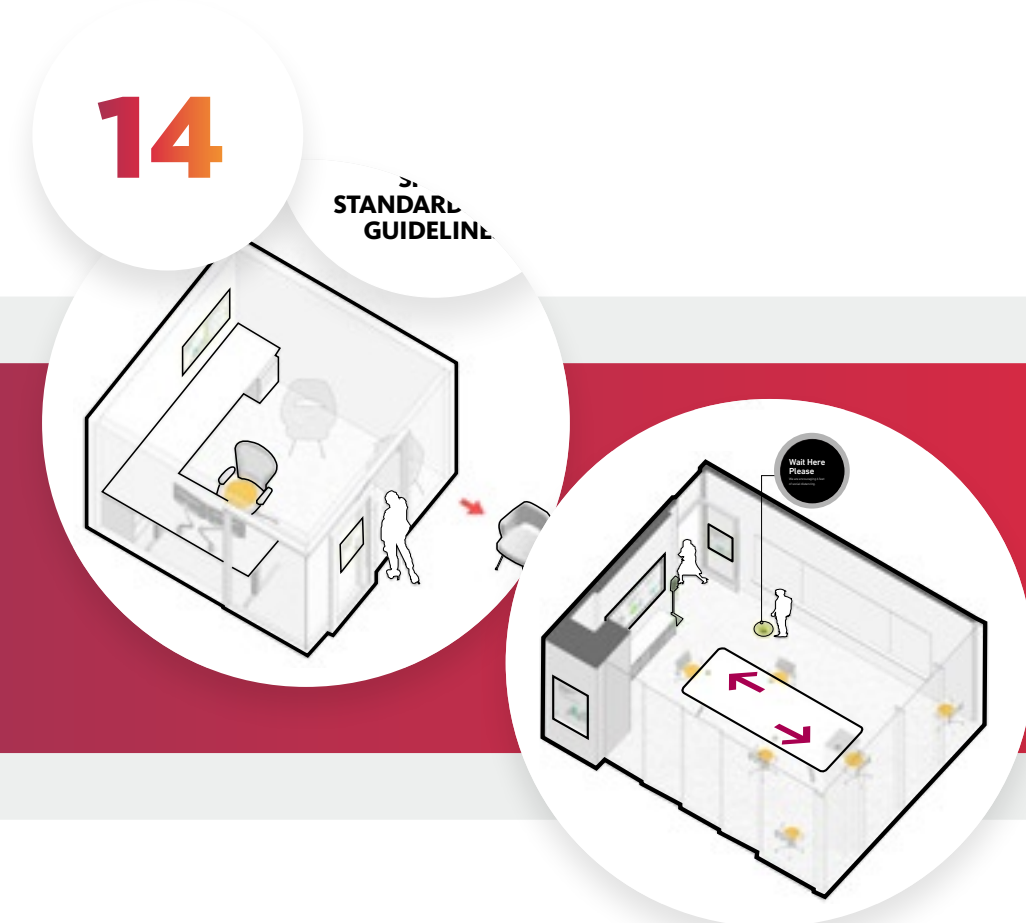
- Use fire stairs instead of elevators for multi-floor tenants
- Enhanced communications and signage

Workplace Open Plan:
De-densification



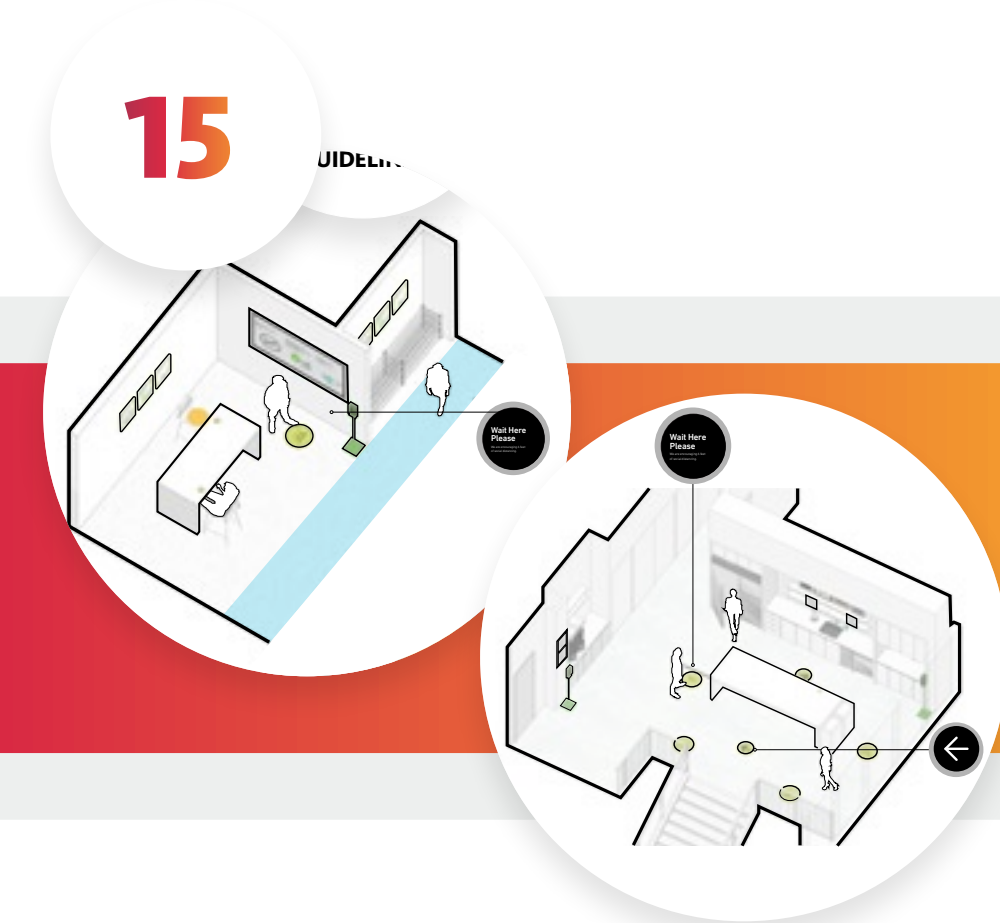
- Maintain physical distancing guidelines between individual desks
- Limit desks that would require people to directly face each other

Workplace:
Offices + Conference Rooms



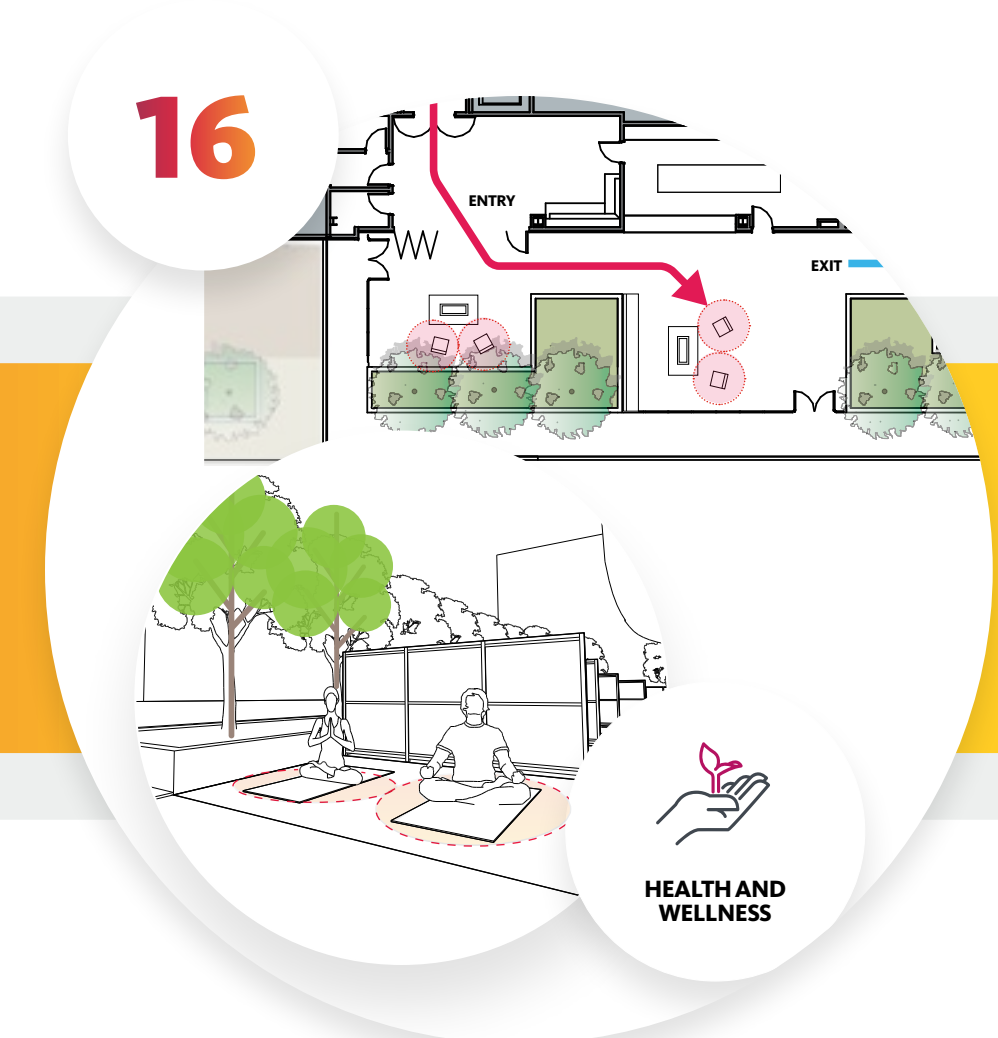
- Doors to remain open
- Limited occupancy per room size
- Meeting members to participate virtually from the office or home

Workplace:
Collaborative + Food Spaces



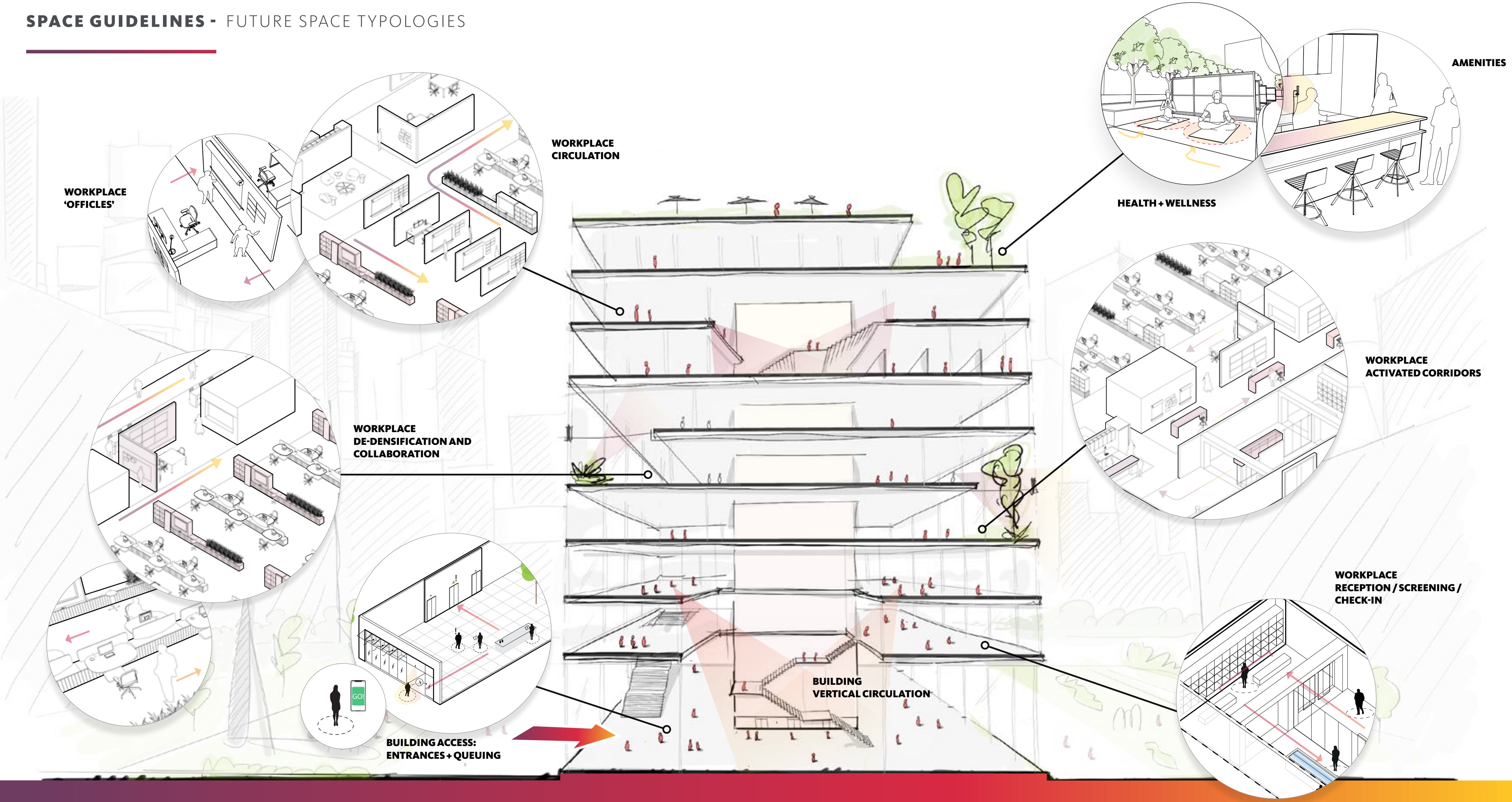
- Limit seating that would require people to directly face each other
- Designate physical distancing guidelines in pantry/kitchen/amenity areas

Workplace:
Outdoor Areas



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

SPACE GUIDELINES - FUTURE SPACE TYPOLOGIES



Gensler

Make Every Square Foot Count

CONFIDENTIAL - GENSLER 2020

How much space do I really need?

- / Assessing the implications of a ongoing work from home strategy
- / Reducing real estate footprint through consolidations and reconfigurations
- / Taking on more space to de-densify
- / Sale-lease backs, subletting, selling, renegotiating



Wisp

Manage occupancy plans

WPI+WFH Survey

Gather employee insights



How much space do I have to negotiate with?

- / Buying, selling, leasing, renegotiating
- / Changing amenity spaces
- / Maintaining accurate lease outline documents
- / Choosing a measurement standard
- / Conducting a BOMA study



PLANNING STARTS TODAY

FOR THE WORKPLACE OF THE FUTURE

IMMEDIATE ACTIONS

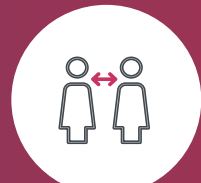
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SCREENING AND MONITORING PROTOCOLS



CLEANING AND HYGIENE



PHYSICAL DISTANCING



VERTICAL TRANSPORTATION



NEW SPACE TYPOLOGIES



SPACE STANDARDS AND GUIDELINES

2

REIMAGINED FUTURE

3



BUILDING INFRASTRUCTURE AND SYSTEMS



ENHANCED WORKPLACE EXPERIENCE



TOUCHLESS EXPERIENCES



HEALTH AND WELLNESS



SMART BUILDING APPLICATIONS

ONGOING PANDEMIC

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](https://www.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.

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



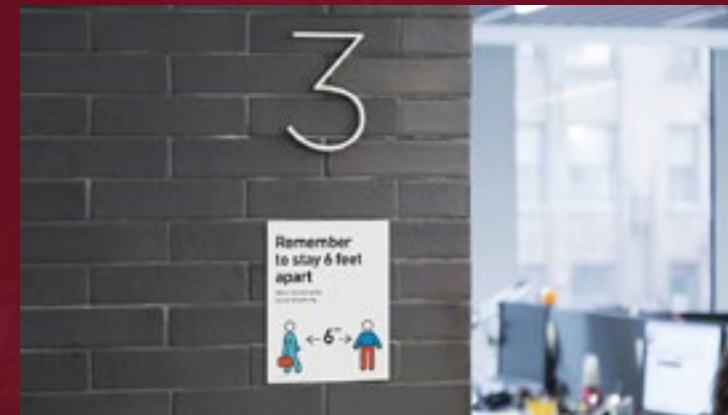
10 Considerations for Transitioning Back to Work



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



Q & A

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