

Space Planning Considerations for COVID

601 City Center Case Study

Objectives

1. Comparison review of space plans at multi-tenant floor in consideration of COVID-19 planning strategy implementation.
2. Demonstrate values of return to office strategies to maintain maximum headcount in a social distancing office atmosphere.

Strategies



Sanitization Stations

Locate hand sanitizer stations near entry, high-touch areas, and throughout walkways.



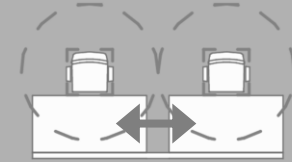
2-way Walkway

Increase hallway to a minimum of 6 feet and plan multiple entry points in high traffic areas to maintain two-way circulation.



Waiting Areas

Plan waiting areas, such as recessed nooks, to allow for passing in two-way walkways.



Desk Separation

Create a separation between desks to allow for 6-foot social distancing.



Buffer Zones

Create buffer zones where needed, such as in front of reception desks, to allow for proper social distancing measures.



Visitor Areas

Define a clear area for visitors by locating meeting rooms near the entry.



Open Collaborative Areas

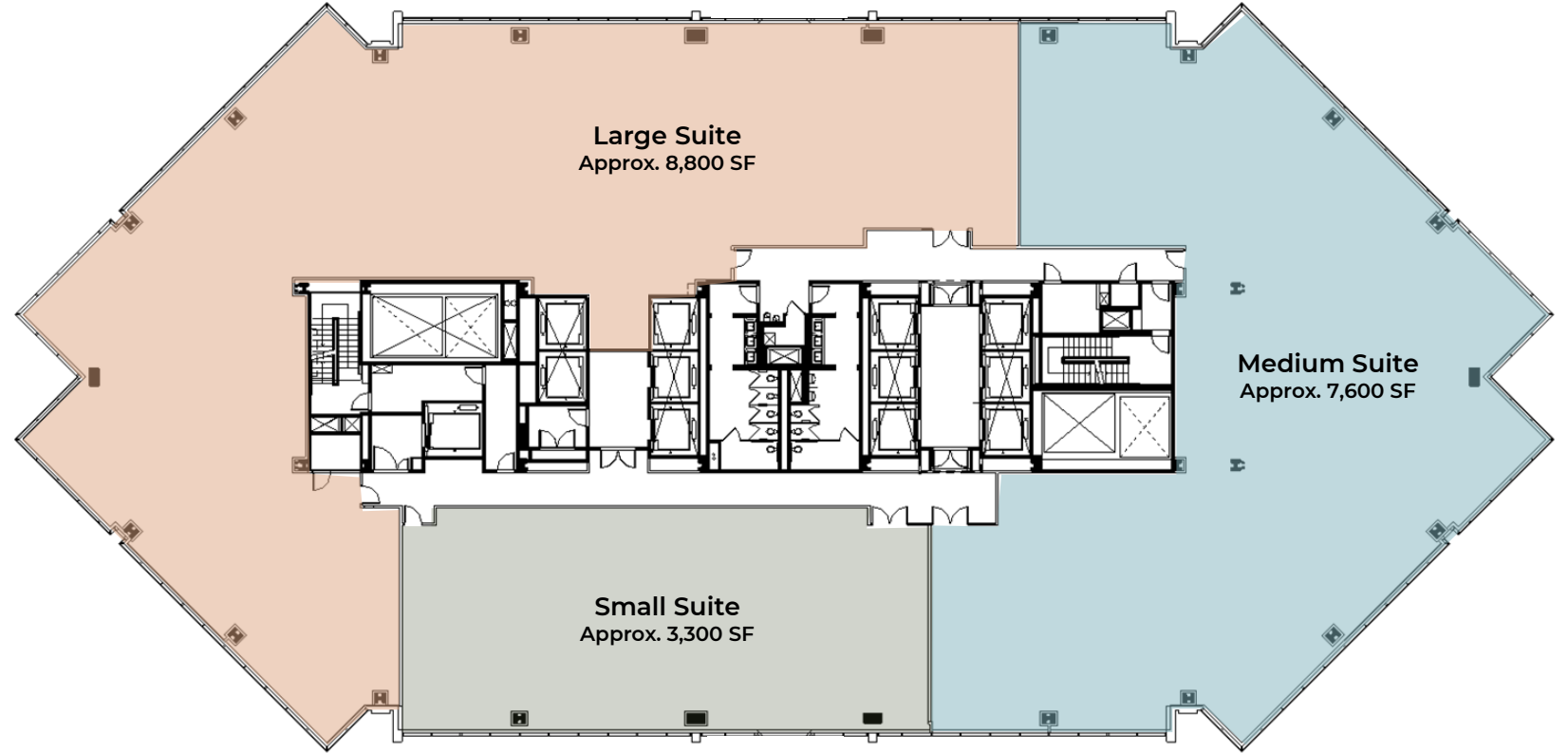
Increase open collab areas and furniture pods to reduce number of built rooms.



Fresh Air Exchange

Upgrade ventilation systems to provide 100% fresh air exchange.

Plan Overview



Plan Overview

with social distancing measures

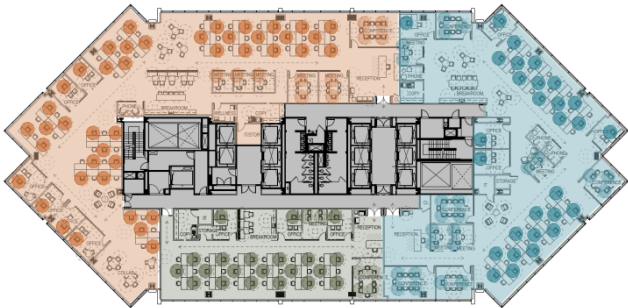
Pre-COVID Plan

VS.

Revised Plan

Assumes 50% desk capacity to allow 6ft distancing between desks

With social distancing strategies



Large Suite (Approx. 8,800 SF)

Desks (30x60)	37
Private Offices	6
Conference Seats	11
Collab Seats	10
Phone Seats	1

Large Suite (Approx. 8,800 SF)

Desks (30x60)	82
Private Offices	3
Conference Seats	10
Collab Seats	11
Phone Seats	6

▲ 122%
▼ 50%
▼ 9%
▲ 10%

Medium Suite (Approx. 7,600 SF)

Desks (30x60)	24
Private Offices	5
Conference Seats	24
Collab Seats	6
Phone Seats	3

Medium Suite (Approx. 7,600 SF)

Desks (30x60)	54
Private Offices	3
Conference Seats	12
Collab Seats	11
Phone Seats	3

▲ 125%
▼ 40%
▼ 50%
▲ 83%

Small Suite (Approx. 3,300 SF)

Desks (30x60)	18
Private Offices	3
Conferences Seats	6

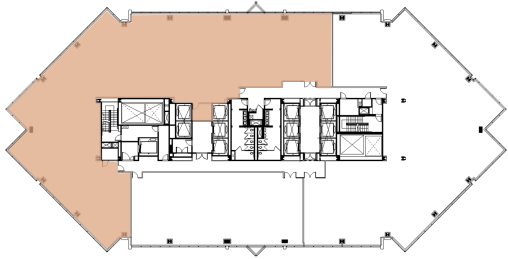
Small Suite (Approx. 3,300 SF)

Desks (30x60)	29
Private Offices	2
Conferences Seats	9

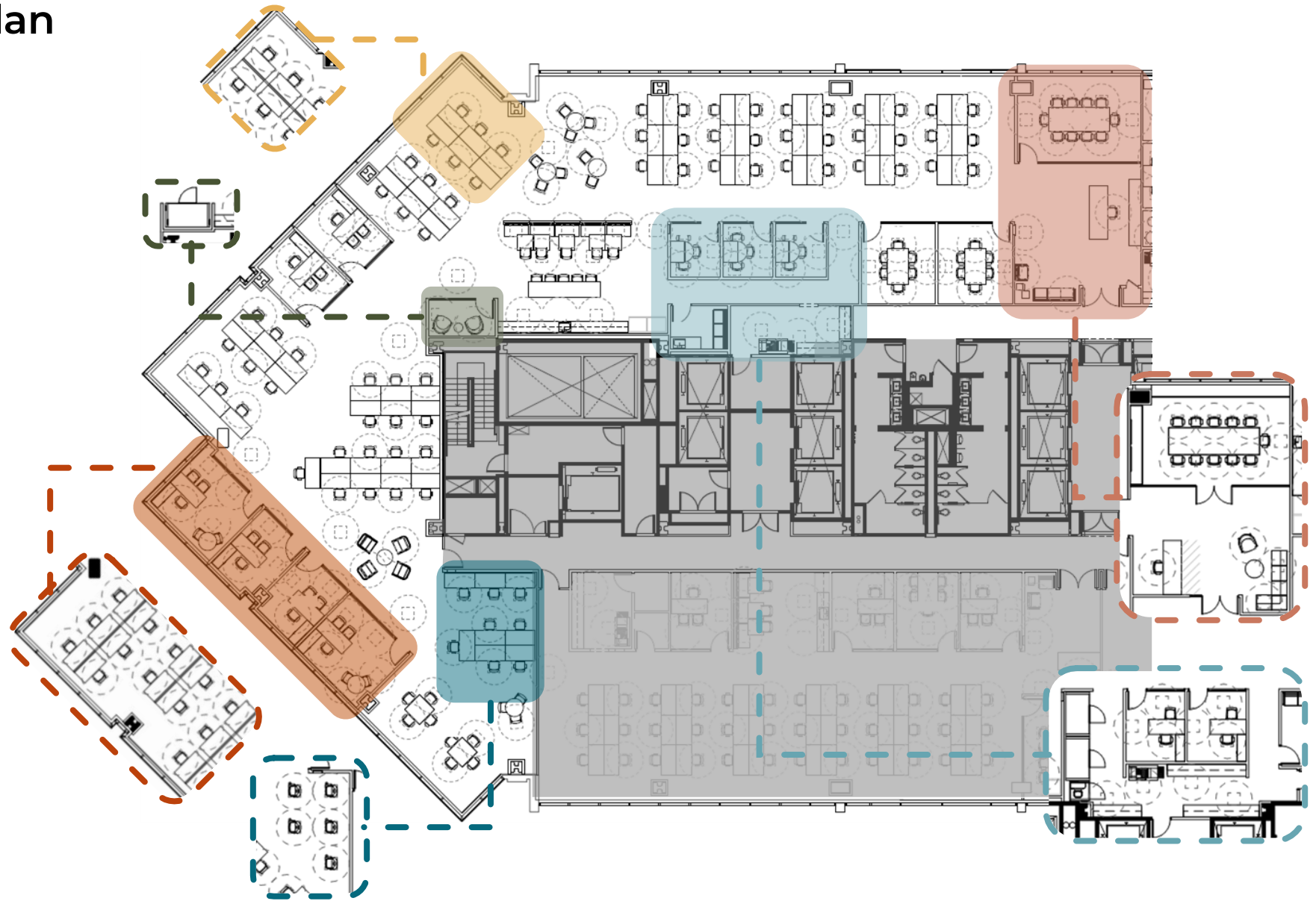
▲ 61%
▼ 33%
▲ 50%

Large Suite Pre-COVID Plan

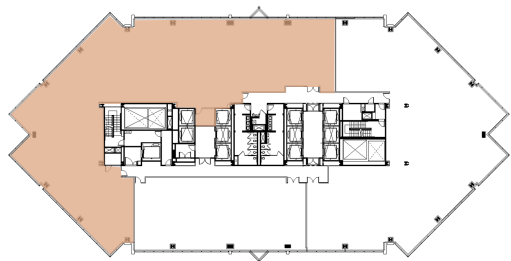
areas to resolve




- Space desks apart to allow for 6ft social distancing
- Reduce and relocate private offices to increase open office desk count.
- Reduce small meeting rooms and phone rooms and replace with furniture pods.
- Increase open collaboration spaces.
- Increase waiting space at reception and large conference room in designated guest area.
- Open copy area for better circulation and provide multiple entries to avoid pinch points

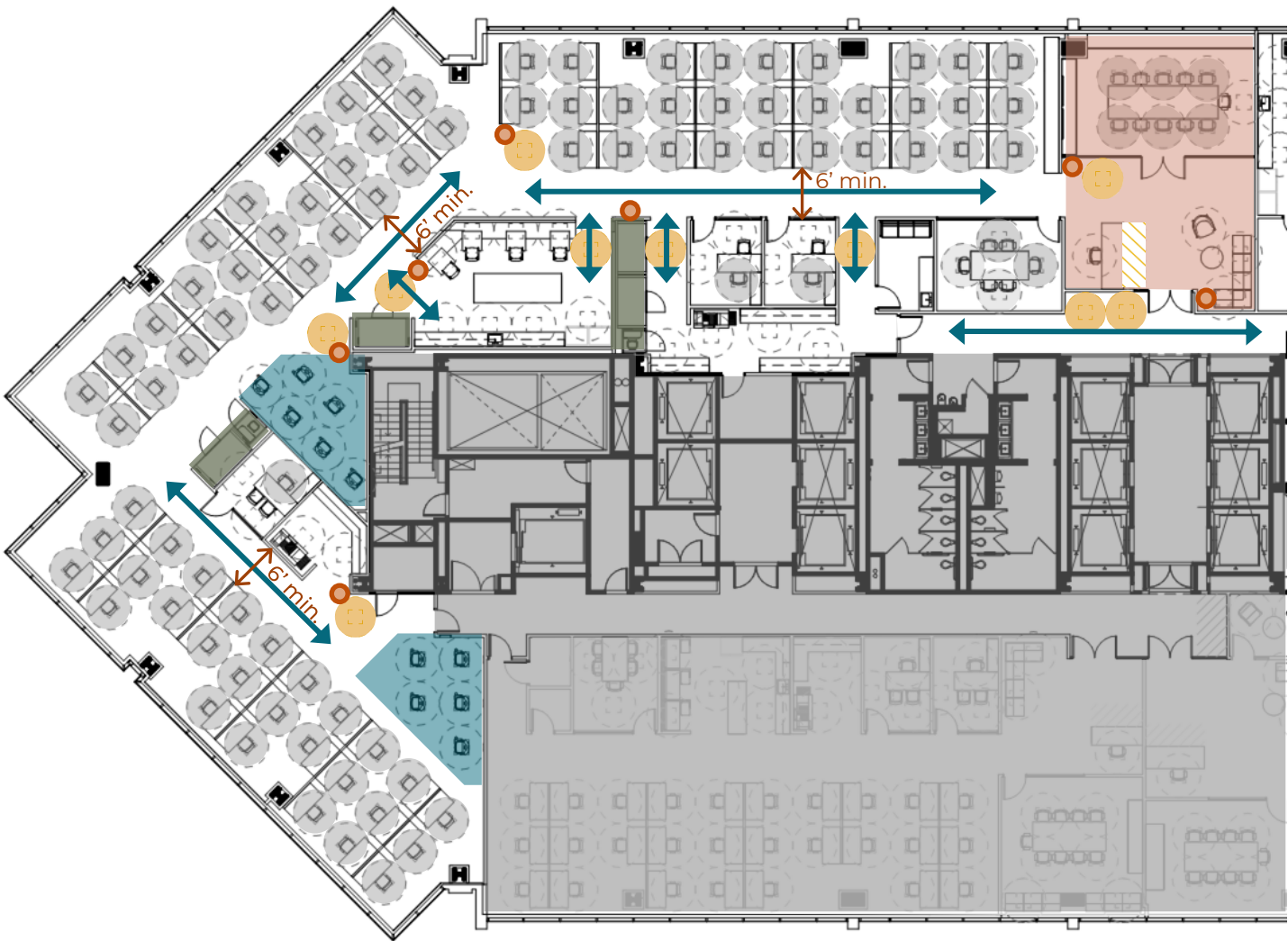


Large Suite Revised Plan with social distancing strategies



Key

-  Sanitization station
-  Two-way walkway
-  Waiting area
-  Buffer zone
-  Furniture pod
-  Collab area
-  6 ft. Social distancing



Large Suite Plan Comparison

Pre-COVID Plan

VS.

Revised Plan

Assumes 50% desk capacity to allow 6ft distancing between desks

With social distancing strategies

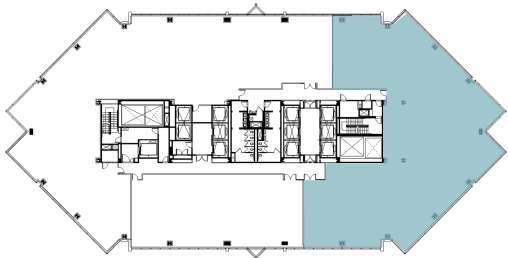







Desks (30x60)	37
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Collab Seats	10
Phone Seats	1

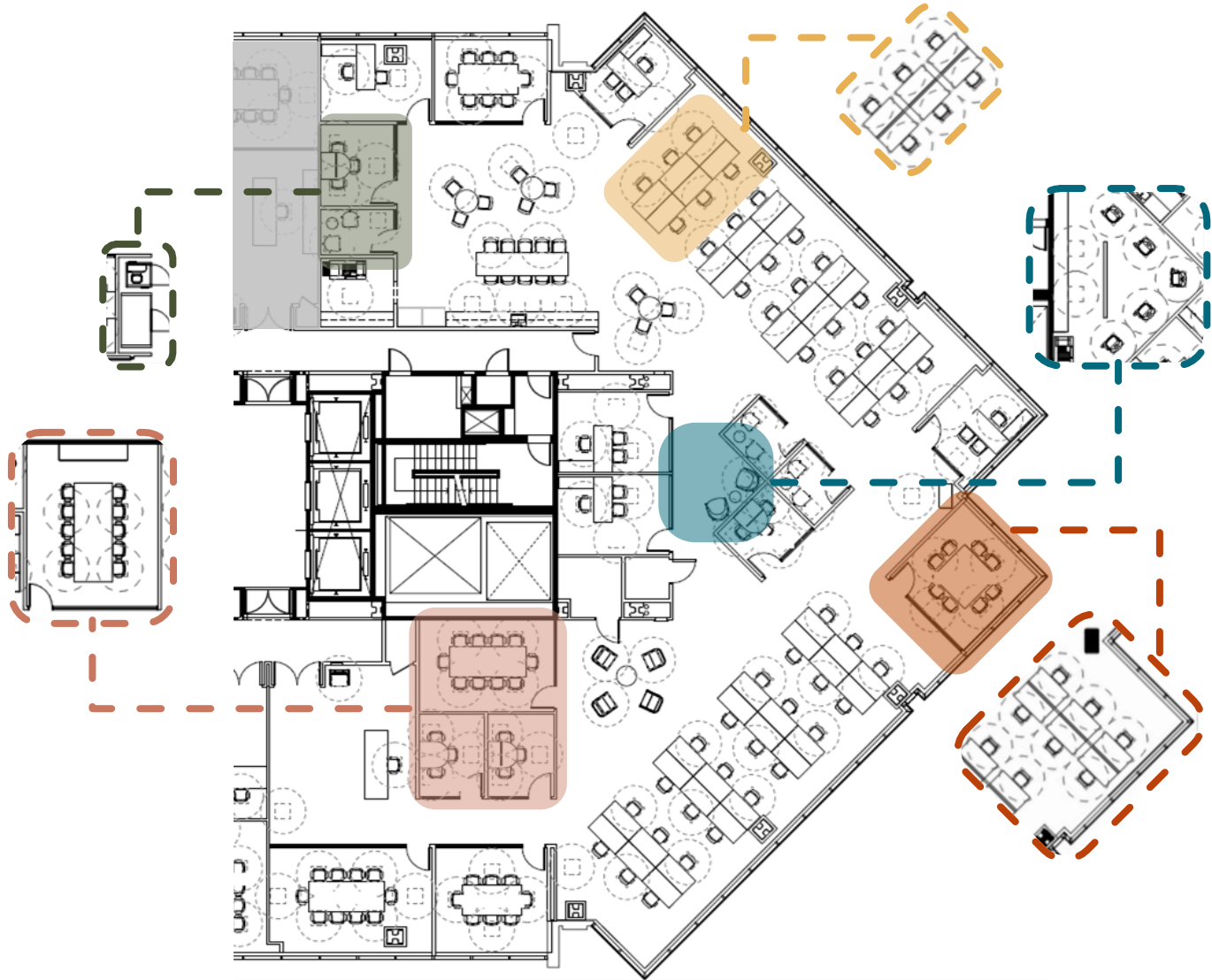
Desks (30x60)	82	▲ 122%
Private Offices	3	▼ 50%
Conference Seats	10	▼ 9%
Collab Seats	11	▲ 10%
Phone Seats	6	

Medium Suite Pre-COVID Plan

areas to resolve

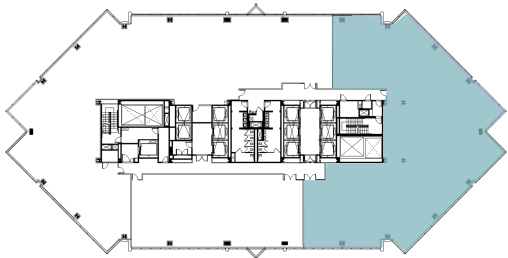


-  Space desks apart to allow for 6ft social distancing
-  Reduce and relocate private offices and meeting rooms to increase open office desk count.
-  Reduce small meeting rooms and phone rooms and replace with furniture pods.
-  Increase open collaboration spaces.
-  Consolidate small meeting rooms to make a larger meeting room.



Medium Suite Revised Plan

with social distancing strategies



Key

- Sanitization station
- Two-way walkway
- Waiting area
- Buffer zone
- Furniture pod
- Collab area
- 6 ft. Social distancing



Medium Suite Plan Comparison

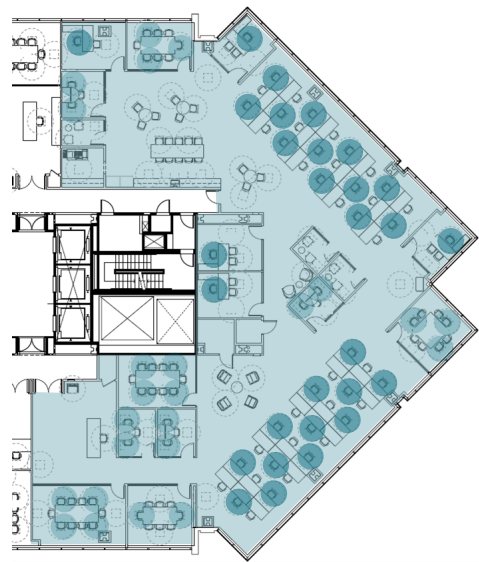
Pre-COVID Plan

VS.

Revised Plan

Assumes 50% desk capacity to allow 6ft distancing between desks

With social distancing strategies

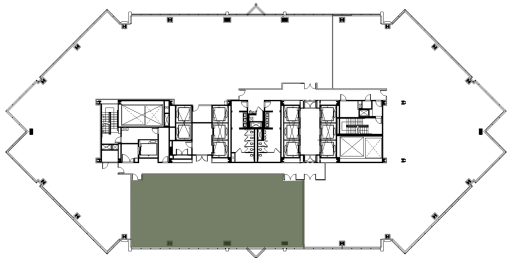






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Private Offices	5
Conference Seats	24
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Phone Seats	3

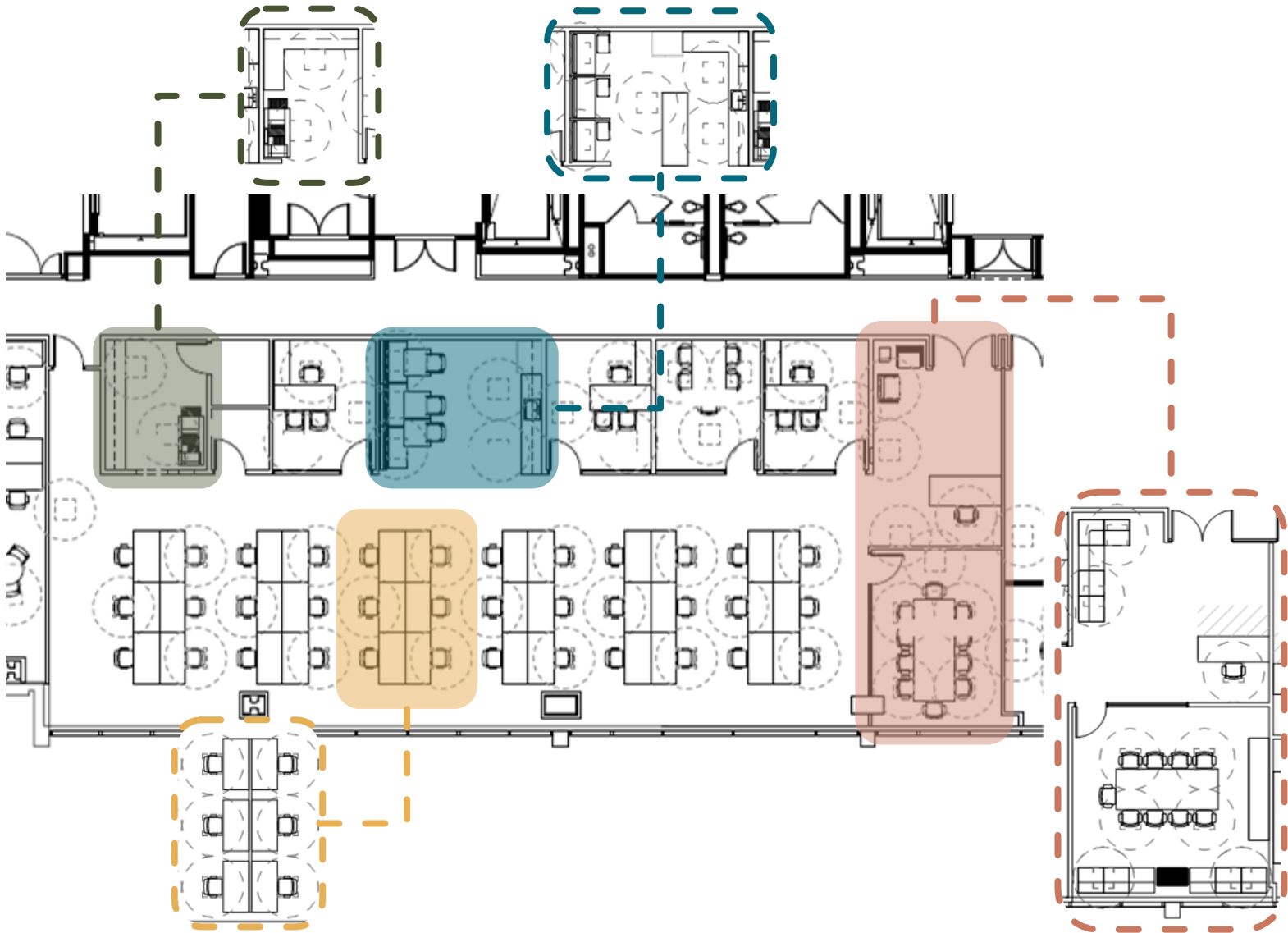
Desks (30x60)	54	▲ 125%
Private Offices	3	▼ 40%
Conference Seats	12	▼ 50%
Collab Seats	11	▲ 83%
Phone Seats	3	

Small Suite Pre-COVID Plan

areas to resolve

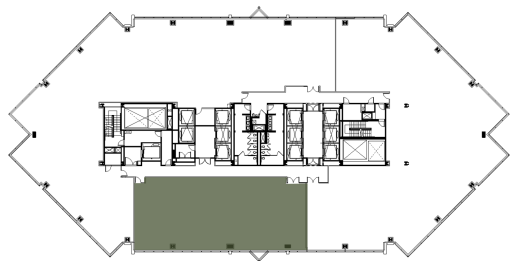


-  Space desks apart to allow for 6ft social distancing
-  Open copy areas to reduce pinch points
-  Increase space at break room and add island to allow for multiple entry points
-  Increase reception space and conference room in designated guest area.



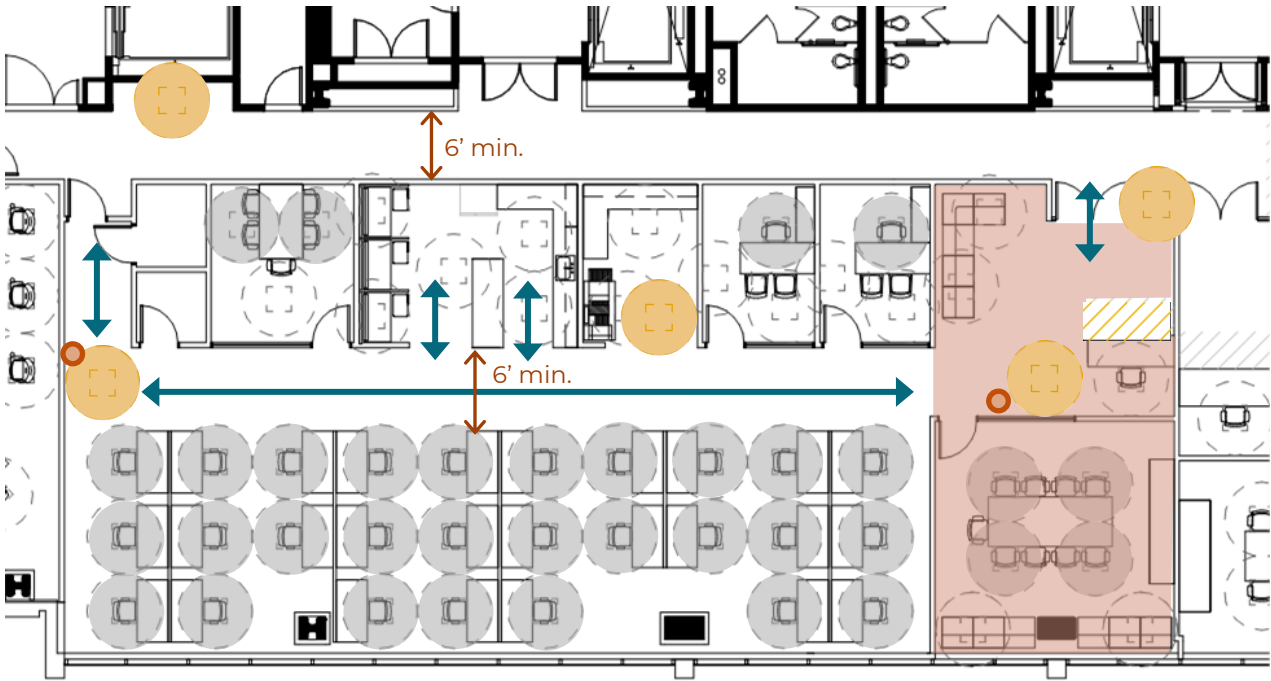
Small Suite Revised Plan

with social distancing strategies



Key

-  Sanitization station
-  Two-way walkway
-  Waiting area
-  Buffer zone
-  Visitor area
-  6 ft. Social distancing



Small Suite Plan Comparison

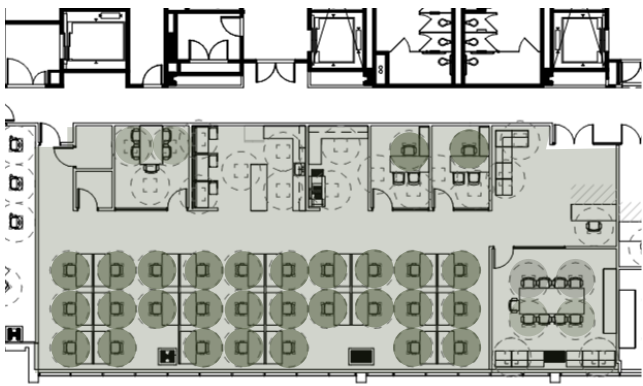
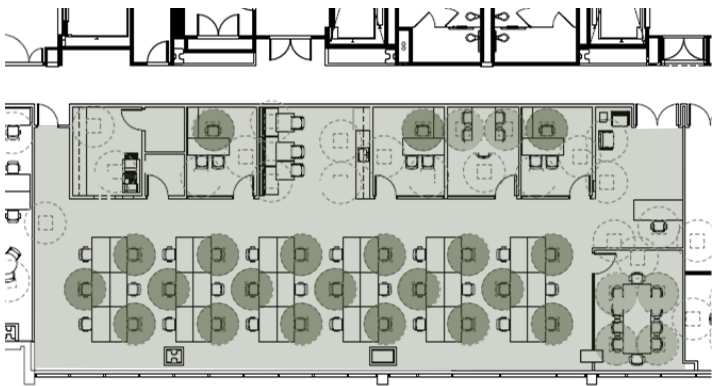
Pre-COVID Plan

VS.

Revised Plan

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With social distancing strategies



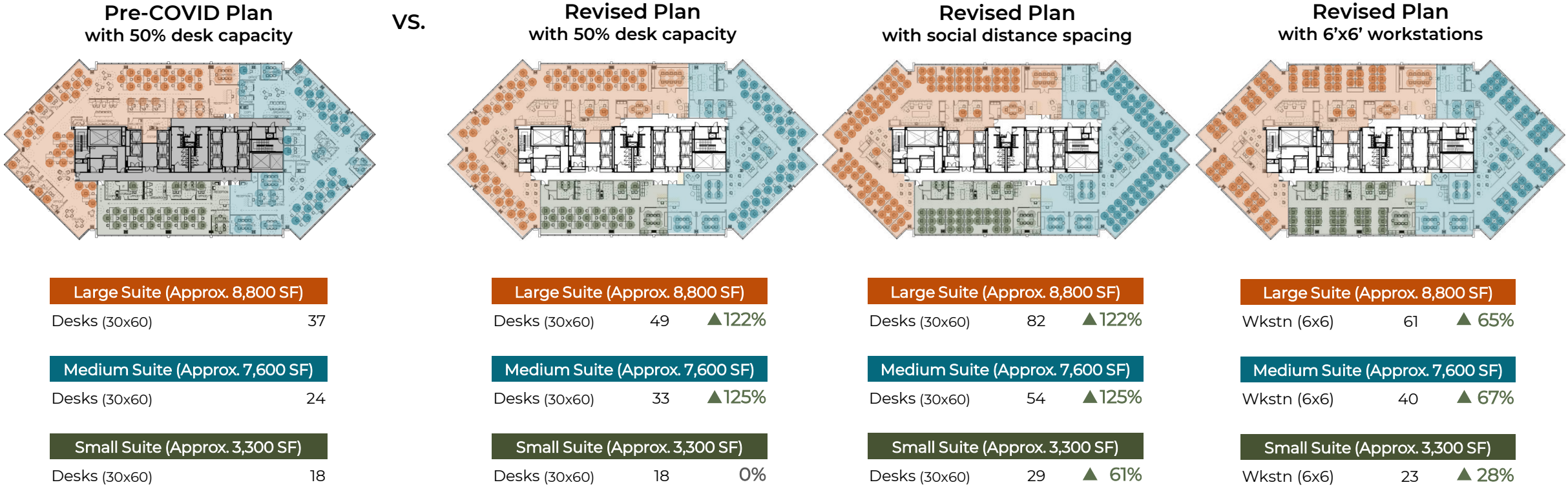
Desks (30x60)	18
Private Offices	3
Conferences Seats	6

Desks (30x60)	29	▲ 61%
Private Offices	2	▼ 33%
Conferences Seats	9	▲ 50%

RAW

Appendix

Desk Count Overview



Appendix

Large Suite Desk Count

Pre-COVID Plan
with 50% desk capacity

VS. Revised Plan
with 50% desk capacity

Revised Plan
with social distance spacing

Revised Plan
with 6'x6' workstations



Large Suite (Approx. 8,800 SF)
Desks (30x60) 37



Large Suite (Approx. 8,800 SF)
Desks (30x60) 49 ▲ 32%



Large Suite (Approx. 8,800 SF)
Desks (30x60) 82 ▲ 122%



Large Suite (Approx. 8,800 SF)
Wkstn (6x6) 61 ▲ 65%

Appendix

Medium Suite Desk Count

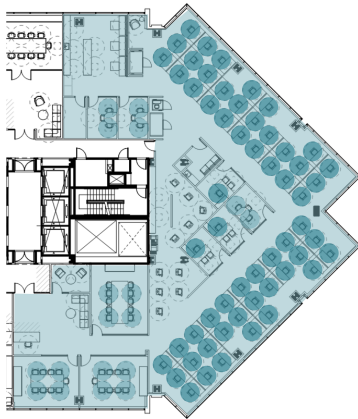
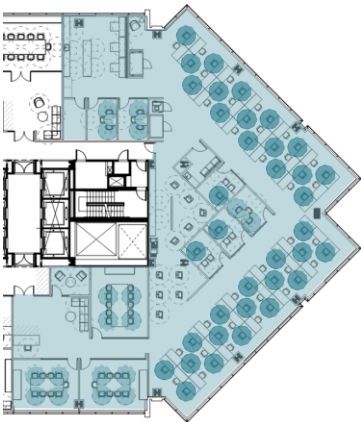
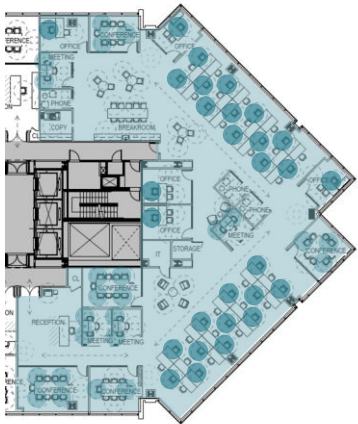
Pre-COVID Plan
with 50% desk capacity

VS.

Revised Plan
with 50% desk capacity

Revised Plan
with social distance spacing

Revised Plan
with 6'x6' workstations



Medium Suite (Approx. 7,600 SF)

Desks (30x60) 24

Medium Suite (Approx. 7,600 SF)

Desks (30x60) 33 ▲ 38%

Medium Suite (Approx. 7,600 SF)

Desks (30x60) 54 ▲ 125%

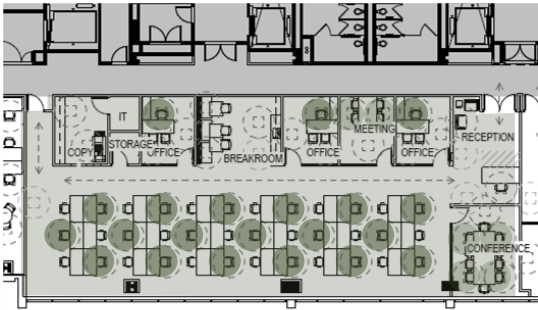
Medium Suite (Approx. 7,600 SF)

Wkstn (6x6) 40 ▲ 67%

Appendix

Small Suite Desk Count

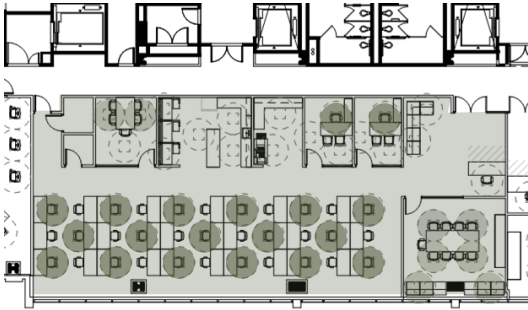
Pre-COVID Plan
with 50% desk capacity



Small Suite (Approx. 3,300 SF)
Desks (30x60) 18

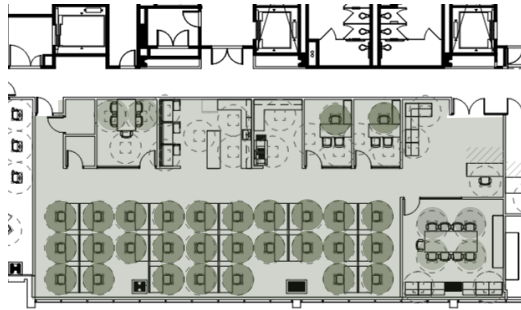
VS.

Revised Plan
with 50% desk capacity



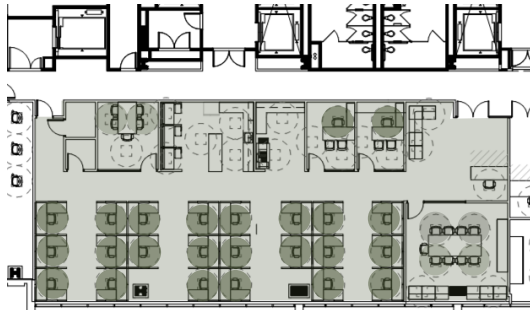
Small Suite (Approx. 3,300 SF)
Desks (30x60) 18 0%

Revised Plan
with social distance spacing



Small Suite (Approx. 3,300 SF)
Desks (30x60) 29 ▲ 61%

Revised Plan
with 6'x6' workstations



Small Suite (Approx. 3,300 SF)
Wkstn (6x6) 23 ▲ 28%

Appendix

High Density Plan Comparison

