OFFICE DESIGN CONCEPTS

BIG OR SMALL....WE DO IT ALL

COVID 19

THE FUTURE OF SPACE DESIGN

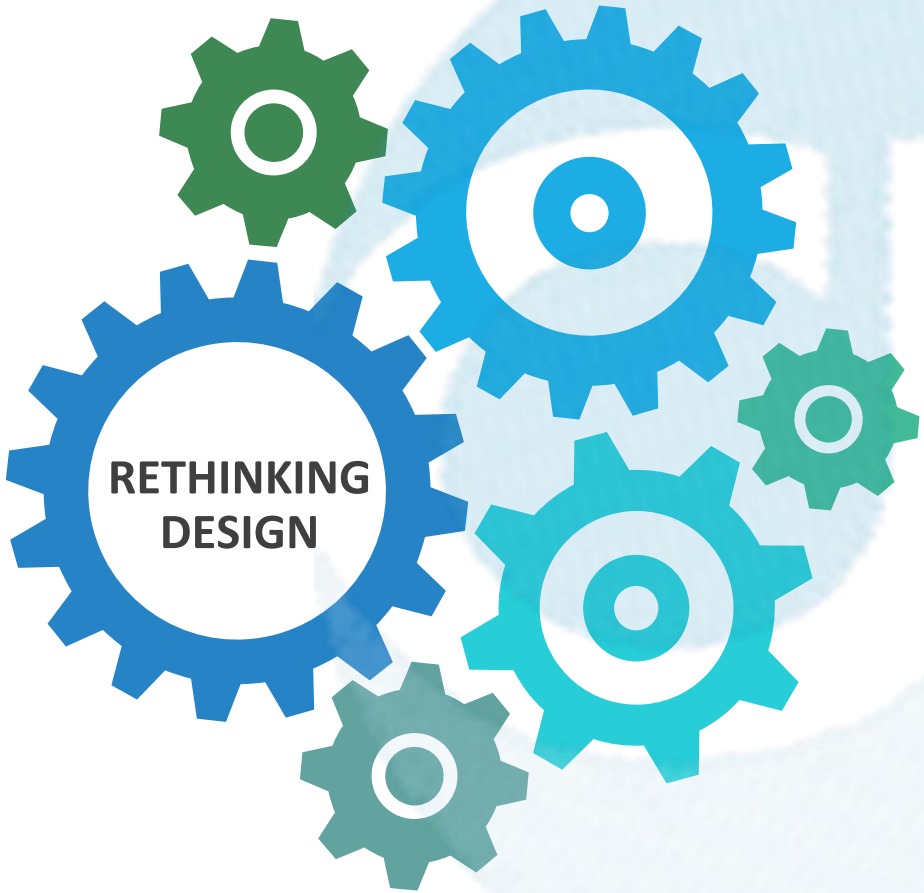
THE “NEW NORMAL”
HOW OFFICE SPACES WILL ADAPT TO SOCIAL DISTANCING?

The Covid-19 crisis will force swift and permanent changes in both commercial real estate and work culture itself. The office as we know it will never be the same.

From now on every configuration of every floor plan should be assessed to look at distancing and safety.

We have begun to anticipate the time when the shelter-in-place orders are lifted and people start heading back to the office. Those in the midst of planning suggest that the post-pandemic office might look radically different as social distance thinking may be part of our DNA moving forward.

As we go back to work, the new workspace will need to be flexible, modular, and ready to space teams properly. That means rethinking everything about how our future workspaces are designed.



WHAT CAN WE DO?

PHYSICAL BARRIERS: *SHORT-TERM OPTIONS*

Use of PLANTS

Incorporate planters as dividers between users or delimit areas

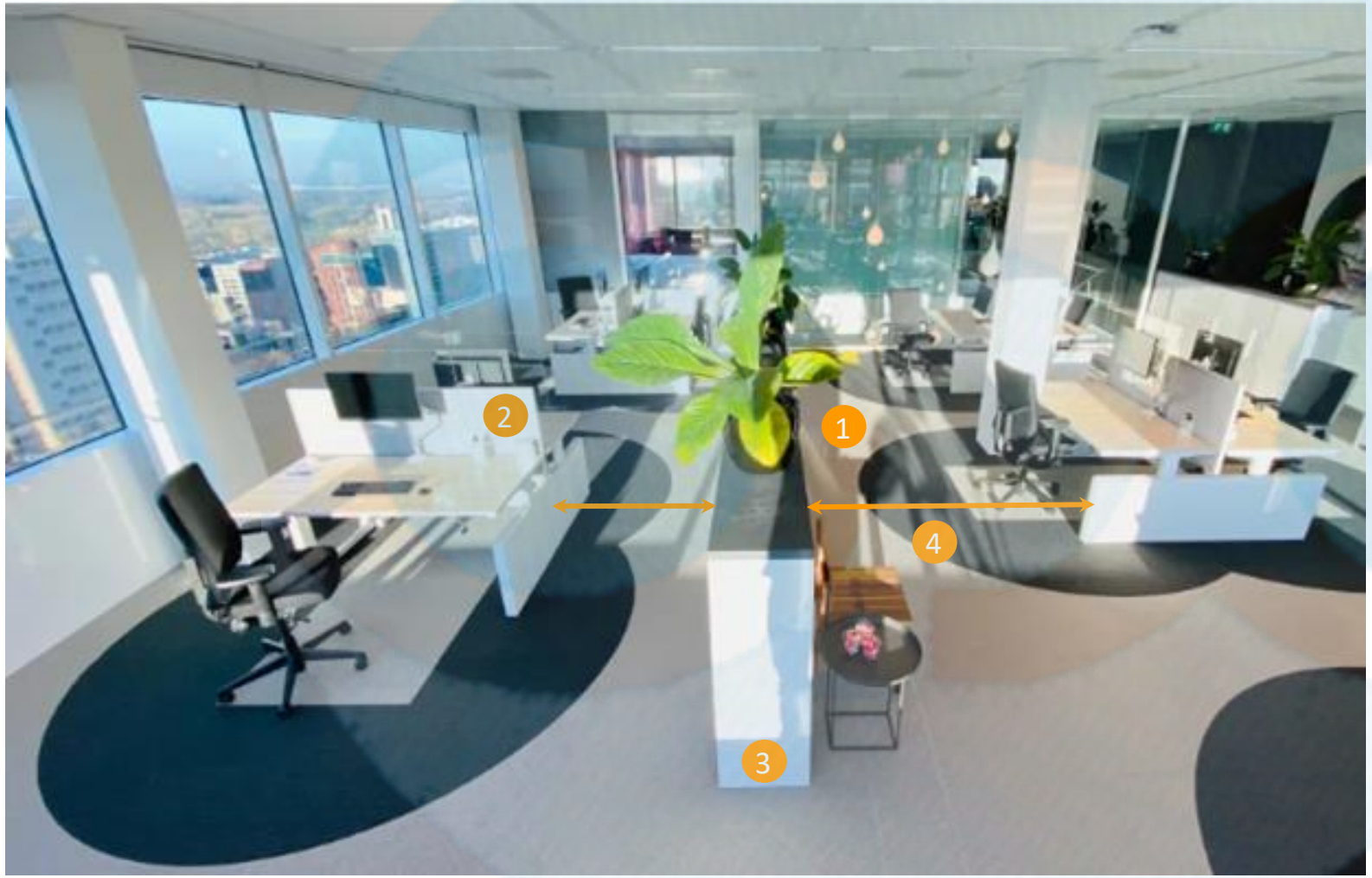
Use of PRIVACY PANELS & PARTITIONS

Reconfigure your existing stations/desks

Addition of STORAGE

Shared tall storage units can be used as dividers between users

MORE SPACE between desks



01 Use of Plants

02 Privacy Panels and Partitions

03 Add Storage

04 More Space between Desks

WHAT CAN WE DO?

MID-TERM OPTIONS

6 feet Certificate: A certificate stating that measures have been taken to implement a virus-safe working environment.

6 feet Facility: A trained employee who advises on and operationally ensures an optimally functioning and safe facility environment.

6 feet Workstation: An adapted and fully equipped workplace at which the user can work safely.

6 feet Quick Scan: A concise but thorough analysis of the current working environment in the field of virus safety and any other opportunities for improvement.

6 feet Rules: A set of simple and clear workable agreements and rules of conduct that put the safety of everyone first.

6 feet Routing: A visually displayed and unique routing for each office, making traffic flows completely safe.

PRIVATE OFFICES

Over the past decade, many companies eliminated private offices in favor of open plans.

From now on we'll also see a trend to more private offices (albeit smaller) and the ability to create space between people.

01 Replace Fabric Tackboard with Magnetic Glassboard

02 Position Monitor arms in front of user and guest to act as a barrier

03 Replace Cushion Top with a cleanable fabric or hard surface top

04 Add sanitation caddy/stand for personal use - wipes, hand sanitizer

05 Remove or reduce guest seating. Replace with a Poly chair / and or cleanable fabric

CONFERENCE ROOM

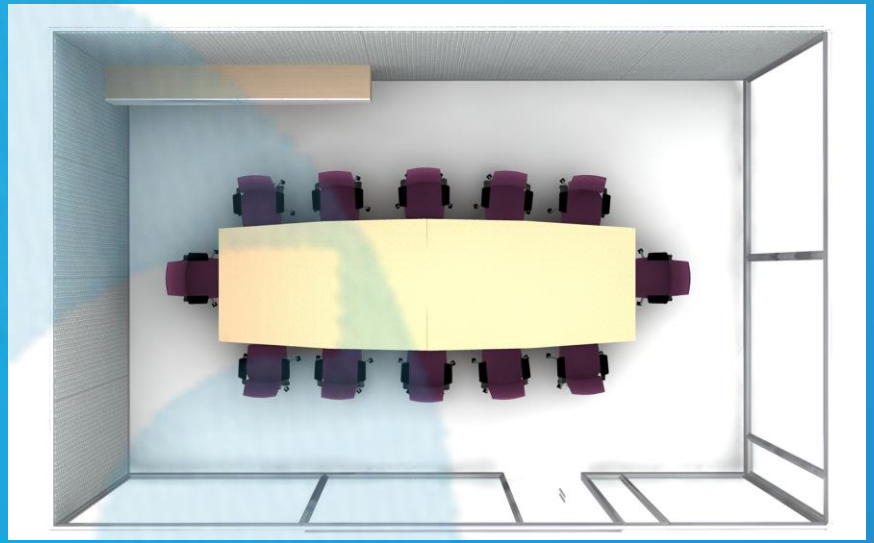
Nowadays Conference Rooms maximize occupancy but should be repurposed.

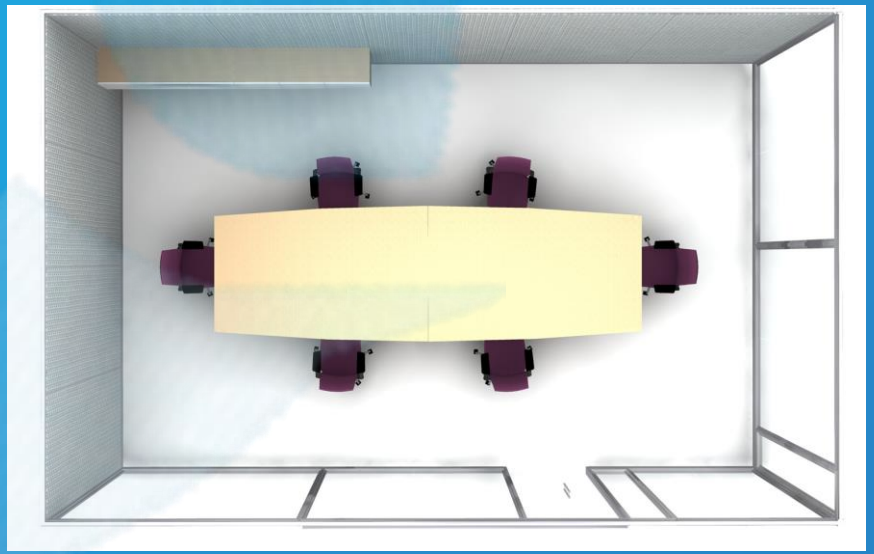
YES

Remove extra conference room chairs and install signage indicating the maximum number of people allowed

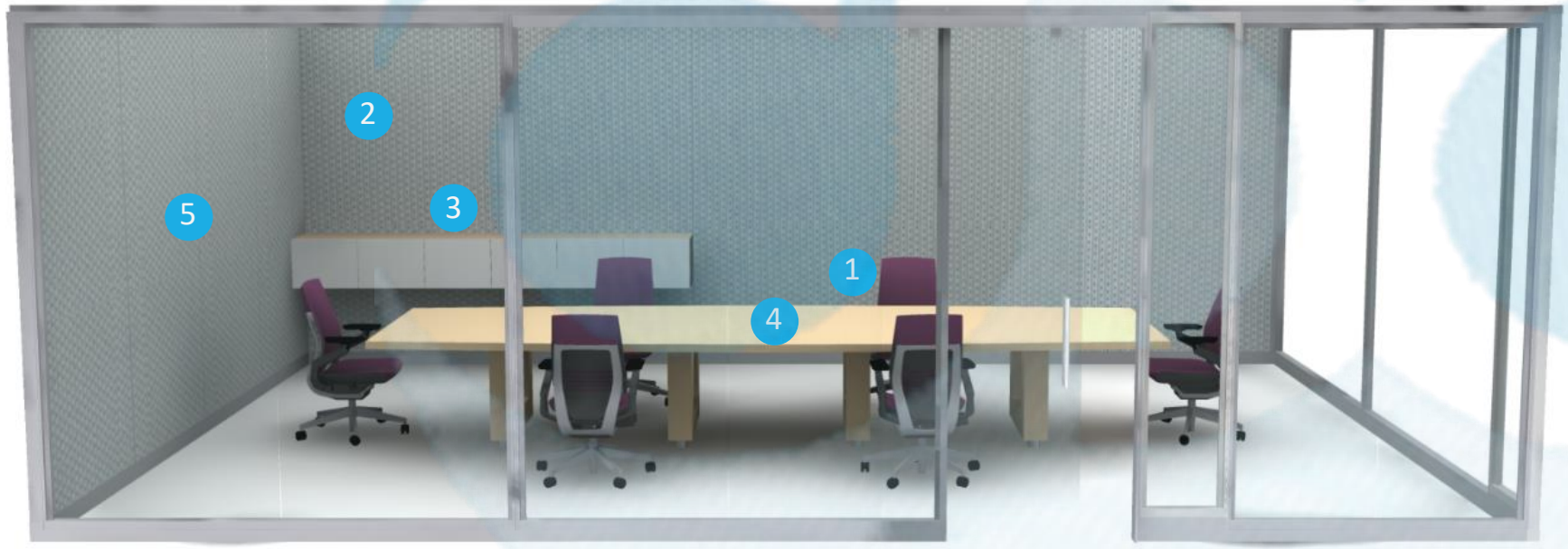
YES

Technology will need to be upgraded to allow Virtual meetings to be as smooth as a face to face meeting.





CONFERENCE ROOM



01 Replace Conference chair with a Poly chair / and or cleanable fabric

02 Update wall coverings to Laminate / Glass materials.

03 Add a drawer to hold and sanitation elements - wipes & hand sanitizer

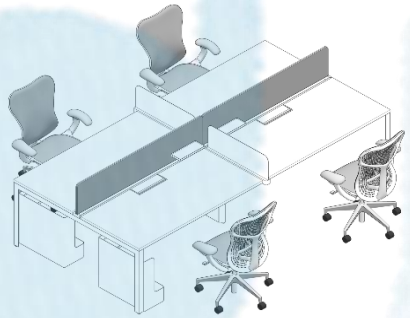
04 Include Voice controlled Technology to avoid contact with surfaces

05 Wall mounted TV with Camera and Speakers to allow Virtual Meetings in all conference rooms

WORKSTATIONS EVOLUTION

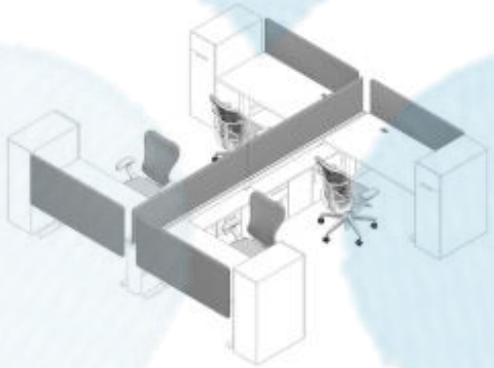
TODAY'S LAYOUT

The typical workstation of a decade ago "the cubicle" was 8 by 8 feet. By 2015, the workstation was down to 6 by 8 feet, and in recent years, the contraction has continued.



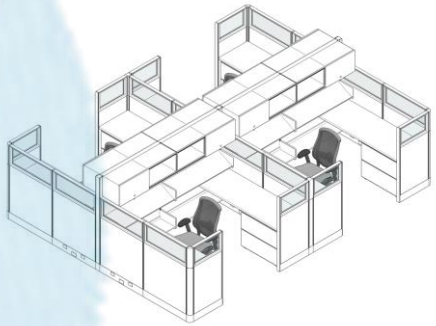
SHORT-TERM LAYOUT

We will see an increase of screens for Personal Protection.



MID-TERM LAYOUT

Space division and social distancing will be key.
All materials need to be cleanable.



LONG-TERM LAYOUT

Expect companies to give employees more room, such as larger workstations with higher partitions

WORKSTATIONS

TODAY'S SOLUTION

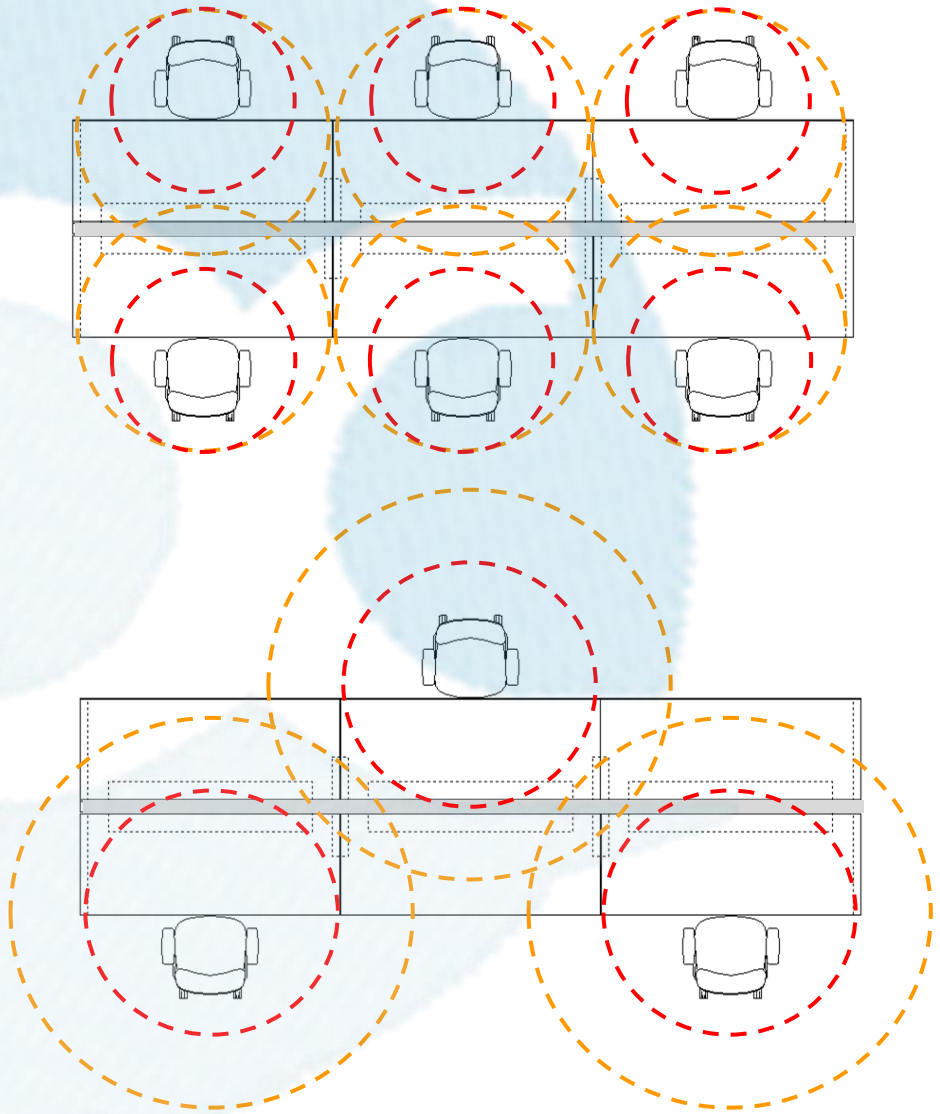
To accommodate six feet of social distancing, start with a floor plan indicating the workstations to be occupied, to determine your maximum capacity per floor or wing. Remove chairs or even monitors to discourage un-occupied workstation use.

YES

A benching desk with a width of six feet would be consistent with current social distancing guidelines from the Centers for Disease Control and Prevention.

NO

The new norm should **not** include rows and rows of tightly packed 48"x24" desks.



WORKSTATIONS

SHORT-TERM SOLUTION

01 Replace the low center screen with a taller and laminate or glass screen barrier.

02 Add tall laminate (or hard surface) Gallery Panel as barriers on the corridor sides.

03 Replace the shared and open storage for a simplified laminate storage to hold personal belongings

04 Remove any shared surface

05 Remove cushion top and replace it with a laminate surface

WORKSTATIONS

MID-TERM STATIONS

01 Add / Change to a -/+ 50”H Glass, Laminate, or Cleanable Fabric Screen to act as cough / sneeze barrier when standing

02 Add tall Laminate (or hard surface) Gallery Panel, Individual assigned lockers or planters to the end of each row of furniture.

03 Add a simplified laminate storage piede that is open (no pulls) to hold personal belongings

04 Add Drawer to hold Keyboard and Mouse for when the station is not in use.

05 Add sanitation caddy/stand for personal use - wipes, hand sanitizer.

06 Add Tall divider screen to sides of the table.

WORKSTATIONS

LONG-TERM SOLUTION

01 Higher glass is good! Add this or increase panel height on shorter panels as well.

02 Replace exterior fabric panels with laminate, metal or closed pore veneer tiles.

03 Add panel or screen to end of the desk in laminate / hard surface, or cleanable fabric.

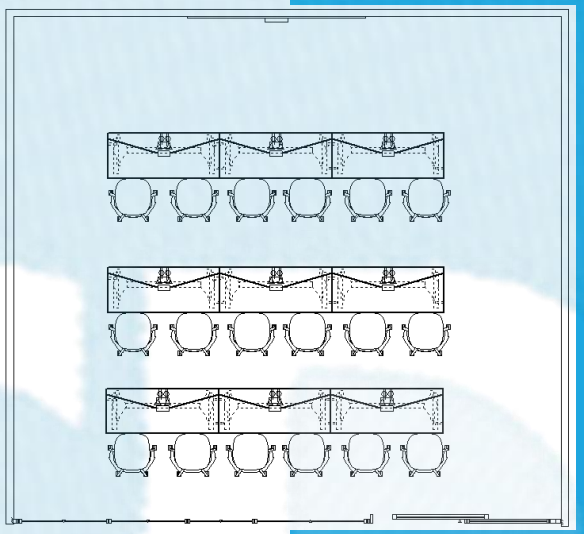
04 Remove Cushion Tops on storage and replace by Steel or Laminate ones

05 Add a drawer to hold keyboard and mouse for when station is not in use, and sanitation caddy/stand for personal use - wipes, hand sanitizer

06 Remove tool rail and office supply holders and replace with a hard surface tile.

TRAINING ROOMS

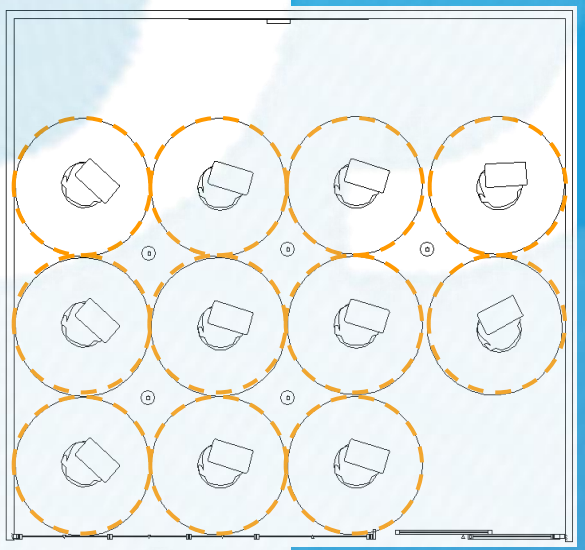
Locate agile teams into these spaces, relocating furniture to satisfy social distancing requirements.



TODAY'S LAYOUT

Interactive classroom based upon "hands-on" learning.
Classroom design and seating has tended to focus on creating settings that support "active learning" co-operative learning and project-based groupings by using mobile tables.

Do "group work" configurations of desks contribute to droplet-based transmission?
They do.



DESIRED LAYOUT

One study of interpersonal processes in the classroom, demonstrates how "a careful management of physical distance between people" can improve classroom climate.
It is a good time to reflect on how this disruptive crisis can help us define what learning should look like

TRAINING ROOMS

01 Allow 6 feet personal space.

02 Add sanitation caddy/stand for personal use - wipes, hand sanitizer

03 Add power columns for user easy access to power and data.

04 Chairs should be Poly, Vinyl or Cleanable Fabric

HUB AREAS

Social Distancing

In lounge areas, chairs could be placed farther apart. Chairs on casters will permit people to roll seats a safe distance from colleagues

Automation

Sensor-activated controls may also increase, reducing the number of surfaces that need to be touched.

New Key Areas

Lounges, cafes and other gathering spaces that sprang up to make collaborative work easier may become even more important if employees do more work from home and commute in for meetings.

Spread out collaboration seating, so people are spaced further apart. And encourage people to collaborate virtually whenever possible.

HEALTHCARE SPACES

Though hospitals in the midst of the current outbreak can't change their layouts now, they can rethink patient flows, designating separate entrances and waiting areas for suspected covid-19 patients. Furniture will be included as barriers and pop up treatment rooms that can be easily removed.

CONSULTATION BOOTHS

Polycarbonate booth with steel support structures has an open top and back

ENCLOSED TRIAGE AREAS

Products should be highly cleanable in order to be easily wiped down in preparation for the next patient

WAITING AREAS

Laminate Screens and spacing to maintain social distancing

HEALTHCARE SPACES

01 Reception will need to include Protective shield/sneeze guard for intake areas

02 Include Technology to allow Virtual Consultation and Medical Deliberation

03 Doors with movement sensor to avoid contact with surfaces

04 Desks will include laminate screens

05 Replace with Poly Chair

06 Any seating will need to be plastic or vinyl

07 Lounge seating will need to be removed to discourage gathering

08 Desk and side Tables will need to be laminate or closed pore wood

THANK YOU

Joseph Sylvan

CAD & Design Services

Joseph@odc-llc.com

Ph: 281-924-8512