

# VOLUME 2: RESHAPING THE WORKPLACE

## PLANNING FOR TOMORROW & THE POST-COVID FUTURE

AUGUST 2020



marguliesperruzzi



# WHAT ARE THE QUESTIONS EVERYONE IS ASKING?

## WHAT DOES THE FUTURE OF OFFICE DESIGN LOOK LIKE?

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## SECTION 1

## WHAT ARE THE IMPACTS ON REAL ESTATE?

## IDENTIFYING NEW WORKPLACE CHALLENGES

*“businesses need a whole new shift in strategy, structure, and staffing.”*

**30%**

*were considering enterprise-wide restructuring*

*Korn Ferry’s survey of about 3,500 organizations suggested this kind of reality check hadn’t quite come yet: as of late May*

## WHAT ARE THE NEW CHALLENGES?



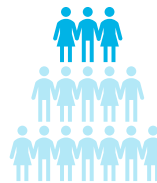
Increase in **workplace utilization rates**.



Increase of **workplace safety protocols**.



Restoration of employee **engagement and culture**.



Management of a **reduced in-person population**.



**Remote work** will likely continue into the foreseeable future.

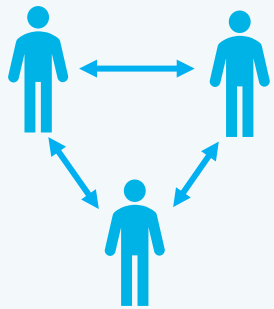


Increase in need of **technology to collaborate**.

## SECTION 3

## HOW MUCH REAL ESTATE WILL BE REQUIRED?

SF PER SEAT CASE STUDY: BASED ON AN OFFICE OF 100 PEOPLE



*With increased sf/ per seat requirements, offices aiming for 100% capacity will require much more sf now than in pre-Covid times.*

## % STAFF IN THE OFFICE IN RELATION TO REQUIRED REAL ESTATE

PRE-COVID | 125 SF/Per Seat

100%

12,500 SF

POST-COVID | 200 SF/Per Seat After Social Distancing

25 %

5,000 SF

50 %

10,000 SF

75 %

15,000 SF

100 %

20,000 SF

## SECTION 4

## HOW MIGHT THE SPACE TYPE RATIOS CHANGE?

## ALIGNING THE WORKSPACE WITH NEW SPACE TYPE DEMANDS



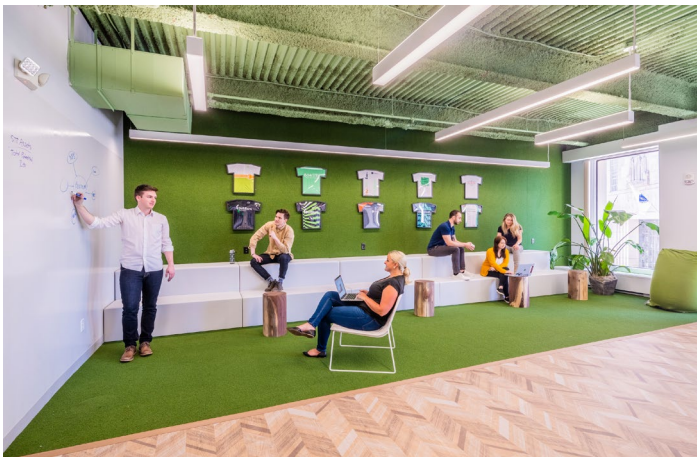
## INDIVIDUAL WORKSPACE

More people will be working from home, which means less assigned individual workspace in the office.



## FOCUS ROOMS

Focus rooms offer individual workspaces for social distancing, in-office video calls, and a space for those that are not able to do focused work at home.

COLLABORATION /  
TEAM SPACE

People will come to the office to use tools and collaborate in a socially distanced environment. Separate client & outdoor spaces will be explored.



## OFFICE / HUDDLE ROOMS

These spaces will be designed for a dual purpose, with the ability to be used as an unassigned office or a huddle room depending on need.

## SECTION 5

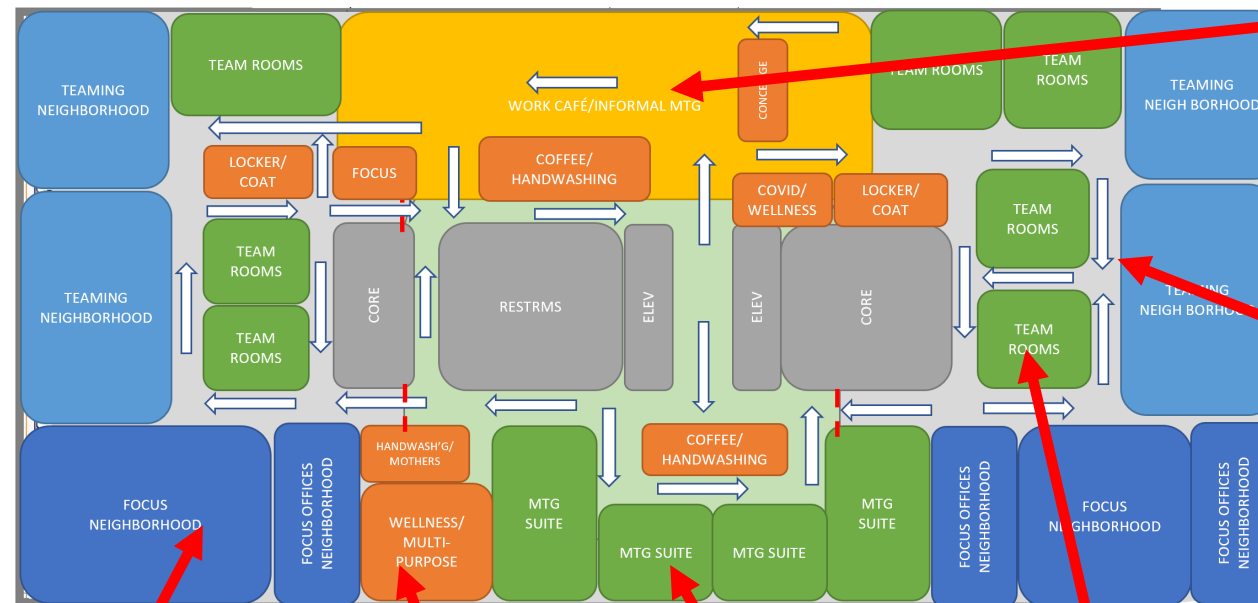
## WHAT ARE THE NEW CONCEPTS IN SPACE DESIGN?

## THE “HYBRID WORKING” PLANNING MODEL

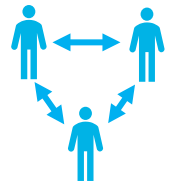
*“Leading organizations will boldly question long-held assumptions about how work should be done and the role of the office. There is no one-size-fits-all solution.”*

~ McKinsey+ Co.

## Hybrid Working Space Types



Adequate space to **socialize** with co-workers while social distancing



Opportunities for **social distancing** and **managing risk**



Opportunities for **focused work**



**Wellness** amenities



Interacting in person with **clients**



Space to **collaborate** in person and **access resources**

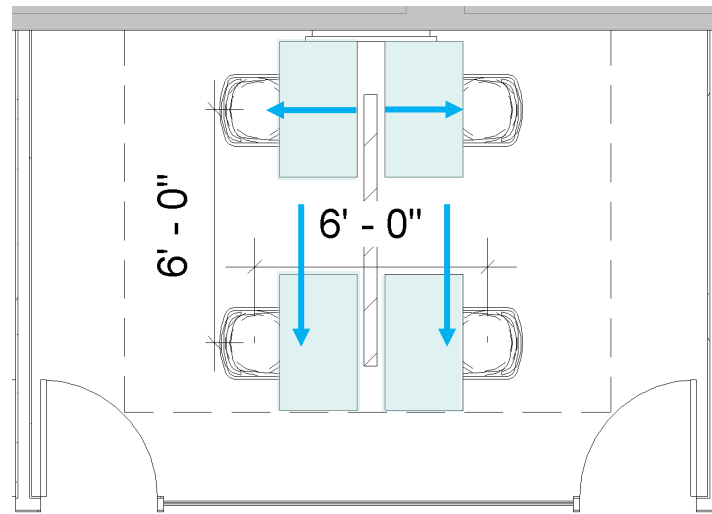
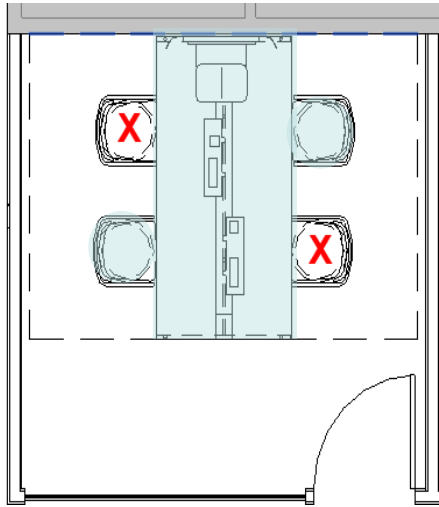


Perceived **safety** and **comfort**

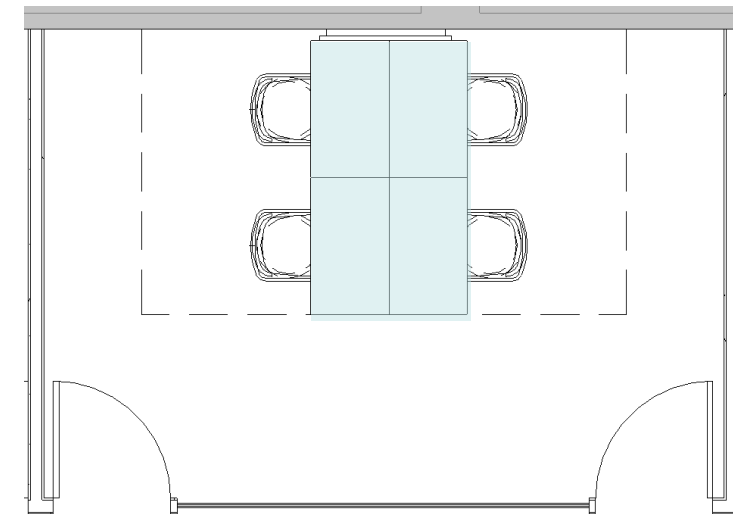
## SECTION 5

## WHAT ARE THE NEW CONCEPTS IN SPACE DESIGN?

## ENCLOSED SPACE: GROUP WORK



PANDEMIC



POST PANDEMIC

## CURRENT STATE

## No work or capital expense

- Remove seating to meet social distancing guidelines
- Establish entry and exit protocols to minimize contact
- Identify new capacity
- Consider repurpose of these smaller rooms to be unassigned offices or individual video-conference spaces

## FUTURE STATE

## New construction and furniture

- Revisit required SF based on desired capacity
- Provide separate entry and exit doors
- Plan for movable / convertible furnishings
- Flexible furniture and infrastructure to meet varying safety protocols



## SECTION 5

# WHAT ARE THE NEW CONCEPTS IN SPACE DESIGN?

## ENCLOSED SPACE: GROUP WORK



### CURRENT STATE

#### Rooms with MODIFIED purpose

- Smaller meeting rooms become an office/huddle space



### FUTURE STATE

#### FIT for new purpose

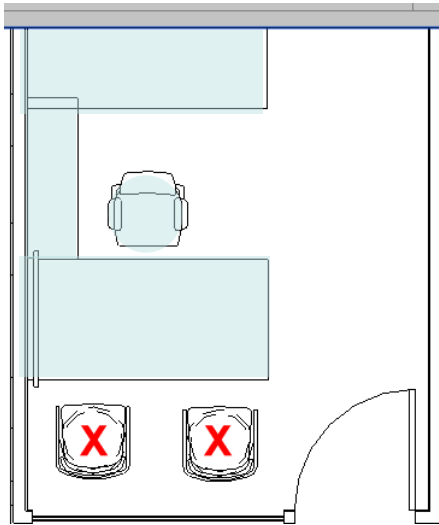
- Rethink flow & clearances
- Accommodate user analog & digital needs
- Agile “convertible” furniture solutions could allow for maintaining room function & capacity during pandemics



## SECTION 5

## WHAT ARE THE NEW CONCEPTS IN SPACE DESIGN?

## ENCLOSED SPACE: INDIVIDUAL PRIVATE WORK



## CURRENT STATE

## No work or capital expense

- Remove seating to meet social distancing guidelines
- Identify new capacity



## FUTURE STATE

## New construction and furniture

- Revisit the requirement for assigned individual spaces based on updated remote work policies
- Consider creating unassigned offices that can be used as small focus or huddle spaces when not in use
- Plan for movable / convertible furnishings in order to comply with the latest safety protocols

## SECTION 5

# WHAT ARE THE NEW CONCEPTS IN SPACE DESIGN?

## ENCLOSED SPACE: INDIVIDUAL PRIVATE WORK



### FUTURE STATE (Concept 1)

#### Rooms with a DUAL purpose

- Smaller meeting rooms become furnished in a way to support both individual and team-based work depending on need.

### FUTURE STATE (Concept 2)

#### FIT for new purpose

- Explore new, smaller private work settings in order to accommodate the possible increased demand of enclosed focused-work space needs.

## SECTION 5

## WHAT ARE THE NEW CONCEPTS IN SPACE DESIGN?

## OPEN OFFICE: INDIVIDUAL WORK



## CURRENT STATE

## Minimal work or capital expense

- Add privacy screens between workstations.
- Establish workstations able to be occupied to comply with social distancing.
- Identify clear circulation paths to minimize contact with others.

## FUTURE STATE

## FIT for new purpose

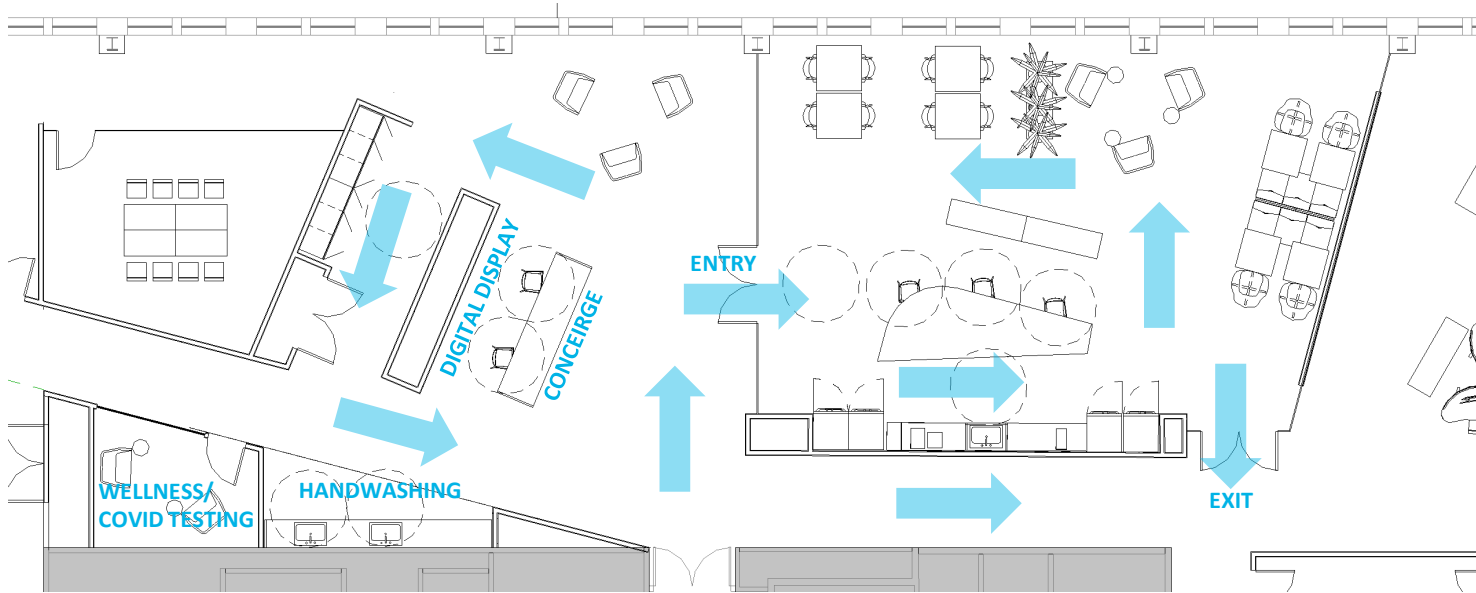
- Plan for smaller neighborhoods, wider aisles and attention to circulation routes.
- Orient workstations so people face away from each other.
- Provide a variety of work settings to accommodate different workstyles.



## SECTION 5

## WHAT ARE THE NEW CONCEPTS IN SPACE DESIGN?

## SOCIAL SPACES: WORK CAFES



## FUTURE STATE

## Re-planning social spaces to address:

- Separate entry and exit doors
- Strategic queuing and traffic flow
- Clear signage (analog and digital)
- User control and accessibility
- Careful consideration of materials and cleanability
- Access to outdoor social spaces
- Touchless / smart high touch fixtures
- Flexible space design to accommodate additional safety protocols
- Bookable common spaces

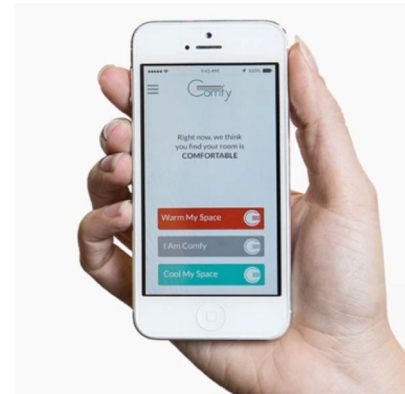
## SECTION 6

# WHAT ARE THE NEW TECHNOLOGIES TO MANAGE SPACES?

## PRIORITIZING TECHNOLOGY IN THE WORKPLACE

### New technologies to consider:

- Occupancy monitoring and analytics systems
- App-based vending and beverage dispensers
- Touchless appliances, plumbing fixtures, and casework hardware
- Additional AV equipment to support increased video conferencing
- Smart whiteboarding that can connect to remote coworkers
- Bluetooth sit-stand desk controls
- Mobile technology
- Air quality sensor applications
- Apps to facilitate user-controlled environments





## SECTION 7

# HOW CAN MARGULIES PERRUZZI HELP?

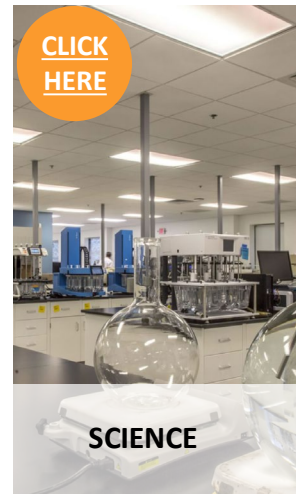
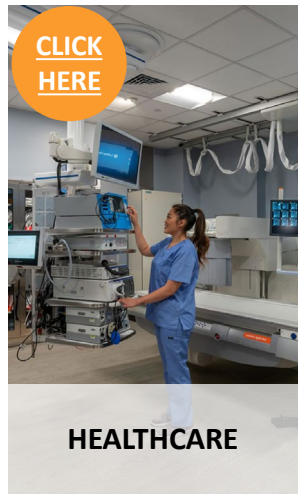
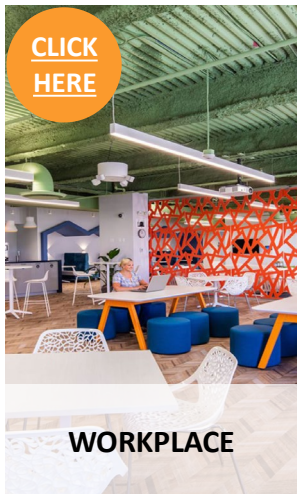


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## Industries Served



## MP COVID REPORT: VOLUME 1

### References & Additional Reading

- [\*The Future of the Workplace\*](#)
- [\*Shifting Fast ... to a Slow Economy\*](#)
- [\*Requiring Employees To Return To Work: What To Consider\*](#)
- [\*Workplace Re-Entry Program\*](#)
- [\*Understanding the New Distributed Work Landscapes\*](#)
- [\*Strategies for Minimizing the Stress of Returning to Work\(place\)\*](#)
- [\*Rethinking-the-role-of-space\*](#)



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