



Think Safe. Work Safe. Be Safe.

During this unprecedented time, our main focus – as a trusted property management partner – is to help ensure the spaces in which you work are safe, clean and healthy. As you search for new space, please know REDICO is doing all we can to create safe working environments in all of our office spaces.

Below are some of the ways we have responded to the COVID-19 pandemic.

Entering the Building / Parking Lots and Garages

- Sanitization stations and hand sanitizer is available throughout the building.
- Everyone is required to wear a face covering to enter the building, and masks must be worn while in all common areas of the building, unless someone is medically unable to do so.
- Social distancing (a minimum of six feet from others, to the best extent possible) is required in all common areas.
- Where possible, building access is restricted. This could include “one way in” and “one way out” entry and exit.

HVAC / Air Quality

- Where possible, HVAC systems have increased outside air intake, and the filter efficiency may have been increased.
- Buildings are purged with 100% outside air at least once a day.

Elevators

- Elevator occupancy is restricted to ensure appropriate social distancing. Markers have been placed on the elevator floors to designate the maximum number of riders and where they must stand.
- Social distancing reminders are posted inside and outside of the elevators.

Restrooms

- Reminders to practice social distancing have been placed in all public restrooms.
- Reminders on proper handwashing techniques have been posted in all public sink areas.
- Foot operated hardware has been installed on all public restroom doors.

Common Building Area Spaces

- High-touch surfaces, including entrance doors, handrails, elevator call buttons, restroom fixtures, restroom partitions/ doors, restroom counters, etc., are cleaned approximately every two (2) hours, between 8 a.m. and 5 p.m.
- Social distancing will be maintained in all common areas, and group sizes within the building are limited.
- Social distancing floor indicators have been placed throughout the building.
- Exterior courtyards have limited capacity to allow for proper social distancing.

Visitors and Guests

- Visitors and guests are required to sign-in with building security, and indicate, to the best of their knowledge, they have not come in contact with anyone who has Coronavirus/- COVID-19 or exhibiting the symptoms of infection, before being allowed to proceed to their destination.
- Deliveries from restaurants, caterers, etc. will be required to check-in with security. Tenants are asked to retrieve their items from the lobby.
- Deliveries by DHL, Federal Express, UPS, Amazon or a courier service are required to go through the loading dock, sign-in with security and use only the freight elevator to make deliveries. They are required to provide verification of their health pre-screening for the day.