

Designing For New Realities

Post Pandemic Workplace
Considerations

AN EVOLVING POV

Jason Heredia
VP Product & Design
Allsteel

04.15.2020



During these times of uncertainty, we remain committed to being students of the workplace and will continue to research, ideate and offer new solutions in response to our foreseeable new realities.

JASON HEREDIA

VP, PRODUCT AND DESIGN

Macro Trends Post COVID-19 Trends

Increased desirability for **full time work** vs. gig economy

Broad flight towards **job-security** with the best, most profitable companies

Downward pressure on the on-demand economy and a reversion towards **asset ownership** and control

Adoption of **distance and work from home** tools & services (Zoom, Peloton, Home delivery)

Increase in **vertical integration**

Pressure to **decentralized production, facilities,** knowledge work and education

Supply chain shift to domestic and alternate sources

Possible **decline in cities** and commercial real estate

Broad exacerbation of inequity issues and **social challenges**

Reorganization of **government tactics for supporting** people during a shock

Law Firm Specific Trends Post COVID- 19

Greater flexibility for
work from home*

Remote Court
Appearances*

Courtesy in the
profession*

Utilization of
technology within
offices to promote
social distancing*

Increase in
**need for law firm
consultation** to
adjust goals and
expectations**

* Sourced from: <https://abovethelaw.com/2020/04/covid-19-can-change-the-legal-industry-for-the-better/>

** From :<https://www.natlawreview.com/article/how-covid-19-impacts-law-firms>:

References

<https://abovethelaw.com/2020/04/covid-19-can-change-the-legal-industry-for-the-better/>

<https://www.law.com/legaltechnews/2020/04/07/covid-19-pushed-legal-towards-tech-remote-work-there-may-be-no-going-back/?slreturn=20200315094601>

<https://www.law.com/international-edition/2020/03/24/big-four-law-firm-leader-says-covid-19-will-change-the-way-law-is-practiced/>

<https://www.natlawreview.com/article/how-covid-19-impacts-law-firms>

<https://www.law.com/americanlawyer/2020/04/06/covid-19-recovery-playbook-managing-a-law-firm-in-the-first-phase-of-the-crisis/>

Potential Impacts to Workplace

- 01** Materiality: Is 'Cleanability' the New 'Sustainability?'
- 02** Social Distancing: Separation | Boundaries
- 03** Social Distancing: Micro Office
- 04** Social Distancing: Social Collaborative
- 05** Remote Work: WFH and Integrating at Work

1 “I think we want to steer customers towards materials that can be cleaned easily and regularly, with products that kill viruses and can withstand that cleaning for years of use.”

COURTNEY MOLINE
SUSTAINABILITY MANAGER

01 | Material Criteria

- Shift of focus from sustainability to cleaning, disinfecting *and* sustainability of materials
- Anti-microbial may not be as effective as people think (added to protect the material, not to protect us) – as a result, they may not be cleaned as effectively or as often
- Select cleaners and disinfectants recommended by the CDC have been tested by our suppliers; see links for more information.



“No matter how ‘resistant’ a surface is rated / labeled, you still have to clean *and* rinse it.”

KANDICE TJEBKES

DIRECTOR, COLORS, MATERIALS + FINISHES

Cleanable Surfaces – New Options for Boundary

A8 in Contourette Vinyl in 25 colors

Coming Soon. Contact TPG for details



Laminate Spanning Tiles

Coming Soon. Contact TPG for details



<https://www.allsteeloffice.com/design-resources/surfacematerials/hni-contourett-seating-black>

Bleach Cleanable Fabrics

INCREASED REQUESTS

Allsteel as three standard upholsteries can be cleaned with a diluted bleach solution

- Contourett
- In Season
- Silvertex

*For cleaning, please note the dilution of bleach solution is specific to each textile. For example, one may be a 1:5 and another may be a 1:20.

For more information, please reference the EPA link:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

Other Partner Options

HBF

Beetle, Cutout, Deco Epingle, Dot Structure, Faux Real II, Foundation, Linkage, Merci Boucle, Pebbled, Sable Island, Smart, Soft Angles, Woodblock

Carnegie

Barre, Basket, Beam, Brick Lane, Buff, Camden, Chroma, Fine Line, Framework, Fusion, Groove, Hide, Hive, Hue, Infinity Plush, Kid, Maxwell Print, Maxwell Street, Maze, Moto, Puzzle, Revolve, Roxy, Spice, Tilt, Triad, Vibe

Ultrafabrics

Brisa, Brisa Distressed, Brisa Fresco, Uf2 Primera, Ultraleather, Ultraleather Fusion, Ultraleather Fusion Shimmer, Ultraleather Linen, Ultraleather Pearlized, Ultraleather Pro, Ultraleather Promessa

Additional options available from Maharam and Stinson.

Where Do I Put the Hand Sanitizer?

INCREASED REQUESTS



Often scattered about on conference tables or desks

Coming Soon.



Freestanding Holders



Architectural Products/Panel Bracket

Declutter Surfaces for Easy Cleanability

TECHNOLOGY + TOOLS



Material Cleaning Instructions (New)

Material Cleaning



COVID-19 Hard Surface Disinfection: For disinfecting surfaces against the COVID-19 virus the CDC recommends using diluted household bleach solutions (minimum 1/3 cup of bleach for every gallon of water, or a 2% bleach solution) or isopropyl alcohol solution (minimum 70% isopropyl). Cleaning Instructions:

Leave cleaning solution on for at least 30 seconds but no longer than 2 minutes

Thoroughly remove the solution from the surface with a clean cloth and warm water

May cause discoloration if left on the surface longer than suggested time or not removed after sanitizing

The following surface materials can be cleaned in this manner:

- Powder Coated Metal
- Painted MDF
- Veneer
- HPL
- TFL
- Edgeband
- T-mold
- Glass
- Plastics
- Poly Shell Seating

COVID-19 Mesh Disinfection: Clean with warm water and mild antimicrobial soap using a clean white cloth or soft bristle brush. Do not oversaturate fabric or allow excess soap buildup. Pat fully dry with a microfiber cloth.

The following mesh can be cleaned with up to a 10% bleach solution for disinfecting:

- Alsteel Acuity
- Alsteel Evo
- Alsteel Relate
- Alsteel Clarity

Manufacturer	Pattern	Content	Standard Testing					Approved disinfectants
			Grade 1	HCL	AD	QUV	NBAF	
Seating								
PHI	Contourcut	Polyurethane	1	X	X	X	X	1:5 Diluted Bleach and Water, Vires 1:250
PHI	Shoretex	Vinyl	3	X	X	X	X	1:10 Diluted Bleach and Water, Vires 1:250
PHI	In Season	Solution Dyed Nylon	3	X	X	X	X	1:10 Diluted Bleach and Water
Ropes								
PHI	Refuge	Polyester	A	X	X	X	X	1:10 Diluted Bleach and Water
PHI	Reflections	Polyester	A	X	X	X	X	1:10 Diluted Bleach and Water
PHI	Landscape	Polyester	A	X	X	X	X	1:10 Diluted Bleach and Water
PHI	Jax (Vires only)	Polyurethane	A	X	X	X	X	1:10 Diluted Bleach and Water, Vires 1:250
PHI	Mica	Polyester	B	X	X	X	X	1:10 Diluted Bleach and Water
PHI	Spin Ropes	Polyester	B	X	X	X	X	1:10 Diluted Bleach and Water
PHI	Tennis	Polyester	B	X	X	X	X	1:10 Diluted Bleach and Water
Relationship Tables								
Manufacturer	Pattern	Content	Grade	HCL	AD	QUV	NBAF	Approved cleaners
Seating								
Marathon	Age*	Silicone	B	X	X	X	X	1:10 Diluted Bleach and Water, Vires 1:250
Marathon	Bull*	Polyurethane	5	X	X	X	X	1:10 Diluted Bleach and Water, Vires 1:250
Orman	Reppach	Vinyl	B	X	X	X	X	1:10 Diluted Bleach and Water, Vires 1:250
Orman	Amplify	Vinyl	5	X	X	X	X	1:10 Diluted Bleach and Water, Vires 1:250
Orman	Ultimate-duel*	Silicone	15	X	X	X	X	1:10 Diluted Bleach and Water, Vires 1:250
UltraFabrics	Bliss	Polyurethane	B	X	X	X	X	1:5 Diluted Bleach and Water
UltraFabrics	Unbreakable Pro	Polyurethane	B	X	X	X	X	1:5 Diluted Bleach and Water
* PHI Compliant								

AeroBrave	Coated Fabric – Vinyl/PVC	Coated Fabric – Polyurethane	Coated Fabric – Silicone	Crypro®
Durability	Vinyl designed for treatment applications such as accident durability. Test results show resistance to degradation and abrasion against a wide variety of commercial cleaning solutions, including accelerated hydrogen peroxide, quaternary ammonia solutions, bleach solutions, acid-base cleaners, etc.	Specific polyurethanes may be cleaner with commercial cleaning solutions. <u>durability, aging</u> performance history has shown that polyurethanes do not hold up to stringent cleaners as well as vinyl products do.	Multi-layer silicones are highly chemical resistant and have inherent graffiti and stain dye resistance. May be appropriate for outdoor use.	Crypro®, when used in conjunction with Crylon Disinfectant and Discolorant creates an life approved disinfectant system that provides the growth inhibits, etc. It kills, negates, and repels more bacteria and viruses. Using stronger cleaning solutions may compromise the integrity of the stain protection, as well as the moisture barrier. It is important to carefully select cleaning and disinfectant products are being used before specifying these fabrics.
Anti-Bacterial Protection	Inherent to the product	Inherent to the product	Inherent to the product	Inherent to the product
Antimicrobial Protection	Vinyl patterns that include antimicrobial protection provide resistance to microbial growth, which helps to maintain the integrity of the product.	Polyurethane patterns that include antimicrobial protection provide resistance to microbial growth, which helps to maintain the integrity of the product.	Inherently antimicrobial	Performance fabric that includes antimicrobial protection provide resistance to microbial growth, which helps to maintain the integrity of the product.
Stain Resistance	Highly stain-resistant	Stain resistant	Highly stain-resistant	Each layer of Crylon fabric is engineered to resist stains, odors, bacteria and mold so to help protect the surface of the fabric.

Key Takeaways

Make sure you have policies and procedures in place to protect your employees – and follow them.

- Encourage employees to stay home if they aren't feeling well
- Use the CDC cleaning/disinfecting guidelines in tandem with manufacturer's cleaning instructions
- Educate your employees or cleaning staff on how to clean, when to clean, and how to do it safely (use PPE, if necessary), etc.

Looking for more information? Below are credible sources of information that may be of interest:

- [OSHA Guidance on Preparing Workplaces for COVID-19](#)
- [CDC Guidance on Cleaning and Disinfecting Your Facility](#)

“What can I do *now* to improve what I already have?”

“Retrofit or addition of taller spine or lateral screens can help define personal boundaries at the desk.”

BRYANNA JOHNSON

PRODUCT APPLICATIONS MANAGER





02A | Separation + Boundaries

SCREENING

- Retrofit existing or addition of taller screens
- Add lateral screens in fabric, metal or glass
- Freestanding elements used as space division

Screening | Scalability



Benching with rail mounted screens at spine only.



Rotate orientation of desk and add A8 U-screens.

Small Change: Big Impact



Before: Without user-movable screens.



After: Addition of user-movable screens

Screening Options



Straight, L and U screens

User movable
screens; no
'installation'
required



End of run
20"H beam-
mounted
screens

A8 Screens – Straight, L, U



More Screening Ideas...



Freestanding divider screens

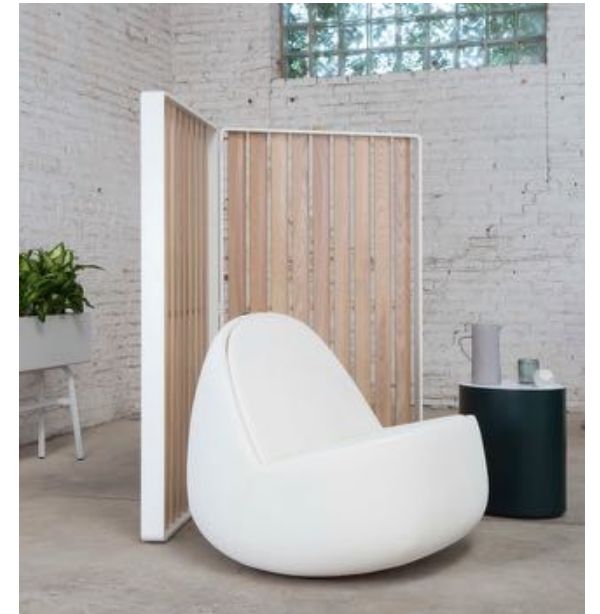
Planters as screening



Accent screens



Mobile screens



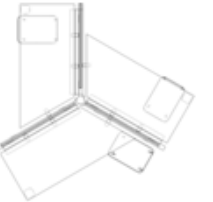
Screening | Orientation



Outward facing



Linear Pinwheel



Organic Pinwheel

Small Change: Big Impact



Before: Linear configuration



After: Pinwheel configuration

Orientation | Workstations



Lateral Divider Screens – New 20" High Sizes

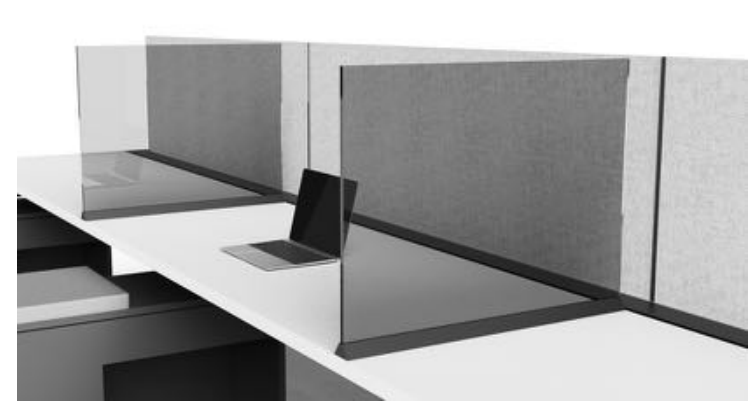
Available via TPG now, standard soon



Clear Glass



Frosted Glass (marker)



Smoked Glass

Separation & Boundary

EASY OPTIONS

Mounting Options



Side2Side
Desk Mount



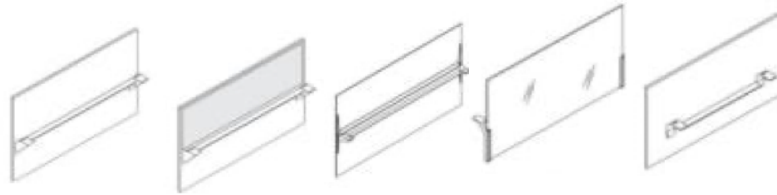
Side2Side
Clamp



Front
Edge Mount



Front Modesty Desk Mount



Front/Side
User Moveable



Panel/Beam
Top Mounted



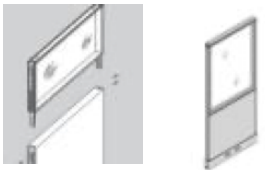
Freestanding



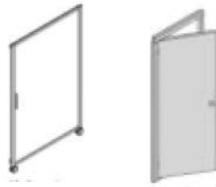
A8
Desk Mounted



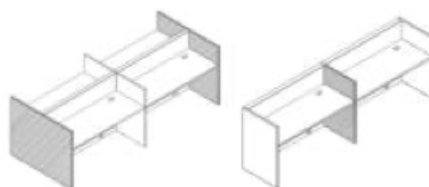
Panel Stackers/Frames



Panel System Doors



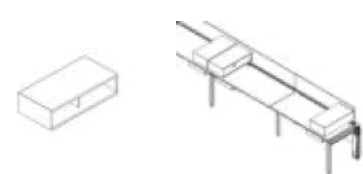
Gallery Panels



Storage Freestanding



Storage Desk Mount





02B | Separation + Boundaries

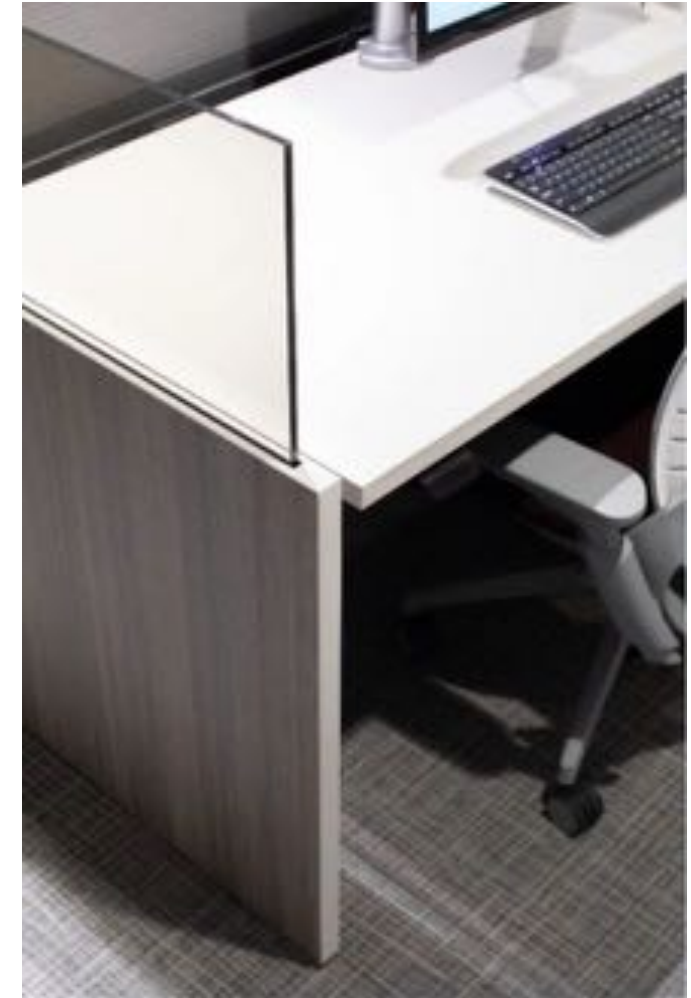
GALLERY PANELS

- Thin, architectural elements; streamlined enclosure
- Hard surface, easily cleanable material options

Gallery Panel



Mid panel, end of run and return options



Small Change: Big Impact



Before: Main corridor with light scale screening.



After: Replace screens with gallery panel returns.



02C | Separation + Boundaries

THRESHOLDS

- Using architectural and furniture elements as thresholds
- Barriers to promote social distancing

Thresholds in Various Forms



Cabana structure



Visualization wall

Walls as division to
reinforce distancing



Storage as Boundary



Consider touch latch cabinets for easy cleanability.



Product *and* Application are both important.

Storage as Boundary



Cantilever storage as division + functional vertical space

Establishing Thresholds

TALL GALLERY RETURNS



Small Change: Big Impact



Before: 50" gallery panels



After: Addition of 65" end return threshold

“What would you trade for a door?”

“Smaller, thoughtfully curated offices; sometimes less really is more.”

LISA MILLER

DIRECTOR, PRODUCT INSIGHTS + APPLICATIONS

3



03 | Separation + Boundaries

MICRO OFFICE

- Same footprint as a workstation, but with benefit of actual enclosure (door)
- Glass enclosure feels spacious, without signaling false privacy

Micro-Office

WHAT WOULD YOU TRADE FOR A DOOR



Lesson learned: glass above the worksurface is what make small offices work...no false expectations on acoustics.



50 SF: same footprint as a 7x7 workstation, but w/a door



Poke-Yoking Social Distancing

BUILDING FEATURES INTO FURNITURE



Poke-yoking (mistake proofing) to create distance between users.

Height-adjustable split top corner design affords user location behind desk and guest at adjacent fixed height.

“How can we ‘socialize’ when we need to social distance?”

JAN JOHNSON

VICE PRESIDENT WORKPLACE STRATEGY

4





04 | Social Collaborative

SOCIAL...AT A DISTANCE

- Thoughtful use of vertical elements
- Functional yet forced separation and distancing
- Temporarily remove additional seats in these common areas

Social Collaborative

Yin Yang arrangements



Laid back lounge forces space between users



Furniture shapes can help create separation



Table shape forces spacing



Glass separation between booths

Social Collaborative



Solo Spaces – 6' placement



Layering Tables

Minimizing Surface Interaction





Layering Heights

- Different surface heights can support different meetings
- Increased space utilization with personal separation
- Support both standing and seated postures

Layering Tables



Tiered meeting table



Humanized
training: various
postures,
sightlines and
distancing



User choice and
postures through
work zones

Layering Seating



Stadium style seating creates various levels and zones to work alone together – BETTER.



Yin yang and organic layouts create a natural separation between workers



“With an underlying concern about our health, we’re moving, literally overnight, into a place where working from home is being considered the ‘new norm.’”

ERIC JOHNSON

SENIOR WORKPLACE ADVISOR

5

05 | Remote Work

MAKING IT WORK

- Quickship furniture programs
- Adopt mobility best practices, recreate your office at home, remote work tips + tricks and virtual meeting etiquette

<https://www.allsteeloffice.com/insights/research/working-home-making-it-work-managers-their-teams>

- We're in this together



Remote Work

QUICKSHIP PROGRAMS



Allsteel E3 Quickship

best-selling products
ship within 24 hours
deliver in 2-5 business days



NORMANN COPENHAGEN

[Quickship Pricelist](#)

725+ products delivered in 6 weeks +/-



HON Now Work From Home

<https://www.hon.com/work-from-home>

Remote Work

Allsteel E3 – Efficient, Expedited + Easy



Best-Selling Assortment	Forward-deployed inventory in 6 warehouses, nationwide
Ships within 24 hours	Delivers in 2-5 days
Shopping & Checkout Portal	Real-time order tracking

ACUITY TASK



\$796.42 \$796.42 \$796.42

MIMEO TASK



\$475.80 \$474.38 \$450.38

EVO TASK



\$369.92 \$369.92 \$369.92

LYRIC TASK



\$291.76 \$291.76 \$291.76

CLARITY



\$448.80 \$472.70 \$472.70

AWARE TABLE



\$316.10 Fixed (Black) \$319.57 Fixed (Silver) \$413.38 Nesting (Black) \$406.88 Nesting (Silver)

MERGE TABLE



\$326.42 X-Base (Silver) \$399.90 X-Base (Black) \$355.42 Disc Base (Silver) \$355.42 Disc Base (Black)

ALTITUDE



\$489 A3 + 48x30 Top (Fawn Cypress) \$494.54 A3 + 48x30 Top (Designer White) \$511.96 A3 + 60x30 Top (Designer White) \$506.50 A3 + 60x30 Top (Fawn Cypress) \$419.36 A5 + 48x30 Top (Designer White) \$604.82 A5 + 48x30 Top (Fawn Cypress) \$627.78 A5 + 60x30 Top (Designer White) \$622.32 A + 60x30 Top (Fawn Cypress)

RADII



\$543.50 \$175.90 \$175.90

MONITOR ARMS



\$166.52 \$285.46

“How do we engage employees to understand their concerns?”

“Illustrate/demonstrate how actions being taken will address both employee, management and organizational concerns and goal.

Together, these actions will give credibility/authenticity to organizational statements about ‘we care about the wellness of our employees’”

ERIC JOHNSON

SENIOR WORKPLACE ADVISORY MANAGER



We've been
part of the
same family for
many years;
imagine the
things we can
do *together*.

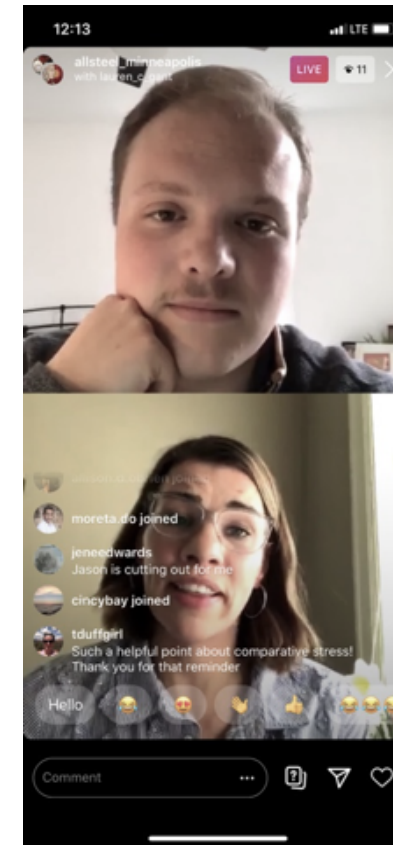
Knowledge and Resources



<https://www.allsteeloffice.com/insights/research/wellness-considerations-working-home>



<https://www.allsteeloffice.com/insights/research/working-home-making-it-work-managers-their-teams>



Invite designers and clients to our Virtual Learning Lab Series



To call the atmosphere we're all working in 'chaotic' feels a bit understated at this point. With an underlying concern about our own and our communities' health, we're also moving, literally overnight, into a place where working together is being discouraged and working from home is being considered the 'new norm'.

We'd like to use this virtual series as a way to stay connected and have compelling conversations about the hottest topics in our industry today. Join us!

Click on the individual links below to register.

- Tuesday, April 14 [Agility + Flexibility CEU](#)
- Tuesday, April 28 [Hot Topic #1](#)
- Tuesday, May 5 [Professional Services CEU](#)
- Tuesday, May 19 [Hot Topic #2](#)
- Tuesday, June 9 [Interaction and Collaboration 2.0 CEU](#)
- Tuesday, June 23 [Hot Topic #3](#)
- Tuesday, July 7 [Power to the People Presentation](#)
- Tuesday, July 21 [Hot Topic #4](#)

Credits are available for CEUs

Schedule a Live Instagram Chat with Lauren Gant!
gantl@allsteeloffice.com

Keep the Conversations Going...

Together with our clients, design partners and dealer community, we are continually learning and sharing ideas to be successful in this new reality.

Keep in mind that social distancing guidelines are based on a 6-foot separation of individuals, but physical barriers are also appropriate.

- Consider the physical barriers which are in place such as doorways or cubicle walls
- Consider establishing temporary barriers such as rolling whiteboards*
- Where there are no barriers, but the appropriate distance exists, consider placing a visual reminder to maintain social distance
- With buildings largely unoccupied, consider moving staff to alternative rooms

*When creating temporary barriers or workstations that you do not block or inhibit emergency egress, corridors, aisles, or safe paths of travel. In addition, consider the flammable nature of materials so you do not create a fire hazard.

<https://www.csuchico.edu/coronavirus/assets/documents/social-distancing.shtml>

More Ideas

ESTABLISH SOCIAL DISTANCING

- In reception or common areas, limit the number of seats
- Increase distance in waiting lines and queuing spaces
- Breakrooms should be managed to reduce communal use. If safe distances cannot be maintained, consider finding alternative areas to take breaks
- Keep in mind social distancing also applies in other areas such as vehicles and non-traditional work settings



Additional Ideas

Be open to new ways of working based on current learnings

- Conference rooms designed for 10 are now used by 4-5 people; remove excess chairs
- De-Densification: People placed at every other workstation; or
- Flexible work hours/days: teams alternate between office and home
- Re-orientation of individuals to avoid direct face-to-face positioning
- Develop change communication around social distancing, i.e. hallway passage, take turns walking down 5' corridors, etc.



Sources:

<https://www.theinformation.com/articles/my-predictions-for-the-next-decade>

https://www.csuchico.edu/coronavirus/_assets/documents/social-distancing.shtml

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>

<https://www.livescience.com/coronavirus-six-feet-enough-social-distancing.html>

<https://www.mdlinx.com/internal-medicine/article/6649>

<https://www.usatoday.com/story/news/world/2020/04/10/coronavirus-covid-19-small-nations-iceland-big-data/2959797001/>

<https://www.vox.com/2020/4/3/21202792/coronavirus-masks-n95-trump-white-house-cdc-ppe-shortage>



Allsteel[®] | Gunlocke[®]

Thank You