COVID-19

The COVID-19 pandemic has dramatically impacted all organizations. The content in this guide was developed prior to the pandemic, and we are working on two initiatives to help our customers and partners plan for a post COVID-19 workplace:

1. **WORKPLACE RE-ENTRY GUIDE**
   This guide will serve as a road map for developing a cohesive plan for re-entry with employee trust and safety as the top priority.

2. **INTERACTIVE WORKPLACE TRANSFORMATION TOOL**
   This web app will calculate project budgets and illustrate healthier work environments that protect employees by minimizing the spread of illness.

By downloading this guide, you will automatically be notified when these tools are available.

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Workplace Transformation

Flexible workspaces for evolving work styles and technology

RED THREAD

Why workplace transformation?

The kind of work we do today is radically different than the work we did even 20 years ago. The workplace has to adapt and change to meet our evolving needs.

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◀ Offices in the not-so-distant past consisted of an endless sea of identical cubes.

Complex work requires different spaces.
Over the past 20 years, much of our structured and process-oriented work has been automated or outsourced. Our work today is unstructured, complex, and creative, requiring more intense periods of focus and collaboration.

Workforce demographics are changing.
As experienced and skilled baby boomers head to retirement, organizations must appeal to younger cohorts of workers (Gen X, Gen Y and Gen Z). By 2030, it is predicted that 75% of the workforce will be Millennials (also known as Gen Y). Millennials tend to seek work/life balance, seamless technology, and inspiring workspaces. Companies may also need to seek talent from a broader geographic area, creating a virtual and distributed workforce.

Technology continues to shape how we work.
Today's powerful mobile devices, ubiquitous internet access, and cloud-based applications make working anywhere, anytime, possible. Companies must employ strategies, such as BYOD (Bring Your Own Device), to meet the expectations of a younger and more tech-savvy workforce.

INDUSTRIAL REVOLUTIONS

1.0
1760 – 1830
- Steam power
- Mechanization
- Power Looms

2.0
1870 – 1914
- Assembly Lines
- Mass Production
- Electricity

3.0
1970-2010
- Computing
- Automation
- Communication Technology

4.0
TODAY
- Internet of Things
- 3D Printing
- AI / Machine Learning

Farooq, Ahmed. (2017, February 3) Industrial Revolution 4.0, Opportunities & Challenges [Blog post]. Retrieved June, 2017 from https://www.linkedin.com

▲ We are in the midst of the 4th Industrial Revolution, marked by the internet of things, 3D printing, artificial intelligence and machine learning.

What does workplace transformation look like?

Sample Goals:

– Attract and retain

– Engage employees

– Create a culture of innovation

– Optimize real estate

– Build brand + culture

– Support creative thinking

Sample Strategies:

– Offer choice and control with an ecosystem of spaces that balance privacy and collaboration throughout the floorplan

– Support mobile workers with unassigned touchdown areas and HD videoconferencing to connect local and remote teams

– Foster creativity and collaboration with dedicated spaces and easy-to-use technology

– Enhance employee wellbeing with opportunities to change posture (sit / stand / lounge) throughout the day

– Create spaces for employees to socialize and gather

– Design inspiring spaces that represent your brand and encourage creative thinking

– Communicate organizational news through digital signage in common areas, helping everyone feel connected

A workplace transformation begins with alignment around your goals and exploring potential strategies to achieve those objectives.

Now that you have an idea of your goals and strategies, you need to examine your existing workplace culture and determine a realistic level of change for your organization. In the following pages, we explore three example corporate cultures.
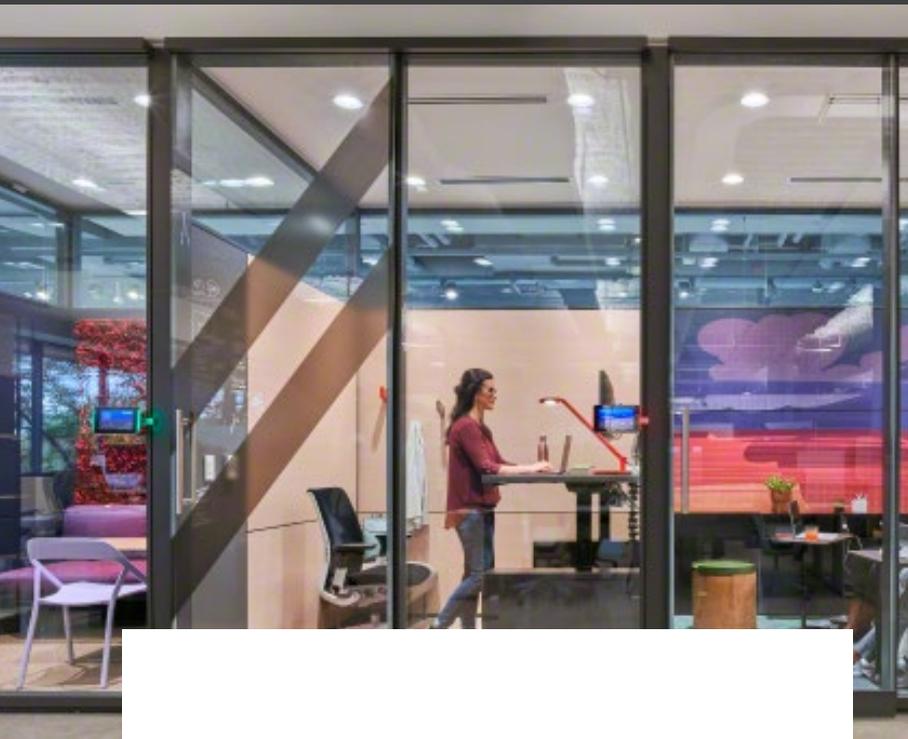
An integrated strategy

In order to effectively transform your workplace, leadership, HR, IT and Facilities need to come together and align their goals. Each of these departments view the workplace through a different lens, so when you're able to align these visions and goals, real innovation can happen.

Leadership
- How do we envision the future?
- How do we make better, smarter investments in space, people and technology?
- Is our space 'smart' and sustainable?

HR
- How do we attract and retain the best talent?
- How do we revitalize our workplace culture?
- How do we support employee wellbeing?
- What work practices or accepted norms need to change?

IT
- How do we support collaboration and foster communication?
- How do we support mobility while maintaining security?
- How do we implement systems that are user-friendly?

Facilities
- How do we optimize our real estate to get the greatest efficiency?
- How do we balance privacy with collaboration to meet employees' needs?
- How do we create inviting, inspiring spaces?

Workplace Transformation

What is your current culture?

To know where you're going, first you need to assess where you are. Your organization may not fit perfectly into one of these models - every company is unique and may have characteristics found in more than one category. These examples are a starting point to achieve your transformation goals.

© McMahon Architects
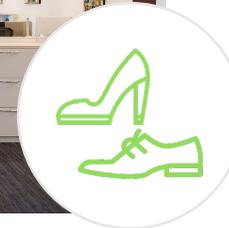
Classic

Hierarchy-oriented; structured and controlled, with a focus on efficiency, stability and "doing things right."

© Richard Mandelkorn

Balanced

Market-oriented; focus on teamwork, competition, achievement, and "getting the job done."

© Damianos Photography

Progressive

Adhocracy-oriented / team-first culture; dynamic, creative and entrepreneurial, with a focus on risk-taking, innovation and "doing things first."

© McMahon Architects

Classic

Hierarchy-oriented; structured and controlled, with a focus on efficiency, stability and "doing things right."

Priority
• Bottom line results, efficiency, following defined processes, customer-centric.

Dress code
• Business professional

Workers
• Predominantly resident workers
• Priority on hiring for skills and experience

Technology integration
• Desktop PCs
• Video conferencing in meeting rooms
• The basics + experimenting with newer devices/software

Furniture preferences
• Higher paneled workstations for privacy
• Private offices with wood
• Traditional conference rooms
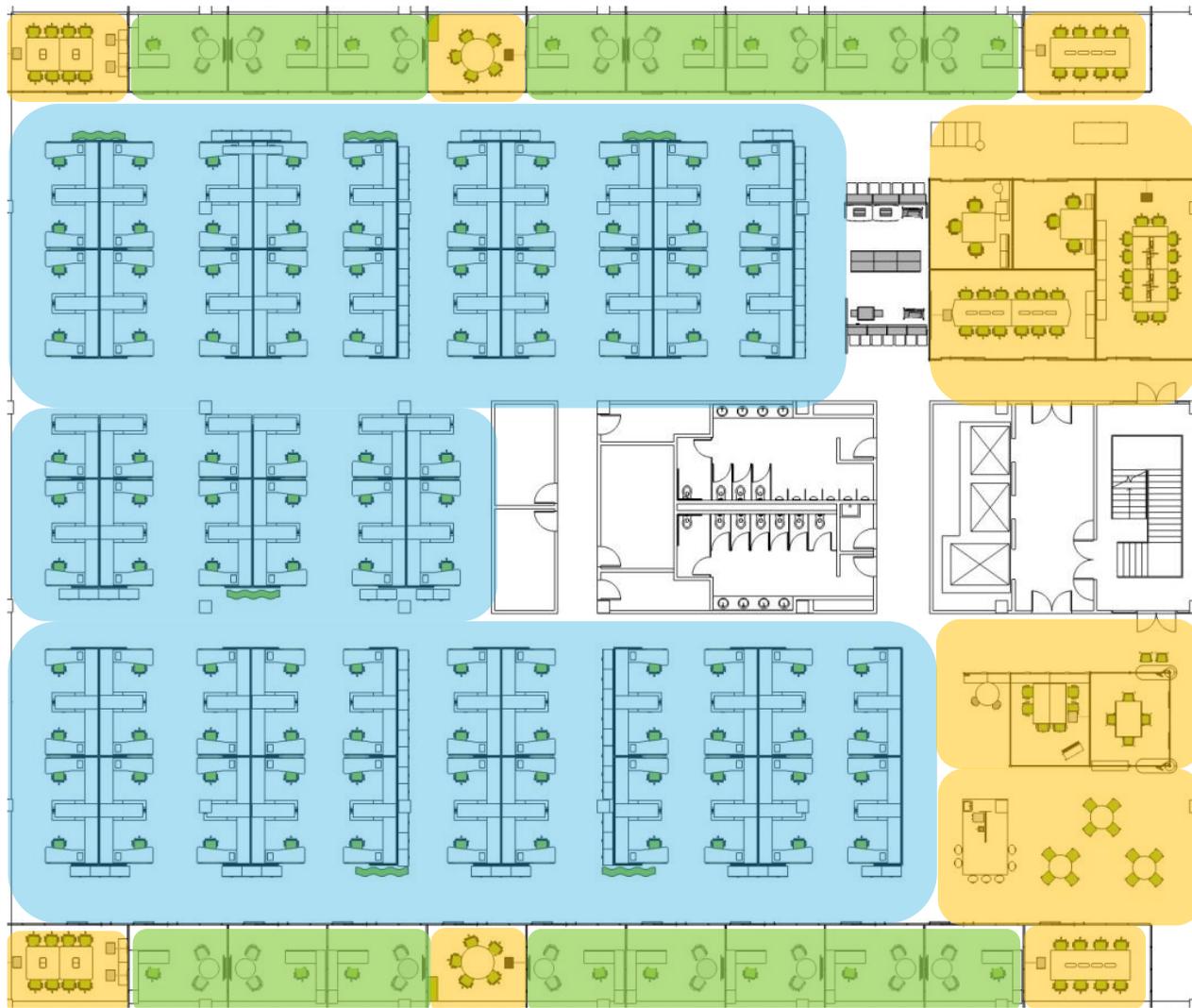
Classic

This is what a 25,000 SF classic floor plan might look like.

20%
15%
65%
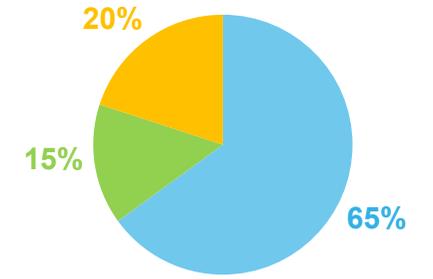
Individual spaces (102)
Employees are entirely resident workers, most tethered to desktop PCs, and work in open plan workstations.

Resident 6X8' workstations

Private spaces (16)
Managers and leadership reside in private offices along the perimeter of the space.

Private Office

Collaborative spaces (18)
Employees have access to closed collaborative spaces along the perimeter that accommodate small, medium and large groups. They meet for lunch and socialize in the mid-sized dining area.
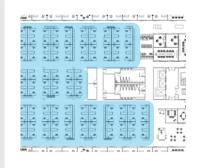
Resident workstations provide space for workers tethered to technology or storage to focus. 54" high panels offer privacy.

Size:
48 SF (6' x 8')

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ markerboard
+ ergonomic task seating
+ 54" panels
+ sitting posture

FURNITURE

Answer panel system
Gesture seating
Universal Storage

WORKTOOLS

SOTO

**B** DRAMATIC CHANGE

+ height-adjustable desk
+ sit-to-stand postures
+ fewer panels, supports collaboration

FURNITURE

Answer panel system
Gesture seating
Series 5 adjustable
height desk
Universal Storage

WORKTOOLS

SOTO
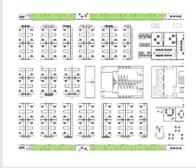
Private offices provide space for managers and leaders to do focused work.

Size:
150 - 180 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Ample worksurface + storage
+ Guest seating = collaboration
+ Ergonomic task chair

FURNITURE	AV	WALLS
Bindu guest chairs	/	Drywall
Elective Elements		
Gesture seating		

B DRAMATIC CHANGE

+ Integrated media:scape technology = collaboration
+ Ergonomic task chair for guest = collaboration
+ Demountable walls can be reconfigured

FURNITURE	AV	WALLS
Elective Elements	media:scape	Privacy Wall
Flex Frame work wall		
Gesture seating		

RELATED: Create flexible spaces with Demountable Walls
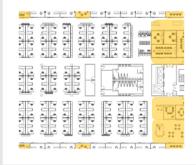
Large conference rooms accommodate large teams and customer presentations.

**Size:**
285 - 300 SF

Group Size:
7-9

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

Microsoft Surface Hub

A   **MODERATE CHANGE**

+ media:scape = one-touch content sharing
+ V.I.A. demountable walls can be reconfigured
+ Glass panels = natural light
+ Ergonomic task seating

B   **DRAMATIC CHANGE**

+ Microsoft Surface Hub = Skype + whiteboard + apps
+ Upgraded task seating

FURNITURE	AV	WALLS
Davos bench	media:scape	V.I.A.
Host table		
Host credenza		
Think seating		

FURNITURE	AV	WALLS
Exponents credenza	Microsoft Surface Hub	V.I.A.
Massaud conference seating		
Regard bench		
SW_1 table		

RELATED: Create flexible spaces with Demountable Walls

RELATED: Boost creativity with Microsoft Surface Hub
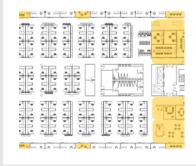
Small Meeting Rooms accommodate groups of 2-3 people to collaborate.

Size:
120 SF

Group Size:
2-3

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ LED display
+ Collaborative QiVi task seating
+ Privacy Wall can be reconfigured
+ Desk posture, natural light

B DRAMATIC CHANGE

+ HDVC
+ Upgraded SW_1 lounge seating
+ V.I.A. demountable walls can be reconfigured
+ Lounge posture

| FURNITURE	AV	WALLS
Alight ottoman c:scape storage QiVi seating SW_1 table	LED display	Privacy Wall

FURNITURE	AV	WALLS
SW_1 seating	LED display HDVC camera	V.I.A.

RELATED: Create flexible spaces with Demountable Walls
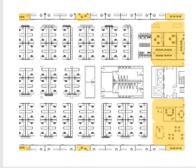
Dining Areas foster social connections and employee engagement.

Size:
195 - 300 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Inviting gathering place
+ Desk posture

B DRAMATIC CHANGE

+ Stool-height table doubles as collaboration area
+ Stool / standing postures
+ Recycling

FURNITURE

Folio casework
Groupwork Table
Wrapp chairs

FURNITURE

Campfire Big Table (stool-height)
Elective Elements
Scoop stool
Victor recycling center
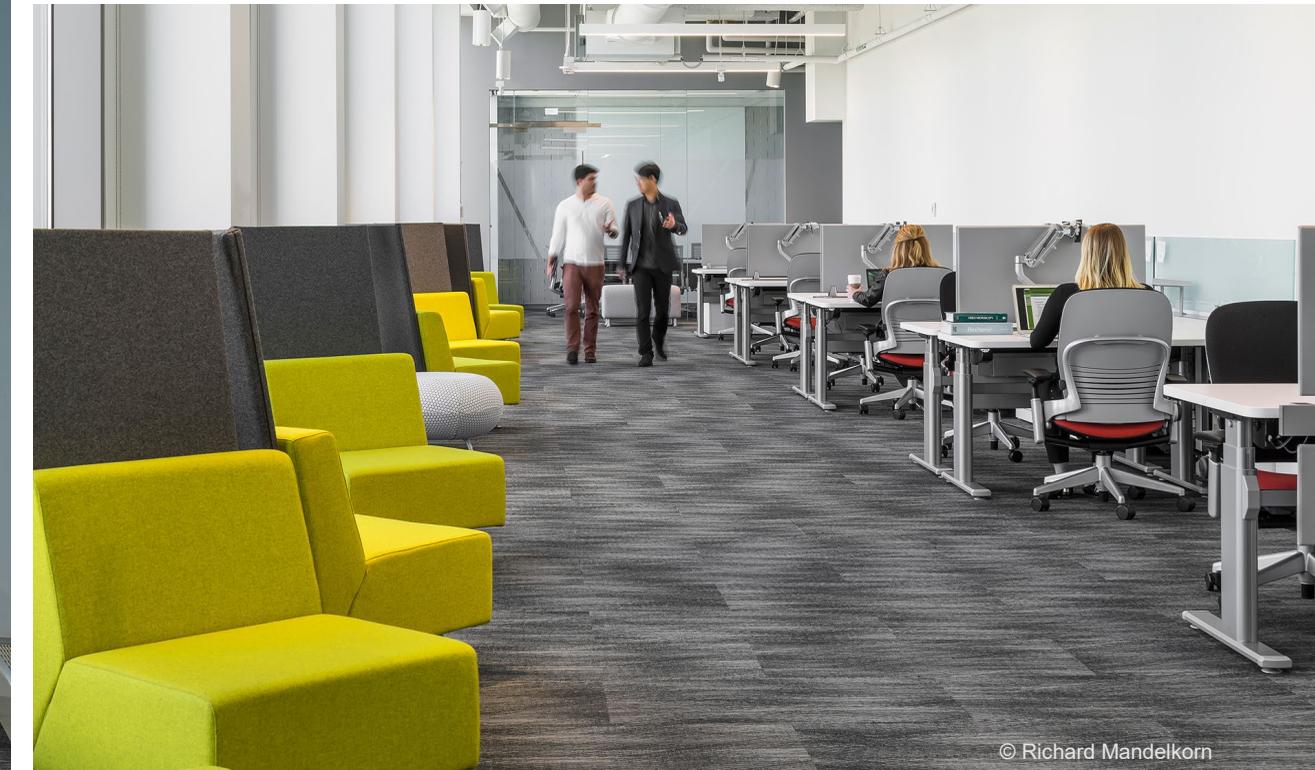
© Richard Mandelkorn

Balanced

Market-oriented; focus on teamwork, competition, achievement, and "getting the job done."

Priority
- Customer service, achievement, and equal focus on supporting customers and employees.

Dress code
- Business casual / jeans on Fridays

Workers
- Mostly resident workers, some mobile.
- Balances hiring for culture fit with skills and experience.

Technology integration
- Laptop computers
- Local network and some cloud-based systems
- Hardwired video conferencing + web conferencing (Skype for Business)
- Some innovative collaboration tools and software (media:scape, Microsoft Surface Hub)

Furniture preferences
- Open floor plan with lower paneled workstations
- Benching areas for mobile workers
- Some private offices
- Some phone booths and focus spaces
- Traditional conference rooms
- Informal meeting and lounge areas

Balanced

This is what a 25,000 SF balanced floor plan might look like.

50%
35%
3%
3%
9%
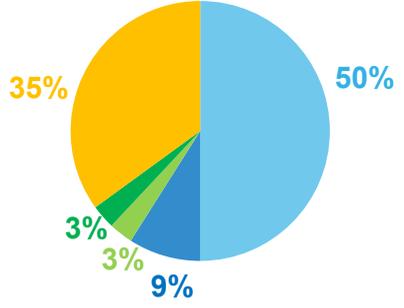
Individual spaces (126)
Employees are mostly resident workers tethered to desktop PCs, but there is a group of nomadic workers who need space to touch down when in the office.

Resident 6X6' workstations (106)
Free Address (20)

Private spaces (10)
Managers and leaders occupy 50% of the private spaces in the form of private offices. The remaining 5 spaces are focus spaces reservable by any employee.

Shared Office (5)
Free Address (5)

Collaborative spaces (31)
Employees have access to both open and closed collaborative spaces throughout the floorplan, whether for a small informal brainstorming session or a larger formal presentation. They enjoy socializing at lunchtime in the large employee café.
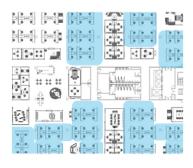
Resident workstations provide space for workers tethered to technology and storage to focus. 48" high panels and storage provide visual privacy

Size:
36 SF (6'x6')

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Ample storage
+ Storage and panels create privacy
+ Ergonomic task seating
+ Desk posture

FURNITURE

c:scape desking and storage
Gesture seating

B DRAMATIC CHANGE

+ Height-adjustable desk
+ Sit / stand postures

FURNITURE

c:scape storage
Divisio privacy screen
Gesture seating
Series Bench
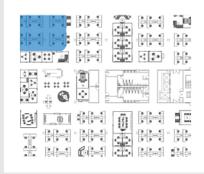
Free address workstations provide space for mobile workers to touch down for the day, or part of the day.

Size:
25 SF (5'x5')

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Glass divider = privacy
+ Ergonomic task seating
+ Desk posture

FURNITURE	WORKTOOLS
Answer panel system Gesture seating	LED task light SOTO Mobile storage caddy

B DRAMATIC CHANGE

+ Solid panels and glass plus dividers = privacy
+ Height-adjustable desk
+ Sit / stand postures
+ Dual monitor arms

FURNITURE	WORKTOOLS
Airtouch adjustable-height desk Answer panel system Gesture seating	SOTO Divider Dual monitor arms SOTO Mobile storage caddy
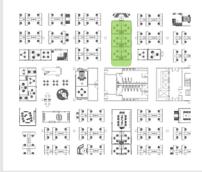
Private offices provide space for managers and leaders to do focused work. Refined materiality signifies accomplishment.

Size:
75-95 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A **MODERATE CHANGE**

+ Height-adjustable desk
+ Guest seating supports local collaboration
+ Dual monitors on adjustable arm
+ V.I.A. demountable walls can be reconfigured

FURNITURE	AV	WALLS
FlexFrame work wall	Dual monitors	V.I.A.
Gesture seating		
Lagunitas table		
Massaud chair		
Ology height adjustable desk		
SOTO worktools		

RELATED: Create flexible spaces with Demountable Walls

B **DRAMATIC CHANGE**

+ Ergonomic task seating
+ HDVC supports digital collaboration
+ Large whiteboard captured by camera

FURNITURE	AV	WALLS
Davos bench	LED display	V.I.A.
Elective Elements	HDVC camera	
Gesture seating		

Free address private spaces enable employees to focus on intensive work, connect one-on-one through videoconferencing without occupying a larger conference room, and rejuvenate from a busy day**.**

Size:
40-50 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.
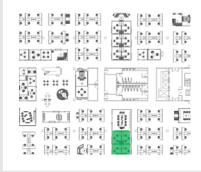
A **MODERATE CHANGE**

+ Large whiteboard for brainstorming
+ Desk posture
+ V.I.A. demountable walls can be reconfigured

| FURNITURE	AV	WALLS
C:scape desking	/	V.I.A.
Gesture seating		

B **DRAMATIC CHANGE**

+ media:scape HDVC supports digital collaboration
+ Large whiteboard is captured by camera
+ Stool – standing postures

FURNITURE	AV	WALLS
Elective Elements	media:scape	V.I.A.
QiVi seating	kiosk	

RELATED: Create flexible spaces with Demountable Walls

Large meeting rooms accommodate large teams and customer presentations.

Size:
285 - 300 SF

Group Size:
7-9

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

Microsoft Surface Hub
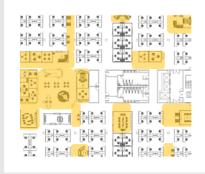
A **MODERATE CHANGE**

+ media:scape HDVC supports remote collaboration
+ Stool – Standing postures
+ V.I.A. demountable walls can be reconfigured

B **DRAMATIC CHANGE**

+ Expansive analog whiteboard
+ Microsoft Surface Hub = Skype + digital whiteboard + apps
+ Upgraded ergonomic seating

FURNITURE	AV	WALLS
c:scape	media:scape HDVC	V.I.A.
Davos Bench		
Host Credenza		
Think seating		
Universal Storage		
Universal Table		

FURNITURE	AV	WALLS
Gesture seating	media:scape	V.I.A.
media:scape TeamStudio	Microsoft Surface Hub	

RELATED: Create flexible spaces with Demountable Walls

RELATED: Boost creativity with Microsoft Surface Hub
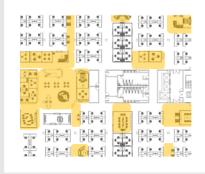
Huddle rooms support dynamic collaboration for small groups.

Size:
155 - 360 SF

Group Size:
4-6

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

Microsoft Surface Hub

A **MODERATE CHANGE**

+ media:scape supports collaboration
+ Expansive analog whiteboards
+ Stool – Standing postures
+ V.I.A. demountable walls can be reconfigured

B **DRAMATIC CHANGE**

+ Microsoft Surface Hub = Skype + digital whiteboard + apps

FURNITURE	AV	WALLS
Cobi seating	media:scape	V.I.A.
Elective Elements		

FURNITURE	AV	WALLS
Await ottoman	media:scape table	V.I.A.
Cobi seating	Microsoft Surface Hub	

RELATED: Create flexible spaces with Demountable Walls

RELATED: Boost creativity with Microsoft Surface Hub
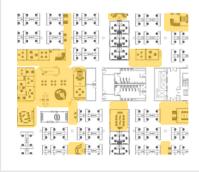
In-between spaces support impromptu connections, social interactions and a sense of community.

Size:
100 - 175 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

*Option A is a more measured approach, while Option B is a more dramatic change.*
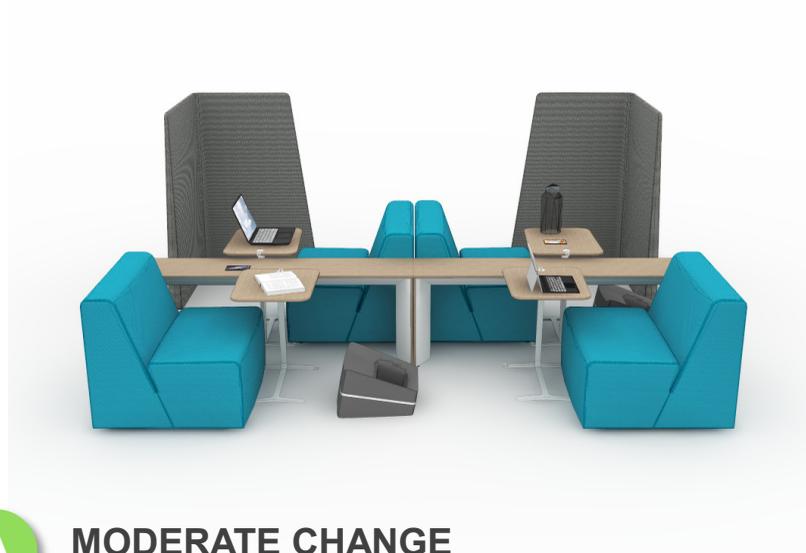
A MODERATE CHANGE

+ Lounge posture
+ Screen creates privacy
+ Mobile tables + footrest

B DRAMATIC CHANGE

+ Inspiring combination of materials
+ Brody supports work on mobile devices
+ Integrated task lighting

FURNITURE

Campfire Half Lounge
Campfire Screen
Campfire Skate Table
Campfire Slim Table

FURNITURE

Brody
Campfire Ottoman
Coffee Table CH008
Massaud seating
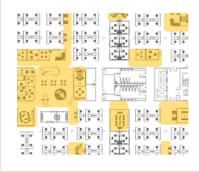
Café spaces foster social connections and employee engagement

Size:
875 – 1,150 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Corporate communication through digital signage
+ Multiple settings
+ Desk and lounge postures

B DRAMATIC CHANGE

+ Inspiring residential feel (lighting, carpet)
+ Enhanced lounge settings
+ Movable Buoy stools

FURNITURE

Buoy
Campfire Big Lounge (desk-height)
Campfire Big Table
Campfire Paper Table
Campfire Screen
Enea Lottus chairs
Victor recycling

FURNITURE

Buoy stools
Campfire Big Lamp
Campfire Big Table (desk-height)
Hosu lounge
Sebastopol occasional tables
Victor recycling
Wrapp chairs

© Damianos Photography

Progressive

Adhocracy-oriented / team-first culture; dynamic, creative and entrepreneurial, with a focus on risk-taking, innovation and "doing things first."

Priority
- Employee happiness, innovation

Dress code
- Casual / jeans everyday

Workers
- Predominantly mobile workers (local, remote or global)
- Hire for culture fit first, skills and experience second
- Creative class embracing a mobility strategy of flexible work in unassigned individual and shared spaces

Technology integration
- Laptop computers, tablets
- Cloud-based systems (Office 365)
- Web conferencing (Skype for Business)
- Innovative collaboration tools and software (media:scape, Microsoft Surface Hub)
- Fully immersed with integrated systems throughout the space

Furniture preferences
- Touchdown spaces for mobile workers
- Shared private quiet spaces and phone booths
- High-performance meeting spaces with collaborative technology

Progressive

This is what a 25,000 SF progressive floor plan might look like.

10%
40%
5%
45%
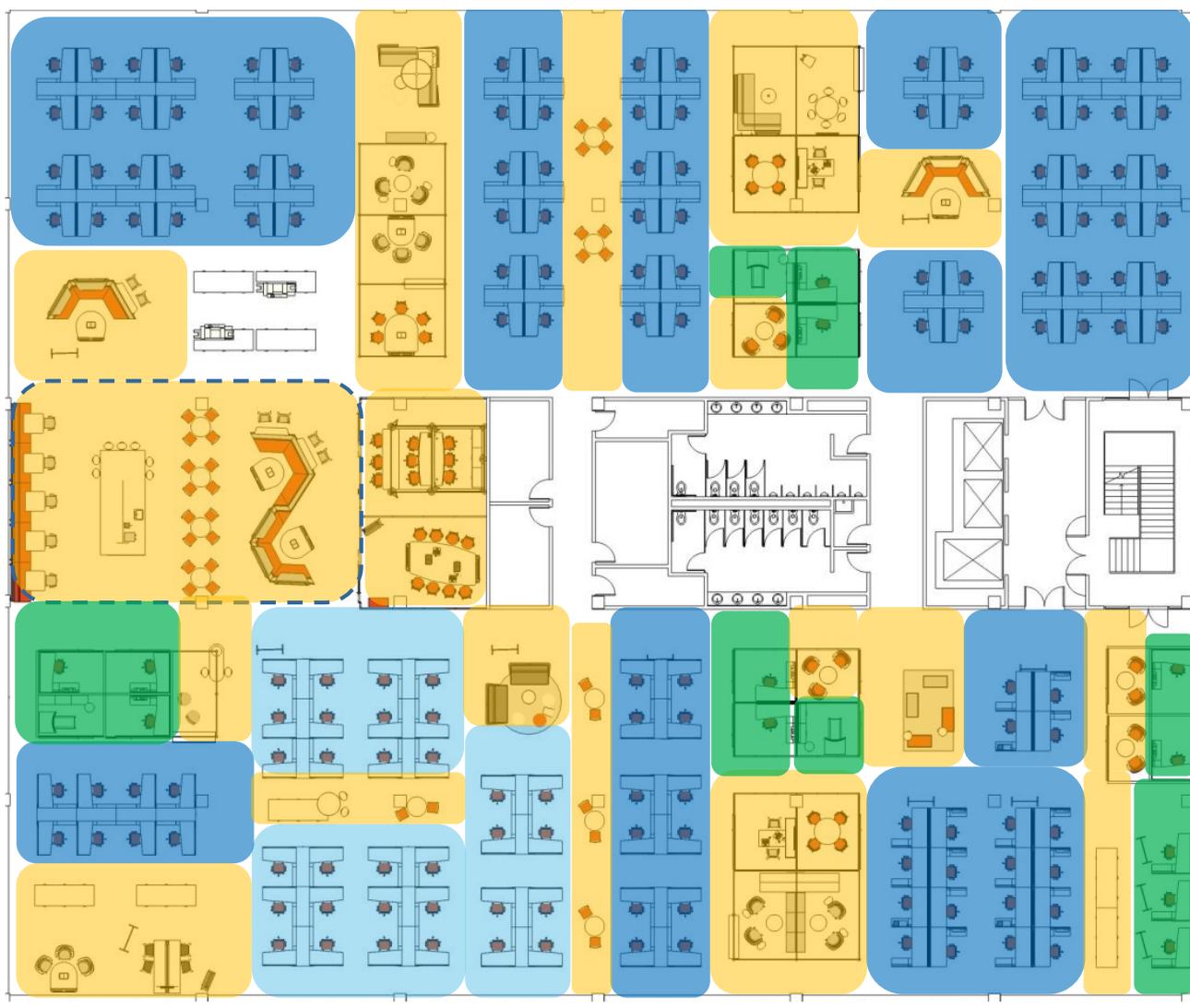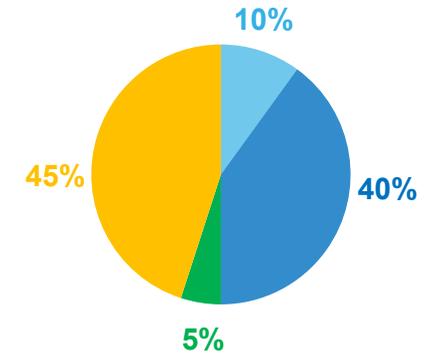
Individual spaces (152)
Employees are mostly mobile workers, so 120 free address workstations support them touching down within the space. There is a small group of resident workers with assigned desks (32).

Resident 5X5' workstations (32)

Free Address (120)

Private spaces (15)
All private spaces are free address, reservable by any employee. These areas include rooms for focused work, respite, and private phone calls.

Free Address (15)

Collaborative spaces (44)
Employees have access to open, shielded and closed collaborative spaces throughout the floorplan. Informal collaboration and connections are encouraged. Employees enjoy working, socializing and gathering in the buzz of the work café, where they can access refreshments and charge their devices.
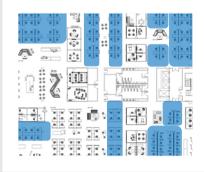
Free address workstations provide space for mobile workers to touch down for part of the day in between meetings and time in more private spaces.

Size:
25 – 135 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Innovative Bivi benching system
+ Sense of place, dividers create privacy
+ Ergonomic task seating supports mobile device use
+ Desk posture

FURNITURE

Bivi
Gesture seating

B DRAMATIC CHANGE

+ Lounge setting welcomes visitors
+ Mobile storage caddy
+ Desk and lounge postures

FURNITURE

Bivi desking and lounge
Buoy stool
Campfire Big Lamp
SOTO worktools
Think seating
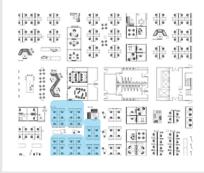
Resident workstations provide space for workers to focus and collaborate when needed. 42" panels and dividers offer privacy in these benching applications.

Size:
25 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Ample storage and dividers create privacy
+ Ergonomic task seating supports mobile device use
+ Desk posture

FURNITURE

Bivi desking
Gesture seating

B DRAMATIC CHANGE

+ Inviting collaborative lounge setting
+ Desk and lounge postures

FURNITURE

Bivi desking
Buoy stool
Campfire lounge
Campfre Paper table
Gesture seating
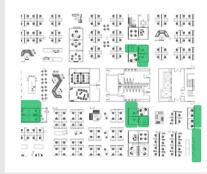
Free address private spaces enable employees to focus on intensive work, connect one-on-one through videoconferencing without occupying a larger conference room, and rejuvenate from a busy day.

Size:
45 - 50 SF

Group Size:
1-2

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Height-adjustable desk
+ Sit – Stand postures
+ Expansive analog whiteboards
+ V.I.A. demountable walls can be reconfigured

FURNITURE	AV	WALLS
Ology height-adjustable desk	/	V.I.A.
Regard ottoman		
SOTO worktools		
Think seating		

## B DRAMATIC CHANGE

+ HDVC supports remote collaboration
+ Lounge and footrest supports relaxed posture
+ Mobile devices supported with lounge power & table
+ Residential feel

FURNITURE	AV	WALLS
Campfire Personal Table	LED screen	V.I.A.
Regard lounge	HDVC camera	
Universal Storage		

RELATED: Create flexible spaces with Demountable Walls
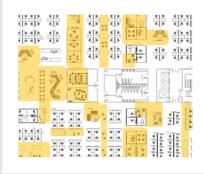
Large meeting rooms accommodate large teams and customer presentations.

Size:
300 - 360 SF

Group Size:
7-9

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ media:scape = easy collaboration
+ Ergonomic seating
+ Sitting / Standing postures
+ V.I.A. demountable walls can be reconfigured

FURNITURE	AV	WALLS
Await ottoman	media:scape	V.I.A.
Cobi seating		
media:scape		

RELATED: Create flexible spaces with Demountable Walls

Microsoft Surface Hub

B DRAMATIC CHANGE

+ Microsoft Surface Hub = Skype + whiteboard + apps
+ Expansive analog whiteboards
+ Residential lounge and high top tables/stools
+ Stool / Standing / Lounge postures

| FURNITURE	AV	WALLS
Bob seating	Microsoft Surface Hub	V.I.A.
Elective Elements		
Enea stools		
Lagunitas lounge		
Lox		

RELATED: Boost creativity with Microsoft Surface Hub
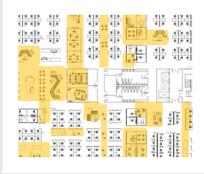
Huddle rooms support dynamic collaboration for small groups.

Size:
120 - 160 SF

Group Size:
4-6

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

Microsoft Surface Hub
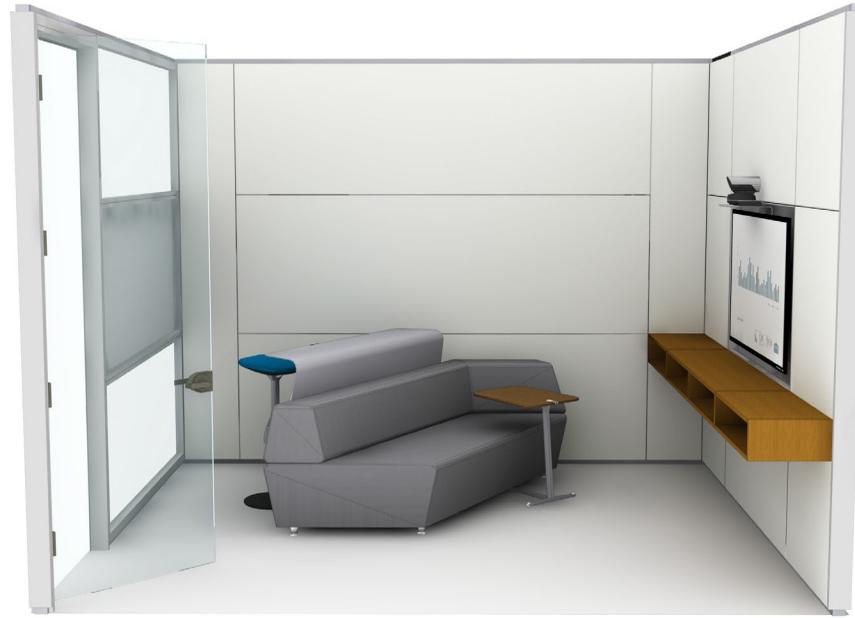
A MODERATE CHANGE

+ media:scape HDVC = remote collaboration
+ Stool / Lounge / Standing postures
+ V.I.A. demountable walls can be reconfigured

B DRAMATIC CHANGE

+ Microsoft Surface Hub = Skype + whiteboard + apps
+ Expansive analog whiteboards
+ Residential lounge and collaborative stools
+ Stool / Lounge postures

FURNITURE	AV	WALLS
Campfire Skate Table	media:scape	V.I.A.
Elective Elements		
Lox		
media:scape Lounge		

FURNITURE	AV	WALLS
Buoy stool	Microsoft Surface Hub	V.I.A.
Denizen table		
Elective Elements		
Free Stand mobile table		
Together Bench		
Wrapp chair		

RELATED: Create flexible spaces with Demountable Walls

RELATED: Boost creativity with Microsoft Surface Hub

In-between spaces support impromptu connections, social interactions and a sense of community.

Size:
190 - 220 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Inspiring lounge setting
+ Lounge postures

B DRAMATIC CHANGE

+ Separated collaborative area
+ Stool / Sitting / Lounge postures

FURNITURE

Campfire Half Lounge
Campfire Skate Table
Campfire Slim Table
Emu
Millbrae

FURNITURE

B-Free
Bassline
Bivi
Bivi Rumble Seat
Blu Dot

Buoy
Campfire Personal Table
Campfire Skate Table
Shortcut X Base
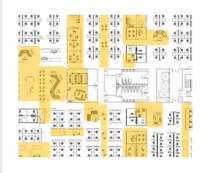
The work café fosters social connections and employee engagement.

Size:
540 - 785 SF

The settings pictured are approaches to achieve your workplace goals based on your existing culture.

Option A is a more measured approach, while Option B is a more dramatic change.

A MODERATE CHANGE

+ Digital signage
+ Residential feel
+ Multiple postures – Stool / Standing / Lounge

FURNITURE	AV
Buoy	Digital signage
Campfire Big Table	
Elective Elements	
Emu	
Lox	
Regard	

B DRAMATIC CHANGE

+ Fun atmosphere – ping pong table, bean bag chairs
+ Enhanced lounge settings
+ Reconfigurable furniture
+ Microsoft Surface Hub = Skype + whiteboard + apps

Microsoft Surface Hub

FURNITURE	AV
Buoy	Digital Signage
Campfire Big Lounge	Microsoft Surface Hub
Campfire Half Lounge	
Enea Lottus	
Scoop	
Victor recycling	

RELATED: Boost creativity with Microsoft Surface Hub
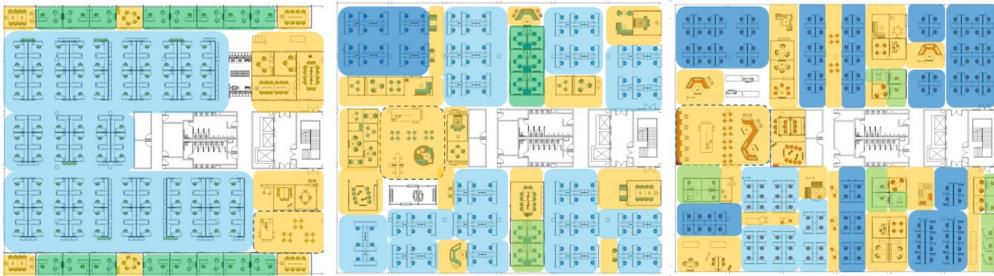
Real Estate Comparison

Regardless of whether you feel most closely aligned with classic, balanced or progressive principles, your existing culture plays an important role in driving your space design. An evolving workplace strategy allows you to continue to optimize your workplace's performance.

	Classic	Balanced	Progressive
Square Footage	25,000	25,000	25,000
Workers supported	118	136	152
SF / Person	190	165	148
Individual Spaces	102	126 seats	152 seats
SF %	65% (14,625)	59% (13,275)	50% (11,250)
Resident seats	102	106	32
Free Address seats	0	20	120
Private Spaces	16	10	15
SF %	15% (3,375)	6% (1,350)	5% (1,125)
Offices	16	0	0
Shared Offices	0	5	0
Free Address	0	5	15
Collaborative Spaces	18	31	44
SF %	20% (4,500)	35% (7,875)	45% (10,125)

Resources

Here are some helpful resources we consulted for the creation of this guide.

For more information, please
reach out to us.

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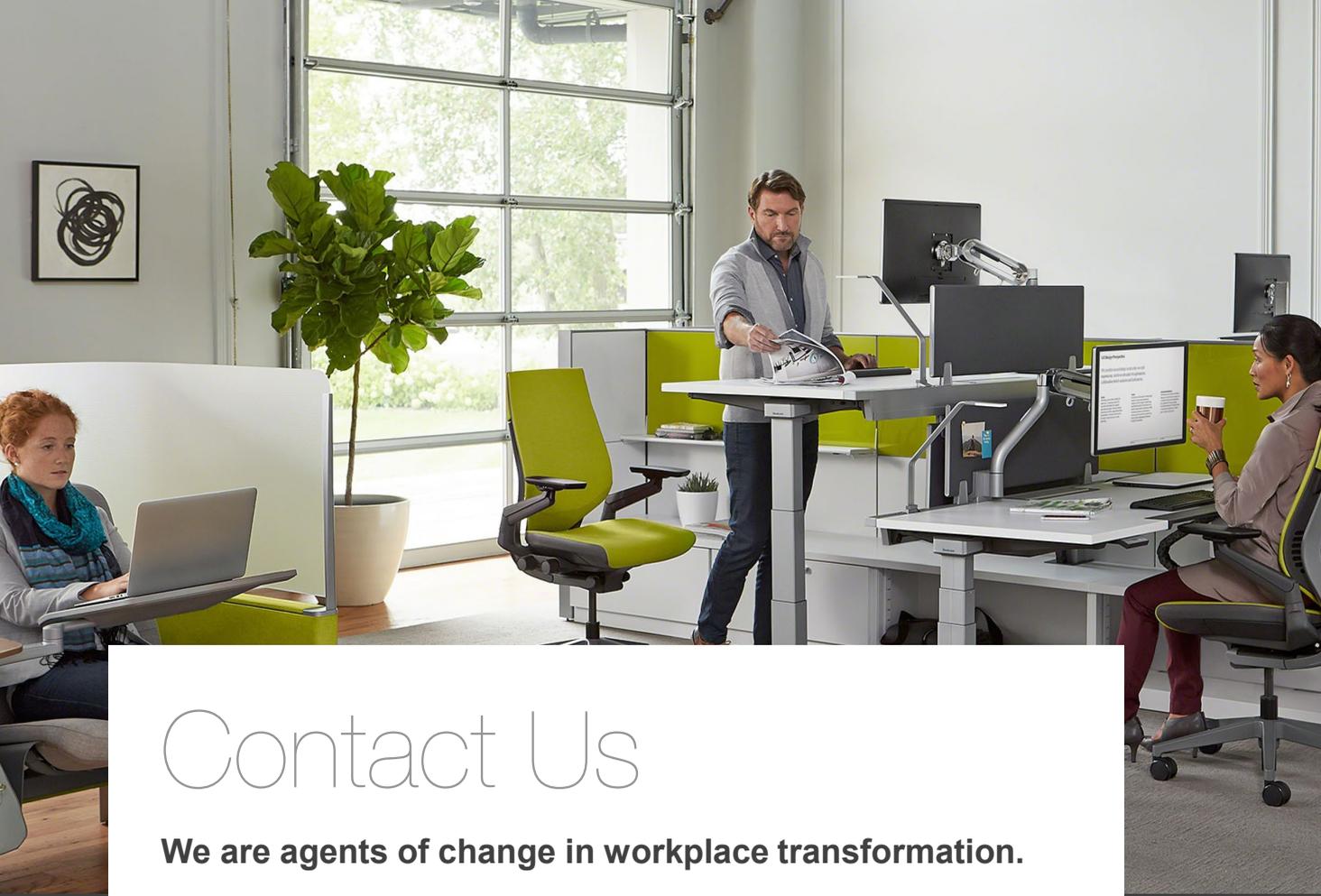
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