

NIGHTINGALE REALTY  
COVID-19 Management Strategy



# CONFIDENCE UNDER OUR WING

Although there is a lot of uncertainty right now, have confidence under our wing.  
For more information about Nightingale Realty, visit [www.thenggroup.com](http://www.thenggroup.com).




NIGHTINGALE  
CARES

## LEADING A SMARTER, SAFER FUTURE

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As always, our primary objective remains providing service, security, and safety for our staff and tenants.

SIMON SINGER, PRINCIPAL  
NIGHTINGALE PROPERTIES

We are committed to the well-being and safety of our employees and vendors. The unprecedented coronavirus has transformed the workplace. After many months logging in virtually or adapting to a hybrid model, we are now in a transition period for employees to return to their places of business. Nightingale Realty has adopted Nightingale Cares: 'Confidence Under Our Wing' as a centralized channel to communicate our methodical steps and protocols while managing the COVID-19 pandemic in our properties and holdings.

We have active strategies that adhere to CDC (Center for Disease Control) recommendations, as well as state and federal regulations. To achieve this, we assembled engineering and safety teams that assessed our operations, in order to maintain a consistent and safe workplace. Although there is a lot of uncertainty right now, have confidence under our wing.

FEATURED: The Bellevue  
672,000 SF/19 Stories Class A Office



## STAY HEALTHY UNDER OUR WING

As a leader in property management, Nightingale Realty understands its success comes from the network of individuals who carry out their roles everyday. Since the onset of COVID-19, we've been consistent in communicating information regarding prevention, care, and business strategy to our employees, vendors, and tenants.



# HELP PREVENT THE SPREAD OF GERMS



*Feeling Sick?  
Stay Home*



*Wash Your  
Hands*



*Clean and  
Disinfect*



*Avoid Touching  
Your Face*



*Cover Your  
Cough*



*Avoid Sick  
People*

Visit [www.cdc.gov](http://www.cdc.gov) for more information



The CDC warns the virus that causes COVID-19 can spread from contact with infected persons and contaminated surfaces. The risk of this person-to-person contagion occurs from respiratory droplets, produced when an infected person coughs, sneezes, or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Spread is more likely when people are within approximately 6 feet of one another.

# THE NEW WALK-THROUGH

Nightingale Realty's agility and transparency enables new processes to be incorporated quickly into our action plan to prevent the spread of COVID-19. Consistent communication ensures our network is informed of Nightingale's methodology in combating the virus. We believe that listening, communication transparency, and regular analysis of our efforts are the keys to our strength in this time of crisis.



1



2





FEATURED: 1635 Market Street  
686,000 SF/19 Stories Boutique Office

3



1

**Face Masks** are mandatory for all employees, visitors, and vendors. Complimentary masks are available, as needed, at each building's security desk.

2

**Designated Entrances and Exits** have been implemented to assist in social distancing practices, where possible. Signage is present on all designated doors.

3

**Hand Sanitizing Stations** are available in all main lobbies, and exit and entry points, including loading docks, and parking garages.

4

**Informational Signage** has been displayed throughout our buildings, including our main lobby, multi-tenant restrooms, and elevator lobbies.

Communication during an uncertain and complex time like this is vital. Nightingale Realty has strategically placed health and safety signage in key locations throughout the building for employees, tenants, and visitors as a constant reminder to be vigilant. Although these actions alone will not prevent the spread of the virus, raising public awareness will keep those visiting our buildings safe.







## COMING IN FOR A VISIT?

Clear plexiglass shields on each security desk help protect our security guard team members, employees, guests, and tenants. With our improved check-in procedure, visitors can simply follow the social distancing markers for a touchless ID screening process and entry.

FEATURED: 1500 Market Street  
1,760,000 SF/72 Stories Class A Office

# BUILDING HEALTH INTO OPERATIONS


Nightingale Realty continues to undergo significant operational shifts in order to keep our tenants and employees safe. Our safety and engineering teams are regularly monitoring our network and redeveloping best practices for the management of the COVID-19 pandemic. While keeping our finger on the pulse of the ever-changing environment amidst COVID-19, Nightingale Realty will continue to update operations and procedures.



## NIGHTINGALE SECURITY AND ENGINEERING TEAMS

Responsible for reassessment of property operations and protocols.





“ We shape our buildings;  
thereafter they shape us.

WINSTON CHURCHILL

In this new era of COVID, we are leading the way in reshaping our buildings to best prepare them for the safety and security of our tenants.

ELIE SCHWARTZ, PRINCIPAL  
NIGHTINGALE PROPERTIES

FEATURED: 80 Park Plaza Newark, NJ – PSEG Headquarters  
973,000 SF/26 Stories Class A Office



## ENHANCED CLEANING

Nightingale increased janitorial efforts by onboarding additional day staff for more frequent cleanings of our buildings' high-traffic areas; entrances, lobbies, common areas, conference centers, restrooms, and elevators. All high-touch surfaces, such as door handles, railings, countertops, switches, and call buttons, receive enhanced disinfecting efforts and are cataloged.





## TOUCHLESS TECHNOLOGIES

Our building management teams have retro-fitted restroom fixtures with touchless technology. These updates include the disabling of key and key codes for entry, the installation of StepNpull® on the restroom doors to exit, and the addition of automated fixtures, including automatic soap dispensers, faucets, and flushers on toilets and urinals.

To aid in social distancing, in accordance with CDC recommendations, JaniWrap® is installed over common restrooms' urinals and toilets, and informational signage is placed in key visual areas.



FEATURED: 80 Park Plaza Newark, NJ - PSEG Headquarters  
973,000 SF/26 Stories Class A Office



## BREATHE EASY

Nightingale's Engineering Team has adopted new building policies to help mitigate the spread of COVID-19. All properties' HVAC systems are reconfigured to maximize outside air intake, which will result in higher humidity levels in all buildings. This is a CDC and ASHRAE (American Society of Heating, Refrigerating and Air Conditioning Engineers) recommendation. Furthermore, central air handler coils were thoroughly disinfected, and the highest possible grade filters were installed for each building.



# LEADING BY EXAMPLE



Personal protection equipment will be worn by property management, engineering, janitorial, and security.



Site visits from water treatment vendors in order to monitor the water's safety.



Mandatory temperature screening for any Nightingale staff, contractor, and vendor.



Working toward seamless connectivity with backup generators for all properties.



Buildings with garages, managed by Nightingale, will continue self-parking operations, with hand sanitizers at entrances to all buildings.



FEATURED: 1835 Market Street  
690,000 SF/29 Stories Class A Office

# PLAN, PREPARE, AND RESPOND

Returning to the place of work may seem daunting. As an employer, we encourage you to create and review the following topics with your team to ensure a safe work experience for all.



- ✓ Protocols for reopening the workplace
- ✓ Non-essential staff and work from home policy
- ✓ Work from home environment policy
- ✓ Workplace employee re-introduction stages
- ✓ Guest and visitor policies
- ✓ Additional screening on admittance to workplace
- ✓ Temporary or contract worker policy
- ✓ Special considerations for at-risk groups
- ✓ Employee travel policy





## FUTURE OF THE WORKPLACE

Although the global COVID-19 crisis presents significant challenges to our network, it also provides an opportunity to create a smarter, safer workplace for the future. Many of the enhancements and protocols implemented will remain key to Nightingale Realty's management strategy. Our teams will continually assess our properties for resistance to the coronavirus. New protocols and smarter technology will be critical to guiding our employees, tenants, and vendors through these changing times.



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