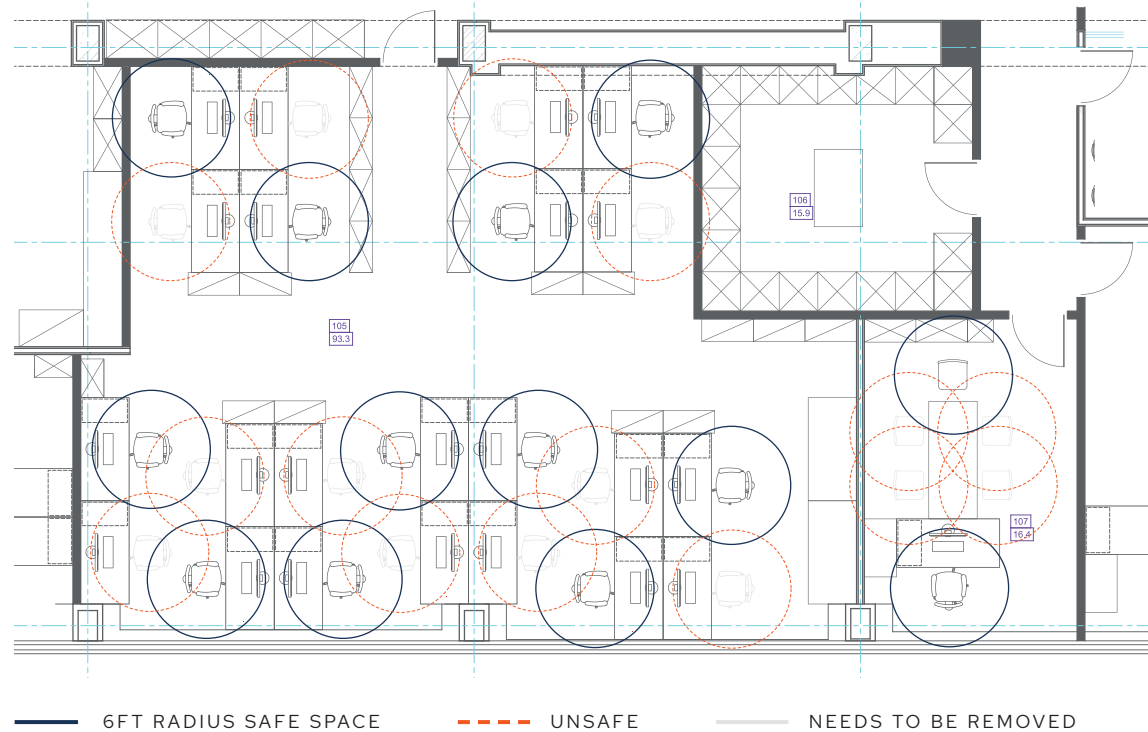




YOUR TASK FORCE TO GET BACK TO THE OFFICE

We are here to help *develop, implement* and *execute* a plan of action by utilizing our team of experts during our proven **3 step process**.



STEP 01

Conduct a **space** and **lease audit** to develop a plan.

Space Audit

- Floorplan Review
- Risk Assessment
- Social Distancing Compliance

Lease Audit

- Term Assessment
- Cost Saving Analysis
- Operating Expense Review

STEP 02

Utilize our team to implement the plan.

Project management

We can make sure your space needs are achieved

- Furniture Solutions
- Safety Compliance
- Workplace Strategy
- Build-Out Requirements

Transaction Management

We can achieve your goals by advising you on ways to adjust your lease to mitigate costs

- Temporary Expansion Space
- Permanent Contraction
- Short-Term Renewal
- Long-Term Lease Strategy

STEP 03

Execute the plan to safely return to the office.

- Phased Entry
- On-going Employee Care & Acceptance
- Change Strategy
- Edge Team Continued Support