

The Government's strategy to combat COVID-19 is enforcing widespread home working. Previously busy office buildings are now experiencing very low occupancy, and this will continue for an unknown period of time.

Here are FIVE SMART STEPS to maintain building services continuity, safeguard tenants' contents, and allow rapid resumption of normal building operation when current restrictions are lifted.

OPERATE A REDUCED SERVICE WHERE POSSIBLE

1

- Don't turn off essential plant
- Reduce service where you can and adjust set points
- Decide which equipment can be brought back on line easily, for example grounding six lifts in a bank of eight
- Consider cycling elements of major plant, for example modular boilers and banks of chillers
- With low demand, wet systems can be impacted. Exercise valves to enable full flow in both chilled water and heating water circuits throughout

PRIORITISE COMPLIANCE

2

- Review and prioritise all statutory and mandatory compliance tasks
- Maintaining turnover rates in domestic water storage will be a challenge, so reduce tank capacity if possible. Consider a service reduction plan with speed of resumption in mind, so the building can be ready to be occupied quickly when that time comes
- There will be reduced labour on site, FM teams will also be impacted by COVID-19. Prioritise and have a plan. Keeping plant running is less labour intensive and calls for fewer skills than shutting down and restarting

CONSIDER REINSTATEMENT

3

- How readily can you bring your equipment back up to full operation?
- Maintain communication with tenants, M&E contractor and landlord to assess needs and system priorities.
- There will still probably be labour shortages when you need to reinstate your equipment. Priority will likely be given to those who have a plan and who have engaged their FM contractors in that plan

IN THE MEANTIME

4

- Think about the maintenance tasks that can be brought forward
- Undertake out of hours maintenance in normal hours whilst floors are empty
- Review the spares, equipment and supplies you'll need to get your building back up to full use
- Update escalation procedures and contractor's contingency plans for emergency scenarios

SEEK PROFESSIONAL ADVICE

5

- Once the property is in a safe condition and stable operationally, further adjustments can be made to reduce energy use and minimise non-essential works. Each building will have individual requirements so each will need to be assessed on that basis

KEY FACTS AND ADVICE

- COVID-19 will impact the resources and skills available from Building Management and Facilities Management teams and Government recommendations will need to be adhered to at all times
- The timeframe for Government movement restrictions continues to be uncertain
- Even unoccupied, buildings are still demised to tenants so protecting their possessions is paramount
- When movement restrictions are lifted your tenants will expect to be able to just move back as normal
- Full shut down of plant will take time, resources and skill. When you need to reinstate, they will all be in short supply
- Arrange for critical supplies to be held on site in the short term; review what you need for your individual buildings

WE ARE HERE TO SUPPORT YOU

Carlo Di Martino
Associate Director
Engineering Consultancy
M 07468 716 363
DDI 020 7182 3634
carlo.dimartino@cbre.com

Greg Kemp MIET
Director
Engineering Consultancy
M 07825 365 552
DDI 020 7182 8055
greg.kemp@cbre.com

Zahir Bocas
Senior Director
Engineering Consultancy
M 07947 412 143
DDI 020 7182 3634
zahir.bocas@cbre.com