



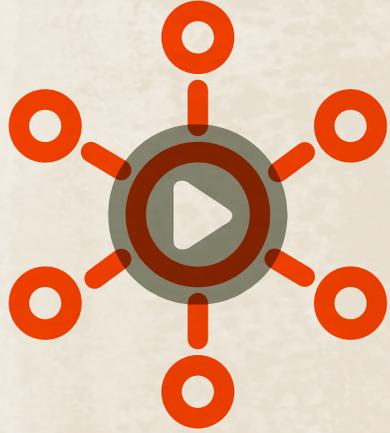
20 KIRBY ST

FARRINGDON



WORK EASY

Whether you require CAT A, CAT A+ or fully managed workspace, everything is taken care of, from operations and connectivity to comfort and compliance. With SMART services and seamless support built in, your team can focus, flow and flourish.



SMOOTH OPERATIONS

- PROFESSIONAL RECEPTION
 - REACTIVE REPAIRS
- PLANNED PREVENTATIVE MAINTENANCE
- COMPLIANCE RECORDS
- OUT-OF-HOURS CLEANING
 - KEYLESS ACCESS



PLUG IN, POWER UP

- 250MB BROADBAND
 - 24/7 NETWORK MONITORING
- SCALABLE UPGRADES
- QUALITY WORKSTATION
 - FURNITURE OPTIONS



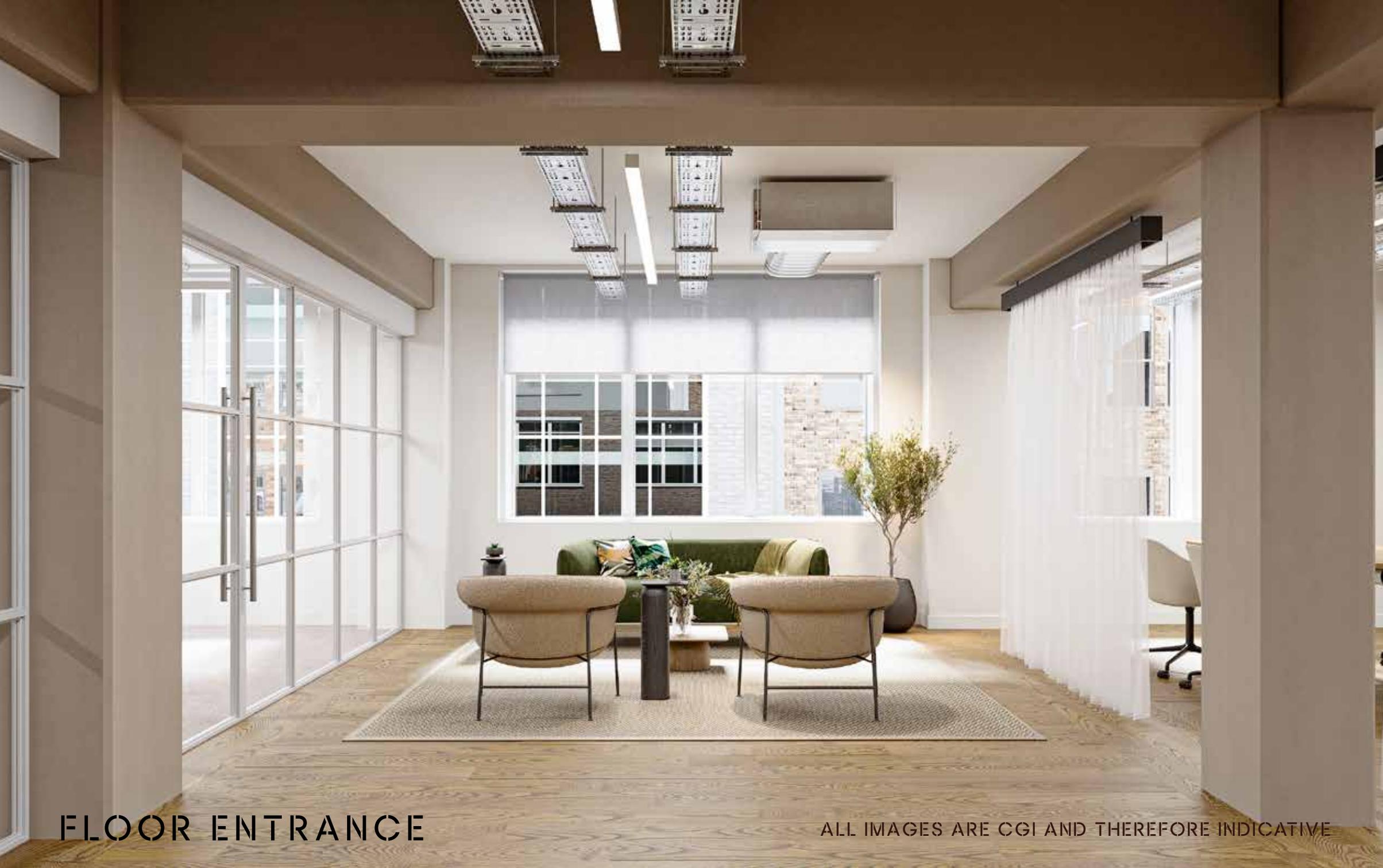
FEEL-GOOD WORKING

- BEAN-TO-CUP COFFEE
 - TEA POINTS
- MILK, PLUS ALTERNATIVES
 - RANGE OF FRUIT AND SNACKS
- INTERNAL PLANTING
 - CROCKERY
 - WASTE PROVISION



TAILORED EXTRAS

- ENHANCED SECURITY
 - BESPOKE AV
 - TV'S/MONITORS
- DOCKING STATIONS
 - PRINT SYSTEMS
 - iPADS [OPTIONAL]
- FURNITURE OPTIONS
 - COFFEE MACHINES



FLOOR ENTRANCE

ALL IMAGES ARE CGI AND THEREFORE INDICATIVE



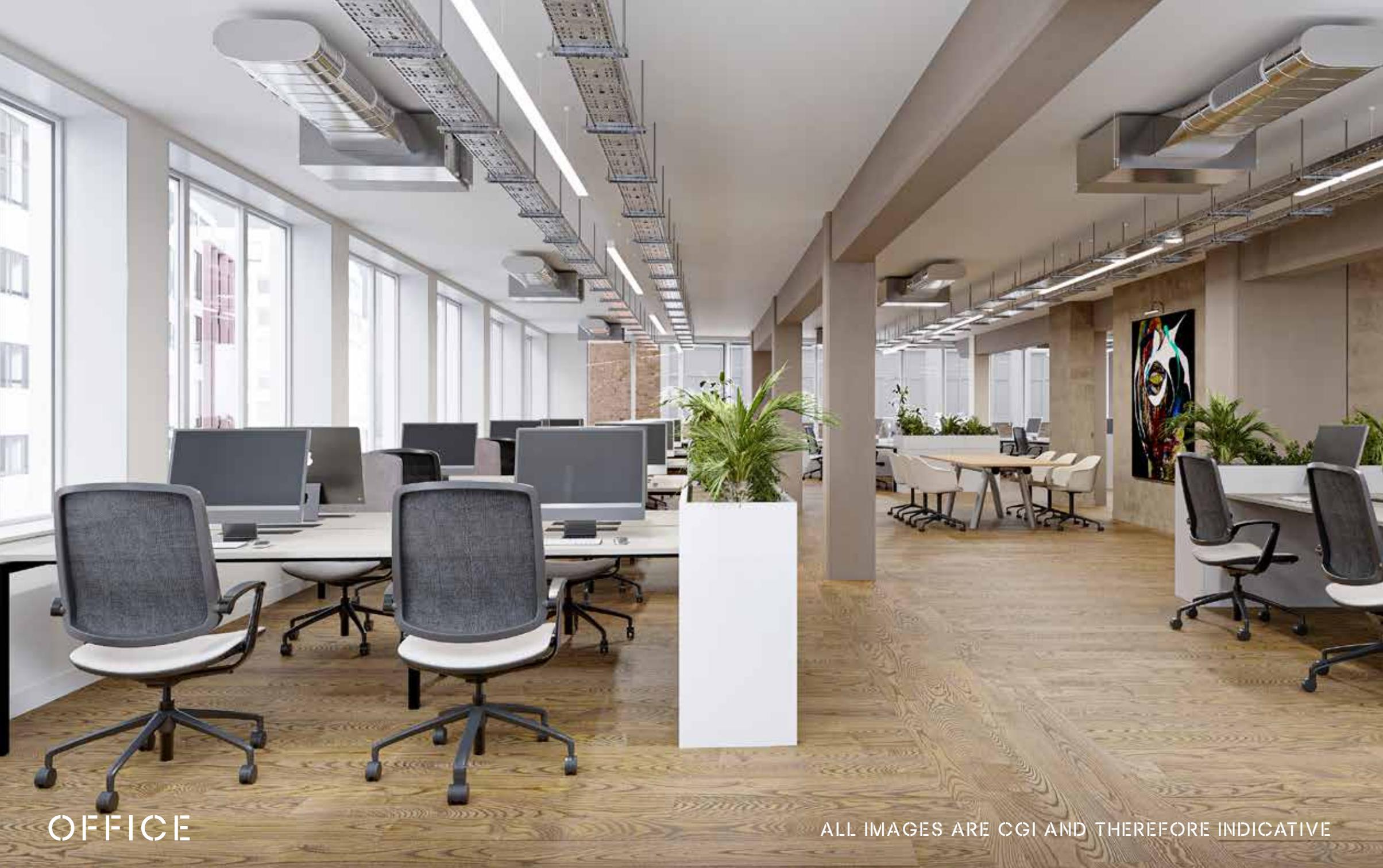
MEETING ROOM

ALL IMAGES ARE CGI AND THEREFORE INDICATIVE



OFFICE

ALL IMAGES ARE CGI AND THEREFORE INDICATIVE



OFFICE

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GROUND FLOOR

ON FLOOR OCCUPANCY (SEATS)

Open Plan Desks 28

MEETING ROOMS

x8 Person Meeting Room with AV 1

x4 Person Meeting Room with AV 1

x2 Person Phone Booths 1

x1 Person Phone Booths 2

COLLABORATION & SOCIAL

Welcome Lounge 1

Breakout Kitchen 1

Teapoint with Breakout Area 1

x5 Person Agile working 1

x6 Person Agile working 1

Printing 1

Total Headcount 28

Occupancy Density 1:9.7/sq m



FIRST FLOOR

ON FLOOR OCCUPANCY (SEATS)

Open Plan Desks 44

MEETING ROOMS

x8 Person Meeting Room with AV 2

x4 Person Meeting Room 1

x1 Person Phone Booths 3

COLLABORATION & SOCIAL

Welcome Lounge 1

Breakout Kitchen 1

x6 Person High Table 2

Printing 1

Total Headcount 44

Occupancy Density 1:9.2/sq m



FOURTH FLOOR

ON FLOOR OCCUPANCY (SEATS)

Open Plan Desks 40

MEETING ROOMS

x8 Person Meeting Room with AV 2

x1 Person Phone Booths 2

COLLABORATION & SOCIAL

Welcome Lounge 1

Breakout Kitchen 1

x6 Person High Table 2

Total Headcount 40

Occupancy Density 1:9.7/sq m



FIFTH FLOOR

ON FLOOR OCCUPANCY (SEATS)

Open Plan Desks 42

MEETING ROOMS

x8 Person Meeting Room with AV 2

x4 Person Meeting Room with AV 1

x1 Person Phone Booths 3

COLLABORATION & SOCIAL

Welcome Lounge 1

Breakout Kitchen 1

x6 Person High Table 1

Printing 1

Total Headcount 42

Occupancy Density 1:8.9/sq m



CORE SERVICES

1.0 FRONT DESK MANAGEMENT

Professional reception staff to greet visitors, manage mail and packages and handle tenant enquiries

2.0 FACILITIES MANAGEMENT

Reactive Maintenance & Repairs -

Regular maintenance schedules and prompt repair services in line with SLAs.

Planned Preventative Maintenance -

Weekly, monthly & annual preventive tasks to maintain compliance and best practice in relation to fire, core infrastructure services and general health & safety.

Risk assessment & method statements (RAMS) To cover all maintenance and H&S activities (one-off).

HVAC maintenance where tenant obligation (monthly/quarterly).

Cleaning Services -

Out of hours cleaning Monday-Friday, consumables & waste management.

Access Control -

Keyless entry to demise with either access card or mobile app (up to max.occupancy, fee per additional person).

3.0 HEALTH & SAFETY COMPLIANCE

Provision of onsite detailed planned preventative maintenance and accompanying working documents Health and Safety / Facilities documents digitally available to lead tenants: e.g Fire & Water Management.

Annually: Fire Extinguisher Maintenance, Sprinkler System Checks, Fire Risk Assessment Review

6 Monthly: Fire System Check, L8 Test, HVAC checks & servicing (where applicable)

Monthly: Checks including fire extinguishers, water temperatures & emergency lighting tests

4.0 NETWORK MANAGEMENT

250Mb broadband as standard - (additional bandwidth available to purchase) We pass on the overall SLA of our ISP for Internet circuit issues 24/7 NOC monitoring on the circuits by the ISP should an issue arise they will log a ticket and begin working on the issue automatically

5.0 FF&E

Office Furniture -

Provide upto max. occupancy per sqft number of workstations as standard

Meeting Room Furniture -

Tables, chairs & other ad-hoc furniture

Kitchen/Teapoint -

Provide adpt standard bean to cup coffee machine, crockery & cutlery equal to max. occupancy + 20% as well as kettle if no Billi/zip tap fitted. Bins also to be proved - recycling and general

6.0 CONSUMABLES

Coffee - Beans for machine (fair usage 2 x cups per person per day) plus decaf instant

Tea - English breakfast, decaf english bfast, peppermint and green tea (50% max.occupancy)

Milk - Semi-skimmed milk + 3:1alternative based on client preference.

Fruit - Bananas, apples & clementines provided as standard (2 pieces of fruit per person per day at 70% max.occupancy)

Snacks - Borders biscuits provided as standard (1 per person per day at max.occupancy)

7.0 LANDSCAPING

Landscaping arrangements.

OPTIONAL SERVICES

1.0 SECURITY

CCTV covering the entrance and exit doors and recording locally to an on-site Network Video Recorder and accessible via to the cloud.

Key holding and guarding service.

2.0 FF&E

Meeting Room Furniture -

Additional Tables, chairs & other ad-hoc furniture can be procured/provided as additional service unless otherwise agreed within lease.

AV -

TVs, VC systems, monitors and booking system iPads can be procured/provided as additional services unless otherwise agreed within the lease.

IT Hardware -

Monitors, docking stations, printers & other IT hardware can be procured / provided as an additional service.

Coffee Machine -

Option to upgrade from standard coffee machine.

3.0 CONSUMABLES

Bespoke fruit, snacks and refreshments in line with agreed weekly/monthly budget agreed with tenant

4.0 LANDSCAPING

Bespoke landscaping arrangements agreed with the tenant.