

WATT PLAZA NEWS

2020

2ND
EDITION

Happy Holidays

During this season and in these challenging times, we take time to reflect upon the good things we have such as family, friends, and good health. We are grateful for our valued tenants, we appreciate working with you and hope that the holidays and the coming year will bring you happiness, good health, and success.

During the “Safer at Home” Executive Order, the building has been placed in “secured” mode. We have compiled a list of most Frequently Asked Questions (FAQ) regarding the building during this time below.

FAQ'S

Q: When will the building go back to normal hours?

The building will remain in “secured” mode until the “Safer at Home”, Executive Order has been lifted for Los Angeles County.

Q: We're working from home; can the building staff sign for our deliveries and/or packages?

No, we (Building Management) and building staff are not authorized to sign or accept tenants' packages/deliveries due to liability reasons.

Q: Can UPS, FedEx, Amazon, and other delivery services leave our packages outside our door if we're not in the office?

No, delivery service companies are instructed not to leave packages in any common areas due to fire code violation and also the possibility of the package getting lost or misplaced.

Q: Do I need to put a request in Angus for an employee that does not have a building access card but is listed on the Employee Authorization list?

No, as long as they are listed on the employee list, they can sign in with Security, Security will check their name on your employee list and will grant them building and elevator access. The employee will need to carry a suite key with them, as Security does not have keys to tenant suites.

Q: How can I get our suite cleaned and disinfected and how much does it cost?

This service is provided by ABM Janitorial. You may enter your request in Angus and a proposal will be forwarded to you for approval.

Q: How is the air flow and air quality in the building?

Each tower at Watt Plaza has two separate air handling stations—one for floors 1-11 and one for floors 12-23. They are constantly bringing in 100% more fresh air than they did prior to COVID-19, mixed with some recirculated air when the air handler is in operation. All incoming and recirculated air is run through a filtration system using a Minimum Efficiency Reporting Value of 13 (commonly known as a MERV-13 standard). MERV-13, which is required to meet LEED standards, is generally considered “hospital grade” air filtration. These filters can trap up to 98% of airborne particles as small as .3 microns.

Q: What are your building re-opening plan guidelines and policies?

See last page of Newsletter, “Return to Work Preparations”.

Q: Does the building provide face masks?

Yes, The Building Management Office will be distributing complimentary face masks while supplies last. Submit your request in Angus.



WHAT'S INSIDE

EMPLOYEE SPOTLIGHT

Watt Team Heroes

GREEN TIPS

Tips to Stay Green in Lockdown

OUR COMMUNITY

RETAIL AMENITIES

RETURN TO WORK PREPARATIONS



EMPLOYEE SPOTLIGHT

Watt Team Heroes

We would like to take this opportunity to express our gratitude towards Watt Plaza's "front of the line" employees including our Engineering, Security, Janitorial, and Parking teams. We can't thank you enough for all of your hard work and dedication to ensure the building continues to operate in an efficient and safe manner during these challenging times. We appreciate all you do!



OUR COMMUNITY

Magical holiday moments at **Westfield Century City Mall**. Immerse yourself in **The Market**, a holiday wonderland and innovative pop-up market experience featuring a curated mix of the seasons' best gifts from beloved and emerging brands. Discover the magic now through December 27th.

The **Century City Business Improvement District (CCBID)** Safety Ambassador Bike Patrol has expanded its two person Allied Universal bike patrol to include a Community Outreach Officer. The officer's main focus is to establish relationships with homeless people in the district in order to help them gain access to requested resources and housing. This bike patrol can be reached at 310-384-8640 or 310-925-8035.

Support our local community and get involved in the **Century City Chamber of Commerce!** The Chamber is a:

- Catalyst for business growth and expansion - gain increased visibility through marketing, social media, and educational programming speaking opportunities that you and your employees can participate in and influence the future of our thriving business community;
- Connector of people and resources – get to know more contacts from different industries and do more business together, gain access to business and community leaders and elected officials;
- Champion for a strong community – be informed with the latest news, resources, and information and receive advocacy for your business interests at the local, state, and federal level.

More information at: <https://centurycitycc.com/>

Metro Purple Line Extension construction update:

There will be a temporary full closure of Constellation Blvd. east of Avenue of the Stars

- The temporary full closure of Constellation Blvd. east of Avenue of the Stars remains in place to facilitate decking. Vehicles are not permitted onto Constellation Blvd. east of Avenue of the Stars.
- The full closure is in place 24 hours a day, 7 days a week through January 3, 2021.
- Beginning January 4, 2021, the contractor proposes to partially reopen Constellation Blvd. east of Avenue of the Stars on weekdays and implement full closures on weekends through April 4, 2021.



RETAIL AMENITIES

Aztec Auto Detailing Car Wash

310-277-5900

Federal Express

310-203-9928

1st Century Bank

310-270-9500

Let's Roll Sushi

424-335-0735

Mickey Fine

310-277-6123

Mystic Flowers & Gardens

310-284-3417

Noble Cleaners

310-552-3377

Notary Services

310-789-2179

On-Call Legal

310-858-9800

Parking:

- **Electric Charging Stations**

- **Front Door Club**

310-789-2178

Starbucks Coffee

310-553-8226

Taco Limon / Pizza Bene

310-286-0464

Sweetgreen Outpost

1875 / 5th Fl.

8 Tips to Stay Green in Lockdown

Spending days in isolation can be really tough, especially when we have so much more time on our hands.

It's tempting to stay in, pop a bit of Netflix or Disney+ on with the heating on full – but just because the world is in lockdown doesn't mean our environmental efforts have to go with it!

Here's our top tips for being as green as possible at home in lockdown.

TIP #1 - Set up a bird feeder outside your window.

TIP #2 - Plant some bee-friendly seeds to help our little pollinators like bees and butterflies.

TIP #3 - Mend your clothes! Use free time to sew up any holes in clothes. The more we reuse clothes, the less we are tempted to buy new ones. It takes lots of water to make cotton, which adds to our carbon footprint.

TIP #4 - Turn things off when they're not in use. If you're spending more time indoors, you may be more likely to leave on appliances such as your TV when you're moving from room to room. Be sure to switch them off and reduce the amount of energy you use.

TIP #5 - Eat less meat. This might be easier than we'd like as panic-buyers have grabbed the last of the chicken breasts and mince. Try tofu or quinoa mince, or plenty of veggies, as an environmentally-friendly alternative.

TIP #6 - Compost your food scraps! Whether you have a garden or a communal food waste recycling bin, it's a great way to help the environment.

TIP #7 - Try out some plastic-free products. Enjoy loose leaf tea instead of tea bags with plastic in, or try out a bamboo toothbrush!

TIP #8 - Shorten your showers. Yes, you have more time on your hands, but it's likely that there's more people in your house and they're all taking more showers too, which uses more water and consumes more electricity.



RETURN TO WORK PREPARATIONS

Our top priority is to ensure the utmost safety of our tenants, building staff and visitors during the COVID-19 pandemic. We know that the best way to achieve this is by partnering with you, our tenants.

We are continuing to monitor the fluid situation, and the additional COVID-19 related social distancing, health and safety policies and protocols that are guided by the latest CDC, WHO, federal, state, and local guidelines and orders.

Below is a list of precautionary measures that we have put in place in preparation for a healthy workplace:

- We have installed signage at all entry points listing all COVID-19 symptoms pursuant to the latest CDC guidance, and anyone who is experiencing any COVID-19 symptoms may not enter the building.
- We have installed social distancing signage and markings at the entrances, and on the floors, walls and elevators on the lobby level and anywhere a line may form, for tenants and visitors to use as a guideline to maintain social distancing from one another.
- Elevator cars will be limited to a maximum of 4 occupants per trip to facilitate recommended social distancing set forth by the LA County Health Department (Appendix D). We have also applied NanoSeptic continuous self-cleaning skins on all elevator call buttons which are effective against viruses as an added precautionary measure.
- We have installed clear shields at the Security Desks and Valet Desk.
- We have installed hand washing signage in each restroom. We have installed Safe T Gard tissue dispensers located in each restroom for you to utilize on the door handle when exiting the restrooms.
- We will continue our enhanced cleaning program for public areas, using an EPA registered disinfectant at an increased frequency on all touch points throughout the common areas including door handles, elevator buttons, restrooms, mailroom, etc.
- We have added hand sanitizing stations at both the 1875 and 1925 ingress/egress as well as at each elevator bank on the lobby level for all to utilize. We have also installed hand sanitizing stations in each elevator lobby on multi-tenant floors.
- All of our employees, building staff, tenants and visitors are required to wear face coverings while in the building. Please note that, pursuant to the Los Angeles order, essential businesses in operation must provide cloth face coverings to employees and contracted workers whose duties require close contact (within 6 feet for 10+ minutes) with others. However, Watt Management will also supply tenants with a reusable face covering (while supplies last).
- Mail will continue to be delivered to the Mailroom and all deliveries will be allowed per usual as long as the delivery personnel are wearing PPE and following the social distancing guidelines.
- Each tower at Watt Plaza has two separate air handling stations—one for floors 1-11 and one for floors 12-23. They are constantly bringing in 100% more fresh air than they did prior to COVID-19, mixed with some recirculated air when the air handler is in operation. All incoming and recirculated air is run through a filtration system using a Minimum Efficiency Reporting Value of 13 (commonly known as a MERV-13 standard). MERV-13, which is required to meet LEED standards, is generally considered “hospital grade” air filtration. These filters can trap up to 98% of airborne particles as small as .3 microns.

Please remember, even once the Safer at Home orders are relaxed and we are permitted to resume operations, Watt Plaza and all tenants and visitors will remain subject to all applicable state and local orders and CDC guidelines, including requirements to wear face coverings, implement social distancing protocols in the workplace, and practice proper social distancing and sanitation measures to minimize risk of COVID-19 spread. We strongly encourage our tenants to establish their own social distancing protocols in compliance with state and local orders, CDC and WHO guidance.

As these guidelines and orders change, we may adjust these COVID-19 related policies and protocols accordingly. We will keep you updated on all changes that affect you. Please feel free to contact the Building Management Office at (310) 789-2179 with any questions or concerns.

