

BUILDING READINESS

How to Prepare Your Business for Return to Work



At the Heart of Your Building

TOUCH-FREE ENVIRONMENT

Create a touch-free environment that reduces the spread of germs and aids in the sanitation of the workspace.

- Retrofit:
 - Automatic flush valves
 - Touchless faucets for restrooms, break rooms, and high-traffic areas
 - Automatic soap and paper towel dispensers
- Install hands-free door openers
- Install sanitizer stations at points of entry and high traffic areas

HVAC & REFRIGERATION SYSTEMS

Research shows an increase to your mechanical filtration efficiency can disinfect the work environment and decrease infection.

- Evaluate:
 - Increasing filtration to MERV 14 (if unit allows)
 - Filter bypass levels (address if needed)
 - Air disinfection UV treatment options
 - Humidification options - above 40% recommended (consider duct & building envelope mold)
 - Is outside air enough for building occupancy (minimum of 15 cfm/person is recommended)
 - Remove ice and the first 2 batches from ice machines

PLUMBING SYSTEMS

Prepare your building's plumbing system for an increase in use as individuals return to work.

- Check domestic hot water system temperatures (above 120° F recommended with proper mixing valve integration)
- Change water filters
- Clean thermostatic mixing valves in showers
- Clean aerators
- Flush and disinfect domestic water system through all points of use
- Review and/or follow water management plans for domestic water systems

AUTOMATION & CONTROLS

Modify your building management system to incorporate “epidemic mode” for HVAC systems is recommended.

- Maximize outdoor air flow, check heating and cooling capacity of the unit
 - Where applicable, consider resetting demand control ventilation to increase outside air intake
- Bypass energy recovery to limit cross contamination between air streams (outside air, return air, exhaust)
- Run system on maximum outside air when unoccupied (avoid closing outside air damper)
- Flush building before occupancy
- Run garage exhaust at least two hours before occupancy
- Run HVAC system at least two hours before and after occupancy

Disclaimer: All building readiness measures should be analyzed by a qualified TDPartner. Site evaluations will be made with holistic building performance in mind.

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