

WELCOME

While you were gone, we, at 330 Madison Ave, have been working diligently to best protect your health and well-being as a tenant, visitor, or building staff member. We have reduced touchpoints and taken several measures to provide you with a healthy and safe environment.

We have

- Enhanced sanitation protocols which include increased cleaning of high touch areas and access to touchless hand sanitizers at every turnstile.
- Assigned different building entry points based on the elevator bank and placed signage and floor decals around the building to reinforce social distancing.
- Limited four (4) persons per elevator ride. Staff will be there to assist with social distancing and to direct individuals to the next available elevator.
- Provided PPE for building staff including protective masks for anyone servicing a tenant space. **Face masks are required before entering the building.**
- Turnstile card key access security and facial recognition security which help to decrease touchpoints upon entry.
- Set up a designated delivery zone next to our East 43rd street entrance where we are directing all personal food deliveries. Catering deliveries will continue through the loading dock and up the freight. Although we set up a food delivery zone, we are encouraging all tenants to bring lunch as a way to help minimize elevator traffic during peak hours.
- Created a COVID-19 page on the tenant website to keep tenants informed about current building requirements and procedures. Please take a moment to check it out: 330madisonavenue.info/toc.cfm.
- Collaborated with our tenants on best practices.

In addition, our HVAC System was renovated in 2011 and has a MERV 14 rating, which exceeds LEED Platinum standard. MERV 14-20 ratings are typically found in hospitals and general surgery settings. The higher the MERV rating on a filter, the fewer dust particles and other contaminants that can pass through it. Our air filtration system, which consists of pre-filters and bag filters provides 330 Madison with clean filtered air.

We look forward to seeing you back at 330 Madison Ave!

As always, if you have any questions or concerns, please reach out to our Management Team below:

Tony Cartagine
General Manager
tony.cartagine@am.jll.com
212.986.1346

Annie Ames
Assistant General Manager
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212.763.4263

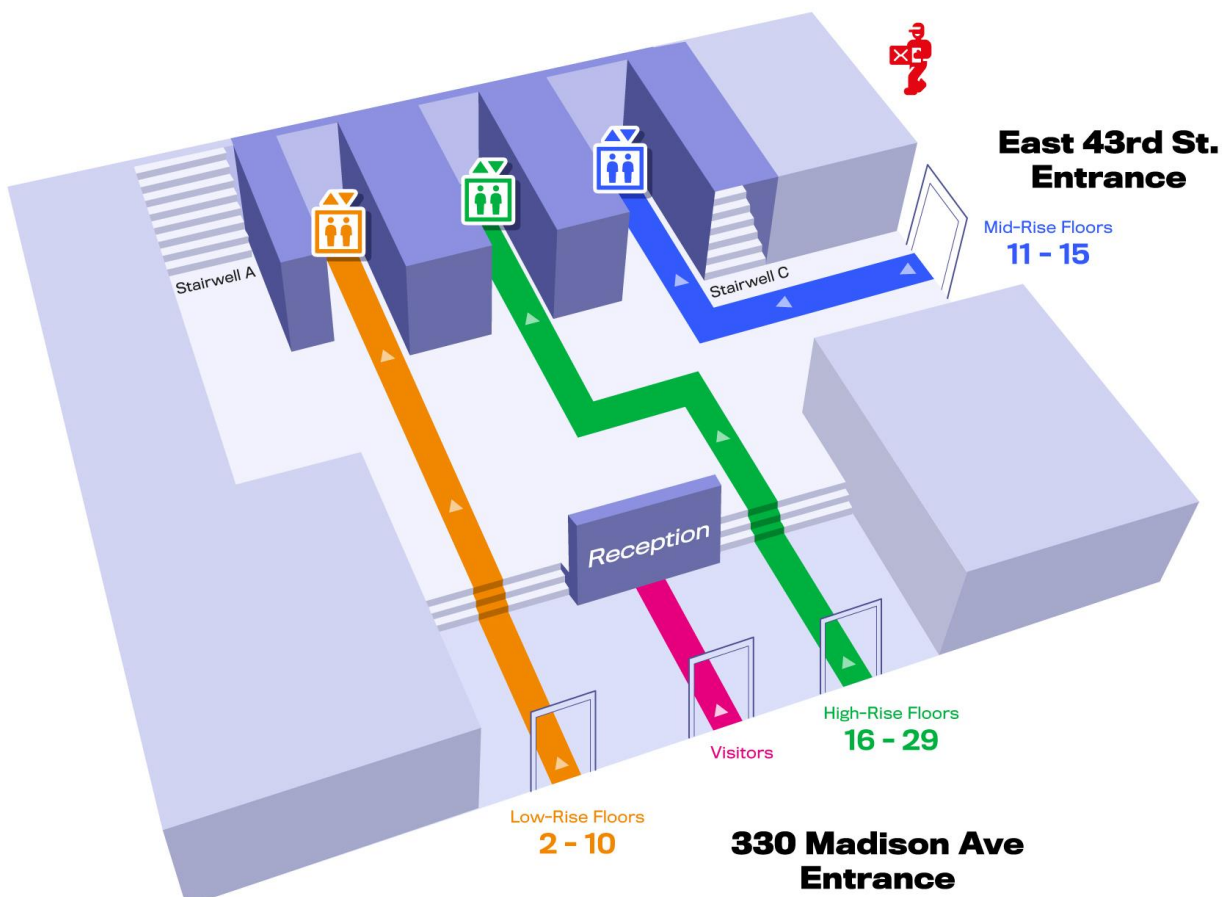
Laisa Tejada
Property Administrator
laisa.tejada@am.jll.com
212.986.5217

ARRIVING & DELIVERIES

To maintain social distancing protocols, we have assigned the different building entry points based on the relevant elevator bank and we ask that you kindly follow these entry point guidelines.


Visitors should pick up their preprinted badges at our Reception Desk.

Please pick up personal food deliveries next to our specially designated area next to our East 43rd street entrance.



Entrance legend:

- Low-Rise (2- 10th Floors)
- Mid-Rise (11-15th Floors)
- High-Rise (16th -29th Floors)
- Visitor (Central Door)

 Deliveries