

# Grand Oak

## BUSINESS PARK

*Where work comes to life*

Volume 2 – Summer 2010

### Recycling Rules at Grand Oak

Commencing in August, BPG Properties, Ltd., the owner, will launch an expanded recycling program at Grand Oak encompassing glass, plastic and cans. Each tenant will be required to order an appropriate quantity of “Slim Jim” recycling containers (see adjacent photo) for convenient placement throughout their suite. Information is forthcoming on how to order the Slim Jim receptacles through the Cassidy Turley management office.



Once the Slim Jim containers are in place, then overnight cleaning staff will empty the recycling containers on an as needed basis into large centralized recycling pick-up bins located in the trash room of each building.

Recycle bin or garbage can? Ever wonder where trash should go? Following are guidelines regarding what will now be recyclable at Grand Oak Business Center:

#### Acceptable:

- White & Colored Paper
- Glossy Paper
- Junk Mail
- Books, Magazines & Newspaper
- Envelopes
- Manila Folders
- Brochures
- Post-It Notes
- Blue Prints
- Cardboard
- Aluminum Cans
- Plastic Bottles
- Glass Bottles

#### Unacceptable:

- Food Waste
- Tissue, Napkins & Paper Towels
- Waxed Paper
- VHS & Cassette Tapes
- Food Wrappers
- Tyvec Envelopes
- Toner Cartridges
- Overhead Transparencies
- Carbon Paper
- Photographs
- Ring Binders
- Wood

Recycling conserves energy and natural resources, saves landfill space, and reduces pollution and the green house gas emissions that cause global warming. Please do your part to recycle—you'll also be helping to reduce the property's operating costs which ultimately impacts each tenant's bottom line.

#### TAKE NOTE OF THE UPCOMING DATE:

##### Labor Day

Monday, September 6  
(Building Holiday)

##### Columbus Day

Monday, October 11

##### Halloween

Sunday, October 31

##### Veterans Day

Thursday, November 11

# National Night Out 2010

The 27th Annual National Night Out, a unique safety and community event sponsored by the National Association of Town Watch (NATW), will take place on Tuesday, August 3, 2010. National Night Out is designed to:

- (1) Heighten crime prevention awareness in neighborhoods across the country;
- (2) Generate support for, and participation in, local anticrime programs;
- (3) Strengthen neighborhood spirit and police-community partnerships; and
- (4) Send a message to criminals letting them know that neighborhoods are organized and fighting back.

In 2009, National Night Out involved over 36 million people in 14,625 communities from all 50 states, U.S. territories, Canadian cities, and military bases worldwide. National Night Out 2010 is expected to be the largest ever.

Along with the traditional outside lights and front porch vigils, most cities and towns celebrate National Night Out with a variety of special citywide



and neighborhood events such as block parties, cookouts, parades, festivals, visits from local officials and law enforcement, safety fairs, and youth events.

Be sure to participate in your neighborhood's National Night Out and join in the fight for a safer nation. For additional information on National Night Out or to see if your community has registered for this year's event, visit [www.nationalnightout.org](http://www.nationalnightout.org).

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## Preparing Makes Good Business Sense

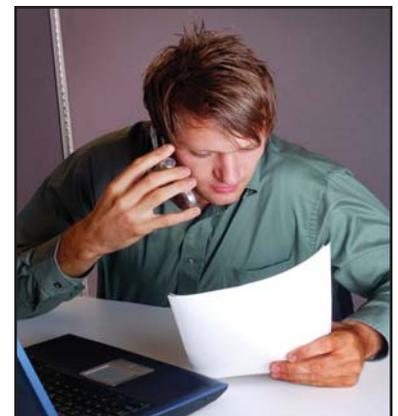
September 2010 is the seventh annual National Preparedness Month. Sponsored by the U. S. Department of Homeland Security, National Preparedness Month is a nationwide initiative promoting emergency preparedness in the home, workplace, school, and community.

Your property management team has developed a comprehensive emergency preparedness plan for the building, but each tenant should also have their own plan in place to minimize business interruption. Knowing what needs to be done before, during and after a disaster strikes can prevent panic, mitigate damage, and provide cost effective recovery solutions.

Business continuity and crisis management can be complex issues depending on the particular industry,

size, and scope of your business. However, putting a plan in motion will improve the likelihood that your company will survive and recover.

National Preparedness Month is an ideal time to review your company's emergency plan. Visit [www.ready.gov](http://www.ready.gov) for tools to aid in developing your plan.



# When Severe Weather Strikes

Just as families practice weather safety precautions at home, it is important to understand the severe weather procedures in place while you are at work.

When severe weather conditions become apparent, the National Weather Service describes conditions by two classifications: a Watch or a Warning. This applies to the reporting of severe thunderstorms, the approach of weather conditions favoring the formation of tornadoes, a winter storm condition, etc. A Watch becomes effective when atmospheric conditions are present that can produce the particular weather phenomenon. A Warning means that the weather condition has been spotted and prompt action must be taken to enhance safety.

Except in very rare circumstances, the decision to evacuate the office property based on the above weather reports will not be made by building management, but rather by each tenant individually. However, building personnel will monitor the National Weather Service during inclement weather and attempt to relay severe weather conditions. Tenants can also access weather reports by logging on to [www.nws.noaa.gov/organization.html](http://www.nws.noaa.gov/organization.html) and selecting the local National Weather Service office.

If necessary, directions to take cover will be provided to tenants using the Emergency Building Communications System.

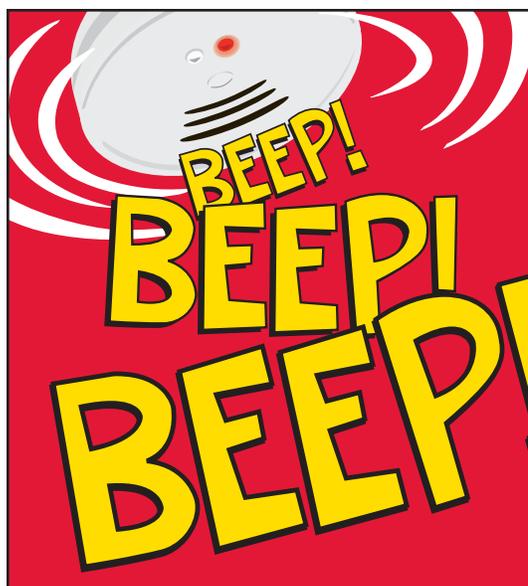
In the event threatening conditions do exist, the following actions should be taken:



- Move away from the perimeter of the building and the exterior glass.
- Leave exterior offices and close doors behind you.
- Go to the center corridor of the building.
- Sit down in the corridor and cover your head. Make every effort to remain calm and encourage those around you to do likewise.
- Do not attempt to leave the building unless you are instructed to do so by the Emergency Building Communications System.

If you are in transit in the building, take the stairs to the lower level (basement) for shelter—do not use the elevators.

If you are caught in an outside office, seek protection under a desk as far away from the windows as possible. Following the passage of the storm, building personnel will issue an “All Clear” indicating that it is safe to return to your desk.



**Fire Prevention Week • October 2010**

**Smoke Alarms:**  
**A sound you can live with**

[firepreventionweek.org](http://firepreventionweek.org) 

# Grand Oak Extends Appreciation

BPG Properties and Cassidy Turley extend special recognition to those tenants entering into new leases at Grand Oak Business Park during 2nd Quarter 2010 as well as tenants that renewed existing lease agreements at the property:

**The Dannon Company**  
860 Blue Gentian Building

**James F. Dunn, Attorney at Law**  
860 Blue Gentian Building

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## Ice Cream Social Was Huge Success

On June 24th, BPG Properties ownership hosted an ice cream social for all of the tenants at Grand Oak Business Center. The event, which was intended to express appreciation for your tenancy, was very well attended as the below pictures illustrate. Thanks to everyone who joined in this fun and flavorful event!



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## About BPG Properties, Ltd.

BPG Properties, Ltd. is one of the nation's leading private equity real estate fund managers. BPG's portfolio consists of over 20 million square feet of office, retail, student housing, and industrial properties and more than 24,000 apartment units in more than 100 communities located throughout the United States. The firm is headquartered in the Philadelphia area with regional offices in Los Angeles, Chicago, Washington DC, Boston, Atlanta and Raleigh-Durham. For additional information, please visit the company's website at [www.bpgltd.com](http://www.bpgltd.com).

 *Owned by an affiliate of*  
**Properties, Ltd.**  
[www.bpgltd.com](http://www.bpgltd.com)



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LEASED BY:**

**Cassidy/  
Turley** Commercial  
Real Estate Services

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