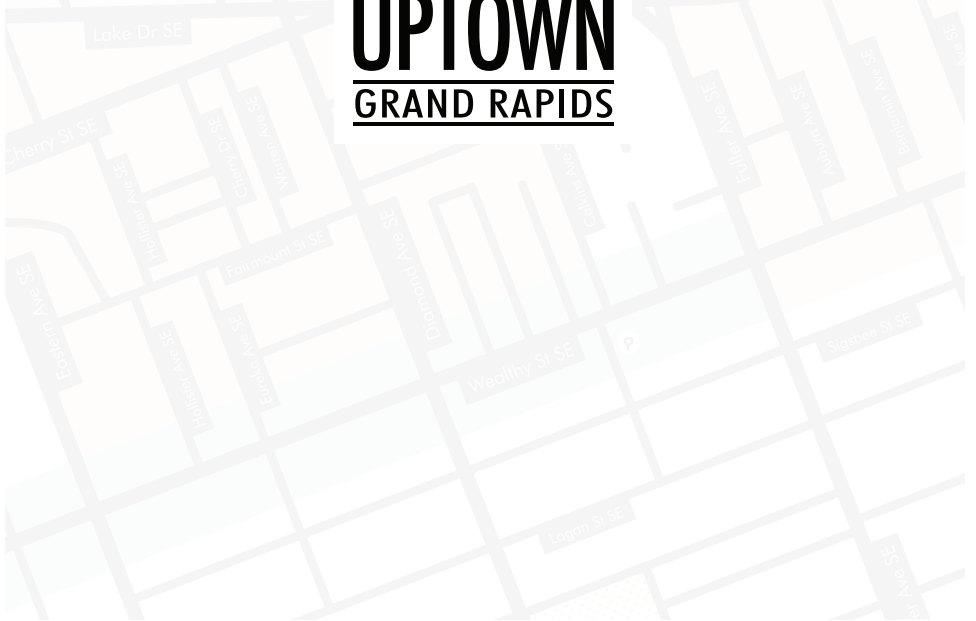


Welcome Back Kit



May 22, 2020

Welcome Back Uptown!

Our mission at Uptown Grand Rapids, Inc. is to bring together people, partnerships, and possibilities to sustain a strong and vibrant urban district through planning, coordinating, and communicating with and between all sectors of the Uptown community and beyond. Now more than ever we are committed to supporting businesses in our district as we approach reopening.

While we are all adjusting to a new normal, please know that we are here to support you. In an effort to help you meet and manage the needs and concerns of your patrons and employees, our Business Development Committee has created this “Welcome Back Kit” that includes useful guidelines, a compilation of PPE resources, and a set of branded window clings that illustrate the 3 W’s in clear, concise graphics. As you prepare to reopen your business and to welcome the public back to a safe and vibrant Uptown, please give it a look. It is designed to help you better prepare to welcome back your patrons in a safe and comfortable way.

We are committed to highlighting our district in the best possible way and have pivoted organizationally to respond to immediate needs while also keeping an eye on the future. We will continue to invite our friends and neighbors to experience Uptown, albeit in new and different ways:

- In June we will launch the new uptowngr.com website that allows visitors to discover the district and our wonderful businesses, and will also include a dedicated business resource page to better serve you.

- Our Marketing Committee has supported and increased our advertising campaign welcoming people to the district and continues to brainstorm creative ways to promote our business community through local partnerships and collaborations.
- As always, we will continue to provide top-notch landscape maintenance throughout the district.
- Our Design Committee is seeking solutions to increased waste maintenance and sanitization practices to help put our visitors at ease.
- We are also exploring creative new ways to expand that could expand business practice opportunities.
- And much more!

Please accept this kit and its resources as a tool to support your business. Stay tuned for ongoing advances from our organization, and always feel free to reach out with concerns, suggestions, or to celebrate together. Uptown has grown organically from the ingenuity of local entrepreneurs and an unshakeable bond with our neighbors. I have no doubt that we will continue to persevere and to grow.

All my best,

A handwritten signature in black ink that reads "Ingrid Miller". The signature is written in a cursive, flowing style with large, elegant loops.

Ingrid Miller, Executive Director

Resources for Reopening Your Business

Uptown is mobilizing to help local associations and business owners. This guide contains resources on how to provide workers with the **equipment, environment** and **knowledge** they need to protect themselves from exposure to COVID-19.

Many local organizations are working hard to manufacture the right equipment, compile the right information, and form the right coalitions to effectively support West Michigan businesses and workers during this pandemic. This guide contains links to several of these organizations, as well as contact information for products and services.



Equipment

Personal Protective Equipment (PPE) is specialized clothing or equipment that protects the wearer from harm or contagion by creating a barrier between them and any potentially harmful agents or materials. PPE can take many forms: hard hats, respirators, gloves, earplugs, kneepads, goggles ... even hazmat suits.

To protect against infection from COVID-19, the Centers for Disease Control and Prevention (CDC) recommends wearing cloth face coverings in public places. Depending on the type of work your employees are doing and the materials they come in contact with, medical-grade face masks, face shields and/or gloves may also be necessary. Regardless of the type of PPE needed, the key will be to tailor the PPE you provide based on your employees' level of risk while also optimizing your supply.

PPE isn't just a good idea—it's every worker's right. According to OSHA, all workers whose jobs could put them at risk should have access to PPE, and every worker who becomes ill or injured as a result of inadequate protection in the workplace may be entitled to a review and/or compensation.

The following companies are local sources of PPE.

Equipment

EAR SAVERS

Oh, Hello Co.

40 Monroe Center St. NW
Grand Rapids, MI 49503
ohhelloco.com

Contact: Kayla & Alex Benda
ohhellogr@gmail.com

FACE SHIELDS / FACE MASKS

Cintas

3149 Wilson Dr. NW
Grand Rapids, MI 49544
(616) 791-6300
cintas.com

Contact: Kaylie Thomas
(269) 818-7125
Thomask2@Cintas.com

Perception Engineering

11341 54th Ave.
Allendale, MI 49401
(616) 965-1806
perceptioneng.com

Contact: Stephen Wierenga
stephen@perceptioneng.com

Primera Plastics

3424 Production Ct.
Zeeland, MI 49464
(616) 748-6248
primera-inc.com

Public Thread

1405 Buchanan Ave. SW
Grand Rapids, MI 49507
(616) 745-1222
publicthread.co

Valley City Linen

10 Diamond Ave. SE, #1456
Grand Rapids, MI 49506
(616) 459-6922
vcl.com

Contact: Anna Anderson
anna@vcl.com

GLOVES

Valley City Linen

10 Diamond Ave. SE, #1456
Grand Rapids, MI 49506
(616) 459-6922
vcl.com

Contact: Anna Anderson
anna@vcl.com

- Fingertip Textured Gloves
- Vinyl Gloves

Environment

While PPE provides an important layer of defense against COVID-19, it is just one layer. By making changes to your workplace environment, you can add another layer of protection for your workers.

Such changes may include the following: installing plexi-glass; increasing the amount of physical distance between workers; providing no- and low-touch waste-disposal receptacles; upgrading ventilation systems; adding hand sanitizer stations; installing motion-sensing lighting; placing posters; and more.

In addition to the physical layout and structure of workplaces, it will important to revisit workplace protocols and behaviors. Cleaning practices may need to be updated, cleaning may need to happen more frequently, and workers may need to be instructed in how to wear a mask or how (and how often) to wash their hands.

The following local companies are providing hand sanitizer and cleaning services.

Environment

HAND SANITIZER

Art of the Table

606 Wealthy St. SE
Grand Rapids, MI 49503
(616) 301-1885
artofthetable.com

Coppercraft Distillery

184 120th Ave.
Holland, MI 49424
(616) 796-8274
coppercraftdistillery.com

Journeyman Distillery

109 Generations Dr.
Three Oaks, MI 49128
(269) 820-2050
journeymandistillery.com

Long Road Distillery

537 Leonard St. NW
Grand Rapids, MI 49504
(616) 228-4924
longroaddistillers.com

New Holland Brewing

417 Bridge St. NW
Grand Rapids, MI 49504
616-345-5642
newhollandbrew.com

Contact: Production Campus
(616) 355-6422

Wise Men Distillery

4717 Broadmoor Ave, Ste. F
Grand Rapids, MI 49512
(616) 805-7003
wisemendistillery.com

Contact: Miranda
miranda@wisemendistillery.com

BBC Distributing

1601 Steele Ave. SW
Grand Rapids MI 49507

Contact: Andrea Lutz
(616) 485-8706
bbcdistributing.com
andrea@bbcdistributing.com

- Sanitizer stands also available

SIGNAGE KIT

Fast Signs Grand Rapids

3582 29th St. SE, Suite 101
Grand Rapids MI 49512
(616) 949-7446
fastsigns.com
467@fastsigns.com

VEHICLE DISINFECTANT

Hydro-Chem Systems, Inc

6605 Broadmoor Ave. SE
Caledonia, MI 49316
(616) 531-6420
hydrochemsystems.com

Contact: Charles Holley
(616) 591-8850
cholley@glcompanies.com

This list is not exhaustive of all available resources. Information included in this booklet is current and accurate as of 5.22.20. Please contact businesses directly for availability and pricing.

Knowledge

To provide your workers and patrons with the information they need to stay safe on the job and while visiting your establishment, we recommend communicating best practices early and often.

The following sources provide accurate information, as well as up-to-date recommendations for avoiding workplace exposure to COVID-19:

State and Local Resources

- [Spectrum Health](https://spectrumhealth.org/covid19) (spectrumhealth.org/covid19)
- [State of Michigan](https://michigan.gov/Coronavirus) (michigan.gov/Coronavirus)
- [West Michigan COVID-19 Business Coalition](https://covidwm.org) (covidwm.org)

National Resources

- [CDC](https://cdc.gov/coronavirus) (cdc.gov/coronavirus)
- [OSHA](https://osha.gov) (osha.gov)

Other Resources

- [Reopen Main Street](https://michigan.reopenmainstreet.com) (michigan.reopenmainstreet.com)

Return-to-Work Guides

- [Spectrum Health Employer Guide](https://spectrumhealth.org/covid19/employer-resources) (spectrumhealth.org/covid19/employer-resources)
- [Kent County Back to Work](https://kentcountybacktowork.com) (kentcountybacktowork.com)

By sharing information with your workers and patrons regularly, and providing guidance on best practices as they relate to your business, you'll be doing your part to keep everyone safe and to build a healthy and sustainable future in West Michigan.

Contact Us

Uptown Grand Rapids, Inc.

PO Box 6632

Grand Rapids MI 49516

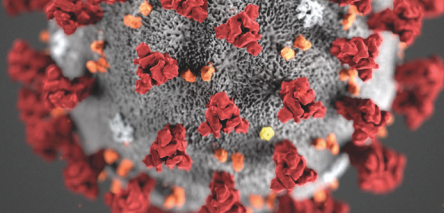
(616) 920-0383

uptowngr.com

Ingrid Miller, Executive Director

imiller@uptowngr.com





Ten Steps All Workplaces Can Take to Reduce Risk of Exposure to Coronavirus

All workplaces can take the following infection prevention measures to protect workers:

- 1 Encourage workers to stay home if sick.
- 2 Encourage respiratory etiquette, including covering coughs and sneezes.
- 3 Provide a place to wash hands or alcohol-based hand rubs containing at least 60% alcohol.
- 4 Limit worksite access to only essential workers, if possible.
- 5 Establish flexible worksites (e.g., telecommuting) and flexible work hours (e.g., staggered shifts), if feasible.
- 6 Discourage workers from using other workers' phones, desks, or other work tools and equipment.
- 7 Regularly clean and disinfect surfaces, equipment, and other elements of the work environment.
- 8 Use Environmental Protection Agency (EPA)-approved cleaning chemicals with label claims against the coronavirus.
- 9 Follow the manufacturer's instructions for use of all cleaning and disinfection products.
- 10 Encourage workers to report any safety and health concerns.

For more information, visit www.osha.gov/coronavirus or call 1-800-321-OSHA (6742).



Open for
CURBSIDE

stay safe. stay strong. stay local.



Open for
**PICK-UP
& DELIVERY**

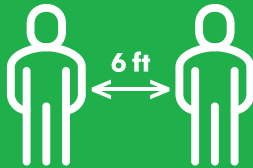
stay safe. stay strong. stay local.



We are **OPEN**



**wear
a mask**



**wait 6 ft
apart**



**wash your
hands**

stay safe. stay strong. stay local.

