

311 W MONROE

HOSPITALITY. FLEXIBILITY. TECHNOLOGY.

UP TO 269 DESKS | 300 MEMBERSHIPS

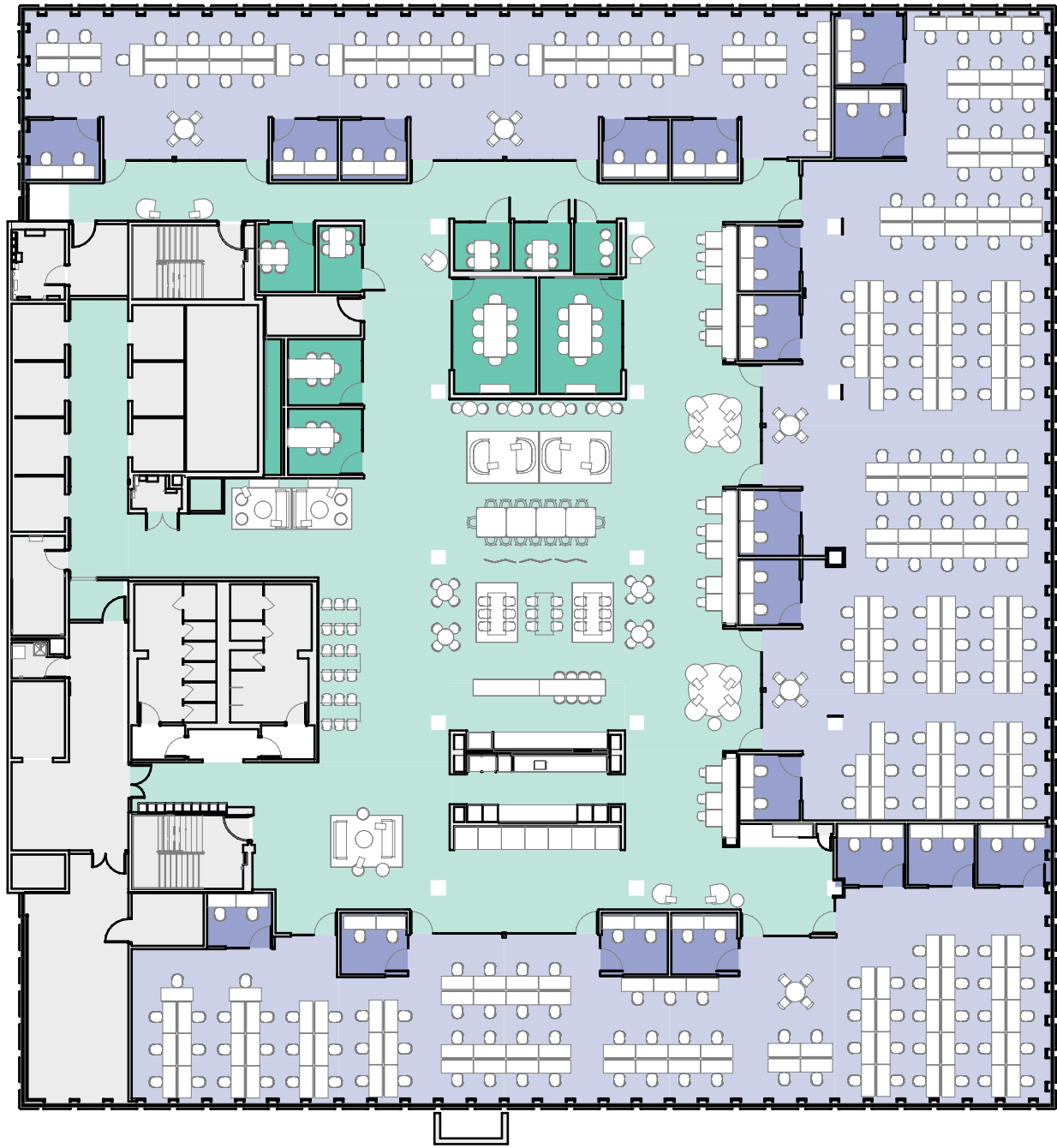
5TH FLOOR | 28,806 RSF

convene



HOSPITALITY.
FLEXIBILITY.
TECHNOLOGY.

Convene at 311 West Monroe Street offers flexible office space and membership-based work areas with full-service hospitality, exceptional design and innovative technology in the heart of The Loop.



5th floor | 28,806 RSF

UP TO 269 DESKS | 300 MEMBERSHIPS



TECHNOLOGY

- 9 private meeting rooms outfitted with premium flat screens and video + audio conferencing equipment
- WiFi speeds up to 300Mbps, with fully redundant ISPs
- Enterprise-grade security with card readers securing all entry points
- Digital branding displays
- Dedicated IDF closet
- Printer/ scanner with paper + toner restocking
- Booking portal for seamless room reservation + guest registration



FLEXIBILITY

- Short term agreement – 6+ months
- Straightforward membership agreements
- Customizable layout
- Expansion alternatives



HOSPITALITY

- Discounted rates to on-site meeting + event space for up to 200 people
- On-site gourmet catering
- Office supplies
- Unlimited premium drinks + snacks
- On-site support teams
- Complimentary Eden Health Membership- [Learn more here](#)

10% commission rate on year one, 5% on year two

Membership Tiers

SILVER LEVEL

\$55/RSF for occupancy in 2021

Year 2: \$5 increase (\$60/RSF)

- Space as-is
- Exclusive use of only the 5th floor
- Up to 269 desks & badges
- No operations, staffing or services
- WiFi, electricity and printing are additional

GOLD LEVEL

\$65/RSF for occupancy in 2021

Year 2: \$5 increase (\$70/RSF)

- Exclusive 5th floor + access to shared 3rd & 4th WorkPlace floors.
- Up to 269 desks & up to 300 badges
- Operations, staffing & services included

	SILVER LEVEL	GOLD LEVEL
SPACE	Fully furnished Plants in common areas + weekly plant watering Preliminary design consultation	Fully furnished Plants in common areas + weekly plant watering Preliminary design consultation 4 Hours of designer time
ACCESS	Exclusive use of entire 5th Floor 269 Badges	Exclusive use of entire 5th Floor 300 Badges Complimentary access to all Convene WorkPlace floors at 311 W Monroe Access upon request to full network of Convene WorkPlace Locations
MEMBERSHIP		Eden Health membership for all members Community + Virtual member programming
OPERATIONS + UTILITIES EXPENSES	Nightly Cleaning HVAC Operation during business hours Plumbing/ Water Commercial rent tax Property tax + operating cost escalations Wiring	Nightly Cleaning HVAC Operation during business hours Plumbing/ Water Commercial rent tax Property tax + operating cost escalations Wiring Electricity Wifi with private network Repairs + Maintenance for Convene FF&E + IT/AV
SERVICES/	Facility and maintenance issue management	Facility and maintenance issue management

	SILVER LEVEL	GOLD LEVEL
STAFFING	Mail	Mail Access to full onsite staff Pantry management (restocking, dishwasher) Restocking printer Restocking office supplies Restocking bathroom IT support for all Convene-provided IT/AV Dedicated Customer Success Manager
SUPPLIES	Serveware + cutlery	Serveware + cutlery Office supplies in common areas, reservable meeting rooms, and other designated areas Printing Paper Toner cartridges Cleaning supplies
FOOD & BEVERAGE	Access to Convene Kitchen	Access to Convene Kitchen Unlimited Snacks + Beverages (“Nourish”)
IT/AV	Built-in premium flat screens, video + audio conferencing equipment in all meeting rooms Built-in totems for signage/ branding Security cameras in common areas Speaker system in common areas Dedicated IDF closet with up to 80 RU available, including cooling + power	Built-in premium flat screens, video + audio conferencing equipment in all meeting rooms Built-in totems for signage/ branding Security cameras in common areas Speaker system in common areas Dedicated IDF closet with up to 80 RU available, including cooling + power Printer/copier/scanner Access to Convene’s booking portal for room reservation + guest registration



Craig Coupe

craig.coupe@am.jll.com
312 228 3772

Anna Panici

anna.panici@am.jll.com
312 228 3684

Mallory Salett

msalett@convene.com
262 993 5850