

# Newsletter



## A Look Ahead

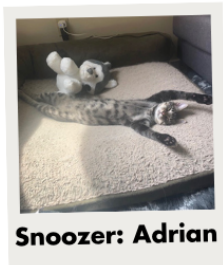
- APRIL 1 - APRIL FOOL'S DAY
- APRIL 17 - EASTER
- APRIL 18 - TAX DAY
- APRIL 22 - EARTH DAY
- APRIL 27 - ADMIN PROFESSIONALS' DAY
- MAY 5 - CINCO DE MAYO

## Calling All Pet People...

A HUGE ROUND OF "A-PAWS" FOR OUR CATEGORY WINNERS! THANK YOU TO ALL WHO PARTICIPATED IN OUR CONTEST.



**Best Smile: Maya**



**Snoozer: Adrian**



**Outfit: Tucker**



**Most Unique: Bo**



## Madness Continues

WE'RE CLOSING IN ON THE FINAL GAMES OF MARCH MADNESS... LET'S SEE WHO'S CURRENTLY AT THE TOP OF OUR SCOREBOARD:

1. BRANDON BROWN
2. KIM ERIN
3. CHRISSY DUMMER

STAY TUNED TO FIND OUT WHO WILL BE THE WINNER OF A NEW PAIR OF APPLE AIRPODS!



Click [HERE](#) to have our monthly newsletter sent directly to your email.

# Admin Professionals' Day

April 27, 2022

THOUGH ALL POSITIONS WITHIN AN OFFICE ARE IMPORTANT, ADMINISTRATIVE PROFESSIONALS' DAY IS A DAY TO RECOGNIZE ADMINISTRATIVE ASSISTANTS, RECEPTIONISTS, & OTHER OFFICE SUPPORT ROLES. FLOWERS, LUNCH, COFFEE, A CARD, OR A SIMPLE THANK YOU CAN GO A LONG WAY!



# Earth Day

Consider doing the following for Earth Day:



TURN OFF YOUR LIGHTS & COMPUTERS AT THE END OF YOUR SHIFT.



SPRING CLEAN & DONATE THINGS YOU DON'T USE ANYMORE.



TAKE A WALK AROUND THE PARK WITH COWORKERS!



COMMIT TO A REUSABLE WATER BOTTLE, COFFEE MUG, & STRAW.



SHOP WITH A REUSABLE BAG!



We are proud partners with companies like Waste Management, who have helped us implement and maintain our park wide recycling initiative.



@FOSTER\_PLAZA

FOLLOW OUR INSTAGRAM & TAG US IN A POST ABOUT YOUR EARTH DAY CELEBRATIONS

TO WIN A NEW FOSTER PLAZA COFFEE MUG!



IT'S ALMOST TIME TO PUT OUR GREEN THUMBS TO THE TEST... OUR GARDEN BEHIND FOSTER PLAZA 3 WILL BE BACK IN ACTION!

EMAIL [BROOKE.MALLOY@CBRE.COM](mailto:brooke.malloy@cbre.com) TO LET US KNOW WHAT YOU'D LIKE TO SEE GROWING IN THERE THIS SUMMER! SEND OVER ANY GARDENING TIPS OR SUGGESTIONS AS WELL.



Click [HERE](#) to have the Foster Cafe menu emailed to you directly!



# Tenant Spotlight

MUTUAL OF OMAHA ADVISORS CELEBRATES THEIR LEASE RENEWAL AT FOSTER PLAZA 10. WE'RE SO HAPPY TO HAVE THEM STAY ON BOARD!



CBRE is proud partners with My Favorite Sweet Shoppe in Bridgeville to bring tenants the tastiest treats!

HORMEL FOODS OF FOSTER PLAZA 5 UTILIZES THE AMENITY CENTER FOR TEAM TRAINING... LOOK AT THESE WONDERFUL CHEFS IN THE MAKING!



Does your office have this much fun during meetings?! Take some photos & share them with [brooke.malloy@cbre.com](mailto:brooke.malloy@cbre.com).

# Perks At Work

YOU MAY RECALL OUR "SWAG BAG" GIVEAWAYS LAST SUMMER WHICH INCLUDED PARK BRANDED OFFICE NECESSITIES & LOTS OF SNICKY-SNACKIES FOR EMPLOYEES...

**FEAR NOT!**

THIS GESTURE OF OUR APPRECIATION HAS NOT GONE AWAY, IT'S ONLY GROWN!

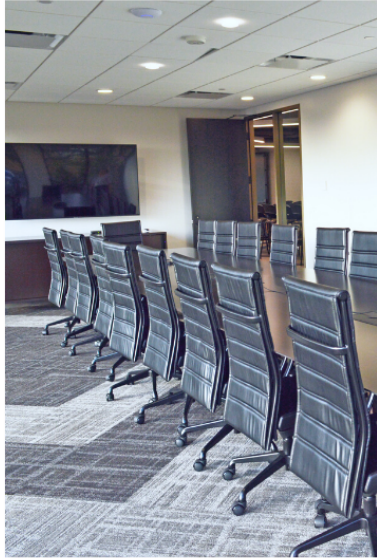
WE HAVE NOW ADDED "PERKS AT WORK" WHICH CAN RANGE FROM A PIZZA PARTY, BAKED GOODS, ICE CREAM SOCIAL, BAGELS AT BREAKFAST, AND MORE! FOLLOW OUR INSTAGRAM (@FOSTER\_PLAZA) TO SEE WHO WILL BE SELECTED FOR THE NEXT ROUND OF PERKS AT WORK.

We want to know the ideal work perk for you! Send [brooke.malloy@cbre.com](mailto:brooke.malloy@cbre.com) your ideas.



# Foster Plaza Amenities

NEED A QUIET PLACE TO TAKE A CALL? CHANGE OF SCENERY FOR LUNCH? SOME TIME AWAY FROM YOUR OFFICE? THE AMENITY CENTER IN BUILDING 10 IS FOR YOU! WE HAVE WORKSTATIONS EQUIPPED WITH OUTLETS & STORAGE, TENANT LOUNGE WITH GAMES & TVS, AS WELL AS MEETING ROOMS FOR YOUR EVERY NEED.



# Neighborhood Events

APRIL  
9

MUNICIPAL CENTER PARK - LOCATED BETWEEN MUNICIPAL BLDG & WATER TOWER  
Hop on over to an Easter Egg Hunt at the Municipal Center Park. Ages 2-7. Registration is required and space is limited. Children should bring a basket or bag to collect plastic Easter eggs for their treats.



APRIL  
16

SETTLERS CABIN PARK - 1225 GREER ROAD, OAKDALE, PA  
Come explore what happens in your park when the sun goes down. Hike will be approximately 2 miles with moderate elevation changes. Flashlights will be provided. Bring water and wear closed toe shoes.



APRIL  
24

GREENTREE SPORTSPLEX - 600 IRON CITY DR, PITTSBURGH, PA  
Join Greentree Sportsplex's first ever Flag Football League! Divisions aged 5-7, 8-10, & 13-15. Games starts at 9am. Register online at [HERE](#). Questions? Email Zach, [zdublin@greentreesportsplex.com](mailto:zdublin@greentreesportsplex.com) or call 412-922-1818.



Contact our office at 412-921-8500 or email [brooke.malloy@cbre.com](mailto:brooke.malloy@cbre.com) if you are not set up to access the tenant request portal at [www.cbrentenantrequests.com](http://www.cbrentenantrequests.com).

# Notes from Management

## **MAINTENANCE REQUESTS** ✂

AT FOSTER PLAZA, WE UTILIZE AN ONLINE WORK ORDER SYSTEM. CBRE TENANT SERVICES SYSTEM HAS PROVEN TO BE A GREAT BENEFIT PROVIDES A USER-FRIENDLY SYSTEM THAT ENSURES YOUR SERVICE REQUEST IS PROCESSED AND ENABLES YOU TO TRACK THE STATUS OF THE REQUEST TO ITS COMPLETION. YOUR USE OF CBRE TENANT SERVICES SYSTEM WILL ALSO HELP US ADDRESS YOUR REQUESTS MORE EFFICIENTLY. WE ENCOURAGE YOU TO USE THIS SYSTEM TO PLACE NON-EMERGENCY REQUESTS.  
[HTTP://RRPITTSBURGH.COM](http://rrpittsburgh.com).

## **DESIGNATED SMOKING AREAS** 🚭

PLEASE BE REMINDED THAT ALL ENTRANCES ARE NON-SMOKING AND SMOKING INSIDE THE BUILDING IS STRICTLY PROHIBITED, INCLUDING THE USE OF ELECTRONIC DEVICES. THERE ARE DESIGNATED SMOKING AREAS AT EACH BUILDING. SMOKING IS NOT PERMITTED ANYWHERE OTHER THAN THIS LOCATION. PLEASE DISPOSE OF YOUR CIGARETTE BUTTS IN THE PROPER RECEPTACLES TO ELIMINATE POTENTIAL FIRE RISKS, LITTER AND ADDED CLEANING EXPENSE.

## **RECYCLING** ♻

FOSTER PLAZA OFFERS A RECYCLING PROGRAM THAT ACCEPTS THE FOLLOWING ITEMS: PLASTIC BOTTLES AND CONTAINERS, FOOD AND BEVERAGE CANS, PAPER, AND FLATTENED CARDBOARD. IT IS REQUIRED THAT ALL TENANTS BREAK DOWN ANY CARDBOARD BOXES PRIOR TO DISPOSING. THE JANITORIAL STAFF HAS BEEN INSTRUCTED TO NOT DISPOSE OF BOXES THAT HAVE NOT BEEN BROKEN DOWN. THANK YOU FOR YOUR COOPERATION.

## **DELIVERIES** 📦

ALL MAJOR MOVES NEED TO BE SCHEDULED WITH OUR OFFICE AFTER 5:30 PM DURING THE WEEK AND ANYTIME SATURDAY AND SUNDAY. PLEASE CONTACT THE MANAGEMENT OFFICE PRIOR TO ANY LARGE DELIVERY. PLEASE ALSO REMIND DAILY DELIVERY DRIVERS TO USE LOADING ZONES FOR ANY DELIVERIES.

## **NOTARY SERVICES** 📄

NOTARY SERVICES ARE AVAILABLE AND OFFERED AT NO EXPENSE FOR OUR TENANTS. PLEASE CONTACT CARMEN BOGHICCHIO AT 412.921.8500 OR BY EMAIL AT [CARMEN.BOGHICCHIO@CBRE.COM](mailto:CARMEN.BOGHICCHIO@CBRE.COM) FOR MORE INFORMATION.

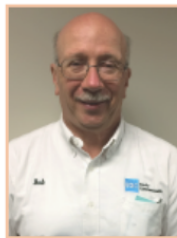
# CBRE Management Team



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