



**WORLD TRADE CENTER®**  
**PORTLAND**

## Helpful Information

### Tenant Work Order System

To enter work orders, set up vendor appointments, reserve the freight elevator, reserve the training room and more, please use our Tenant Work Order System (Angus). To login, go to our website at [www.wtcpdx.com](http://www.wtcpdx.com) or call (503) 464-7207 to get set up.

### Parking Garage

Parking NW manages the World Trade Center parking garage. Please contact Parking NW to set up monthly parking or if you have lost a parking card. The following email address can assist you with lost cards and account information: [info@parkingnw.com](mailto:info@parkingnw.com).

### World Trade Center Property Management Team:

Real Estate Director- Cindy Laurila (503) 464-8696, [cindy.laurila@pgn.com](mailto:cindy.laurila@pgn.com)

Lease Administrator + Tenant Liaison- Sumi Fox (503) 464-7207, [sumandhi.fox@pgn.com](mailto:sumandhi.fox@pgn.com)

Building Manager- Paul Wallman (503) 464-8697, [paul.wallman@pgn.com](mailto:paul.wallman@pgn.com)

Operations Coordinator- Vicki Ingber (503) 464-7527, [vicki.ingber@pgn.com](mailto:vicki.ingber@pgn.com)

### Bike Hub

Located on P2 near south wall of the parking garage, the Bike Hub houses two unisex showers, men's and women's locker rooms and the ability to hold 117 bikes. To sign up, please go to the World Trade Center Portland's website [www.wtcpdx.com](http://www.wtcpdx.com)

### HVAC Hours (Office Tenants)

Monday through Friday, 5:30am - 5:30pm

Saturday, 9:00am to 12:00pm

Sunday, Off

Holidays, no HVAC

### Building Hours

Monday through Friday, 6:00am - 6:00pm

Saturday, badge access required for entry

Sunday, badge access required for entry