



## 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) 464-7527 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:

Director of Real Estate - Dyann Bernatz  
(503) 901-0961  
[Dyann.Bernatz@pgn.com](mailto:Dyann.Bernatz@pgn.com)

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

Property Manager - Sumi Fox  
(503) 464-7207  
[sumandhi.fox@pgn.com](mailto:sumandhi.fox@pgn.com)

Sr. Operations Coordinator - Erin McConkey  
(503) 464-7527  
[erin.mcconkey@pgn.com](mailto:erin.mcconkey@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 visit World Trade Center Portland's website [www.wtcpdx.com](http://www.wtcpdx.com) to find request forms and submit to Erin McConkey to gain access.

### 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