



THE PORTLAND BUILDING RECONSTRUCTION PROJECT

Portland Building Clean-up

When: Thursday, July 27 (focused clean-up)

Friday, July 28 (Portland Building all clean-up)

Location: Your floor

Questions?: Check with your [Change Manager](#)

There will be additional resources on hand to support your bureau's clean-up effort. Please adhere to the [City's Records Management Policies](#) before disposal.

Please visit the [Resources for Unwanted](#) Staff page as you prepare to clean.



Speed packs (above) will be delivered to your break area. **Place new, or gently used surplus desktop office supplies here!**

Recycle

Additional resources will be on hand to empty your floor's blue recycling bins from **8:00 a.m. – 3:00 p.m.:**

- Thursday, July 27 (**ONLY** focused on those first moving: **PBOT Signals and Street, Water, BES, and BTS**)
- Friday, July 28 (**Portland Building all**)

Electronics

On Friday, July 28 from 8:30 a.m. – 3:00 p.m.; bring your unwanted micro electronics to the Salem Room in the basement of the Portland Building. Submit a Helpdesk ticket for large electronic removal.