Blackstone is a historic brownstone building built in 1931 and is located on the Park Blocks. All first floor units are carpeted, other floors are hardwood. There are several different apartment styles: sleepers, full studios, one bedroom apartments and two bedroom apartments. Studios, one bedroom and two bedroom units all have full kitchens and bathrooms with bathtubs only (no showers) on floors 2–5. For sleeper units, all located on the first floor, there are community bathrooms and a community kitchen/lounge area.

Important Phone Numbers

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Housing Office</td>
<td>(503) 725-4375</td>
</tr>
<tr>
<td>Montgomery Help Desk</td>
<td>(503) 725-4385</td>
</tr>
<tr>
<td>Residence Life Office</td>
<td>(503) 725-2450</td>
</tr>
<tr>
<td>RA After Hours On Call</td>
<td>(971) 246-1585</td>
</tr>
<tr>
<td>CPSO Non-Emergency</td>
<td>(503) 725-4407</td>
</tr>
<tr>
<td>CPSO Emergency</td>
<td>(503) 725-4404</td>
</tr>
</tbody>
</table>
Card Access
The Blackstone Building front and back doors operate on a card access system. This requires all residents to get a badge with a current picture on it from ID Services. ID Services is located in the first floor of the Neuberger building just south of Blackstone and across the Park Blocks. A picture and badge cost $12, and the amount is charged to your PSU Student Account.

If a resident has a picture on file prior to moving in, the badge will be printed automatically and be available for the resident to pick up at the move-in station.

Laundry
Laundry facilities are located in the first floor laundry room, to the left of the main entrance. Washers and dryers are card-operated and require residents to purchase a card and load money onto it prior to its use. This can be done at one of several kiosks located on campus. There is one in the Montgomery Court lobby across from the Help Desk, another in the Smith Student Union Viking Court on the first floor, and in the first floor lobby of the Ondine Building.

Access to the room can be gained by using the key given to residents upon move-in. The key also operates the common kitchen/lounge door.

Bathtub Only
Blackstone is a ‘bathtub only’ building. Shower attachments are not allowed because they may damage pipes, floors and walls. Residents found using shower attachments in bathtub only rooms may be charged a Housing fine, as well as any and all damage costs.

Farmers Market
Portland Farmers Market operates on the Park Blocks directly in front of and on the South side of Blackstone. The Market is open every Saturday starting in March through December from 8:30 am until 2:00 pm.
Community Bathrooms
There are three community bathrooms on the first floor of the building. There is a full bathroom with shower, toilet and sink in the South wing, and there is a shower room and separate toilet/sink room in the North wing of the building. These are intended for the use of all first floor residents who do not have their own private bathrooms. University Housing requests that residents from the upper floors only use these in cases where their own bathrooms are out of order (in which case, please notify University Housing Maintenance immediately via a work order).

Community Kitchen and Lounge
There is a community kitchen and lounge on the first floor in the North wing of the building. This space is a gathering space for all Blackstone residents. However, residents of the first floor, who do not have private kitchens, should be given first access to the cooking area. Cleaning staff do clean the kitchen and lounge daily, but residents are responsible for cleaning any of their own things. Any personal items or food left out will be disposed of.

Each resident is given a key for this space when they move in. It also unlocks the laundry room door.

Pests
University Housing strives to maintain a pest-free environment, but pests are an unfortunate part of life, especially in large communities. This can include cockroaches, rodents, fleas, and bed bugs, which are becoming more and more prevalent on college campuses throughout the country. Please report any pest problem you have immediately to University Housing, as early detection is the key to elimination of most pests.
Garbage and Recycling
Dumpsters for trash are in the parking lot behind Blackstone. If you leave trash, abandoned furniture, and other goods in common areas (including the laundry room or hallways) you or your community will be charged for the cost of removal. Recycling bins are located near the dumpsters behind Blackstone. Items contaminated with food particles cannot be recycled (example: pizza boxes). Please do not dump your non-recyclable garbage in recycling areas.

Bike Storage
There are bike stands located inside of the laundry room, where residents may choose to store their bikes. University Housing recommends locking them at all times. The University is not responsible for any lost or stolen bikes. ONLY bikes and child strollers may be stored here. Other items left in the room will be removed and discarded, for which the community may be charged.

Bikes and/or strollers may not be stored inside or around stairwells and hallways. The Laundry room bike rack is the ONLY designated area where residents may store their bike. Bikes stored in other common areas may be removed by University Housing at any time.

Maintenance
University Housing has a staff of trained maintenance technicians to maintain our buildings. Residents are responsible for reporting any damage they notice through our maintenance work order system, which is accessible via the Housing website: www.pdx.edu/housing. Please do not attempt to make any repairs to the room on your own.

In the event of a clogged drain, please DO NOT pour any chemicals (such as Drano) into the pipes. These products erode plumbing pipes and are dangerous to employees who work on the plumbing.
Heat
Blackstone uses a steam heating system. Here is some information on how to control the heat in your apartment:

- A boiler is set to activate at a predetermined temperature. When activated, the boiler heats a tank of water creating steam. The steam rises throughout the pipes. When the valve in your unit is opened, the steam is released into your radiator unit thereby heating your unit.
- You may hear a knocking sound. This is due to a collection of condensation in the steam pipes. This is normal and not a cause for concern.
- If your unit is too warm, you can prevent the steam from entering your radiator unit by turning the knob to close the valve. The pipes that carry the steam may still emit some heat into your unit.
- Simply opening the valve will not mean that you will get heat to your unit immediately. When the temperature drops to a predetermined level (based on the temperature outdoors), the boiler will turn on. The boiler will begin to create the steam that will be distributed throughout the building. If the boiler is not activated at that moment, your radiator will not receive the steam to heat it. Please be patient.
- There are a couple of things to look out for to ensure your radiator is properly operating. Be vigilant about looking for signs of steam or water leaking out of the unit. If the valve on your radiator is closed but your radiator unit is still getting hot, the valve may not be properly closing. Please enter a work order for Maintenance staff to take a look at your radiator.
  If the knocking sounds are excessive, condensation may be building up. The pipes may not be releasing water properly so please enter a work order and be patient.
Tips for making sure your heat operates efficiently:

- Do not place or leave items too close to the radiator. The heat may cause personal items to turn dark from the heat exposure.
- If your unit is perpetually too warm, close the valve by turning the knob. Some units may have more than one radiator in a unit. If this is the case, try turning all but one off. If this is not enough, consider cracking a window.
- With any heated item, don’t leave the valve open when you’re not there as there will be no one to monitor anything out of the ordinary.

Networking and Telecom Services

Phone
All units include a phone line in the room. Provide a land-line phone and connect to the ivory jack located in your room. Local calls are included in the cost of the unit. To make long distance calls either purchase a long distance card or obtain a MobileSphere Long Distance Account with OIT.

Internet
Residential campus buildings have been retrofitted with a wireless network. Using your device, search the available networks for PSU or PSU Secure. You’ll need your ODIN ID and password to log into the network. To obtain an ODIN account, visit OIT.

Residents are also able to connect to the internet using an Ethernet cord. Locate the Orange jack in the room to connect.

Cable
Due to the age and design of the building, cable is not able to be provided and satellite installation is not permitted.

Phone and Cable Questions? Call NTS (503) 725-4434
Internet Questions? Call OIT Help Desk (503) 725-4357
Where to go for Assistance

Montgomery Help Desk
Residents visit the Help Desk located in Montgomery Court to check into University Housing, pick up keys, packages, and ask general housing questions. This desk serves the needs of all University Housing residents across campus. The Help Desk is open seven days a week from 9:00am to midnight, except during University breaks and select Holidays. The Desk may be reached by phone at (503) 725-4385 or email at mbdesk@pdx.edu.

Housing Office
Residents may visit the Housing Office located in the Broadway Building, Suite 210 to discuss their contract, building and room options, transfer requests, and housing specific billing questions. The Housing Office is open Monday through Friday from 9:00am to 5:00pm (except for Thursday when the office opens at 10:00am). The Housing Office can be reached by phone at (503) 725-4375 or by email at housing@pdx.edu.

Residence Life Office
The Residence Life Office is available to answer questions about community programs, provide opportunities for students to get involved, review the conduct of residents within the halls, and as a resource to solve interpersonal conflicts between roommates. The Residence Life Office may be contacted by phone at (503) 725-2450 or by email at reslife@pdx.edu and is located in Broadway Building, Suite 230.
Residence Life Staff

*Area Coordinator (AC)*
ACs are responsible for community-building, advising and counseling, crisis management, residential education and student conduct hearings.

*Resident Director (RD)*
RDs are responsible for assisting in the implementation of ResLife programs, residential education, community development, crisis management, student conduct, and community operations.

*Resident Assistant (RA)*
RAs are responsible for general administration, development, and implementation of programs in the residence halls. RAs can help you find a class, submit a work order, or find the academic or emotional support you need.

*RHA (Residence Hall Association)*
The Residence Hall Association is the governing body representing Housing residents of Portland State University. RHA is the voice of the residents within the residence halls. Residents engage with RHA in community programs, social events, and leadership opportunities. The office for RHA is located on the first floor of Montgomery, around the corner from the Help Desk. To contact the RHA office by phone, call (503) 725-4514 or email them at rha@pdx.edu.

*CPSO (Campus Public Safety Office)*
The CPSO team is here to ensure your safety. Please contact CPSO if you feel unsafe or threatened while on campus. Please do not contact CPSO for noise complaints from within your building; contact your RA instead.

In case of an emergency, please contact CPSO at (503) 725-4404. For non-emergencies, please call (503) 725-4407.