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April 29, 2020

WARN NO.
6469

Via Certified Mail

John Asher, Rapid Response Coordinator
Oregon Dislocated Worker Unit
Office of Workforce Investments
Oregon Higher Education Coordinating Commission
875 Union Street NE
Salem, OR 97311

To Whom It May Concern,

We are experiencing an unprecedented pandemic due to the worldwide COVID-19 outbreak. Statewide operational restrictions put in place by the Governor Brown have resulted in a dramatic loss of business. Due to this pandemic, it is currently unknown when business will resume to normal.

All affected employees have been notified of their separation dates and that their **separation from employment will be permanent.** Those employees are expected to be separated from employment beginning on March 20, 2020 with all separations accomplished by April 30, 2020.

This letter will serve as official notice that IVI Hotel Management of Oregon intends to implement a permanent layoff of employees on or about March 20, 2020. This letter is being provided pursuant to the Workers' Adjustment Notification and Retraining Act (WARN), Public Law 100- 379.

The total number of employees to be laid off **is 350.** Attached you will find a list of job titles and the total number of employees that will be affected in each job classification. Additional layoffs may occur and continue throughout the pandemic period.

Employer: IVI Hotel Management of Oregon

Layoffs occur at Crowne Plaza Lake Oswego – 14811 Kruse Oaks Dr Lake Oswego, OR 97035

Name and Number of Company official to contact for further information

- Lee Luetjen (General Manager) - 503-624-8400

Job Titles of Affected Positions	Number of Employees Holding Each Position
Assistant Director of Housekeeping	1
Server	5

BQT Houseman	7
Cook	5
Dishwasher	1
F&B Supervisor	1
Front Desk Agent	3
Front Desk Supervisor	2
Room Attendant	8
Housekeeping Inspector	1
Houseperson	1
Laundry Attendant	2
Maintenance Attendant	2
Sales Coordinator	1

Layoffs occur at Residence Inn Bend - 500 SW Bond St Bend, OR 97702

Name and Number of Company official to contact for further information

- Davis Smith (General Manager) - 541-382-5001

Job Titles of Affected Positions	Number of Employees Holding Each Position
Admin Assistant	1
Bartender	3
Cook	1
Front Desk Agent	3
Guest Service Attendant	3
Room Attendant	9
Housekeeping Inspector	1
Houseperson	4
Laundry Attendant	3
Maintenance Attendant	2
Night Auditor	2

Layoffs occur at SpringHill Suites Bend - 551 SW Industrial Way Bend, OR 97702

Name and Number of Company official to contact for further information

- Kevin Coelsch – 541-382-5075

Job Titles of Affected Positions	Number of Employees Holding Each Position
Bartender	2
F&B Supervisor	1
Front Desk Agent	3
Guest Service Attendant	4
Room Attendant	11
Houseperson	2
Laundry Attendant	1
Maintenance Attendant	1
Server	1

Layoffs occur at Courtyard Hillsboro - 3050 NW Stucki Pl Hillsboro, OR 97124

Name and Number of Company official to contact for further information

- Joe Saunders (General Manager) – 503-690-1800

Job Titles of Affected Positions	Number of Employees Holding Each Position
Cook	2
F&B Supervisor	2
Front Desk Agent	2
Housekeeping Inspector	1
Room Attendant	6
Houseperson	5
Laundry Attendant	2
Maintenance Supervisor	1
Sales Coordinator	1
Server	4
Sales Manager	1

Layoffs occur at Courtyard Tigard - 15686 SW Sequoia Pkwy Tigard, OR 97224

Name and Number of Company official to contact for further information

- Liz Sibert (General Manager) - 503-684-7900

Job Titles of Affected Positions	Number of Employees Holding Each Position
Cook	4
Dishwasher	1
Front Desk Agent	6
Front Desk Supervisor	1
Room Attendant	7
Houseperson	5
Laundry Attendant	2
Sales Coordinator	1
Server	3

Layoffs occur at Towneplace Suites Hillsboro - 6550 NE Brighton St Hillsboro, OR 97124

Name and Number of Company official to contact for further information

- Andrea Edrenic (General Manager) – 503-268-6000

Job Titles of Affected Positions	Number of Employees Holding Each Position
Maintenance Attendant	1

Layoffs occur at SpringHill Suites Hillsboro - 7351 NE Butler St Hillsboro, OR 97124

Name and Number of Company official to contact for further information

- Christine Gottschalk (General Manager) – 503-547-0202

Job Titles of Affected Positions	Number of Employees Holding Each Position
Guest Service Attendant	2
Room Attendant	6
Laundry Attendant	1
Houseperson	1
Maintenance Attendant	2

Layoffs occur at Courtyard Gresham - 2811 NE 181st Ave Portland, OR 97230

Name and Number of Company official to contact for further information

- Hosanna Smith (General Manager) – 503-685-2811

Job Titles of Affected Positions	Number of Employees Holding Each Position
Maintenance Attendant	1
Administrative Assistant	1
Room Attendant	1
Server	2
F&B Supervisor	1
Housekeeping Inspector	1
Front Desk Agent	1

Layoffs occur at Courtyard Portland North - 1231 N Anchor Way Portland, OR 97217

Name and Number of Company official to contact for further information

- Kim Ortiz (Regional Director) – 503-735-1818

Job Titles of Affected Positions	Number of Employees Holding Each Position
Administrative Assistant	1
Bartender	2
Cook	5
BQT Houseman	1
F&B Supervisor	1
Front Desk Agent	5
Front Desk Supervisor	1
Room Attendant	9
Sales Coordinator	1
Houseperson	3
Laundry Attendant	2
Maintenance Attendant	2
Night Auditor	3
Server	6
Van Driver	8
Sales Coordinator	1

Layoffs occur at Residence Portland North - 1250 N Anchor Way Portland, OR 97217

Name and Number of Company official to contact for further information

- Ehab Barwaree (General Manager) – 503-285-9888

Job Titles of Affected Positions	Number of Employees Holding Each Position
Guest Service Attendant	3
Room Attendant	6
Front Desk Agent	2
Houseperson	2

Layoffs occur at Fairfield Portland North - 1200 N Anchor Way Portland, OR 97217

Name and Number of Company official to contact for further information

- Kim Ortiz (Regional Director) – 503-735-1818

Job Titles of Affected Positions	Number of Employees Holding Each Position
Front Desk Agent	1
Administrative Assistant	1
Guest Service Attendant	2
Room Attendant	7
Houseperson	3
Housekeeping Inspector	1
Housekeeping Supervisor	1
Night Auditor	2
Laundry Attendant	2

Layoffs occur at DoubleTree Salem - 1590 Weston Ct NE Salem, OR 97301

Name and Number of Company official to contact for further information

- Zach Gallagher (General Manager) – 503-581-7004

Job Titles of Affected Positions	Number of Employees Holding Each Position
Front Desk Agent	2
Front Desk Supervisor	1

Bartender	3
Cook	1
Room Attendant	6
Houseperson	1
Housekeeping Supervisor	1
Server	3
Laundry Attendant	2

Layoffs occur at Holiday Inn Hillsboro - 2575 NE Alcock Dr Hillsboro, OR 97124

Name and Number of Company official to contact for further information

- Christian Johnson (General Manager) – 503-640-1745

Job Titles of Affected Positions	Number of Employees Holding Each Position
Bartender	1
F&B Supervisor	1
Cook	5
Front Desk Agent	2
Room Attendant	6
Houseperson	3
Housekeeping Supervisor	1
Server	3
Laundry Attendant	1
Night Auditor	1
Maintenance Attendant	2

Sincerely,

Bonnie Poon

Director of Payroll, Benefits, and Compliance



April 29, 2020

Via Certified Mail

John Asher, Rapid Response Coordinator
Oregon Dislocated Worker Unit
Office of Workforce Investments
Oregon Higher Education Coordinating Commission
875 Union Street NE
Salem, OR 97311

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All affected employees have been notified of their separation dates and that their separation from employment will be temporary. Those employees are expected to be separated from employment beginning on March 20, 2020 with all separations accomplished by April 30, 2020.

This letter will serve as official notice that IVI Hotel Management of Oregon intends to implement a temporary furlough of employees on or about March 20, 2020. This letter is being provided pursuant to the Workers' Adjustment Notification and Retraining Act (WARN), Public Law 100- 379.

The total number of employees to be furloughed is 18. Attached you will find a list of job titles and the total number of employees that will be affected in each job classification. Additional furloughs may occur and continue throughout the pandemic period.

Employer: IVI Hotel Management of Oregon

Furloughs occur at Crowne Plaza Lake Oswego – 14811 Kruse Oaks Dr Lake Oswego, OR 97035

Name and Number of Company official to contact for further information

- Lee Luetjen (General Manager) - 503-624-8400

Job Titles of Affected Positions	Number of Employees Holding Each Position
Front Office Manager	1

Director Of Housekeeping	1
Director of Sales	1
F&B Manager	2

Furloughs occur at Residence Inn Bend - 500 SW Bond St Bend, OR 97702

Name and Number of Company official to contact for further information

- Davis Smith (General Manager) - 541-382-5001

Job Titles of Affected Positions	Number of Employees Holding Each Position
Director of Housekeeping	1

Furloughs occur at SpringHill Suites Bend - 551 SW Industrial Way Bend, OR 97702

Name and Number of Company official to contact for further information

- Kevin Coelsch – 541-382-5075

Job Titles of Affected Positions	Number of Employees Holding Each Position
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Sales Manager	1

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Job Titles of Affected Positions	Number of Employees Holding Each Position
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Job Titles of Affected Positions	Number of Employees Holding Each Position
General Manager	1
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Front Desk Agent	2
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Sincerely,

Bonnie Poon

Director of Payroll, Benefits, and Compliance



April 29, 2020

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John Asher, Rapid Response Coordinator
Oregon Dislocated Worker Unit
Office of Workforce Investments
Oregon Higher Education Coordinating Commission
875 Union Street NE
Salem, OR 97311

To Whom It May Concern,

In compliance with the Federal Worker Adjustment and Retraining Notification (“WARN”) Act (29 U.S.C. § 2101 *et seq.*), IVI Hotel Management of Oregon is writing to provide you with notice of a property closure as that term is defined by statute at our operation located at 1710 NE Multnomah St, Portland, OR 97232-2138.

As of 3/26/20, the positions of 20 employees will be eliminated. The Company anticipates the layoff will be permanent. There will be no bumping rights or bumping procedures since the employees of the Company are not covered by a collective bargaining unit.

The following is a list of the positions which will be eliminated as a result of the layoff as well as the number of employees to be laid off in each job classification:

Job Titles of Affected Positions	Number of Employees Holding Each Position
Director of Housekeeping	1
Front Desk Agent	2
Guest Service Attendant	2
Guest Service Supervisor	1
Room Attendant	8
Houseperson	1
Housekeeping Inspector	1
Laundry Attendant	2
Night Auditor	2
Maintenance Attendant	1

You may obtain further information about this layoff by contacting me. I can be reached at 503-624-8400 and lluetjen@innventures.com.

Sincerely,

General Manager