Inspections and Routine and Preventive Maintenance:

- **Preparations for New Residents**: Where new Spring Semester residents will move into recently vacated spaces, Housekeeping and Facilities Maintenance staff will enter bedrooms to clean, inspect, and prepare those vacant bed spaces.
- **Plumbing and Drain Inspections**: Urban Biology staff plan to inspect many drains as well as plumbing in campus bathrooms and kitchens. This includes private or in-room bathrooms located across campus. Additionally, during their inspections, Urban Biology staff will enter air handler closets in some ground floor locations. Affected residents will be notified in advance.
- Service for Winter Break Residents: Residents of the South Campus Residence Halls, Heritage Community and La Plata Halls should continue to request service through x4-WORK as usual and Residential Facilities staff will respond to service requests throughout the break period.
- Previously Requested But Not Yet Complete Work: Across campus, Residential Facilities staff will also respond to service requests that may have been phoned in by residents prior to the break, but that are not yet completed. When staff enter resident spaces to complete service requests, they will leave notices or copies of service requests describing what was done.
- Inspections of Common Areas: DRF staff from several work sections will walk through public areas within the residence halls to ensure that building systems (heat, electricity, and water) are operating properly and to look for maintenance problems or other conditions needing attention.
- **Inspections of Student Living Areas**: Some Residential Facilities staff may schedule inspections within student rooms to identify work and projects that need to be performed next summer. Before conducting any such inspections, supervisors will provide advance notice to the residents in the affected buildings describing our plans.
- Snow and Ice Storms: In the event of snow or ice, approximately 50 DRF staff will participate in snow removal efforts as usual, to keep the sidewalks and parking areas clear for residents and University staff. Inclement weather can cause other planned work to be postponed while staff are engaged in snow removal efforts.
- Common Area Cleaning: Thorough cleaning of corridors, lounges, bathrooms, and stairwells in traditional halls will occur. (Does not include spaces within suites and apartments.)

Special Projects:

In addition to those routine items listed above, we are planning the following special projects over the break (dates listed below are planned, but subject to change due to inclement weather or other maintenance priorities):

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
1	All Residence Halls	12/17/24- 12/24/24		Gutter Cleaning. Residents staying for Winter Break may wish to close their blinds for privacy while cleaning is happening, as workers will be on ladders.	J. Wright
2	Allegany	12/19/24- 12/20/24	8:00AM- 4:00PM	Repair cracked fiberglass shower pan in Apt 2115 (bathroom #2). Please remove all personal belongings from the bathroom. Residents cannot occupy the apartment from 8AM on 1/6/25 through 5PM on 1/8/25 due to the odor.	R. Homan
3	Allegany	01/07/25 & 01/10/25	9:00AM-N oon	Room Condition, Finishes & Furniture Inspection in all rooms. Occupants should put away anything they don't want photographed.	C.Martucci

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
4	Allegany	01/06/25 - 01/10/25	9:00AM-3: 30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
5	Annapolis	1/3/2025	8:00AM- 3:00PM	Shampoo carpets in the office area	K. Jaipersaud
6	Anne Arundel	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in the following suites/apartments-1100, 1101, 1103, 1106.	B. Hain
7	Anne Arundel	01/06/25- 01/10/25	9:00AM- 3:00PM:	Perform Fan Coil Unit warranty services in various rooms.	T. Gourley
8	Baltimore	12/19/24- 12/20/24	8:00AM- 4:00PM	Repair cracked fiberglass shower pan in Apt 0110 (bathroom #1). Please remove all personal belongings from the bathroom. Residents cannot occupy the apartment from 8AM on 12/19/24 through 5PM on 12/20/24 due to the odor.	R. Homan
9	Baltimore	1/7/2025	1:30PM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms. Occupants should put away anything they don't want photographed.	C.Martucci
10	Baltimore	01/06/25 - 01/10/25	9:00AM-3: 30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
11	Bel Air	1/13/25-1/1 7/25	8:00AM-4: 00PM	Change Fan Coil Filters in all bedrooms. Please remove all personal belongings that are surrounding the units and leave 2 feet of space clear in front of the unit.	W. Crabtree
12	Bel Air	1/13/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
13	Calvert	01/06/25- 01/06/25	11:00AM- 3:30PM	Verify asset tag information on the room fan coil unit. Rooms-1101, 1103, 1201, 1205, 1209, 1301, 1303, 2102, 2103, 2201, 2205, 2209, 2301, 2303, 3101, 3201 (living rooms and all bedrooms)	P. Rhodes
14	Calvert	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments (excluding staff apartments).	B. Hain
15	Cambridge	1/10/25- 1/15/25	8:00AM- 4:00PM	Change Fan Coil Filters in all bedrooms. Please remove all personal belongings that are surrounding the units and leave 2 feet of space clear in front of the unit.	W. Crabtree
16	Cambridge	01/02/25- 01/08/25	8:00AM- 4:00PM	Strip & wax floor in the lobby.	M. Soto
17	Cambridge	01/13/25 - 01/17/25	8:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 4215, 3215, 2215.	B. Hain
18	Cambridge	1/15/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
19	Caroline	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in room 1101.	B. Hain
20	Caroline	01/07/25-	9:00AM-	Floor material testing in the common areas only on ground	P. Carey

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
		01/08/25	5:00PM	and 1st floors.	
21	Caroline	1/13/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
22	Carroll	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in room 1119.	B. Hain
23	Carroll	01/07/25- 01/08/25	9:00AM- 5:00PM	Floor material testing in the common areas only on ground and 1st floors.	P. Carey
24	Cecil	1/8/2025	9:00AM- Noon	Room Condition, Finishes & Furniture Inspection in all rooms. Occupants should put away anything they don't want photographed.	C.Martucci
25	Cecil	1/2/2025	10:00AM- Noon	Survey of entire building for upcoming summer project	R. Reich
26	Cecil	1/3/2025	10:00AM- Noon	Pre-Bid Meeting walking contractor through common areas of the building.	R. Reich
27	Cecil	1/2/2025	8:00AM- 3:00PM	Thoroughly clean all bathrooms.	K. Jaipersaud
28	Cecil	1/8/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
29	Centreville	12/18/24- 01/10/25	8:00AM- 4:00PM	Change Fan Coil Filters in all bedrooms. Please remove all personal belongings that are surrounding the units and leave 2 feet of space clear in front of the unit.	W. Crabtree
30	Centreville	010/9/25- 01/10/25	8:00AM- 4:00PM	Apply epoxy coating on the shower pan in bathroom 2218, 4218, and 4202. Shower cannot be used until 1/13/25.	R. Homan
31	Centreville	01/07/25-0 1/07/25	8:00AM- 3:30PM	Verify asset tag information on room fan coil unit in rooms on the 4th-6th floors	P. Rhodes
32	Centreville	01/02/25-0 1/08/25	8:00AM- 4:00PM	Top Scrub floor in the basement on the South Side of the building	M. Soto
33	Centreville	01/02/25-0 1/08/25	8:00AM- 4:00PM	Top Scrub floor in the Multipurpose room.	M. Soto
34	Centreville	01/13/25 - 01/17/25	8:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 3107, 3215, 5107, 5215, 7107, 7215, 8106, 8222.	B. Hain
35	Centreville	1/15/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
36	Charles	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
37	Chestertown	1/15/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
38	Cumberland	12/18/24-1/ 20/25	8:00AM- 5:00PM	Clean Window A/C filters, Clean vents, and Reset Filter in all bedrooms. Please remove all personal belongings that are surrounding the A/C units.	W. Crabtree
39	Cumberland	01/02/25-0 1/08/25	8:00AM- 4:00PM	Top Scrub floor in the laundry room.	M. Soto
40	Cumberland	1/15/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
41	Denton	1/16/2025	9:00AM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms on floors Ground-9. Occupants should put away anything they don't want photographed.	C.Martucci
42	Denton	01/06/25-0 1/10/25	8:00AM- 4:00PM	Top Scrub floor in the lobby and basement.	M. Isler-Green
43	Denton	01/13/25- 01/17/25	8:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 3115, 3133, 5115, 5133, 7115, 7133.	B. Hain
44	Denton	1/10/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
45	Dorchester	01/02/25-0 1/03/25	8:00AM- 3:00PM	Top scrub classroom floor	Y. Humana
46	Dorchester	1/13/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
47	Easton	1/14/2025	9:00AM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms on floors Ground-8. Occupants should put away anything they don't want photographed.	C.Martucci
48	Easton	01/06/25-0 1/10/25	8:00AM- 4:00PM	Top Scrub floor in the lobby and basement.	M. Isler-Green
49	Easton	1/8/2025	1:00PM- 3:00PM	Pre-bid meeting in the common areas only.	R. Reich
50	Easton	1/10/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
51	Elkton	12/27/24 - 12/30/24	8:00AM- 4:00PM	Asbestos Abatement in Housekeeping locker room 0119	J. Wright
52	Elkton	1/14/2025	1:30PM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms on floors 4-8. Occupants should put away anything they don't want photographed.	C.Martucci
53	Elkton	1/15/2025	9:00AM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms on floors Ground-6. Occupants should put away anything they don't want photographed.	C.Martucci
54	Elkton	01/06/25-	8:00AM-	Top Scrub floor in the lobby and basement.	M. Isler-

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
		01/10/25	4:00PM		Green
55	Elkton	01/13/25 - 01/17/25	8:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 3116, 4138, 5116, 6138, 7116, 8138.	B. Hain
56	Elkton	1/9/2025	9:00AM- 11:00AM	Pre-bid meeting for all 8th floor bedrooms and common areas for Summer Project work. Staff will escort contractors through common areas and a selection of 8th floor bedrooms.	R. Reich
57	Elkton	1/10/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
58	Ellicott	01/02/25- 01/08/25	8:00AM- 4:00PM	Top Scrub floor in the lobby and basement.	J. Marius
59	Ellicott	1/10/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
60	Frederick	12/19/24- 12/20/24	8:00AM- 4:00PM	Repair cracked fiberglass shower pan in Apt 2107 (bathroom #1). Please remove all personal belongings from the bathroom. Residents cannot occupy the apartment from 8AM on 12/19/24 through 5PM on 12/20/24 due to the odor.	R. Homan
61	Frederick	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
62	Garrett	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
63	Hagerstown	01/02/25-0 1/08/25	8:00AM- 4:00PM	Top Scrub floor in the lobby and basement.	J. Marius
64	Hagerstown	01/13/25 - 01/17/25	8:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 2128, 3116, 4128, 5116, 6128, 7116, 8128.	B. Hain
65	Hagerstown	1/15/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
66	Harford	1/7/2025	1:30PM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms. Occupants should put away anything they don't want photographed.	C. Martucci
67	Harford	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
68	Harford	1/8/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
69	Howard	1/7/2025	1:30PM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms. Occupants should put away anything they don't want photographed.	C. Martucci
70	Howard	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
71	Johnson-Whit tle	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 1211, 2211, 3211, 4211, 5211, 6211.	B. Hain
72	Johnson-Whit tle	1/6/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
73	Kent	1/8/2025	9:00AM- Noon	Room Condition, Finishes & Furniture Inspection in all rooms. Occupants should put away anything they don't want photographed.	C.Martucci
74	Kent	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
75	La Plata	12/18/24- 01/21/25	8:00 AM- 4:00 PM	Masonry work/Plumbing/Ceramic Tile in bathroom 9115	J. Wright
76	La Plata	12/26/2024	8:00AM- 4:00PM	Asbestos Abatement in bathroom 9115	J. Wright
77	La Plata	01/02/25- 01/08/25	8:00AM- 4:00PM	Top Scrub floor in the lobby and basement.	J. Marius
78	La Plata	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in the following rooms: 2130, 3118, 4109, 4130, 4143, 5118, 6130, 7118, 8130, 9118.	B. Hain
79	La Plata	1/8/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
80	LCC	1/9/2025	8:00AM- 3:00PM	Dryer vent cleaning in the laundry room. Please remove all personal belongings from the laundry room.	R. Malitzki
81	LCC	1/6/2025	8:00AM- 3:00PM	Shampoo carpets & Soft Seating	K. Jaipersaud
82	LCC	1/6/2025	8:00AM- 3:00PM	Scrub all the bathrooms floors	K. Jaipersaud
83	LCC	1/8/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
84	Leonardtown 244	01/09/25- 01/10/25	8:00AM- 4:00PM	Inspect smoke detectors in all spaces. Please remove all personal belongings near the smoke detectors.	R. Malitzki
85	Leonardtown 244	01/06/25- 01/20/25	9:00AM- 5:00PM	Division of IT Network Refresh and Re-cabling project in all bedrooms and common areas. Please move all furniture and personal belongings at least 2 feet away from the ethernet jack in bedrooms and common areas. Internet Outage starting 1/6/25 until the work is completed (likely at least 1 week)	K. Ridings
86	Leonardtown 244	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
87	Leonardtown 245	01/13/25- 01/14/25	8:00AM- 4:00PM	Inspect smoke detectors in all spaces. Please remove all personal belongings near the smoke detectors.	R. Malitzki

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
				Division of IT Network Refresh and Re-cabling project in all bedrooms and common areas. Please move all furniture and	
88	Leonardtown 245	01/06/25- 01/20/25	9:00AM- 5:00PM	personal belongings at least 2 feet away from the ethernet jack in bedrooms and common areas. Internet Outage starting 1/6/25 until the work is completed (likely at least 1 week)	K. Ridings
89	Leonardtown 245	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
90	Leonardtown 246	01/21/25- 01/22/25	8:00AM- 4:00PM	Inspect smoke detectors in all spaces. Please remove all personal belongings near the smoke detectors.	R. Malitzki
91	Leonardtown 246	01/06/25- 01/20/25	9:00AM- 5:00PM	Division of IT Network Refresh and Re-cabling project in all bedrooms and common areas. Please move all furniture and personal belongings at least 2 feet away from the ethernet jack in bedrooms and common areas. Internet Outage starting 1/6/25 until the work is completed (likely at least 1 week)	K. Ridings
92	Leonardtown 246	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
93	Leonardtown 247	01/23/25- 01/24/25	8:00AM- 4:00PM	Inspect smoke detectors in all spaces. Please remove all personal belongings near the smoke detectors.	R. Malitzki
94	Leonardtown 247	01/06/25- 01/20/25	9:00AM- 5:00PM	Division of IT Network Refresh and Re-cabling project in all bedrooms and common areas. Please move all furniture and personal belongings at least 2 feet away from the ethernet jack in bedrooms and common areas. Internet Outage starting 1/6/25 until the work is completed (likely at least 1 week)	K. Ridings
95	Leonardtown 247	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
96	Leonardtown 248	01/21/25- 01/22/25	8:00AM- 4:00PM	Inspect smoke detectors in all spaces. Please remove all personal belongings near the smoke detectors.	R. Malitzki
97	Leonardtown 248	010/6/25- 01/20/25	9:00AM- 5:00PM	Division of IT Network Refresh and Re-cabling project in all bedrooms and common areas. Please move all furniture and personal belongings at least 2 feet away from the ethernet jack in bedrooms and common areas. Internet Outage starting 1/6/25 until the work is completed (likely at least 1 week)	K. Ridings
98	Leonardtown 248	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
99	Leonardtown 249	01/23/25- 01/24/25	8:00AM- 4:00PM	Inspect smoke detectors in all spaces. Please remove all personal belongings near the smoke detectors.	R. Malitzki
100	Leonardtown 249	01/06/25- 01/20/25	9:00AM- 5:00PM	Division of IT Network Refresh and Re-cabling project in all bedrooms and common areas. Please move all furniture and personal belongings at least 2 feet away from the ethernet jack in bedrooms and common areas. Internet Outage starting 1/6/25 until the work is completed (likely at least 1 week)	K. Ridings
101	Leonardtown 249	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments (excluding staff apartments).	B. Hain

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
102	Montgomery	1/8/2025	9:00AM- Noon	Room Condition, Finishes & Furniture Inspection in East Wing, Floors 1-3, All. Occupants should put away anything they don't want photographed.	C.Martucci
103	Montgomery	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments (excluding staff apartments).	B. Hain
104	Montgomery	1/9/2025	10:30AM- Noon	Pre-Bid Meeting. DRF Staff will escort contractors through selected suites and apartments in the building in preperation for Summer Project Work	R. Reich
105	Montgomery	1/14/2025	10:00AM- Noon	Survey for future project in apartments/suites 1109, 1111, 1113, 1115, & 1117.	R. Reich
106	Oakland	01/17/25 & 01/21/25	9:00AM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms on floors Ground-8. Occupants should put away anything they don't want photographed.	C.Martucci
107	Oakland	01/06/25- 01/10/25	8:00AM- 4:00PM	Top Scrub floor in the lobby and basement.	M. Isler-Green
108	Oakland	01/13/25- 01/14/25	8:00AM- 4:00PM	Thorough clean showers in resident rooms & suites. Please remove all personal items from the showers.	C. John
109	Oakland	01/13/25 - 01/17/25	8:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments (excluding staff apartments).	B. Hain
110	Oakland	1/6/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
111	Prince Frederick	12/19/24 - 12/27/24	8:00AM- 4:00PM	Dry Erase Board Removal/Paint in rooms 1105 & 1111	J. Wright
112	Prince Frederick	01/06/25 - 01/10/25	8:00AM- 4:00PM	Dry Erase Board Install in rooms 1105 & 1111	J. Wright
113	Prince Frederick	12/19/24 - 01/03/25	8:00AM- 4:00PM	Laminate Countertop Repairs. Please remove all personal items from the laminate countertops in the bedrooms.	J. Wright
114	Prince Frederick	01/06/25- 01/08/25	8:00AM- 3:00PM	Thorough cleaning of all semi-suite bathrooms. Please remove all personal items from the bathrooms.	Y. Humana
115	Prince Frederick	01/06/25 - 01/10/25	8:00AM- 3:00PM	Shampoo carpets in corridors & lounges on floor 1-7.	Y. Humana
116	Prince Frederick	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in the following suites/apartments-1225, 1227, 1231, 2202, 2206, 2208, 2210, 2221, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 3202, 3206, 3208, 3210, 3221, 3104, 3105, 3106, 3107, 3108, 3109, 3110, 4202, 4206, 4208, 4210, 4221, 4104, 4105, 4106, 4107, 4108, 4109, 4110, 5202, 5206, 5208, 5210, 5221, 5104, 5105, 5106, 5107, 5108, 5109, 5110, 6202, 6206, 6208, 6210, 6221, 6104, 6105, 6106, 6107, 6108, 6109, 6110, 7202, 7206, 7208, 7210, 7221, 7104, 7105, 7106, 7107, 7108, 7109, 7110.	B. Hain
117	Prince Frederick	1/6/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be	K. Ridings

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
				out of service while the dryer vents are being cleaned.	
118	Prince George's	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
119	Pyon-Chen	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 1123, 2123, 3123, 4123, 5123, 6123.	B. Hain
120	Pyon-Chen	1/6/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
121	Queen Anne's	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in room 2104.	B. Hain
122	Queen Anne's	1/8/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
123	Somerset	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 1117, 1118, 2112, 3108.	B. Hain
124	Somerset	1/13/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
125	St. Mary's	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
126	St. Mary's	01/02/25- 01/03/25	8:00AM- 3:00PM	Top scrub basement floor	Y. Humana
127	Talbot	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
128	Washington	01/08/25 & 01/10/25	1:30PM- 4:30PM	Room Condition, Finishes & Furniture Inspection in all rooms. Occupants should put away anything they don't want photographed.	C.Martucci
129	Washington	01/06/25 - 01/10/25	9:00AM- 3:30PM	Run all plumbing fixtures in all suites/apartments.	B. Hain
130	Wicomico	12/18/2024	9:00AM- 4:30PM	Site visitInspect window area of room for future A/C renovation project in the building. Personal belongings should be removed from the window area.	V. Ippolito
131	Wicomico	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in room 1103.	B. Hain
132	Wicomico	01/07/25- 01/08/25	9:00AM- 5:00PM	Floor material testing in the common areas only on ground and 1st floors.	P. Carey
133	Wicomico	1/13/2025	9:00AM- 5:00PM	Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be out of service while the dryer vents are being cleaned.	K. Ridings
134	Worcester	01/13/25 - 01/17/25	9:00AM- 3:30PM	Run all plumbing fixtures in the following rooms 1109, 1113.	B. Hain

#	Locations	Dates of Work	Work Times Each Day	Project Description	RF Contact
				Dryer Vent Cleaning. Each laundry room should take 1-2 hours to complete the cleaning. Laundry Room Dryers will be	
135	Worcester	1/13/2025	5:00PM	out of service while the dryer vents are being cleaned.	K. Ridings