

Recurrence Information

Start on 03/08/2024

End on --

Frequency This work order recurs the 1st of every January.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group) HT

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Interior & Exterior Lights
1. Clean Inside and Outside of all Light Covers
2. Remove Bugs

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --

Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work Order No

Address 214 South Allen Street
State College, PA 16801

Assigned User No user assigned.

Recurrence Information

Start on 09/01/2021

End on --

Frequency This work order recurs the 1st of every January, March, May, July, September, and November.

Include Attachments No 

Details

Property Information

Properties  Highland Tower

Maintenance Limit --

Unit --

Maintenance Notes --

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Exhaust Fan for Laundry Room - on the roof
1. Grease fan bearings and check belt for wear

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --

Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work Order No

Address 214 South Allen Street
State College, PA 16801


Assigned User No user assigned.

Recurrence Information

Start on 09/21/2021


End on --

Frequency This work order recurs the 1st of every January.

Include Attachments No 

Details

Property Information

Properties  Highland Tower

Maintenance Limit --

Unit --

Maintenance Notes --

Creation Style Per Property

Work Order Information

Description PM - (Contractor - Vigilant Securities) Test fire alarms
** Contract Residents - Bells go off**
1. Test the system

Vendor Instructions --

Vendor Information

Vendor Vigilant Security Inc.

Phone Numbers --

Emails --

Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work Order No

Address 2168 Sandy Dr.
State College, PA 16803

Work Order Discount 0.00%

Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023


End on --

Frequency This work order recurs the 1st of every March.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Landscaping) Spring Clean Up

1. Remove accumulation of trash and leaves from grounds, parking lots, window wells, and bushes
2. Clean up fallen limbs and twigs
3. Inspect trees and remove low-hanging branches and broken limbs
4. Clean out flower beds of debris and dead plants
5. Trim bushes so that they do not obstruct windows or get so large that it is difficult to maintain
6. Seed bare spots of grass and cover with straw (Keep moist until established)
7. Cut back all brush so that it is not within 3 feet of the parking spots
8. Clean the parking lot areas with a backpack blower and broom (Remove anti-skid, rocks, debris, and plants/weeds)

Vendor Instructions --

Vendor Information

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Address 214 South Allen Street
State College, PA 16801


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Include Attachments No 

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Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Exhaust Fan for Laundry Room - on the roof
1. Grease fan bearings and check belt for wear
Vendor Instructions --

Vendor Information


Vendor Nevins Real Estate Management, LLC
Phone Numbers Phone - (814) 238-3153
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Request Vendor to Confirm Receipt of Work Order No
Address 214 South Allen Street
State College, PA 16801
Assigned User No user assigned.

Recurrence Information

Start on 09/21/2021
End on --
Frequency This work order recurs the 1st of every March, June, September, and December.
Include Attachments No ?

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Contractor - Liberty Fire Solutions) Sprinkler System Test
Notify Tenants - alarms go off
March - General Inspection
June - Yearly Inspection (Need to coordinate with office manager to enter every unit)
September - General Inspection
December - General Inspection
Vendor Instructions --

Vendor Information

Vendor Liberty Fire Solutions
Phone Numbers --
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 13210 Dunnings Highway
Claysburg, PA 16625
Work Order Discount 0.00%
Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023

End on --

Frequency This work order recurs the 1st of every April.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Check sidewalks, curbs, and parking lots for tripping hazards
1. Inspect parking lots for areas that may have become a tripping hazard over the winter months - primarily pot holes (Patch and/or grind down as needed)
2. Check the curbing in the parking lots to make sure that they did not become a tripping hazard of the winter months and make sure they are in the proper locations (Plow vehicle and tenant vehicles will move them around/break these over time)
3. Repaint the areas of curbing that have previously been marked with safety paint if they are fading
4. Check the sidewalks for any tripping hazards (freeze-thaw will often cause issues). Any area that has a 1" separation will need ground down to eliminate the tripping hazard

Vendor Instructions --

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Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023

End on --

Frequency This work order recurs the 1st of every April and September.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Touch up paint (Weather Dependent - want 50 Degrees)
1. Clean and Touch up paint in hallways, stairwells, and railings (If applicable)
2. Clean and Touch up paint on entrance doors/frames and common area doors/frames (If applicable)

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --


Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work No
Order

Address 214 South Allen Street
State College, PA 16801

Assigned User No user assigned.

Recurrence Information

Start on 09/21/2021
End on --
Frequency This work order recurs the 1st of every April and October.
Include Attachments No 

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Washer & Dryer Clean Out
1. Pull out washer and dryer
2. Clean out under and behind washer and dryer
3. Disconnect dryer pipe and blow out the lint
4. Clean out the exterior dryer exhaust (Cage and fins)
Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC
Phone Numbers Phone - (814) 238-3153
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 214 South Allen Street
State College, PA 16801
Assigned User No user assigned.

Recurrence Information

Start on 09/21/2021


End on --

Frequency This work order recurs the 1st of every April and November.

Include Attachments No ?

Details

Property Information

Properties  Highland Tower

Maintenance Limit --

Unit --

Maintenance Notes --

Creation Style Per Property

Work Order Information

Description PM - (Contractor - R.H. Marcon) Roof inspection (Bi-Annually)
1. Inspect the roof for general condition and needed repairs (Repair as needed)
2. Clean roof/downspouts of debris and trash

Vendor Instructions --

Vendor Information

Vendor R.H. Marcon, Inc.

Phone Numbers --

Emails --

Send Notification to Vendor --


Request Vendor to Confirm Receipt of Work Order No

Address 2500 CLYDE AVE
State College, PA 16801

Work Order Discount 0.00%


Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023
End on --
Frequency This work order recurs the 1st of every May.
Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)
Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Clean Windows (Coordinate with the office manager to make tenants aware)
1. Clean all exterior windows of the Units and Common Areas with Windex cleaner attached to the hose
Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC
Phone Numbers Phone - (814) 238-3153
Emails --
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Request Vendor to Confirm Receipt of Work Order No
Address 214 South Allen Street
State College, PA 16801
Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023


End on --

Frequency This work order recurs the 1st of every May.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group) **HT**

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) May Unit Inspection

****Needs to be organized with the office manager after graduation****

1. Make sure all windows close and lock (including all skylights if applicable) - Repair as needed
2. Clean the bathroom exhaust vent cover/clean the fins with compressed air/Lubricate the motor/Test that the bathroom exhaust fan is working correctly (will it hold a piece of toilet paper)
3. Clean A/C Filters - Replace if needed (EH & Highland Tower)
4. Test the shut-offs in the bathrooms and kitchens to see if they hold - Repair as needed
5. Inspect for obvious maintenance Issues - Repair as needed

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --


Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work
Order

Address 214 South Allen Street
State College, PA 16801


Assigned User No user assigned.

Recurrence Information

Start on 12/12/2023
End on --
Frequency This work order recurs the 1st of every May.
Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)
Creation Style Per Property

Work Order Information

Description PM - (Contractor - Susquehanna) Fire Extinguisher Inspection (COMPLETED WITH SMOKE DETECTOR INSPECTIONS)
Need to get on the schedule with the contractor the first week of May
Needs set up with Office Manager After Graduation to be done in June
Need to get the Number of Fire Extinguishers that will need to be replaced from Susquehanna
Johnson Control - 1.800.289.2647 (PIN - NREM) B/K and Fairmount Only -- Put building on test for 1 hour
1. Inspect the fire extinguishers in units, common areas, and maintenance rooms

Vendor Instructions --

Vendor Information

Vendor Susquehanna Fire Protection Co.
Phone Numbers Phone - (570) 538-5505
Phone - (717) 994-0605

Emails --

Send Notification to Vendor --


Request Vendor to Confirm Receipt of Work Order No

Address PO Box 209
Dewart, PA 17730

Work Order Discount 0.00%


Assigned User No user assigned.

Recurrence Information

Start on 04/03/2025
End on --
Frequency This work order recurs the 1st of every May.
Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Mulching

Vendor Instructions
1. Clean up trash in the mulch beds
2. Remove dead plants in the mulch beds
3. Apply new mulch to the mulch beds

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --


Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work Order No

Address 214 South Allen Street
State College, PA 16801


Assigned User No user assigned.

Recurrence Information

Start on 04/03/2025
End on --
Frequency This work order recurs the 1st of every May.
Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group) **HT**

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Parking Lot Maintenance
1. Thoroughly clean cracks in the parking lot and Reseal
2. Renumber the spots and lines that are faded and hard to read/see if applicable

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --

Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work No
Order

Address 214 South Allen Street
State College, PA 16801


Assigned User No user assigned.

Recurrence Information

Start on 04/03/2025


End on --

Frequency This work order recurs the 1st of every May.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Office) May Unit Inspection & Bathroom Exhaust Fan Maintenance
1. Check sinks and faucets for water leaks - Repair as needed
2. Check shower and sinks for proper drainage - Repair as needed
3. Check toilets are working correctly/the base is not leaking/and the floor is not soft - Repair as needed
4. Inspect all ceiling fans for covers and functioning lights
5. Inspect all ceiling fans are operating correctly at all speeds (The bearings are not making noises, and the base is not wobbly when in operation)
6. Inspect for obvious maintenance Issues
7. Inspect elevator certificates are up to date (Executive House & Highland Tower)
8. Inspect boiler inspection expiration and service dates (K/B, EF, EH, FV, PL, Lofts, WBC 512 and 516)
9. Inspect gas-fired furnace service dates (PL 219 Building and WBC Townhouses)

Vendor Instructions --

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Address 214 South Allen Street
State College, PA 16801


Assigned User No user assigned.

Recurrence Information

Start on 09/01/2021
End on --
Frequency This work order recurs the 1st of every January, March, May, July, September, and November.
Include Attachments No 

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property


Work Order Information

Description PM - (Maintenance) Exhaust Fan for Laundry Room - on the roof
1. Grease fan bearings and check belt for wear
Vendor Instructions --

Vendor Information


Vendor Nevins Real Estate Management, LLC
Phone Numbers Phone - (814) 238-3153
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 214 South Allen Street
State College, PA 16801
Assigned User No user assigned.

Recurrence Information

Start on 04/17/2025
End on --
Frequency This work order recurs the 1st of every May.
Include Attachments No 

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property


Work Order Information

Description PM - (Maintenance) Clean Out AC Filters
Not needed in Suites
1. Remove the filter of the Wall Unit A/C's and clean
Vendor Instructions --

Vendor Information


Vendor Nevins Real Estate Management, LLC
Phone Numbers Phone - (814) 238-3153
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 214 South Allen Street
State College, PA 16801
Assigned User No user assigned.

Recurrence Information

Start on 12/12/2023
End on --
Frequency This work order recurs the 1st of every June.
Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group) **HT**
Creation Style Per Property


Work Order Information

Description PM - (Maintenance) Smoke Detector Inspection (DONE WITH FIRE EXTINGUISHER INSPECTION)
1. Inspect every unit for smoke detectors and replace batteries as needed. If missing, make a note on the work order and replace it with a new one to be billed to the resident.
2. Fill out the log for fire safety checks
3. Check the dates of the Smoke Detectors and write the expiration dates on the front of the smoke detectors
Vendor Instructions --

Vendor Information


Vendor Nevins Real Estate Management, LLC
Phone Numbers Phone - (814) 238-3153
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 214 South Allen Street
State College, PA 16801
Assigned User No user assigned.

Recurrence Information

Start on 09/21/2021
End on --
Frequency This work order recurs the 1st of every March, June, September, and December.
Include Attachments No 

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property


Work Order Information

Description PM - (Contractor - Liberty Fire Solutions) Sprinkler System Test
Notify Tenants - alarms go off
March - General Inspection
June - Yearly Inspection (Need to coordinate with office manager to enter every unit)
September - General Inspection
December - General Inspection
Vendor Instructions --

Vendor Information


Vendor Liberty Fire Solutions
Phone Numbers --
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 13210 Dunnings Highway
Claysburg, PA 16625
Work Order Discount 0.00%
Assigned User No user assigned.

Recurrence Information

Start on 06/27/2022
End on --
Frequency This work order recurs the 1st of every June.
Include Attachments No 

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Contractor - Lion Blue Carpet Crew) Common area carpet cleaning
1. Clean all carpets in the common areas
Vendor Instructions --

Vendor Information


Vendor Lion Blue Carpet Crew
Phone Numbers --
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 792 W Aaron Dr
State College, PA 16803
Work Order Discount 0.00%
Assigned User No user assigned.

Recurrence Information

Start on 04/17/2025


End on --

Frequency This work order recurs the 1st of every June.

Include Attachments No 

Details

Property Information

Properties  Highland Tower

Maintenance Limit --

Unit --

Maintenance Notes --

Creation Style Per Property

Work Order Information

Description PM - (Contractor - Mullins) Service Air Conditioners

****Suites Only****

1. Perform yearly inspection of the A/C's

2. Clean the condensers with compressed air to allow the machines to circulate air

3. Change the filters

Vendor Instructions --

Vendor Information

Vendor Mullins Heating & Cooling

Phone Numbers --

Emails --

Send Notification to Vendor --


Request Vendor to Confirm Receipt of Work Order No

Address 1641 Hawthorn Dr.
State College, PA 16801

Work Order Discount 0.00%


Assigned User No user assigned.

Recurrence Information

Start on 09/01/2021
End on --
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Include Attachments No 

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Exhaust Fan for Laundry Room - on the roof
1. Grease fan bearings and check belt for wear
Vendor Instructions --

Vendor Information

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Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023
End on --
Frequency This work order recurs the 1st of every April and September.
Include Attachments No

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Touch up paint (Weather Dependent - want 50 Degrees)
1. Clean and Touch up paint in hallways, stairwells, and railings (if applicable)
2. Clean and Touch up paint on entrance doors/frames and common area doors/frames (if applicable)

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

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
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Property Information

Properties  Highland Tower

Maintenance Limit --

Unit --

Maintenance Notes --

Creation Style Per Property

Work Order Information

Description PM - (Contractor - Liberty Fire Solutions) Sprinkler System Test
Notify Tenants - alarms go off
March - General Inspection
June - Yearly Inspection (Need to coordinate with office manager to enter every unit)
September - General Inspection
December - General Inspection

Vendor Instructions --

Vendor Information

Vendor Liberty Fire Solutions

Phone Numbers --

Emails --

Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work Order No

Address 13210 Dunnings Highway
Claysburg, PA 16825

Work Order Discount 0.00%


Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023


End on --

Frequency This work order recurs the 1st of every October.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Landscaping) Fall Clean Up

1. Remove leaves and debris from grounds, parking lots, and window wells (Bag up and discard of)
2. Clean out mulch beds of debris and dead plants (Bag up and discard of)
3. Inspect trees and remove low-hanging branches and broken limbs
4. Trim bushes so that they do not obstruct windows or get so large that it is difficult to maintain

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --

Send Notification to Vendor --

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Assigned User No user assigned.

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Start on 09/21/2021
End on --
Frequency This work order recurs the 1st of every April and October.
Include Attachments No ?

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Property Information

Properties ☒ Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Washer & Dryer Clean Out
1. Pull out washer and dryer
2. Clean out under and behind washer and dryer
3. Disconnect dryer pipe and blow out the lint
4. Clean out the exterior dryer exhaust (Cage and fins)
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Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Contractor - R.H. Marcon) Roof Inspection (Bi-Annually)
1. Inspect the roof for general condition and needed repairs (Repair as needed)
2. Clean roof/downspouts of debris and trash
Vendor Instructions --

Vendor Information

Vendor R.H. Marcon, Inc.
Phone Numbers --
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 2500 CLYDE AVE
State College, PA 16801
Work Order Discount 0.00%
Assigned User No user assigned.

Recurrence Information

Start on 09/14/2023


End on --

Frequency This work order recurs the 1st of every December.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Winter Break Inspection

1. Check and make sure the heat is on (Set to low if turned off and not full blast because utility bills will increase)
2. Make sure all windows are closed (including all skylights if applicable)
3. Inspect for obvious maintenance issues (Report to the Director and Office)

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --

Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work Order No

Address 214 South Allen Street
State College, PA 16801


Assigned User No user assigned.

Recurrence Information

Start on 04/03/2025

End on --

Frequency This work order recurs the 1st of every December.

Include Attachments No 

Details

Property Information

Properties  EH & NREM (Office Group)

Creation Style Per Property

Work Order Information

Description PM - (Office) Winter Inspection

1. Check the kitchen sinks and faucets for water leaks and proper drainage
2. Check the bathroom shower and vanity for water leaks and proper drainage
3. Check toilets are working correctly/Check the base for leaks/ and make sure the sub-floor is not soft
4. Check for pest infestations in kitchens & baths.
5. Inspect for obvious maintenance Issues

Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC

Phone Numbers Phone - (814) 238-3153

Emails --

Send Notification to Vendor --

Request Vendor to Confirm Receipt of Work Order No

Address 214 South Allen Street
State College, PA 16801


Assigned User No user assigned.

Recurrence Information

Start on 09/21/2021
End on --
Frequency This work order recurs the 1st of every March, June, September, and December.
Include Attachments No ?

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Contractor - Liberty Fire Solutions) Sprinkler System Test
Notify Tenants - alarms go off
March - General Inspection
June - Yearly Inspection (Need to coordinate with office manager to enter every unit)
September - General Inspection
December - General Inspection
Vendor Instructions --

Vendor Information


Vendor Liberty Fire Solutions
Phone Numbers --
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 13210 Dunnings Highway
Claysburg, PA 16625
Work Order Discount 0.00%
Assigned User No user assigned.

Recurrence Information

Start on 04/17/2025
End on --
Frequency This work order recurs the 1st of every December.
Include Attachments No 📎

Details

Property Information

Properties  Highland Tower
Maintenance Limit --
Unit --
Maintenance Notes --
Creation Style Per Property

Work Order Information

Description PM - (Maintenance) Change Out Furnace Filters
Suites Only
1. Replace the filters
Vendor Instructions --

Vendor Information

Vendor Nevins Real Estate Management, LLC
Phone Numbers Phone - (814) 238-3153
Emails --
Send Notification to Vendor --
Request Vendor to Confirm Receipt of Work Order No
Address 214 South Allen Street
State College, PA 16801
Assigned User No user assigned.