

**MAINTENANCE SERVICE CHARGES**

**LABOR CHARGES ARE NOT INCLUDED IN ALL CHARGES**

<b>REPAIR / DESCRIPTION</b>	<b>CHARGE / COST</b>
<b>STORM DOORS</b>	
Storm door kit	45.00
New screen insert w/ frame	Based on Damages
New storm door	400.00
New screen Plexiglass insert	Based on Damages
<b>DOORS</b>	
Interior door(s) (each)	200.00
Exterior door(s) (each) (Based on damages)	Up to 1200.00
<b>LOCKS</b>	
Change exterior locks (Complete) per door	150.00/275 per pair
Change exterior locks (Rekey Cylinder) per door	100.00
Passage locks	60.00
Mail box lock and key	60.00
Open door for resident lockout	75.00
Open door-overtime hours	125.00
<b>KEY REPLACEMENT</b>	
High Security Keys for all Housing Authority Units. Third request for keys will result in NEW security lock replacement plus cost for additional keys for family if needed charged to resident	For copy of key 50.00/per key
Individual(s) who lost their key, maybe responsible for the replacement cost for the entire building for high security keys	Cost determined at replacement time
<b>WINDOWS &amp; Screens</b>	
Insulated glass repaired or replaced	325.00
Window Screen repaired	60.00
Window Screen replaced	60.00
<b>SHADES</b>	
17" to 34" Wide	25.00 to 50.00
35" to 53" Wide	50.00 to 60.00
54" to 72" Wide	60.00 to 75.00
73" to 86 ½" Wide	75.00 to 85.00
<b>CABINETS</b>	
Kitchen Cabinets	Based on damages
Kitchen Counter top	Based on damages
Bathroom Medicine cabinet	80.00

<b>REPAIR / DESCRIPTION</b>	<b>CHARGE / COST</b>
<b>REFRIGERATOR</b>	
Glass crisper – refrigerator	50.00
Tenant damaged/cannot be repaired	650.00
<b>RANGE / STOVE</b>	
Electric Stove Tenant damaged/cannot be repaired	550.00
Gas Stove replacement & hookup Tenant damaged/cannot be repaired	565.00
<b>ELECTRICAL</b>	
Smoke alarm (each) Elderly Apartments <b>Excluding</b> Bond / Knapp Village	70.00 500.00
Carbon Monoxide Detector	80.00
Smoke alarm cage (each)	75.00
Light fixture	125.00
Light lens cover	50.00
Call for Aid Cord Replacement	50.00
<b>PLUMBING</b>	
Toilet bowl	reg. 200.00 handi. 300.00
Toilet tank	175.00
Toilet seat	45.00
Complete toilet	300.00 reg.-400.00 Handi.
Unstop toilet / commode Clog /Regular business hours	60.00
Unstop toilet / commode Clog: After hours / Overtime	125.00-150.00
<b>HEATING</b>	
<b>Thermostat – broken/alteration by resident</b>	75.00
Thermostat-broken/alteration by resident <b>(After-hours overtime rate)</b>	125.00-150.00
<b>OTHER/ MISCELLANEOUS</b>	
Return calls due to no entry (overtime rate)	105.00
Return calls due to no entry	50.00
Return calls because of dogs, etc.	50.00
Floors damage/altered by residents	Based on damages
Air Conditioner per unit	35.00
Each additional Air Conditioner	30.00
<b>LEASE VIOLATION CHARGES</b>	
Disable or Remove Smoke alarm by Tenant & cost of new smoke alarm	65.00
Trash on lawn	45.00
Remove pet waste	45.00
Illegal parking grass	50.00
<b>LEASE VIOLATION CHARGES</b>	

Damage to grounds by vehicle repair - manpower	100.00
Automotive repair-by resident Per car – per day after notification	50.00
REAC Quality Control Tenant Caused Failed Inspection	50.00

- **Work that is not covered in the schedule will be charged based on the actual cost of labor and materials to make needed repairs (including overtime, if applicable). Charges for work by outside contractor will be charged full amount of bill plus time accrued by Housing Authority staff.**
- **Maintenance Labor based on an average \$40.00 per hour.**

**Key Lock Replacement:**

- For copy of key made for resident, key with picture I.D. \$50.00/per key
- For copy of key that resident lost or does not have with picture ID \$50.00/per key
- Resident may be responsible for replacement of entire building high security keys
- No key will be loaned to resident to get inside unit

**(Reference Chapter 8 of the NBHA’s Operations and Maintenance Plan)**

**Quality Control Inspection**

**The purpose of quality control inspection is to assure that all defects were identified in the original inspection, and that repairs were completed at an acceptable level of craftsmanship and within an acceptable time frame.**