

# **Manhattan Housing Authority**

## **Maintenance Department**

**Public Housing Only**

Apartment Towers, Pottawatomie Court, Baehr Place & Hudson Circle

### **Schedule of Charges For Tenant Caused Damages Effective July 1st, 2024**



**Manhattan Housing Authority  
300 N. 5<sup>th</sup> Street, PO Box 1024  
Manhattan, KS 66505-1024  
785-776-8588**

**LABOR RATE IS \$28.00 PER HOUR. BILLING MINIMUM OF 15 MINUTES (MINIMUM LABOR CHARGE IS \$10.00)**

**0-15min - \$10.00**

**16-30min - \$14.00**

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### **SCHEDULE OF APPROXIMATE CHARGES TO RESIDENTS FOR SPECIAL SERVICES**

The Housing Authority makes no charge for repairs or replacements in a resident's home when such services are due to fair wear and tear over a reasonable period of time. Fair wear and tear is defined as any item that deteriorates through average usage as determined by the Housing Authority. If, however, there is evidence of abuse, misuse or negligence on the part of the resident and changes made by non-Housing Authority personnel, a charge will be made for repair and/or replacement to the original status.

All charges will be explained to the resident at the time of repair. If the resident is not at home, the yellow copy of the work order or a door hanger will be left explaining the charges. If the resident disagrees with said charges, the resident may request a Grievance Hearing in accordance with the Grievance Procedure to discuss the disputed charges.

The resident has thirty (30) days from the date of the move-in inspection in which the resident shall report all items in disrepair, missing, or not working properly, that were not noted on the move-in inspection form. No charge will be made for such repairs during this thirty (30) day period.

#### **REPAIR COST**

ALL CHARGES LISTED ARE MAXIMUM BASE CHARGES. ON MOVE-OUTS THE CONDITION OF THE UNIT IS TAKEN INTO CONSIDERATION REGARDING MAXIMUM BASE CHARGES. A LESSER BASE CHARGE MAY BE USED AS A STARTING POINT FOR COMPUTING CHARGES ACCORDING TO FAIR WEAR AND TEAR. IF AN ITEM IS NOT LISTED, WE WILL CHARGE LABOR PLUS MATERIALS.

#### **Painting - Ceilings and Walls**

	<u>EFFICIENCY</u>	<u>1 BEDROOM</u>	<u>2 BEDROOM</u>	<u>3 BEDROOM</u>	<u>4 BEDROOM</u>
Labor	<b>\$500.00</b>	<b>\$600.00</b>	<b>\$650.00</b>	<b>\$700.00</b>	<b>\$750.00</b>
Materials	\$150.00	\$165.00	\$175.00	\$185.00	\$200.00
<b>TOTAL</b>	<b>\$650.00</b>	<b>\$765.00</b>	<b>\$825.00</b>	<b>\$885.00</b>	<b>\$950.00</b>
<u>MONTHLY DEPRECIATION (over 5 years)</u>					
	\$8.65	\$10.15	\$12.75	\$14.75	\$16.75

#### **Floor - Strip & Refinish – Apartment Towers**

	<u>EFFICIENCY</u>	<u>1 BEDROOM</u>
Labor	<b>\$75.00</b>	<b>\$80.00</b>
Materials	\$20.00	\$25.00
<b>TOTAL</b>	<b>\$95.00</b>	<b>\$105.00</b>

#### **Floor - Strip & Refinish – Family Sites**

	<u>1 BEDROOM</u>	<u>2 BEDROOM</u>	<u>3 BEDROOM</u>	<u>4 BEDROOM</u>
Labor	\$135.00	\$155.00	\$175.00	\$195.00
Materials	\$50.00	\$75.00	\$100.00	\$125.00
<b>TOTAL</b>	<b>\$185.00</b>	<b>\$230.00</b>	<b>\$275.00</b>	<b>\$320.00</b>

#### **Carpet Cleaning – Apartment Towers**

	<u>EFFICIENCY</u>	<u>1 BEDROOM</u>
Labor	\$119.00	\$139.00
Materials	\$41.00	\$51.00
<b>Totals</b>	<b>\$160.00</b>	<b>\$190.00</b>

NO MONTHLY DEPRECIATION Base Charge of \$50.00 at move out

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## **STRUCTURE**

### Anderson Windows

Storm Windows Complete (Pott & Hudson)	\$295.00
Top Panel (Pott & Hudson)	\$180.00
Lower Panel (Pott & Hudson)	\$180.00
Screen (Total Replacement)	\$50.00
Screen Repair - Per hole      Small holes only	\$5.00
Latch Handle	\$15.00
Latch Spring	\$8.50
Sash Lock	\$10.00
Top Sash (Pott & Hudson)	\$220.00
Lower Sash (Pott & Hudson)	\$265.00
Left Jamb Liner (Pott & Hudson)	\$22.00
Storm Windows Glass Replacement	\$185.00
Top & Bottom Sash (Baehr Place)	\$295.00
Bathroom Casement (Place, Baehr Place)	\$100.00
Bedroom Casement (Baehr Place)	\$120.00
Door stoppers (stick on type)	\$10.00
Door stoppers (screw on type)	\$5.00
Door jam replacement	labor + materials

### AT - Windows

#### **Apartment Towers (Manko Windows)**

#### **Special Ordered**

Window replacement (large)	\$750.00
Window replacement (small)	\$350.00
Screen Repair (holes)      Per hole (small only)	\$5.00
Screen replace	\$75.00
Vertical Blinds (Complete)	\$165.00
Vertical Blinds slats (Each)	\$5.00

### DOORS (Family sites & AT)

Steel Entrance Door (Beahr Place only)	\$533.69
Steel clad six panel exterior Doors	\$375.00
Wood slab doors (Pott, Hud and Beahr)	\$125.00
Screen Door Handle	\$20.00
Screen Door Screen	\$35.00
Screen Door Glass	\$145.00
Schlage Entry Door Knob- (AT)	\$289.00
Schlage Entry Door Deadbolt- (AT)	\$175.00
Entry Knob Lock Set (Family Sites)	\$75.00
Best Lock Dead Bolt Lock Set (pott,bp,hud)	\$314.52
Passage Door Knob Sets	\$25.00
Bathroom Door Knob Lock Set	\$35.00

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## **REPLACEMENT KEY COST**

### **Apartment Towers**

Building Entry Keycard	\$15.00
Apartment Entry Key	\$10.00 plus \$15.00 deposit
Mail Box Key (Baehr Place)	\$5.00

### **Pott,BP,Hud**

Apartment Dead Bolt Key	\$10.00 plus \$15.00 deposit
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## **WINDOW MINI BLINDS (Family Sites)**

Dining Room (Pott & Hudson) 39X64	\$38.00
Kitchen (Pott & Hudson) 35X64	\$25.00
Kitchen (Baehr & Flint Hills) 23X48	\$20.00
Bedrooms (Baehr ) 43X64	\$45.00
Living Rooms (Pott & Hudson) 35X64	\$25.00

## **PLUMBING**

Toilet Bowl	\$225.00
Toilet Tank	\$189.00
Toilet Tank Cover	\$75.00
Toilet Seat (R)	\$25.00
Elongated Toilet Seat (E)	\$30.00
Wash Basin / Sink top	\$129.00
Double Stainless Sink	\$190.00
Strainer Basket	\$20.00
Shower Head	\$10.00
Replacement Kitchen Spout	Labor + Materials
Stoppers (all sizes)	\$5.00
Stainless Supply Line	\$15.00
Medicine Cabinet Tab	\$5.00
Medicine Cabinet Mirror	\$22.00

## **PLUMBING**

Toilet Paper Holder	\$15.00
Grab Bars	Labor + Materials
Towel Bar 36"	\$30.00
Towel Bar 24"	\$25.00
Single Lever Kitchen Faucet	\$100.00
Snake or Plunge Toilet	\$10.00
Unstop Toilet	Working Hours only :Labor + Materials: Minimum \$40.00
Unstop Kitchen Sink	Labor + Materials: Minimum \$25.00
Unstop Bathroom Sink	Labor + Materials: Minimum \$10.00
Unstop bathtub or shower	Labor + Materials: Minimum \$35.00
Pop Up Sink Stopper	\$10.00
Wax Ring	\$12.00
Toilet Tank Handle	\$15.00

**ALL Plumbing issues (After Hours) After Hours Labor + Materials: Min. \$60.00**

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### **REFRIGERATOR/STOVE**

**Prices will vary according to the make and model of refrigerator and stoves; Replacement parts will be charged materials plus labor.**

### **ELECTRIC RANGE PARTS**

Burner Element (plug-in), Small	\$25.00
Burner Element (plug-in), Large	\$35.00
Burner Element (wired-in), Small	\$44.00
Burner Element (wired-in), Large	\$65.00
Oven Element	\$30.00
Control Knobs / Each	\$25.00
Drip Pan, Large / Each	\$8.00
Drip Pan, Small / Each	\$6.00

**NOTICE: PRICES MAY VARY ACCORDING TO STOVE/REFRIGERATOR MODEL**

### **ELECTRICAL**

Light Switch	\$5.00
Outlet (receptacle)	\$5.00
Linear Light Fixture Cover (LED)	\$65.00
Thermostat	\$50.00
Light Fixture Cover LED (interior) (round) Small	\$30.00
Light Fixture Cover LED (interior) (round) Large	\$40.00
Exhaust Fan cover	\$22.00
LED Driver for all LED Fixtures / Each	\$28.00
Light Bulb, 60 Watt LED	\$3.00
Outside Light Cover LED	\$25.00
Appliance Bulb	\$5.00
Outlet Cover	\$2.00
Switch Cover	\$2.00
Electric Smoke Detector (10YR sealed)	\$35.00
Electric Carbon Dioxide Detector (10YR Sealed)	\$65.00

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### **MISCELLANEOUS**

#### Apartment Towers:

<i>Lockouts (7:30 a.m. to 9:00 p.m.)</i>	\$10.00
<i>Lockouts (After 9:00 p.m., weekends &amp; holidays)</i>	\$50.00

<i>Removal of Keys Dropped in Elevator Shaft (work hours)</i>	\$25.00
<i>Removal of Keys Dropped in Elevator Shaft (after hours)</i>	\$100.00

#### Pottawatomie Court, Baehr Place, Flint Hills Place and Hudson Circle:

<i>Lockouts (7:30 a.m. to 4:30 p.m.)</i>	\$20.00
<i>Lockouts (After 4:30 p.m., weekends &amp; holidays)</i>	\$50.00

<i>Graffiti Removal (per square foot)</i>	\$25.00
<i>Lock Changes (Family Sites)</i>	\$150.00
<i>Lock Changes (Apartment Towers)</i>	\$75.00

#### **NOTE:**

**THIS IS NOT A COMPLETE LIST.**

**ALL ITEMS NOT LISTED WILL BE CHARGED AT MATERIALS + LABOR.**

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