

**Excerpt from the Housing Authority of the County of Riverside,  
Statement of Policies (pages 64-67)  
TENANT CHARGES Effective July 1, 2011 for  
MAINTENANCE REPAIR COSTS**

The flat rate charges listed will apply to all repairs; some of which are not applicable tenant charges. Tenant damages and that which is beyond normal wear and tear will be charged to the tenant. Charges for travel time will be included and charged to the tenant for any afterhours response time outside of business hours to and from the unit including picking up the company truck at the hourly rate of \$40.00 per hour (1/2 hour minimum). In the event that an afterhours call is received and responded to but corrected prior to maintenance arriving at unit, the tenant will be charged travel time to and from the location maintenance received the cancellation. In the event work items listed below are completed by contract (other than Housing Authority staff) the flat rate charge will apply except when the charge for services is less than the flat rate, in which case the tenant will be charged the lesser amount. All items of repair not listed will be charged on a time and material or actual cost basis. Labor will be calculated at \$40.00 per hour with a half hour minimum.

	<u>Flat Rate Charge</u>
<b>1. WINDOW REPAIRS</b>	
a. Single Strength	Contract charge + Labor
b. Double Strength	Contract charge + Labor
c. Double glazed windows	Contract charge + Labor
d. Bathroom mirror	45.00
e. Window lock repair	15.00
<b>2. WINDOW COVERINGS (Replacement)</b>	
a. Replace vertical blinds 48" x 48" and under	45.00
b. Repair vertical blinds	15.00
c. Replace vertical blinds above 48" x 48"	60.00
d. Replace vertical vanes under 84" long	5.00 each
e. Replace vertical vanes 84" and over	8.00 each
f. Replace vertical headrail 48" and under	15.00
g. Replace vertical headrail 49" - 66"	20.00
h. Replace vertical headrail 67" - 90"	25.00
i. Replace vertical headrail 91" - 102"	28.00
<b>3. SCREEN REPAIR/REPLACE</b>	
a. Re-screening only	1.25 sq. ft.
b. Complete new screen	2.75 sq. ft
c. Sliding Screen Door replacement	60.00
<b>4. DOOR REPAIRS/REPLACEMENT</b>	
a. Hollow core (interior)	45.00 + Labor
b. Solid core (exterior & garage access)	175.00 + Labor
c. Door jamb replacement, exterior	150.00 + Labor
d. Door jamb replacement, interior	20.00 + Labor
e. Door jamb repair	20.00

f. Heavy duty screen door (including installation)	175.00 incl passage door knob
g. Deadbolt keyed to unit for Heavy duty screen door	85.00 inc labor
h. Entry door locks	75.00 + Labor and change core charge
i. Deadbolt locks	85.00 + Labor and change core charge
j. Change core on lock (front, rear, storage)	25.00 each
k. Keys (each)	3.50 each
l. Interior privacy lock (bath)	25.00
m. Interior passage lock	15.00
n. Mailbox lock change with 2 keys	25.00
o. Rehang wardrobe doors (2) - no repairs	10.00
p. Repair/rehang wardrobe doors (2)	30.00
q. Replace wardrobe doors vinyl (48" x 80" installed)	125.00
r. Replace wardrobe door guide	10.00
s. Closet Rod	15.00
t. Closet Rod brackets (2)	5.00

<b>5. WALL REPAIRS (Interior)</b>	
a. Dry wall construction	30.00 per sq. ft. or portion thereof
b. Plaster construction	40.00 per sq. ft. or portion thereof
<b>6. CABINET REPAIR</b>	
a. Wood paneling/cabinet fronts	45.00 per panel
b. Cabinet door & drawer replacement	45.00
c. Hinge replacement	10.00 per pair
d. Drawer guides	10.00 per pair
<b>7. FLOOR REPAIRS</b>	
a. Vinyl tile	5.00 square
b. Cove base replacement	2.00 lin. ft.
c. Repair/replace carpet (average)	10.30 per sq yard or portion thereof
<b>8. ELECTRICAL REPAIR</b>	
a. Light switch or plug replacement	15.00
b. Dining room hanging light fixture	40.00
c. Wall/porch light fixture	35.00
d. Bath, bedroom and hall light fixture	40.00
e. Switch or plug plates	5.00
f. Globe only	15.00
g. GFI	45.00
h. Light bulb (60 watt)	2.00
i. Light bulb (48" fluorescent)	5.00
j. Light bulb plc-4 (18 watt)	10.00
k. 48" Kitchen fluorescent light diffuser	15.00
l. Smoke Detector replacement—Battery operated	25.00
m. Smoke Detector replacement—Electrically operated	45.00
<b>9. PLUMBING REPAIRS/ BATHROOM</b>	
a. Washer replacements	5.00
b. Washer and seat replacement	10.00
c. Handle replacements	10.00
d. Toilet seat	25.00
e. Shower rod	15.00

f.	Shower head	10.00			
g.	Handheld shower head for handicapped accessibility	35.00			
h.	Towel bar	15.00			
i.	Toilet paper holder	10.00			
j.	Leaking sink drains	10.00			
k.	Garbage disposal repairs:				
	-Free stuck unit if removal not required	15.00			
	-Removal required for repairs	25.00			
	-Change and replace garbage disposal	100.00			
l.	Medicine cabinet—Complete	50.00			
m.	Medicine cabinet—sliding door / shelf	8.00			
n.	Medicine cabinet door magnet	5.00			
o.	“O” ring replacement (faucets)	10.00			
p.	“Lift” stoppers (bathroom sinks, showers)	12.00			
	whole assembly replacement	30.00			
q.	Diverter valve repairs	15.00			
r.	Clean sewer drain (average)	60.00			
s.	Clean kitchen sink or lavatory drain or tub	35.00			
t.	Unstop toilet	35.00			
u.	Unstop main line	60.00			
v.	Replace toilet + Labor	150.00			
w.	Repair/replace P-traps	35.00			
x.	Replace kitchen faucet	50.00			
y.	Replace bathroom faucet	35.00			
z.	Remove toilet to unstop drain	100.00			
<b>10.</b>	<b>HEATING / COOLING</b>				
a.	Thermocouples	15.00			
b.	Fan controls	20.00			
c.	Thermostat	50.00			
d.	Cooler switch	20.00			
e.	Wall heater cover	65.00			
f.	Control knobs	3.00			
<b>11.</b>	<b>PAINTING INTERIOR</b> (Prep & painting)				
a.	One bedroom unit	250.00			
b.	Two bedroom unit	275.00			
c.	Three bedroom unit	350.00			
d.	Four bedroom unit	400.00			
e.	Five bedroom unit	450.00			
f.	Ceiling per unit or portion thereof	150.00			
g.	Painting of individual door (no repairs)	20.00			
<b>12.</b>	<b>CLEANING: <i>Cleaning of complete unit (excluding stove &amp; carpet):</i></b>				
a.	One bedroom	125.00			
b.	Two bedroom	150.00			
c.	Three bedroom	175.00			
d.	Four bedroom	200.00			
e.	Five bedroom	225.00			
	<b><i>Cleaning of individual items</i></b>				
f.	Average refrigerator	30.00			
g.	Average stove	45.00			
h.	Average hood	20.00			
i.	Clean sink	10.00			
j.	Clean bathtub (extra charge for excessively dirty)	40.00			
k.	Clean blinds	6.00			
l.	Clean windows (average unit)	40.00			
m.	Clean walls (average unit)	60.00			
n.	Shampoo carpet (if exceeds normal wear/tear)(avg unit)	95.00			
o.	Repair/or replace carpet (avg.) a sq yard or portion thereof	10.30			
p.	Haul trash (large load or portion thereof)	100.00			
q.	Hall trash debris (small load, 3 items or less)	60.00			
r.	Clean parking space	40.00			
<b>13.</b>	<b>APPLIANCES</b>				
a.	Complete stove replacement	550.00 + labor			
b.	Oven controls	75.00			
c.	Stove top replacement	50.00			
d.	Burner grates (4)	20.00			
e.	Oven control valves	65.00			
f.	Vent hood fan	95.00			
g.	Vent hood filter	10.00			
h.	Thermocouples (pilot)	15.00			
i.	Safety shut-off valves	75.00			
j.	Burner & Oven knobs	10.00			
<b>14.</b>	<b>EXTERIOR</b>				
a.	Wall repair		Contract charge + Labor		
b.	Replace Hunter sprinkler (each)	30.00			
c.	Repair/replace sprinkler (each)	20.00			
<b>15.</b>	<b>OTHER TENANT CHARGES</b>				
a.	Late rent charge (Public Housing)	35.00			
b.	Late rent charge (Bond)	35.00			
c.	Returned check	35.00			
d.	Lock-out (During working hours)	30.00			
e.	Lock-out (After working hours)	45.00 (plus travel time)			
f.	Monthly Pet Charge	10.00			
g.	Gate Card Charge	25.00			
<b>16.</b>	<b>DEPOSITS</b>				
a.	Security deposit				
	(Tenant rent or \$260.00, whichever is greater)	260.00			
b.	Gate Card deposit / charge if not returned	25.00			
c.	Pet -dog/cat (except service animal)	100.00			
d.	Pet - guinea pigs, rabbits, birds, fish, lizards	50.00			