Residents of Carnegie Mellon campus housing are responsible for all damages that have occurred in their room and/or public spaces. This includes damage to furniture in the rooms or public spaces. Residents are not permitted to make repairs to University property or to leased property in the Oakland Community Apartments. Examples include, but are not limited to: patching holes in walls, painting walls, gluing a chair together, etc.

During check-in, an online Living Space Condition Report (LSCR) was distributed for residents to document existing room conditions. The electronic LSCR is an important resource for the facilities staff to use in determining if charges for damages found during inspections are to be assessed to the residents. Inspections to public areas are done throughout the academic year while inspections to private living areas are done twice a year.

This document lists typical rates residents may see charged to their student accounts if damages to their private living space or public areas are found. Damages to private areas are divided equally among roommates while public area charges are divided among all the residents living in that area. Residents are encouraged to contact the facility coordinator for their building in a timely manner to discuss known damage billing issues between roommates so that appropriate billing action(s) may be taken.

An itemized notification of individual and common area damage charges will be mailed from our office to student’s permanent residences on June 14, 2014. These charges will appear on July invoices. Based upon the notification, all appeals MUST be in writing and sent to Housing Services office by August 1, 2014.

Additional information regarding damage billing procedures can be found in your Housing License Agreement or the Housing Services website www.cmu.edu/housing/housing-policies/housing-policies.html.

### FACILITY COORDINATORS:

- **Dan Askin**<br>  
  dan@andrew.cmu.edu
  
  - Donner
  - Hamerschlag
  - Henderson
  - Scobell
  - Welch
  - Woodlawn
  - Margaret Morrison Apartments
  - Roselawn
  - Spirit House
  - Margaret Morrison Special Interest Houses
  - McGill
  - Boss

- **Tom Brooks**<br>  
  tbbx@andrew.cmu.edu
  
  - Morewood E-Tower
  - Morewood Gardens
  - Stever
  - Mudge

- **Clif Stanford**<br>  
  clifstan@andrew.cmu.edu
  
  - Dougherty
  - Resnik
  - West Wing
  - All Greek Quad Residences
  - Private Residences

- **Dave Nagy**<br>  
  dnagy@andrew.cmu.edu
  
  - Fairfax
  - Neville
  - Residence on Fifth
  - Shady Oak
  - Shirley
  - Webster
  - Clyde Street

### ACCESS/KEY RATES

- Oakland lock change (room key) 100.00
- Key fob lost 25.00
- Lost hard entrance/misc key 25.00

### FURNITURE RATES

- Repair upholstery on chair 603.00
- Repair upholstery on settee 886.00
- Repair upholstery on sofa 1,100.00
- Replace desk 300.00
- Replace desk chair 200.00
- Replace chair 115.00
- Replace 5 drawer dresser 240.00
- Replace 3 drawer dresser 220.00
- Replace bed frame 200.00
- Replace mattress 115.00
- Replace settee 920.00
- Replace lounge chair 450.00
- Replace coffee table 245.00
- Replace end table 220.00
- Replace table lamp 60.00
- Replace floor lamp 90.00
- Replace vacuum cleaner 250.00

### CABLE MODEM EQUIPMENT

- Kit (includes DTA, power supply, coax cable and remote) 49.50
- Modem - replace 49.50
- Digital Transfer Adapter 49.50

### CLEANING RATES

- Clean/shampoo desk chair 13.00
- Clean/shampoo arm chair 25.00
- Clean/shampoo loveseat/sofa 50.00

### REPLACEMENT OF UNIVERSITY TELEPHONE

200.00

### CABLE MODEM EQUIPMENT

- Average room (2 coats) 450.00
- Patch wall (6 inches or less) 80.00
- Patch wall (7 inches or more) 90.00
- Seal graffiti and paint (per wall) 100.00
- Paint door (1 side) 50.00
- Paint door (both sides) 100.00
- Refinish door (1 side) 95.00
- Refinish door (both sides) 190.00

### LABOR RATES

- Custodial (ISS) 23.32
- FMS Crafts 60.66
- FMS Laborers 46.24

### GENERAL REPAIR RATES

- Blinds (rehang) building specific 36.00
- Blinds (replace) building specific 36.00
- Drapes (rehang) building specific 36.00
- Drapes (replace) building specific 36.00
- Security screen (rehang) building specific 50.40
- Screen (replace) 50.40
- Recharge fire extinguisher 50.00
- Replace fire extinguisher (small) 90.00
- Replace fire extinguisher (large) 150.00
- Replace carbon monoxide detector 99.00
- Battery smoke detector (rehang) 75.00
- System smoke detector (rehang) 100.00
- Battery smoke detector (replace) 66.00
- System smoke detector (replace) 227.00
- Light diffuser (rehang) 46.24
- Light diffuser (replace) 145.00
- Furniture removal fee 250.00
- Non-university sofa 100.00
- Non-university loft 200.00
- Non-university refrigerator 92.48
- Non-university carpeting 92.48
- Towel bar (rehang) 46.24
- Towel bar (replace) 71.00
- Pet deodorization/ extermination/cleaning building specific 157.00
- Carpet (replace) building specific 157.00

### PAINTING RATES

- Paint one wall 100.00
- Paint ceiling only 150.00
- Average room (2 coats) 450.00
- Patch wall (6 inches or less) 80.00
- Patch wall (7 inches or more) 90.00
- Seal graffiti and paint (per wall) 100.00
- Paint door (1 side) 50.00
- Paint door (both sides) 100.00
- Refinish door (1 side) 95.00
- Refinish door (both sides) 190.00

### LABOR RATES

- Custodial (ISS) 23.32
- FMS Crafts 60.66
- FMS Laborers 46.24