

Memo

To: All Residents

From: Thomas Campbell, Assistant to the Manager

RE: In Unit Maintenance

“Preventive maintenance” (or preventative maintenance) is maintenance that is regularly performed on a piece of equipment to lessen the likelihood of it failing. It is performed while the equipment is still working so that it does not break down unexpectedly.

Residents, as you may be aware mechanical equipment, electrical equipment, and plumbing wears down over time and eventually fails. **Lack of “Preventive Maintenance” can lead to multiple condos being destroyed by these failures.** We are proud to offer a Renaissance “In Unit Maintenance program”. Many homeowners currently already utilize this service for their condo maintenance issues. This program is very cost-friendly for residents as well as offers the comfort of having “Building Knowledgeable” maintenance technicians perform the work. Attached please find the In-Unit Maintenance Items price list. Please note that the staff does perform more than what is on this list. The maintenance work that the staff does, that is not listed attached, is based upon the “Time Rate Chart” at the bottom of the price list. Sign up for Buildinglink today to submit your maintenance requests and questions.

IN UNIT MAINTENANCE ITEMS

	Item	Price
1	Change air filters (includes 2 filters)	\$18.00
2	Air filters (each-not installed)	\$5.00
3	Clean dryer filters	\$42.00
4	Replace toilet flappers & fluid master	\$36.00
5	Replace aerators	\$18.00
6	Replace toilet angle stops & supply lines	\$42.00
7	Unstick garbage disposal	\$18.00
8	Clean clogged p-traps	\$42.00
9	Replace standard décor light switches & outlets	\$36.00
10	Re-key mail box	\$30.00
11	Light sensors (owner supplied)	\$30.00
12	Tub spout replacement	\$62.00
13	Sink cartridge replacement	\$24.00
14	Shower cartridge replacement	\$75.00
15	Sink pop ups	\$18.00
16	Replace washer hoses	\$80.00
17	Unclog toilet (plunger & hand cable)	\$42.00
18	HVAC Condensate Pan/Line Tablets	\$20.00

	Time rates	
18	0 to 15 minutes	\$18.00
19	16 to 30 minutes	\$36.00
20	31 to 45 minutes	\$54.00
21	45 to 60 minutes	\$72.00

Jobs not listed are subject to time rates plus parts. This includes snaking drains.

The maintenance staff will not work on in unit appliances, Pull or reset toilets and windows/glass.