

SHA
PROPERTY DAMAGES
POLICY
“4/26/00”

If any resident or guest of a resident damages Somerville Housing Authority property the head of household shall be responsible for repairs or replacement of the property.

The cost of repairs or replacement of the property shall be the actual cost of labor and material.

Material cost shall be determined by the SHA price list. The Procurement Officer shall be responsible to revise the price list as material cost fluctuates. If an item is not listed on the SHA price list the Procurement Officer shall determine the replacement cost of material at purchase.

Labor cost shall be determined by the SHA labor cost list. The labor cost list shall include all SHA maintenance personnel, according to trade, i.e., groundskeeper, mechanic, plumber, electrician, steam fitter, who are directly involved in the repair or replacement of the damaged property. The Director of Finance shall be responsible to revise the labor cost list as labor cost fluctuates.