

Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0174 Harpe

Harpe, Leon  
4335 Vallie Court  
Macon, Georgia 31204  
Home Phone: 478 477 2492

Thursday, August 30, 2018  
Location  
Prepared by: Sitten/Thurman

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**GENERAL REQUIREMENTS**

01.0025      **Permits and Licenses**

Contractor shall obtain, pay for and post on site all permits and licenses necessary to complete this project. Contractor and subcontractors must have current licenses required by the State, County and City.

01.0050      **Code Compliance**

All materials and methods of construction related to work performed on this project must comply with locally adopted code requirements and must meet with the approval of local code enforcement officials.

01.0075      **Insurance Requirements**

The Contractor shall maintain such insurance as will protect him from claims for damages for personal injury, including death, which may arise from work performed on this project, whether such work be by himself or by any subcontractor or any one directly or indirectly employed by either of them. Contractor shall present Program Administrator with certificate of insurance evidencing comprehensive public liability insurance coverage not less than \$100,000/\$300,000 in the event of bodily injury including death and \$50,000/\$100,000 in the event of property damage arising out of the work performed by the Contractor. Contractor shall also carry worker’s compensation insurance if required by State law, Program Administrator or Homeowner.

01.0150      **Contractor to verify Measurements, Sizes and Quantities**

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01.0200      **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be high quality, 2) be installed in accordance with manufacturer’s specs and 3) meet requirements of code inspections.

01.0225      **General Warranty**

Materials installed and work performed shall have a one year Contractor warranty from the date of final acceptance of the work by the Homeowner & Program Administrator. Refer to project contract for specific requirements concerning warranty.

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01.0250        **Scheduling Work**

Contractor to schedule work between 8:00am and 6:00pm, Monday through Friday. Requests to work before these hours and on weekends must be approved by the Homeowner and Program Administrator.

01.0275        **Compliance Inspections**

Contractor to call Program Administrator for inspection of all work that will be concealed from view following completion of work on that item. Check each spec to see if a compliance inspection is required. Work concealed without an inspection may cause payment delays and denials.

01.0325        **Protect House Contents from Damage during Work**

Contractor shall take steps to protect house and contents from damage during project.

01.0350        **Repair Damage Caused to Property during Work**

Contractor is responsible for professionally repairing or replacing building and site components damaged as a result of construction activity.

01.0375        **Prime Bare Wood**

The exposed face of all newly installed wood and all wood scraped down to bare wood must be primed with appropriate primer.

01.0475        **Reduce Airborne Dust during Construction**

Contractor to take steps necessary to reduce and contain airborne dust created during construction, demolition and removal of defective paint. Wet scrape if removing defective paint. Do Not use electric sanders or torches to remove paint. Contractor and workers are encouraged to wear protective clothing and respirators and to follow hygiene procedures approved by OSHA.

01.0500        **GENERAL CLEANUP**

CONTRACTOR TO PROVIDE CLEAR AND SAFE PASSAGE WAYS IN AND AROUND STRUCTURE DURING PROJECT. CONTRACTOR TO REMOVE DEBRIS AND BUILDING MATERIALS FROM, IN AND AROUND STRUCTURE BEING REPAIRED TO LEGAL DUMP SITE REGULARLY AND AT THE END OF THE PROJECT.

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35.0325      **Remove All Roof Covering Material down to Sheathing**

Remove all roof covering material down to roof sheathing or furring strips. Remove all debris to legal dump site. Take precautions to protect plants, shrubs, trees and fences from damage during removal.

35.0475      **Replace up to 30% of Roof Decking**

Replace up to 30% of any rotten, badly warped or broken roof decking and nailers. Materials shall match remaining material as closely as possible. Call Program Administrator for compliance inspection.

35.0925      **Install New Shingles on Roof Decking**

Install 15 lb. asphalt saturated felt and new 220 lb. or heavier Class A three tab fiberglass self-sealing strip shingles on top of roof decking using 8 nails per shingle. Install starter course at edges of roof. Shingles to have a 20 year limited manufacturer's warranty. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Program Administrator will select color.

35.1075      **Install Ridge Vent**

Install continuous metal ridge vent along ridge lines of roof. Stop vents 18" from end of ridge line or from intersections of ridge lines. Make sure decking at ridge line is cut back at least 1" from edge of ridge pole so that the attic can ventilate.

\*\*\*\*\*APPLY DRIP EDGE AROUND THE PERIMETER OF THE ROOF\*\*\*\*\*

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COST SUMMARY

Material – Labor \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_% \_\_\_\_\_

Total Cost \_\_\_\_\_

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Work Write-Up  
2018 0175 Leitzsey

Leitzsey, Jasper  
1233 Macon Avenue  
Macon, Georgia 31204  
Home Phone: 478 741 4430

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

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35.1125      **Install Metal Flashing On Chimneys**

Properly install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimney. Aluminum flashing is not permitted.

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\*\*\*\*\*APPLY DRIP EDGE AROUND THE PERIMETER OF THE ROOF\*\*\*\*\*

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COST SUMMARY

Material – Labor \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_% \_\_\_\_\_

Total Cost \_\_\_\_\_

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0176 Dunn

Dunn, James  
3296 Sharon Drive  
Macon, Georgia 31204  
Home Phone: 478 297 1026

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

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\_\_\_\_\_

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\_\_\_\_\_

\*\*\*\*\***APPLY DRIP EDGE AROUND THE PERIMETER OF THE ROOF**\*\*\*\*\*

\*\*\*\*\***PLEASE INCLUDE CARPORT**\*\*\*\*\*

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COST SUMMARY

Material – Labor	_____
Overhead and Profit @ _____%	_____
Total Cost	_____

Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0177 Moss

Moss, Martha & Marshall  
3467 Majestic Court  
Macon, Georgia 31217  
Cell Phone: 919 532 9384

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

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\*\*\*\*\* APPLY DRIP EDGE AROUND THE PERIMETER OF ROOF\*\*\*\*\*

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COST SUMMARY

Material – Labor \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_% \_\_\_\_\_

Total Cost \_\_\_\_\_

Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0178 Woodford, Sr.

Woodford Sr., Walter & Ethel  
1247 Macon Avenue  
Macon, Georgia 31204  
Home Phone: 478 841 2871

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

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COST SUMMARY

Material – Labor	_____
Overhead and Profit @ _____%	_____
Total Cost	_____

Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0179 Chapman & Simmons

Chapman, Brenda & Simmons, Gary  
1125 Macon Avenue  
Macon, Georgia 31204  
Home Phone: 478 461 0353

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

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**GENERAL REQUIREMENTS**

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CONTRACTOR TO PROVIDE CLEAR AND SAFE PASSAGE WAYS IN AND AROUND STRUCTURE DURING PROJECT. CONTRACTOR TO REMOVE DEBRIS AND BUILDING MATERIALS FROM, IN AND AROUND STRUCTURE BEING REPAIRED TO LEGAL DUMP SITE REGULARLY AND AT THE END OF THE PROJECT.

Attachment "B"  
Guidelines, Specifications and Cost Summary

35.0325      **Remove All Roof Covering Material down to Sheathing**

Remove all roof covering material down to roof sheathing or furring strips. Remove all debris to legal dump site. Take precautions to protect plants, shrubs, trees and fences from damage during removal.

35.0525      **Replace up to 40% of Roof Decking**

Replace up to 40% of any rotten, badly warped or broken roof decking and nailers. Materials shall match remaining material as closely as possible. Call Program Administrator for compliance inspection.

35.0925      **Install New Shingles on Roof Decking**

Install 15 lb. asphalt saturated felt and new 220 lb. or heavier Class A three tab fiberglass self-sealing strip shingles on top of roof decking using 8 nails per shingle. Install starter course at edges of roof. Shingles to have a 20 year limited manufacturer's warranty. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Program Administrator will select color.

35.1075      **Install Ridge Vent**

Install continuous metal ridge vent along ridge lines of roof. Stop vents 18" from end of ridge line or from intersections of ridge lines. Make sure decking at ridge line is cut back at least 1" from edge of ridge pole so that the attic can ventilate.

\*\*\*\*\*APPLY DRIP EDGE AROUND THE PERIMETER OF ROOF\*\*\*\*\*

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COST SUMMARY

Material – Labor \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_%

Total Cost \_\_\_\_\_

Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0180 Harper

Harper, Felicia  
4421 Wolf Creek Drive  
Macon, Georgia 31204  
Cell Phone: 478 256-8948

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

**GENERAL REQUIREMENTS**

01.0025        **Permits and Licenses**

Contractor shall obtain, pay for and post on site all permits and licenses necessary to complete this project. Contractor and subcontractors must have current licenses required by the State, County and City.

01. 0050        **Code Compliance**

All materials and methods of construction related to work performed on this project must comply with locally adopted code requirements and must meet with the approval of local code enforcement officials.

01. 0075        **Insurance Requirements**

The Contractor shall maintain such insurance as will protect him from claims for damages for personal injury, including death, which may arise from work performed on this project, whether such work be by himself or by any subcontractor or any one directly or indirectly employed by either of them. Contractor shall present Program Administrator with certificate of insurance evidencing comprehensive public liability insurance coverage not less than \$100,000/\$300,000 in the event of bodily injury including death and \$50,000/\$100,000 in the event of property damage arising out of the work performed by the Contractor. Worker’s Compensation insurance if required by State law, Program Administrator or Homeowner.

01.0150        **Contractor to verify Measurements, Sizes and Quantities**

All measurements, sizes and quantities in this Work Write-Up are APPROXIMATE. The Contractor is responsible for verifying exact measurements, sizes and quantities prior to submitting a quote.

01.0200        **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be high quality, 2) be installed in accordance with manufacturer’s specs and 3) meet requirements of code inspections.

01.0225        **General Warranty**

Materials installed and work performed shall have a one year Contractor warranty from the date of final acceptance of the work by the Homeowner & Program Administrator. Refer to project contract for specific requirements.

Attachment "B"  
Guidelines, Specifications and Cost Summary

01.0250      **Scheduling Work**

Contractor to schedule work between 8:00am and 6:00pm, Monday through Friday. Requests to work before these hours and on weekends must be approved by the Homeowner and Program Administrator.

01.0275      **Compliance Inspections**

Contractor to call Program Administrator for inspection of all work that will be concealed from view following completion of work on that Item. Check each spec to see if a compliance inspection is required. Work concealed without an inspection may cause payment delays and denials.

01.0325      **Protect House Contents from Damage during Work**

Contractor shall take steps to protect house and contents from damage during project.

01.0350      **Repair Damage Caused to Property during Work**

Contractor is responsible for professionally repairing or replacing building and site components damaged as a result of construction activity.

01.0375      **Prime Bare Wood**

The exposed face of all newly installed wood and all wood scraped down to bare wood must be primed with appropriate primer.

01.0475      **Reduce Airborne Dust during Construction**

Contractor to take steps necessary to reduce and contain airborne dust created during construction, demolition and removal of defective paint. Wet scrape if removing defective paint. Do Not use electric sanders or torches to remove paint. Contractor and workers are encouraged to wear protective clothing and respirators and to follow hygiene procedures approved by OSHA.

01.0500      **GENERAL CLEANUP**

CONTRACTOR TO PROVIDE CLEAR AND SAFE PASSAGE WAYS IN AND AROUND STRUCTURE DURING PROJECT. CONTRACTOR TO REMOVE DEBRIS AND BUILDING MATERIALS FROM, IN AND AROUND STRUCTURE BEING REPAIRED TO LEGAL DUMP SITE REGULARLY AND AT THE END OF THE PROJECT.

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Attachment "B"  
Guidelines, Specifications and Cost Summary

35.0325      **Remove All Roof Covering Material down to Sheathing**

Remove all roof covering material down to roof sheathing or furring strips. Remove all debris to legal dump site. Take precautions to protect plants, shrubs, trees and fences from damage during removal.

\_\_\_\_\_

35.0525      **Replace up to 40% of Roof Decking**

Replace up to 40% of any rotten, badly warped or broken roof decking and nailers. Materials shall match remaining material as closely as possible. Call Program Administrator for compliance inspection.

\_\_\_\_\_

35.0925      **Install New Shingles on Roof Decking**

Install 15 lb. asphalt saturated felt and new 220 lb. or heavier Class A three tab fiberglass self-sealing strip shingles on top of roof decking using 8 nails per shingle. Install starter course at edges of roof. Shingles to have a 20 year limited manufacturer's warranty. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Program Administrator will select color.

\_\_\_\_\_

35.1075      **Install Ridge Vent**

Install continuous metal ridge vent along ridge lines of roof. Stop vents 18" from end of ridge line or from intersections of ridge lines. Make sure decking at ridge line is cut back at least 1" from edge of ridge pole so that the attic can ventilate.

\_\_\_\_\_

\*\*\*\*\* APPLY DRIP EDGE AROUND THE PERIMETER OF THE ROOF\*\*\*\*\*

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COST SUMMARY

Material – Labor \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_ % \_\_\_\_\_

Total Cost \_\_\_\_\_

Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0181 Carlisle

Carlisle, Gerry  
4129 Dellwood Drive  
Macon, Georgia 31204  
Home Phone: 478 475 4464

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

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**GENERAL REQUIREMENTS**

01.0025      **Permits and Licenses**

Contractor shall obtain, pay for and post on site all permits and licenses necessary to complete this project. Contractor and subcontractors must have current licenses required by the State, County and City.

01. 0050      **Code Compliance**

All materials and methods of construction related to work performed on this project must comply with locally adopted code requirements and must meet with the approval of local code enforcement officials.

01. 0075      **Insurance Requirements**

The Contractor shall maintain such insurance as will protect him from claims for damages for personal injury, including death, which may arise from work performed on this project, whether such work be by himself or by any subcontractor or any one directly or indirectly employed by either of them. Contractor shall present Program Administrator with certificate of insurance evidencing comprehensive public liability insurance coverage not less than \$100,000/\$300,000 in the event of bodily injury including death and \$50,000/\$100,000 in the event of property damage arising out of the work performed by the Contractor. Worker’s Compensation insurance if required by State law, Program Administrator or Homeowner.

01.0150      **Contractor to verify Measurements, Sizes and Quantities**

All measurements, sizes and quantities in this Work Write-Up are APPROXIMATE. The Contractor is responsible for verifying exact measurements, sizes and quantities prior to submitting a quote.

01.0200      **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be high quality, 2) be installed in accordance with manufacturer’s specs and 3) meet requirements of code inspections.

01.0225      **General Warranty**

Materials installed and work performed shall have a one year Contractor warranty from the date of final acceptance of the work by the Homeowner & Program Administrator. Refer to project contract for specific requirements.

Attachment “B”  
Guidelines, Specifications and Cost Summary

01.0250      **Scheduling Work**

Contractor to schedule work between 8:00am and 6:00pm, Monday through Friday. Requests to work before these hours and on weekends must be approved by the Homeowner and Program Administrator.

01.0275      **Compliance Inspections**

Contractor to call Program Administrator for inspection of all work that will be concealed from view following completion of work on that Item. Check each spec to see if a compliance inspection is required. Work concealed without an inspection may cause payment delays and denials.

01.0325      **Protect House Contents from Damage during Work**

Contractor shall take steps to protect house and contents from damage during project.

01.0350      **Repair Damage Caused to Property during Work**

Contractor is responsible for professionally repairing or replacing building and site components damaged as a result of construction activity.

01.0375      **Prime Bare Wood**

The exposed face of all newly installed wood and all wood scraped down to bare wood must be primed with appropriate primer.

01.0475      **Reduce Airborne Dust during Construction**

Contractor to take steps necessary to reduce and contain airborne dust created during construction, demolition and removal of defective paint. Wet scrape if removing defective paint. Do Not use electric sanders or torches to remove paint. Contractor and workers are encouraged to wear protective clothing and respirators and to follow hygiene procedures approved by OSHA.

01.0500      **GENERAL CLEANUP**

CONTRACTOR TO PROVIDE CLEAR AND SAFE PASSAGE WAYS IN AND AROUND STRUCTURE DURING PROJECT. CONTRACTOR TO REMOVE DEBRIS AND BUILDING MATERIALS FROM, IN AND AROUND STRUCTURE BEING REPAIRED TO LEGAL DUMP SITE REGULARLY AND AT THE END OF THE PROJECT.

Attachment "B"  
Guidelines, Specifications and Cost Summary

35.0325      **Remove All Roof Covering Material down to Sheathing**

Remove all roof covering material down to roof sheathing or furring strips. Remove all debris to legal dump site. Take precautions to protect plants, shrubs, trees and fences from damage during removal.

\_\_\_\_\_

35.0525      **Replace Up to 40% of Roof Decking**

Replace up to 40% of any rotten, badly warped or broken roof decking and nailers. Material shall match remaining material as closely as possible. Call Program Administrator for compliance inspection.

\_\_\_\_\_

35.0925      **Install New Shingles on Roof Decking**

Install 15 lb. asphalt saturated felt and new 220 lb. or heavier Class A three tab fiberglass self-sealing strip shingles on top of roof decking using 8 nails per shingle. Install starter course at edges of roof. Shingles to have a 20 year limited manufacturer's warranty. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Program Administrator will select color.

\_\_\_\_\_

35.1075      **Install Ridge Vent**

Install continuous metal ridge vent along ridge lines of roof. Stop vents 18" from end of ridge line or from intersections of ridge lines. Make sure decking at ridge line is cut back at least 1" from edge of ridge pole so that the attic can ventilate.

\_\_\_\_\_

\*\*\*\*\* APPLY DRIP EDGE AROUND THE PERIMETER OF THE ROOF\*\*\*\*\*

\*\*\*\*\* PLEASE INCLUDE CARPORT\*\*\*\*\*

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COST SUMMARY

Material – Labor \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_%

Total Cost \_\_\_\_\_



Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0182 Fowler

Fowler, Polly & Linda  
2680 Village Green Lane  
Macon, Georgia 31206  
Home Phone: 478 461 7181

Thursday, August 30, 2018  
Location  
Prepared by: Sitten/Thurman

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**GENERAL REQUIREMENTS**

01.0025        **Permits and Licenses**

Contractor shall obtain, pay for and post on site all permits and licenses necessary to complete this project. Contractor and subcontractors must have current licenses required by the State, County and City.

01. 0050        **Code Compliance**

All materials and methods of construction related to work performed on this project must comply with locally adopted code requirements and must meet with the approval of local code enforcement officials.

01. 0075        **Insurance Requirements**

The Contractor shall maintain such insurance as will protect him from claims for damages for personal injury, including death, which may arise from work performed on this project, whether such work be by himself or by any subcontractor or any one directly or indirectly employed by either of them. Contractor shall present Program Administrator with certificate of insurance evidencing comprehensive public liability insurance coverage not less than \$100,000/\$300,000 in the event of bodily injury including death and \$50,000/\$100,000 in the event of property damage arising out of the work performed by the Contractor. Worker’s Compensation insurance if required by State law, Program Administrator or Homeowner.

01.0150        **Contractor to verify Measurements, Sizes and Quantities**

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01.0200        **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be of high quality, 2) be installed in accordance with manufacturer’s specs and, 3) meet requirements of code inspections.

01.0225        **General Warranty**

Materials installed and work performed shall have a one year Contractor warranty from the date of final acceptance of the work by the Homeowner & Program Administrator. Refer to project contract for specific requirements.

Attachment “B”  
Guidelines, Specifications and Cost Summary

01.0250        **Scheduling Work**

Contractor to schedule work between 8:00am and 6:00pm, Monday through Friday. Requests to work before these hours and on weekends must be approved by the Homeowner and Program Administrator.

01.0275        **Compliance Inspections**

Contractor to call Program Administrator for inspection of all work that will be concealed from view following completion of work on that Item. Check each spec to see if a compliance inspection is required. Work concealed without an inspection may cause payment delays and denials.

01.0325        **Protect House Contents from Damage during Work**

Contractor shall take steps to protect house and contents from damage during project.

01.0350        **Repair Damage Caused to Property during Work**

Contractor is responsible for professionally repairing or replacing building and site components damaged as a result of construction activity.

01.0375        **Prime Bare Wood**

The exposed face of all newly installed wood and all wood scraped down to bare wood must be primed with appropriate primer.

01.0475        **Reduce Airborne Dust during Construction**

Contractor to take steps necessary to reduce and contain airborne dust created during construction, demolition and removal of defective paint. Wet scrape if removing defective paint. Do Not use electric sanders or torches to remove paint. Contractor and workers are encouraged to wear protective clothing and respirators and to follow hygiene procedures approved by OSHA.

01.0500        **GENERAL CLEANUP**

CONTRACTOR TO PROVIDE CLEAR AND SAFE PASSAGE WAYS IN AND AROUND STRUCTURE DURING PROJECT. CONTRACTOR TO REMOVE DEBRIS AND BUILDING MATERIALS FROM, IN AND AROUND STRUCTURE BEING REPAIRED TO LEGAL DUMP SITE REGULARLY AND AT THE END OF THE PROJECT.

Attachment "B"  
Guidelines, Specifications and Cost Summary

20.0075      **TRIM TREE OVERHANGING ROOF**

Trim tree limbs overhanging roof so that a vertical clearance of about 15 feet exists between the roof plane and any remaining tree limbs. Clean leaves and debris from roof. Remove debris to legal dump site.

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35.0325      **Remove All Roof Covering Material down to Sheathing**

Remove all roof covering material down to roof sheathing or furring strips. Remove all debris to legal dump site. Take precautions to protect plants, shrubs, trees and fences from damage during removal.

35.0525      **Replace up to 40% of Roof Decking**

Replace up to 40% of any rotten, badly warped or broken roof decking and nailers. Material shall match remaining material as closely as possible. Call Program Administrator for Compliance Inspection.

\_\_\_\_\_

\_\_\_\_\_

35.0925      **Install New Shingles on Roof Decking**

Install 15 lb. asphalt saturated felt and new 220 lb. or heavier Class A three tab fiberglass self-sealing strip shingles on top of roof decking using 8 nails per shingle. Install starter course at edges of roof. Shingles to have a 20 year limited manufacturer's warranty. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Program Administrator will select color.

\_\_\_\_\_

35.1075      **Install Ridge Vent**

Install continuous metal ridge vent along ridge lines of roof. Stop vents 18" from end of ridge line or from intersections of ridge lines. Make sure decking at ridge line is cut back at least 1" from edge of ridge pole so that the attic can ventilate.

\_\_\_\_\_

\*\*\*\*\* **APPLY DRIP EDGE AROUND THE PERIMETER OF THE ROOF** \*\*\*\*\*

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COST SUMMARY

Material – Labor      \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_ %      \_\_\_\_\_

Total Cost      \_\_\_\_\_

Attachment “B”  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2018 0183 Taylor

Taylor, Shirley  
4052 Mikado Avenue  
Macon, Georgia 31206  
Home Phone: 478 972 7360

Thursday, August 30, 2018

Location

Prepared by: Sitten/Thurman

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**GENERAL REQUIREMENTS**

01.0025        **Permits and Licenses**

Contractor shall obtain, pay for and post on site all permits and licenses necessary to complete this project. Contractor and subcontractors must have current licenses required by the State, County and City.

01. 0050        **Code Compliance**

All materials and methods of construction related to work performed on this project must comply with locally adopted code requirements and must meet with the approval of local code enforcement officials.

01. 0075        **Insurance Requirements**

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01.0150        **Contractor to verify Measurements, Sizes and Quantities**

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01.0200        **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be high quality, 2) be installed in accordance with manufacturer’s specs and 3) meet requirements of code inspections.

01.0225        **General Warranty**

Materials installed and work performed shall have a one year Contractor warranty from the date of final acceptance of the work by the Homeowner & Program Administrator. Refer to project contract for specific requirements.

Attachment “B”  
Guidelines, Specifications and Cost Summary

01.0250      **Scheduling Work**

Contractor to schedule work between 8:00am and 6:00pm, Monday through Friday. Requests to work before these hours and on weekends must be approved by the Homeowner and Program Administrator.

01.0275      **Compliance Inspections**

Contractor to call Program Administrator for inspection of all work that will be concealed from view following completion of work on that Item. Check each spec to see if a compliance inspection is required. Work concealed without an inspection may cause payment delays and denials.

01.0325      **Protect House Contents from Damage during Work**

Contractor shall take steps to protect house and contents from damage during project.

01.0350      **Repair Damage Caused to Property during Work**

Contractor is responsible for professionally repairing or replacing building and site components damaged as a result of construction activity.

01.0375      **Prime Bare Wood**

The exposed face of all newly installed wood and all wood scraped down to bare wood must be primed with appropriate primer.

01.0475      **Reduce Airborne Dust during Construction**

Contractor to take steps necessary to reduce and contain airborne dust created during construction, demolition and removal of defective paint. Wet scrape if removing defective paint. Do Not use electric sanders or torches to remove paint. Contractor and workers are encouraged to wear protective clothing and respirators and to follow hygiene procedures approved by OSHA.

01.0500      **GENERAL CLEANUP**

CONTRACTOR TO PROVIDE CLEAR AND SAFE PASSAGE WAYS IN AND AROUND STRUCTURE DURING PROJECT. CONTRACTOR TO REMOVE DEBRIS AND BUILDING MATERIALS FROM, IN AND AROUND STRUCTURE BEING REPAIRED TO LEGAL DUMP SITE REGULARLY AND AT THE END OF THE PROJECT.

Attachment "B"  
Guidelines, Specifications and Cost Summary

35.0325      **Remove All Roof Covering Material down to Sheathing**

Remove all roof covering material down to roof sheathing or furring strips. Remove all debris to legal dump site. Take precautions to protect plants, shrubs, trees and fences from damage during removal.

35.0525      **Replace up to 40% of Roof Decking**

Replace up to 40% of any rotten, badly warped or broken roof decking and nailers. Material shall match remaining material as closely as possible. Call Program Administrator for compliance inspection before covering.

35.0925      **Install New Shingles on Roof Decking**

Install 15 lb. asphalt saturated felt and new 220 lb. or heavier Class A three tab fiberglass self-sealing strip shingles on top of roof decking using 8 nails per shingle. Install starter course at edges of roof. Shingles to have a 20 year limited manufacturer's warranty. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Program Administrator will select color.

35.1075      **Install Ridge Vent**

Install continuous metal ridge vent along ridge lines of roof. Stop vents 18" from end of ridge line or from intersections of ridge lines. Make sure decking at ridge line is cut back at least 1" from edge of ridge pole so that the attic can ventilate.

35.1125      **Install Metal Flashing On Chimneys**

Properly install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimney. Aluminum flashing is not permitted.

\*\*\*\*\*APPLY DRIP EDGE AROUND THE PERIMETER OF THE ROOF\*\*\*\*\*

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COST SUMMARY

Material – Labor \_\_\_\_\_

Overhead and Profit @ \_\_\_\_\_%

Total Cost \_\_\_\_\_