

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0304 Veal

Veal, Mamie
4729 High Oak Drive
Macon, Georgia 31210
Cell Phone: 478 254 2244

Friday, October 1, 2021

Location

Prepared By: Wilbert 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. 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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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*******

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

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Work Write-Up
2021 0305 Travis

Travis, Dianne
707 Piedmont Avenue
Macon, Georgia 31206
Cell Phone: 478 538 4266

Friday, October 1, 2021

Location

Prepared By: Wilbert Thurman

GENERAL REQUIREMENTS

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

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Work Write-Up
2021 0306 Taylor, Jr

Taylor, Jr Robert
550 Lob Lolly Lane
Macon, Georgia 31220
Cell Phone: 617 470 5424

Friday, October 1, 2021

Location

Prepared By: Wilbert Thurman

GENERAL REQUIREMENTS

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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 ½" into masonry units of chimney. Aluminum flashing is not permitted.

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

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Work Write-Up
2021 0307 Ross

Ross, Lamar
1935 Northbrook Avenue
Macon, Georgia 31201
Cell Phone: 770 356 5253

Friday, October 1, 2021

Location

Prepared By: Wilbert Thurman

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

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Work Write-Up
2021 0308 Brisby

Brisby, Phyllis
570 Grenada Terrace
Macon, Georgia 31206
Cell Phone: 478 390 2580

Friday, October 1, 2021

Location

Prepared By: Wilbert Thurman

GENERAL REQUIREMENTS

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

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Work Write-Up
2021 0309 Ogletree

Ogletree, Rose
3343 East Royal Court
Macon, Georgia 31217
Cell Phone: 478 742 8914

Friday, October 1, 2021

Location

Prepared By: Wilbert Thurman

GENERAL REQUIREMENTS

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COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

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Work Write-Up
2021 0310 Meadows

Meadows, Cullyn
1553 Florence Avenue
Macon, Georgia 31204
Cell Phone: 478 390 0857

Friday, October 1, 2021

Location

Prepared By: Wilbert 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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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*******

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0311 Gainey

Gainey, Demetrice & Marvin
1965 Long Ridge Drive
Macon, Georgia 31211
Cell Phone: 478 228 2218

Friday, October 1, 2021

Location

Prepared By: Wilbert 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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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*****

COST SUMMARY

Material – Labor _____

Overhead and Profit @ _____%

Total Cost _____

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0312 Logan

Logan, Thelma
4090 Bloomfield Dr
Macon, Georgia 31206
Cell Phone: 478 361 1447 Daughter: Shirley Logan

Friday, October 1, 2021
Location
Prepared By: Wilbert 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 of high quality, 2) be installed in accordance with manufacturer's specs and, 3) meet requirements of code inspections.

Attachment “B”
Guidelines, Specifications and Cost Summary

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.

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 because 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 PASSAGEWAYS 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 4% of Roof Decking**

Replace up to 40% of any rotten, badly warped, or broken roof decking and fasteners. 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 ½" 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*****

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0313 Kitchens

Kitchens, Alton
4552 Vinson Avenue
Macon, Georgia 31206
Cell Phone: 478 978 9175

Friday, October 1, 2021

Location

Prepared By: Wilbert 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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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*******

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0294 Howard

Howard, Veronica
4417 Summerhill Drive
Macon, Georgia 31204
Cell Phone: 478 318 3490

Monday, September 20, 2021
Location
Prepared By: Wilbert 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. 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**

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 concerning warranty.

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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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*****

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0295 Gaston

Gaston, George & Leila
760 St James Avenue
Macon, Georgia 31206
Cell Phone: 478 718 2404

Monday, September 20, 2021
Location
Prepared By: Wilbert 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. Contractor shall also carry worker's compensation insurance if required by State law, Program Administrator or Homeowner.

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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.

Attachment “B”
Guidelines, Specifications and Cost Summary

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.

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 because 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 PASSAGEWAYS 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

35.0225 **Install Fascia Board Over End of Rafter Tails**

Install new 2" X 4" Pine sub-fascia and ¾" thick # 2 spruce fascia board to cover the ends of the rafter tails. Replace severely defective, rotten, and missing rafter tails. **(RIGHT SIDE Of the Structure)**

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.

35.0600 **Replace up to 50% of Roof Decking.**

Replace up to 50% of any rotten, badly warped, or broken roof decking and fasteners. 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 ½" 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*****

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0296 Smith

Smith, Brenda
1174 Carlisle Avenue
Macon, Georgia 31204
Cell Phone: 478 318 1966

Monday, September 20, 2021
Location
Prepared By: Wilbert 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.

Attachment “B”
Guidelines, Specifications and Cost Summary

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 and Program Administrator. Refer to the project contract for specific requirements concerning warranty.

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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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 ½" into masonry units of chimney. Aluminum flashing is not permitted.

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0297 Bentley

Bentley, Willie
1180 Sherbrooke Drive
Macon, Georgia 31204
Home Phone: 404 202 1644 (Daughter Daphney)

Monday, September 20, 2021
Location
Prepared By: Wilbert 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**

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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 because 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 PASSAGEWAYS 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.

35.0600 **Replace up to 50% of Roof Decking.**

Replace up to 50% of any rotten, badly warped, or broken roof decking and fasteners. 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 ½" 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*******

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0298 Daniels

Daniels, Angela
4476 Bon Ayer Circle
Macon, Georgia 31204
Cell Phone: 478 361 7600

Monday, September 20, 2021
Location
Prepared By: Wilbert 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**

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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.

Attachment “B”
Guidelines, Specifications and Cost Summary

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.

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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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*******

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0299 Mixon

Mixon, Jerry & Sherry
4719 High Oak Drive
Macon, Georgia 31210
Cell Phone: 478 733 1917

Monday, September 20, 2021
Location
Prepared By: Wilbert 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**

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01.0200 **Workmanship and Material Standards**

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Attachment “B”
Guidelines, Specifications and Cost Summary

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.

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 because 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 PASSAGEWAYS 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 fasteners. 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 ½" 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*****

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0300 Green

Green, Doris
3573 Woodcrest Rd
Macon, Georgia 31206
Cell Phone: 478 737 8449

Monday, September 20, 2021
Location
Prepared By: Wilbert 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.

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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**

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

Contractor is responsible for professionally repairing or replacing building and site components damaged because 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 PASSAGEWAYS 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

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

Replace up to 40% of any rotten, badly warped, or broken roof decking and fasteners. 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 ½” 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*******

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0301 Rumph

Rumph, James
512 Hanson Street
Macon, Georgia 31206
Cell Phone: 478 335 2679

Monday, September 20, 2021
Location
Prepared By: Wilbert 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.

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01.0225 **General Warranty**

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Attachment “B”
Guidelines, Specifications and Cost Summary

01.0250 **Scheduling Work**

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01.0375 **Prime Bare Wood**

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01.0500 **GENERAL CLEANUP**

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Attachment "B"
Guidelines, Specifications and Cost Summary

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

Replace up to 40% of any rotten, badly warped, or broken roof decking and fasteners. 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 ½" into masonry units of chimneys. Program Administrator will select color.

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

COST SUMMARY

Material – Labor _____

Overhead and Profit @ _____%

Total Cost _____

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0302 Tolbert

Tolbert, David & Shirley
2844 Barrett Avenue
Macon, Georgia 31206
Cell Phone: 478 228 8277 Cell Phone: 478 718 0064

Monday, September 20, 2021
Location
Prepared By: Wilbert 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 of high quality, 2) be installed in accordance with manufacturer's specs and, 3) meet requirements of code inspections.

Attachment “B”
Guidelines, Specifications and Cost Summary

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.

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 because 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 PASSAGEWAYS 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.

35.0775 **Replace Up to 100% of Roof Decking**

Replace up to 100% of any rotten, badly warped, or broken roof decking and fasteners. 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 ½" 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 ½" into masonry units of chimney. Aluminum flashing is not permitted.

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____ %

Total Cost

Attachment “B”
Guidelines, Specifications and Cost Summary

Work Write-Up
2021 0303 Holloway

Holloway, Brenda
4728 High Oak Drive
Macon, Georgia 31210
Cell Phone: 478 318 5134

Monday, September 20, 2021
Location
Prepared By: Wilbert 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**

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost