

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0354 Jordan

Jordan, Catherine  
501 Charles Street  
Macon, Georgia 31206  
Cell Phone: 478 228 8655

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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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. Contractors shall also carry worker's compensation insurance if required by State law, Program Administrator or Homeowner.

Attachment "B"  
Guidelines, Specifications and Cost Summary

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 the manufacturer's specs and 3) meet the 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.

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**

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

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

The 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.

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01.0475      **Reduce Airborne Dust during Construction**

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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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0.0075      **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.

**\* Rear of House\***

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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing and spray paint black.

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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.

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35.1300      **Remove and Cap (1) Chimney Below Roof Plane**

Remove the chimney below roof framing to a point where the remaining chimney is stable. Install a metal or concrete cap on the chimney. Frame in opening and install building felt and shingles to match existing shingles in color as closely as possible.

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

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Work Write-Up  
2022 0355 Lane

Lane, Milton & Darlene  
3608 Case Street  
Macon, Georgia 31204  
Cell Phone: 478 737 5868

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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

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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.

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Work Write-Up  
2022 0356 Burke

Burke, Tina  
170 Forest Avenue  
Macon, Georgia 31204  
Cell Phone: 478 284 7713

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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**GENERAL REQUIREMENTS**

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01.0250      **Scheduling Work**

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

The 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.

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

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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.

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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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

\_\_\_\_\_

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.

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COST SUMMARY

Material – Labor      \_\_\_\_\_

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

Total Cost      \_\_\_\_\_

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0357 Odom

Odom, Connie  
1945 Karen Drive  
Macon, Georgia 31217  
Cell Phone: 478 550 8645

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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01.0375      **Prime Bare Wood**

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01.0475      **Reduce Airborne Dust during Construction**

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01.0500      **GENERAL CLEANUP**

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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. Prep and paint to match existing color.

**\*Front of House\***

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

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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.

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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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

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35.1000      **Install Roll Type Selvege Edge Roofing on Decking**

Install 15 lb. asphalt saturated felt and 110-120 lb. double coverage selvedge edge asphalt roofing having a 17" visible exposure and 19" lap. Include double layer at roof edge. Install per manufacturer's instructions on all roofs with less than a 4/12 pitch. Install an aluminum drip edge with white baked on enamel finish at all fascia boards and barge rafters. Install metal flashing tucked behind siding or trim at wall and roof intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

**\*Over rear porch\***

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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.

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35.1350      **Install Rainwater Diverter at Entrance**

Install a non-corrosive metal rainwater diverter above entrance.

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COST SUMMARY

Material – Labor      \_\_\_\_\_

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

Total Cost      \_\_\_\_\_

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Work Write-Up  
2022 0358 Glenn

Glenn, Wanda  
3229 Matheson Drive  
Macon, Georgia 31204  
Cell Phone: 478 390 1821

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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Guidelines, Specifications and Cost Summary

35.1000      **Install Roll Type Selvege Edge Roofing on Decking**

Install 15 lb. asphalt saturated felt and 110-120 lb. double coverage selvedge edge asphalt roofing having a 17" visible exposure and 19" lap. Include double layer at roof edge. Install per manufacturer's instructions on all roofs with less than a 4/12 pitch. Install an aluminum drip edge with white baked on enamel finish at all fascia boards and barge rafters. Install metal flashing tucked behind siding or trim at wall and roof intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

**\*Rear of House\***

\_\_\_\_\_

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.

\_\_\_\_\_

35.1300      **Remove and Cap (1) Chimney Below Roof Plane**

Remove chimney below roof framing to a point where the remaining chimney is stable. Install a metal or concrete cap on the chimney. Frame in opening and install building felt and shingles to match existing shingles in color as closely as possible.

\_\_\_\_\_

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COST SUMMARY

Material – Labor      \_\_\_\_\_

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

Total Cost      \_\_\_\_\_

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0359 Talton

Talton, Mattie  
745 Ell Street  
Macon, Georgia 31206  
Cell Phone: 478 461 9454

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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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.

Attachment “B”  
Guidelines, Specifications and Cost Summary

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 the manufacturer’s specs and 3) meet the 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.

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**

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

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

The 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.

Attachment "B"  
Guidelines, Specifications and Cost Summary

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.

35.0600      **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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

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.

Attachment "B"  
Guidelines, Specifications and Cost Summary

\_\_\_\_\_

35.1300      **Remove and Cap (2) Chimney Below Roof Plane**

Remove the chimney below roof framing to a point where the remaining chimney is stable. Install a metal or concrete cap on the chimney. Frame in opening and install building felt and shingles to match existing shingles in color as closely as possible.

\_\_\_\_\_

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COST SUMMARY

Material – Labor      \_\_\_\_\_

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

Total Cost      \_\_\_\_\_

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0360 Rowland

Rowland, Arrie  
1211 Buena Vista Avenue  
Macon, Georgia 31206  
Cell Phone: 478 461 2277

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

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Attachment “B”  
Guidelines, Specifications and Cost Summary

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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.

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01.0375      **Prime Bare Wood**

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Attachment "B"  
Guidelines, Specifications and Cost Summary

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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.

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. Prep and paint to match existing color.

**(Rotten Fascia on All Perimeter)**

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. 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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least ½"

Attachment "B"  
Guidelines, Specifications and Cost Summary

into masonry units of chimneys. Program Administrator will select color. Replace all vent pipe and electrical service head flashing.

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.

35.1000      **Install Roll Type Selvege Edge Roofing on Decking**

Install 15 lb. asphalt saturated felt and 110-120 lb. double coverage selvege edge asphalt roofing having a 17" visible exposure and 19" lap. Include double layer at roof edge. Install per manufacturer's instructions on all roofs with less than a 4/12 pitch. Install an aluminum drip edge with white baked on enamel finish at all fascia boards and barge rafters. Install metal flashing tucked behind siding or trim at wall and roof intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

**\*Rear of House\***

35.1300      **Remove and Cap (2) Chimney Below Roof Plane**

Remove chimney below roof framing to a point where the remaining chimney is stable. Install a metal or concrete cap on the chimney. Frame in opening and install building felt and shingles to match existing shingles in color as closely as possible.

35.1350      **Install Rainwater Diverter at Entrance**

Install a non-corrosive metal rainwater diverter above entrance and spray paint black.

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0361 Merriweather

Merriweather, Arthur  
1426 Kitchens Street  
Macon, Georgia 31217  
Cell Phone: 478 703 4266

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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**GENERAL REQUIREMENTS**

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01. 0075      **Insurance Requirements**

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Attachment "B"  
Guidelines, Specifications and Cost Summary

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 the manufacturer's specs and 3) meet the 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.

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**

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

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

The contractor is responsible for professionally repairing or replacing building and site components damaged because of construction activity.

01.0375      **Prime Bare Wood**

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Attachment "B"  
Guidelines, Specifications and Cost Summary

01.0475      **Reduce Airborne Dust during Construction**

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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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35.0600      **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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

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.

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0362 Heald

Heald, Ronald  
4333 Worsham Avenue  
Macon, Georgia 31206  
Cell Phone: 478 957 9251

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

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**GENERAL REQUIREMENTS**

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Guidelines, Specifications and Cost Summary

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01.0225      **General Warranty**

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01.0250      **Scheduling Work**

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Attachment "B"  
Guidelines, Specifications and Cost Summary

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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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35.0075      **Install New Rafter**

Remove defective rafters and install new rafters sized and installed to comply with building code requirements.

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**

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Attachment "B"  
Guidelines, Specifications and Cost Summary

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**\*Rear of House\***

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.

\_\_\_\_\_

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0363 Dean

Dean, Milton & JoAnn  
3364 Seaton Drive  
Macon, GA 31204  
Cell Phone: 478 444 1755

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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**GENERAL REQUIREMENTS**

01.0025      **Permits and Licenses**

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Attachment "B"  
Guidelines, Specifications and Cost Summary

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

The 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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35.0325      **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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

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.

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COST SUMMARY

Material – Labor

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

Total Cost

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0364 Little

Little, Robert  
1997 Joe Brown Drive  
Macon, Georgia 31217  
Cell Phone: 478 283 8979

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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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. Contractors shall also carry worker's compensation insurance if required by State law, Program Administrator or Homeowner.

Attachment “B”  
Guidelines, Specifications and Cost Summary

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 the manufacturer’s specs and 3) meet the 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.

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**

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

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

The 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.

Attachment "B"  
Guidelines, Specifications and Cost Summary

01.0475      **Reduce Airborne Dust during Construction**

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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.

\_\_\_\_\_

35.0425      **Replace up to 20% of Roof Decking.**

Replace up to 20% 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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

\_\_\_\_\_



Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0365 Hudson

Hudson, Geraldine  
1345 Crawford Street  
Macon, Georgia 31206  
Cell Phone: 478 972 2234

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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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. Contractors 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 the manufacturer's specs and 3) meet the 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**

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

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

The 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 3/4" thick # 2 spruce fascia board to cover the ends of the rafter tails. Replace severely defective, rotten, and missing rafter tails. Prep and paint to match existing color.

**(RIGHT and LEFT 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.

\_\_\_\_\_

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

Replace up to 30% 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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

\_\_\_\_\_

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.

\_\_\_\_\_

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0366 Martin

Martin, Mary  
4517 Clover Place  
Macon, Georgia 31206  
Home Phone: 478 784 1298

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

---

**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.

Attachment “B”  
Guidelines, Specifications and Cost Summary

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 the manufacturer’s specs and 3) meet the 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 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**

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

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

The 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**

Attachment "B"  
Guidelines, Specifications and Cost Summary

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. Contractors 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.

\_\_\_\_\_

35.0775      **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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

\_\_\_\_\_

Attachment "B"  
Guidelines, Specifications and Cost Summary

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 Two (2) 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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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0367 Bell

Bell, Wendell  
3032 Paige Drive  
Macon, Georgia 31211  
Cell Phone: 478 737 4807

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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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 the 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**

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

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

The 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 3/4" thick # 2 spruce fascia board to cover the ends of the rafter tails. Replace severely defective, rotten, and missing rafter tails. Prep and paint to match existing color.

**(Rotten Fascia on All Perimeter)**

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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.

---

35.0425      **Replace up to 20% of Roof Decking.**

Replace up to 20% 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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

---

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.

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Attachment "B"  
Guidelines, Specifications and Cost Summary

**35.1350      Install Rainwater Diverter at Entrance**

Install a non-corrosive metal rainwater diverter above entrance.

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0368 Brown

Brown, Mary  
1187 Sparkle Avenue  
Macon, Georgia 31217  
Cell Phone: 478 305 5095

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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**GENERAL REQUIREMENTS**

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Attachment “B”  
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01.0225      **General Warranty**

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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

Attachment "B"  
Guidelines, Specifications and Cost Summary

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

Install new 2" X 4" Pine sub-fascia and 3/4" thick # 2 spruce fascia board to cover the ends of the rafter tails. Replace severely defective, rotten, and missing rafter tails. Prep and paint to match existing color.

**(Rotten Fascia on All Perimeter)**

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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 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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

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Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0369 Saulsberry

Saulsberry, Carla  
1029 Edna Place  
Macon, Georgia 31204  
Cell Phone: 478 342 1488

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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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.

Attachment “B”  
Guidelines, Specifications and Cost Summary

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.

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.

Attachment "B"  
Guidelines, Specifications and Cost Summary

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

Install new 2" X 4" Pine sub-fascia and 3/4" thick # 2 spruce fascia board to cover the ends of the rafter tails. Replace severely defective, rotten, and missing rafter tails. Prep and paint to match existing color.

**(Right and Rear)**

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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 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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

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Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0370 Clark

Clark, Natalie  
1904 Kitchens Rd  
Macon, Georgia 31211  
Cell Phone: 478 960 6087

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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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.

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 3/4" thick # 2 spruce fascia board to cover the ends of the rafter tails. Replace severely defective, rotten, and missing rafter tails. Prep and paint to match existing color.

**(Rotten Fascia on All Perimeter)**

---

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. 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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

---

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.

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COST SUMMARY

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0371 Harris

Harris, Geraldine  
3812 Lucerne Drive  
Macon, Georgia 31204  
Cell Phone: 678 429 0189

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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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. Contractors 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.

Attachment “B”  
Guidelines, Specifications and Cost Summary

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 the manufacturer’s specs and 3) meet the 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.

1.0250      **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**

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

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

The 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.

Attachment "B"  
Guidelines, Specifications and Cost Summary

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

Install new 2" X 4" Pine sub-fascia and 3/4" thick # 2 spruce fascia board to cover the ends of the rafter tails. Replace severely defective, rotten, and missing rafter tails. Prep and paint to match existing color.

**(Rotten Fascia on All Perimeter)**

---

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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

---

Attachment "B"  
Guidelines, Specifications and Cost Summary

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.

35.1350      **Install Rainwater Diverter at Entrance**

Install a non-corrosive metal rainwater diverter above entrance.

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0372 Thalongsechanh

Thallongsengchang, Phonesavahn (Julie)  
2968 Glenrock Drive  
Macon, Georgia 31204  
Cell Phone: 478 973 8168

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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According to the U. S. Department of Housing and Urban Development (HUD), any structure built prior to 1978 that receives Federal Rehabilitation assistance must conduct paint testing or presume the presence of lead-based paint, implement safe work practices during rehabilitation work, and after any rehabilitation disturbing painted surface, perform a clearance examination. **(24 CFR 35 Subpart J-Rehabilitation)**

We are in the process of inspecting this home and will have confirmation if Lead-Based Paint is present before the roof replacement is performed.

**Your company may bid on this house. However, if the house is positive for lead-based paint, your company must be lead-safe certified in order for the bid to be accepted.**

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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.

Attachment “B”  
Guidelines, Specifications and Cost Summary

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 the manufacturer’s specs and, 3) meet the 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.

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**

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

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

The 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.

Attachment "B"  
Guidelines, Specifications and Cost Summary

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.

35.0775      **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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

---

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.

---

Attachment "B"  
Guidelines, Specifications and Cost Summary

35.1125      **Install Metal Flashing on Chimneys**

Professionally install galvanized metal flashing tucked securely and at least ½" into masonry units of chimney.

Aluminum flashing is not permitted.

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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

Attachment "B"  
Guidelines, Specifications and Cost Summary

Work Write-Up  
2022 0373 Haugabrook

Haugabrook, Katrice  
4509 Thrasher Court  
Macon, GA 31206  
Cell Phone: 478 796 0441

Tuesday, May 2, 2023  
Prepared By: Antonio Simmons

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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**

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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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Attachment “B”  
Guidelines, Specifications and Cost Summary

01.0225      **General 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**

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

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

The 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.

Attachment "B"  
Guidelines, Specifications and Cost Summary

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.

35.0525      **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.

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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 an aluminum drip edge with a white baked on enamel finish at all fascia boards and barge rafters. 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. Replace all vent pipe and electrical service head flashing.

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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.

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COST SUMMARY

Material – Labor \_\_\_\_\_

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

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