

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0423 Williams

Williams, Sandra
1530 Anthony Road
Macon, Georgia 31206
Home Phone: 478 256 3720

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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. 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 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 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 at 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**

Contractors 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.

20.0075 **Trim Tree Overhanging Roof**

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

35.0200 **Repair the Roof Overhang**

- Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board and roof decking at eaves and overhangs.

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

Remove all the 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.

35.0500 **Replace up to 60% of Roof Decking**

Replace up to 60% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least ½" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing and spray paint black.

Attachment "B"
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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.

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost:

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Work Write-Up
2026 0424 Stokes

Stokes, Deberah
2842 Kent Drive
Macon, Georgia 31206
Cell Phone: 478 305 0003

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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01.0225 **General Warranty**

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01.0250 **Scheduling Work**

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

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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**

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.

35.0200 **Repair the Roof Overhang**

- Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board and roof decking at eaves and overhangs.

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

Remove all the 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.

35.0450 **Replace up to 40% of Roof Decking**

Replace up to 40% any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes 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.

35.1130 **Replace Stove or Flue Cap**

Remove the existing, damaged, unapproved or missing termination cap and install a new, manufacturer-approved, and appropriately sized cap that meets all safety and building code requirements for the specific stove and chimney system or gas appliance.

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0425 Meaux

Meaux, Shelia
1334 Long Acre Drive
Macon, Georgia 31204
Cell Phone: 478 550 1017

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

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01.0050 **Code Compliance**

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01.0075 **Insurance Requirements**

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01.0250 **Scheduling Work**

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

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01.0500 **GENERAL CLEANUP**

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35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board and roof decking at eaves and overhangs.

35.0475 **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 the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

35.1075 **Install Ridge Vent**

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Attachment "B"
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Work Write-Up
2026 0426 White

White, Barbara
1063 Dennis Street
Macon, Georgia 31217
Cell Phone: 478 747 5393

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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01.0225 **General Warranty**

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01.0250 **Scheduling Work**

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

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01.0375 **Prime Bare Wood**

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01.0475 **Reduce Airborne Dust during Construction**

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Attachment "B"
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01.0500 **GENERAL CLEANUP**

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20.0075 **Trim Tree Overhanging Roof**

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

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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.

—
35.0550 **Replace up to 80% of Roof Decking**

Replace up to 80% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

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

Attachment "B"
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manufacturer's instructions on all roofs with less than a 4/12 pitch. Install an aluminum drip edge with baked on enamel finish intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

35.1075 **Install Ridge Vent**

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

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

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

COST SUMMARY

Material – Labor

Overhead and Profit _____ %

Total Cost

Attachment "B"
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Work Write-Up
2026 0427 Balkcom

Balkcom, Sabrina
1325 Sylvian Drive
Macon, Georgia 31206
Home Phone: 478 238 4767
Cell Phone: 478 284 3179

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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

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35.0500 **Replace up to 60% of Roof Decking**

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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 installing building felt and shingles to match existing shingles in color as closely as possible.

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

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Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0428 Rhodes

Rhodes, Deborah
633 Oakland Hills Road
Macon, Georgia 31206
Cell Phone: 478 747 7543

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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)**

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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**

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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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.

35.0450 **Replace up to 40% of Roof Decking**

Replace up to 40% any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes 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.

COST SUMMARY

Material – Labor

Overhead and Profit@ ____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0429 Bradley-Armand

Bradley-Armand, Nathalie
936 Curry Drive
Macon, Georgia 31211
Cell Phone: 678 598 3113

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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

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01.0200 **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be of high quality, 2) be installed in accordance with 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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

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

Remove all the 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.

35.0500 **Replace up to 60% of Roof Decking**

Replace up to 60% any rotten, badly warped, or broken roof decking and fasteners. Materials shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

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 intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0430 Latimore

Latimore, Vickie
2991 Millerfield Road
Macon, Georgia 31217
Cell Phone: 478 538 6069

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

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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

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01.0200 **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be of high quality, 2) be installed in accordance with 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 the 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 at 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.

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.

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

Remove all the 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 50% of Roof Decking**

Replace up to 50% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least ½" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes 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

COST SUMMARY

Material – Labor _____

Overhead and Profit _____ % _____

Total Cost _____

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0431 Alma

Alma, Aissam & Shannon
1381 Earnest Street
Macon, Georgia 31204
Cell Phone: 478 663 9312 (Aissam) Cell Phone: 478 305 5269 (Shannon)

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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

01.0025 **Permits and Licenses**

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01. 0050 **Code Compliance**

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01. 0075 **Insurance Requirements**

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Attachment "B"
Guidelines, Specifications and Cost Summary

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01.0200 **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be of high quality, 2) be installed in accordance with 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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

20.0075 **Trim Tree Overhanging Roof**

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

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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 100% of Roof Decking**

Replace up to 100% any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners 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 Chimney**

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0432 Williams

Williams, Keith
4011 Jones Street
Macon, GA 31216
Cell Phone: 478 361 4488

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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)**

GENERAL REQUIREMENTS

01.0025 Permits and Licenses

The 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.

01.0150 Contractor to verify Measurements, Sizes and Quantities

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Attachment "B"
Guidelines, Specifications and Cost Summary

specs and 3) meet the requirements of code inspections.

01.0225 **General Warranty**

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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.

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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**

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Attachment "B"
Guidelines, Specifications and Cost Summary

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

Remove all the 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.

35.0450 **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 the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes 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.

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0433 Chatman

Chatman, Delia
4641 Savage Hills Drive
Macon, Georgia 31210
Home Phone: 478 957 4535

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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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GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

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

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Guidelines, Specifications and Cost Summary

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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 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 at 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**

Contractors 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

Attachment "B"
Guidelines, Specifications and Cost Summary

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.

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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 50% of Roof Decking**

Replace up to 50% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing and spray paint black.

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

COST SUMMARY

Material – Labor _____

Overhead and Profit @ _____% _____

Total Cost: _____

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0434 Williams

Williams, Calvin
541 Villa Crest Avenue
Macon, Georgia 31206
Cell Phone: 478 954 7012

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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. 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 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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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 100% of Roof Decking**

Replace up to 100% any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

Attachment "B"
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 baked on enamel finish intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

35.1075 **Install Ridge Vent**

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0435 Sheffield

Sheffield, Shirley & Fred
3920 Marse Allen Road
Macon, Georgia 31206

Home Phone: 478 257 7081 Cell Phone:478 812 2279 Husband: 478 538 3583

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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**

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 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

20.0075 **Trim Tree Overhanging Roof**

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

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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.

35.0550 **Replace up to 80% of Roof Decking**

Replace up to 80% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

Attachment "B"
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 baked on enamel finish intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

35.1075 **Install Ridge Vent**

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write Up
2026 0436 Booze

Booze, Kathy
1314 Brinwood Drive
Macon, Georgia 31204
Home: 478 746 0624 Cell Phone: 478 508 6711

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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**

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

01.0200 **Workmanship and Material Standards**

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

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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 100% of Roof Decking**

Replace up to 100% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

Attachment "B"
Guidelines, Specifications and Cost Summary

35.0150 **Frame Up and Deck New Shed Roof**

Remove the existing roof. Construct and tie a new shed roof into the building structure. Construction methods and materials to comply with building code requirements. Roof pitch to be at least 4/12. Rafters to be at least 2" x 6" spaced 16" on center. Use at least 1/2" plywood or wafer board sheathing containing exterior glue. Stagger joints of sheathing and nail sheathing to rafters no less than 8" on center. Provide the necessary end wall framing and sheathing. Eave and/or cornice detail to match detail found on house. Square foot area equals SF of area covered by roof.

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 intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

35.1075 **Install Ridge Vent**

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0437 Walker

Walker, Theodore & Earnistine
3939 Vinson Robeson Drive
Macon, Georgia 31204
Cell Phone: 478 335 2323
Home: 478 200 0092

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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)**

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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 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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

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

Remove all the 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.

35.0450 **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 the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select colors. Replace all vent pipes and electrical service head flashing.

35.1000 **Install Roll Type Selvedge 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 baked on enamel finish intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

Attachment "B"
Guidelines, Specifications and Cost Summary

5.1075 **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.

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0438 Cass

Cass, Victor
2961 Jaden Place
Macon, Georgia 31206
Cell Phone: 478 444 1354

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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.

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.

Attachment "B"
Guidelines, Specifications and Cost Summary

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 the 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 at 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**

Contractors 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.

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.

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhangs.

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

Remove all the 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.

35.0500 **Replace up to 60% of Roof Decking**

Replace up to 60% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes 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

COST SUMMARY

Material – Labor _____

Overhead and Profit @ _____% _____

Total Cost _ _____

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0439 Meadows

Meadows, Donald & Mary
553 Lynmore Circle
Macon, Georgia 31206
Cell Phone: 478 228 3204 Home: 478 788 7995

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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

Attachment “B”
Guidelines, Specifications and Cost Summary

insurance if required by State law, Program Administrator or Homeowner.

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

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

01.0200 **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be of high quality, 2) be installed in accordance with 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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.



20.0075 **Trim Tree Overhanging Roof**

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

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

Remove all the 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 100% of Roof Decking**

Replace up to 100% of any rotten, badly warped, or broken roof decking and fasteners. Materials shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.



Attachment "B"
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 baked on enamel finish intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

35.1075 **Install Ridge Vent**

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

COST SUMMARY

Material – Labor

Overhead and Profit _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0440 Smith

Smith, Belinda
3041 O'Hara Drive North
Macon, Georgia 31206
Cell Phone: 478 538 0091 Dad: 478 785 8727

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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**

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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

20.0075 **Trim Tree Overhanging Roof**

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

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board and roof decking at eaves and overhangs.

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

Remove all the 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 100% of Roof Decking**

Replace up to 100% any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least ½" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0441 Whitehead

Whitehead, Gloria
2810 Alta Vista Avenue
Macon, Georgia 31211
Cell Phone: 478 742 2039

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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 for the bid to be accepted.

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

The 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

Worker's Compensation insurance if required by State law, Program Administrator or Homeowner.

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

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

01.0200 **Workmanship and Material Standards**

Contractor to perform work specified in Work Write-Up in a high-quality good workman-like manner using specified materials or approved equals. Materials must: 1) be of high quality, 2) be installed in accordance with 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 the 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 at 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.

Attachment "B"
Guidelines, Specifications and Cost Summary

01.0475 **Reduce Airborne Dust during Construction**

Contractors 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.

20.0075 **Trim Tree Overhanging Roof**

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

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

Remove all the 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 50% of Roof Decking**

Replace up to 50% of any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

Attachment "B"
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 baked on enamel finish intersections. Install galvanized metal flashing tucked securely at least 1/2" into masonry units of chimneys and walls. Owner to select color.

35.1075 **Install Ridge Vent**

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

COST SUMMARY

Material – Labor

Overhead and Profit @ _____%

Total Cost

Attachment "B"
Guidelines, Specifications and Cost Summary

Work Write-Up
2026 0442 King

King, Gloria
266 Poppy Avenue
Macon, GA 31204
Cell Phone: 478 719 4007

Wednesday, January 7, 2026
Prepared By: Kenneth Braden

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)**

GENERAL REQUIREMENTS

01.0025 **Permits and Licenses**

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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

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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 the 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 at weekends must be approved by the Homeowner and Program Administrator.

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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**

Contractors 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.

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.

35.0200 **Repair the Roof Overhang**

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board, soffit and roof decking at eaves and overhanging.

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

Remove all the 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.

35.0450 **Replace up to 40% of Roof Decking**

Replace up to 40% any rotten, badly warped, or broken roof decking and fasteners. Material shall match the 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 or comparable Synthetic Roofing Underlayment and new 220 lb. or heavier Class A three-tab fiberglass self-sealing strip shingles on top of roof decking using 4 nails per shingle. Install the starter course at edges of roof. Shingles to have a 20-year limited manufacturer's warranty. Install an aluminum drip edge on all fascia boards and barge rafters. Install metal flash tucked behind side at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least ½" into masonry units of chimneys. Homeowners will select color. Replace all vent pipes and electrical service head flashing.

