



CITY OF SELMA

INVITATION TO BID FOR CONTRACTOR SERVICES

ITB Urgent Homes Repairs Program
RELEASED ON December 1, 2025

OFFICE OF PLANNING & DEVELOPMENT
DANIELLE WOOTEN, DIRECTOR

Email: dwooten@selma-al.gov

Phone: (334) 876-1239

**INVITATION TO BID
URGENT HOME REPAIRS PROGRAM**

The City of Selma will receive sealed bids until 4:00 PM CST on December 22, 2025. The bid opening will occur in the Selma City Hall Council Chamber at 222 Broad Street, Selma, Alabama 36701, beginning at 10:00 AM CST on December 23, 2025.

IMPORTANT SOLICITATION DATES

PRE-BID CONFERENCE	ITB DUE DATE	ITB OPENING DATE
December 15, 2025, at 11:00 a.m. CST	December 22, 2025, by 4:00 p.m. CST	December 23, 2025, at 10:00 AM. CST

A. Purpose

The City of Selma is seeking bids from qualified bidders, hereinafter referred to as contractors, to provide urgent home repairs to properties identified in this bid package. The contractors submitting bids may also qualify to submit pricing for additional properties, which may be added for repairs at a later date. The project is funded by funds from the U.S. Department of Housing and Urban Development (HUD) through the Alabama Dept. of Economic and Community Affairs (ADECA). Altogether, the City of Selma intends to repair approximately 45 homes. The work items for each property are structured based on reasonable estimates to ensure the allowable grant amount is not exceeded. The City will exercise full discretion in awarding bids to maximize outcome. The properties are generally located in close proximity in a specific neighborhood bounded by Voeglin Avenue, Washington Street, Philpot Avenue, and Marie Foster Street. The selected bidders agree to furnish all necessary labor, equipment, tools, materials, and other services required to perform and complete all work in full accordance with the specifications, terms, and conditions included herein in this Invitation to Bid.

B. Pre-Bid Conference

December 15, 2025, at 10:00 AM CST – Selma City Hall Council Chambers. Attendance encouraged. Bidders will better understand the project and associated requirements, which will result in the successful execution of the project. The session will give bidders an opportunity to have their questions answered.

C. Questions/Clarifications

Bidders with questions or need clarifications may direct their inquiries to Katrice Salone at (334) 431-4185. The city will transmit any material changes to specifications or bidding procedures resulting from such inquiries through a written addendum.

D. Scope of Work

The selected contractors shall furnish all labor, materials, equipment, and supervision necessary to perform general home repair, rehabilitation, and related construction tasks as identified in each Individual Property Work Order (Appendix C and subsequent Addenda).

E. Work may include, but is not limited to:

- Roof repair or replacement
- HVAC replacement or repair
- Electrical and plumbing corrections
- Window and door replacement
- Structural stabilization
- Accessibility modifications
- Health and safety hazard abatement

F. Contract Structure

This procurement will result in multiple Indefinite Delivery/Indefinite Quantity (IDIQ) awards. Contractors determined to be responsive and responsible may receive a Master Contractor Agreement with task orders issued for individual properties as funding and priorities allow.

The City may issue multiple task orders throughout the contract term, each specifying the property location, defined scope of work, and not-to-exceed amount.

G. All awards will be made in accordance with:

- 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards)
- 24 CFR Part 570 (CDBG Regulations)
- Code of Alabama § 41-16-50 et seq. (Competitive Bid Law)
- HUD Procurement Handbook 7460.8 REV 2 (where applicable)

H. Bid Documents

Bidders must review and include acknowledgment of the following documents with their submission:

- Appendix A - Completed and signed Bid Form
- Appendix B - Contractor's submission package
- Appendix C - General Repair Rate Sheet (unit price schedule for standard repair tasks)
- Appendix D - Sample Individual Property Work Orders (scope templates for specific sites)
- Appendix E - Completed HUD and ADECA Certification Forms
- Evidence of current Alabama Home Builders License or General Contractor License
- Proof of Liability and Workers' Compensation Insurance

- References for at least three similar federally funded housing rehabilitation projects

Additional property-specific work orders may be issued during the program term and incorporated by reference as amendments to this solicitation.

I. Bidders Qualifications

1. Statement of Construction Experience

The Statement of Construction Experience is included in Appendix A of this RFQ. All items on the Statement of Construction Experience must be filled in completely. This form must be included with the submittal.

2. Financial Capability

Present evidence of financial capacity to meet all requirements for the proposed services. Such evidence should include banking and credit references and a statement of bonding capacity. The City may request further financial information after review and submittal. All information relative to financial statements will remain confidential.

3. Performance Record

Provide a list of at least three (3) references for projects completed in the past two years.

4. Proposal Letter

Include a signed letter of interest expressing intent to participate in the program.

5. Lead-Based Paint Certification

Provide evidence of EPA-approved Lead-Based Paint Safe Work Practices training and clearance testing accreditation.

6. Insurance Documentation

Commercial General Liability Insurance

\$1,000,000 minimum

Comprehensive Form including Premises/Operation, Products/Completed Operations, Contractual, Independent contractors, Broad Form property damage and personal injury.

Automobile Liability:

\$250,000 minimum + \$2,500 medical payment

Workers Compensation and Employers Liability:

\$100,000 - Limit each occurrence

Umbrella Coverage:

\$25,000 - Each occurrence

\$25,000 – Aggregate

7. Pricing Structure and Allowable Negotiations

Unit prices submitted shall serve as the maximum, not-to-exceed rates for individual repair tasks under the CDBG Urgent Housing Repair Program.

The City may, at its discretion, **negotiate reduced or bulk pricing** with the contractor for:

- a. Repetitive tasks
- b. Multiple quantities of the same material or installation
- c. Grouped or bundled scopes of work
- d. Multiple property assignments issued during the same period

Contractors may offer **discounted rates for volume or repeated tasks**, and such reductions shall not require a rebid as long as:

- e. The reduced rate is below the approved unit price
- f. The rate is documented in the task order
- g. The rate complies with HUD cost reasonableness requirements

No negotiated rate may exceed the contractor's submitted unit price schedule.

Negotiated bulk rates shall be applied consistently and documented per property-specific work order.

8. Compliance

Contractors must comply with all applicable federal, state, and local laws and regulations.

J. Bid Submission

Bids must be submitted on the prescribed form, completed in ink or typewritten, and sealed in an envelope marked **"BID NO. 2025-CDBG-UHRP – URGENT HOUSING REPAIR PROGRAM"**. The State of Alabama Contractor's License number shall be listed along with the Company's name clearly identified on the outside of the envelope. Bids submitted by express or overnight services must be in a separate envelope or package sealed and identified as stated above and shall be received within the designated time. Respondents shall submit one certified hard copy and one electronic copy of the qualification response including any supporting documentation addressed as follows:

City of Selma

Co: Ivy Harrison, City Clerk 222 Broad Street Selma, AL 36701

Email: iharrison@selma-al.gov

CC: Katrice Salone Housing Programs Manager Planning & Development
housingprograms@selma-al.gov

CC: Danielle Wooten Director of Planning & Development dwooten@selma-al.gov

The subject line must clearly state:

ITB for Urgent Housing Repairs Program

K. Bidders shall submit:

- Appendix A - Completed and signed Bid Form
- Appendix B - Contractor's submission package
- Appendix C - General Repair Rate Sheet (unit price schedule for standard repair tasks)
- Appendix D - Sample Individual Property Work Orders (scope templates for specific sites)
- Appendix E - Completed HUD and ADECA Certification Forms
- Evidence of current Alabama Home Builders License or General Contractor License

L. Contractor's Performance

The awarded bidders must be able to provide the services required in this Invitation. Failure by the successful bidders to perform services as prescribed herein may result in the termination of the remaining contract. If this happens, the city reserves the right to obtain these services through other means.

M. Timing

The contractor shall complete full services within 60 days following the official notice to proceed for each work order and/or task order. The city may assess the liquidated damage of \$50 per day for delays beyond 60 days pending unanticipated weather or legitimate causes. If so, the city and the contractor may mutually agree to an extension.

N. Pricing

The total lump sum price quoted by the bidders shall remain firm for the full scope of services. The city must approve any additional costs resulting from unanticipated events as a change order. Should the city not be able to agree to additional costs and the matter cannot be resolved, the city can terminate the contract upon giving ten (10) days written notice to the contractor.

The City will exercise full discretion in awarding bids to maximize outcome. The qualifying bidders in this round may also be asked to provide pricing when other properties are added to the list of properties for repairs. The City intends to select the lowest bidders, however, subject to the overall maximum benefit to the program.

O. Bulk Pricing and Multiple-Task Discounts

- Because this solicitation will result in multiple IDIQ task orders, the City may request or negotiate **lower unit pricing** than the amounts listed in the contractor's rate sheet when:
- Multiple homes are assigned simultaneously,
- Larger quantities of materials are required, or
- Tasks are repeated across multiple projects.

Contractors are encouraged to propose **tiered or volume discount pricing** where applicable.

P. Evaluation and Award

Bids will be evaluated on the basis of:

- Reasonableness and competitiveness of unit prices
- Contractor experience and past performance
- Compliance with all required certifications and documentation
- Capacity to complete multiple small-scale residential projects within required timeframes

Q. The City reserves the right to:

- Make multiple awards
- Reject any and all bids
- Issue task orders to one or more contractors as determined to be in the best interest of the City and program beneficiaries

The City of Selma reserves the right to waive any informalities or minor defects or reject any and all bids. While the city intends to award the lowest bidders, the actual award will consider maximizing the program's benefit. No bidders may withdraw its bid within thirty (30) days after the actual date of the bid opening.

R. Contract Term

The initial term of the Master Contractor Agreement shall be one (1) year from the date of execution, with the option to renew annually for up to three (3) additional one-year terms subject to satisfactory performance and continued program funding.

S. Invoicing

The contractor shall invoice the city no more than once a week. The payment will be approved only upon verification of services completed. Due to the nature of the program, the contractor may expect a payment delay of 1-2 weeks. Before the final payment, the contractor must sign a Mechanics Lien Waiver and submit a work guarantee of one year from the date of acceptance and the manufacturer's standard warranty for materials and equipment.

T. Contractor Responsibilities

The contractor shall exercise due care in performing all activities to avoid damaging trees, shrubs, landscaping, and property under repairs as well as adjacent properties. The contractor shall be responsible for damages caused by its equipment or workers at no expense to the city. The city of Selma shall be notified immediately upon the occurrence of such event.

Prior to starting work, the contractor shall photograph structures to evidence existing conditions. Likewise, the contractor shall photograph upon completion to evidence the completed work. The contractor shall take all precautions to promote the safety of the occupants and not allow the accumulation of scrap, debris, waste material, and other items not required for repairs.

The contractor shall be responsible for all corrective actions required, including fines, in response to any notice of violations by any federal, state, or local agency because of the contractor's actions while conducting activities on behalf of the city.

U. Indemnification

The contractor agrees to protect, defend, indemnify, and hold harmless the City of Selma and its officers, employees, and agents from and against all losses, penalties, damages, settlements, claims, costs, charges, or liabilities of any and every kind including attorney fees in connection with or arising directly or indirectly out of the work agreed to or performed by the contractor under this contract.

V. Specifications

The work items and pricing for each property are provided as an attachment to this bid package. Bidders may elect to submit bids for one or all properties. Use of specific brand names and numbers is not intended to restrict the bidding of any seller and manufacturer but is solely to indicate the type, size, and quality of materials, products, services, or other equipment considered acceptable to the city's program.

- a. Demolition – All parts to be removed shall be done in a safe, orderly fashion, taking care to avoid damage to parts that are to be left in place. All debris should be removed from the premises as it is generated.
- b. Carpentry – Framing lumber shall be no less than new #2 yellow pine material unless otherwise specified. Finish lumber shall be of a species and grade suitable for its intended use, kiln-dried, and free of objectionable defects.
- c. Electrical, Plumbing, and Heating – All equipment and materials shall comply with and be installed in accordance with Selma Building Codes.

W. Permits

The contractor must apply for, pay for, and obtain all permits required to perform the above work. All work must comply with the requirements of issuing agencies, and the contractor will be responsible for fees and fines due to violations.

X. Laws/Rules/Requirements

The contractor shall comply with all federal, state, and local laws, rules, and requirements that apply to this project, more specifically:

- Title 2 CFR Part 200
- 41 CFR Part 60-1.4 Equal Opportunity Clause
- 29 CFR 5.5(b) Contract Work Hours and Safety Standards Act
- Clean Air Act and Federal Water Pollution Control Act
- 2 CFR Part 180 and 2 CFR Part 3000 Suspension and Debarment Compliance
- 31 USC 1352 and 44 CFR Part 18 Byrd Anti Lobbying Amendment (as amended)
- Section 6002 Solid Waste Disposal Act
- State of Alabama E-Verify Requirements

GENERAL REPAIR RATE SHEET

(Unit Price Schedule for Standard Repair Tasks)

City of Selma – CDBG Urgent Housing Repair Program

Contractor shall provide unit pricing for the following standard repair tasks. All unit prices shall include **labor, materials, equipment, debris removal, permits (if applicable), overhead, and profit**. Prices must comply with HUD Reasonable Cost Standards.

All unit prices listed represent not-to-exceed amounts; however, the City reserves the right to negotiate reduced or bulk pricing when multiple tasks, repeated work items, or grouped property repairs are assigned under the IDIQ contract.

1. Exterior Repairs

Task Description	Unit	Unit Price (\$)
Replace exterior door (pre-hung, standard)	Each	_____
Replace exterior door hardware/lockset	Each	_____
Replace window (standard vinyl, double-pane)	Each	_____
Re-glaze window	Each	_____
Replace siding (vinyl)	Sq. Ft.	_____
Install house wrap	Sq. Ft.	_____
Paint exterior siding	Sq. Ft.	_____
Paint exterior shutters	Pair	_____
Replace shutters (standard vinyl pair)	Pair	_____
Replace porch handrails	Linear Ft.	_____
Replace exterior steps (wood)	Each Set	_____
Install wheelchair ramp	Linear Ft.	_____
Foundation repair (minor)	Linear Ft.	_____
Crawl space moisture barrier	Sq. Ft.	_____

2. Roofing Repairs

Task Description	Unit	Unit Price (\$)
Remove existing shingle roofing	Sq. Ft.	_____
Install 30-year architectural shingles	Sq. Ft.	_____
Replace roof decking	Sq. Ft.	_____
Replace roof flashing	Linear Ft.	_____
Install ridge vent	Linear Ft.	_____
Replace gutters and downspouts	Linear Ft.	_____
Seal/patch minor roof leaks	Each	_____

3. HVAC Repairs

Task Description	Unit	Unit Price (\$)
Replace complete HVAC system (2-3 ton)	Each	_____
Replace thermostat	Each	_____
Ductwork repair	Linear Ft.	_____
Condenser repair (minor)	Each	_____
Install window A/C unit (energy-efficient)	Each	_____

4. Electrical Repairs

Task Description	Unit	Unit Price (\$)
Replace electrical panel (100 amp)	Each	_____
Replace electrical panel (200 amp)	Each	_____
Replace receptacle/outlet	Each	_____
Replace light fixture	Each	_____
GFCI outlet installation	Each	_____
Replace smoke detector (battery)	Each	_____
Replace smoke detector (hardwired)	Each	_____

5. Plumbing Repairs

Task Description	Unit	Unit Price (\$)
Replace water heater (40-gallon electric)	Each	_____
Repair leaking pipe	Each	_____
Replace toilet (standard ADA-height)	Each	_____
Replace faucet (bathroom)	Each	_____
Replace faucet (kitchen)	Each	_____
Replace tub/shower valve	Each	_____

6. Interior Repairs

Task Description	Unit	Unit Price (\$)
Replace interior door	Each	_____
Install drywall (including finishing)	Sq. Ft.	_____
Drywall patch (minor)	Each	_____
Interior painting – walls	Sq. Ft.	_____
Interior painting – ceilings	Sq. Ft.	_____
Replace flooring (vinyl plank)	Sq. Ft.	_____
Replace floor trim/baseboards	Linear Ft.	_____

7. Health & Safety / Accessibility

Task Description	Unit	Unit Price (\$)
Install grab bars	Each	_____
Install ADA-compliant toilet	Each	_____
Install smoke/CO detector combo	Each	_____
Mold remediation (minor)	Sq. Ft.	_____

8. Landscaping, Shrubs, and Exterior Aesthetic Improvements

Task Description	Unit	Unit Price (\$)
Trim shrubs (light maintenance)	Per Job	_____
Remove overgrown shrubs	Each	_____
Install new shrubs (standard size)	Each	_____
Replant/relocate shrubs	Each	_____
Minor yard cleanup/debris removal	Per Job	_____
Replace or install exterior shutters (pair)	Pair	_____
Paint exterior shutters	Pair	_____
Repaint porch columns/rails	Each	_____

Instructions for Bidders:

1. Complete all unit pricing fields. Leave blank if not applicable.
2. Attach any assumptions or clarifications in the “Notes / Comments” column.
3. All bids must comply with applicable building codes and industry standards.
4. Bids are subject to review and approval by the City of Selma.

Contractor Certification

I hereby certify that the unit prices provided above are accurate, reasonable, and inclusive of all required costs.

Bidders Information:

- Company Name: _____
- Contact Person: _____
- Phone / Email: _____
- Date: _____
- Signature: _____

BID PROPOSAL

Location: City of Selma
Project: Urgent Home Repairs

Date: _____

Proposal of _____, hereinafter called bidders, doing business as (a corporation, partnership, or individual), under the State of Alabama General Contractor's License Number _____ to the **City of Selma**.

The Bidders, in compliance with the invitation of bids to provide Urgent Home Repairs in the City of Selma, having examined the specifications with related documents and sites of proposed work, and being familiar with all the conditions surrounding the proposed project hereby proposes to furnish all labor, materials, supplies, and equipment, and to conduct the project in accordance with the contract documents, within the time set forth therein, and at the price stated below for ___ units (_____ identified units in the attached list). These prices cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

The Bidders hereby agrees to provide the required documents for contract execution, if awarded, and commence and complete work as required in this Invitation. The Bidders further agrees to pay \$50 for each consecutive calendar day thereafter as liquidated damages.

The Bidders agrees to perform all the work agreed herein in this proposal for the sum of \$ _____.

Submitted:

By: _____
Signature

(SEAL if by a corporation)

Printed Name: _____

Title: _____

BID PROPOSAL

Location: City of Selma
Project: Urgent Home Repairs

Date: _____

Proposal of _____, hereinafter called bidders, doing business as (a corporation, partnership, or individual), under the State of Alabama General Contractor's License Number _____ to the **City of Selma**.

The Bidders, in compliance with the invitation of bids to provide Urgent Home Repairs in the City of Selma, having examined the specifications with related documents and sites of proposed work, and being familiar with all the conditions surrounding the proposed project hereby proposes to furnish all labor, materials, supplies, and equipment, and to conduct the project in accordance with the contract documents, within the time set forth therein, and at the price stated below for ___ units (_____ identified units in the attached list). These prices cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

The Bidders hereby agrees to provide the required documents for contract execution, if awarded, and commence and complete work as required in this Invitation. The Bidders further agrees to pay \$50 for each consecutive calendar day thereafter as liquidated damages.

The Bidders agrees to perform all the work agreed herein in this proposal for the sum of \$ _____.

Submitted:

By: _____
Signature

(SEAL if by a corporation)

Printed Name: _____

Title: _____

City of Selma – Urgent Home Repairs Program Contractor Submission Packet



Section 1: Contractor Information

Contractor/Company Name:	<input type="text"/>
Mailing Address:	<input type="text"/>
City, State, ZIP:	<input type="text"/>
Primary Contact Person:	<input type="text"/>
Phone Number:	<input type="text"/>
Email Address:	<input type="text"/>
License Number & Expiration:	<input type="text"/>

Section 2: Required Attachments Checklist

- Proposal Letter – Signed letter of interest expressing intent to participate
- Statement of Construction Experience – Complete Appendix A form
- Financial Capability Documentation (banking, credit references, bonding capacity)
- Performance Record – 3 references from past two years
- Lead-Based Paint Certification – EPA-approved training
- Insurance Documentation – Workers' Comp, Liability, Auto coverage
- Compliance Acknowledgment – Federal, state, local compliance statement

Section 3: Contractor Certification

I/We certify that the information provided is accurate and agree to comply with the City of Selma's program requirements.

Signature

Name & Title

Date

Letter of Interest

Date:

To: City of Selma
Office of Planning & Development
222 Broad Street
Selma, AL 36701

Re: Urgent Home Repairs Program – Letter of Interest

Dear Selection Committee,

I am pleased to submit this letter of interest in response to the City of Selma's Request for Qualifications for the Urgent Home Repairs Program. Our company is fully licensed and experienced in housing rehabilitation and construction. We are committed to delivering high-quality work, complying with all federal, state, and local requirements, and supporting the City's mission to improve housing conditions.

Statement of Construction Experience

We have extensive experience in residential construction and rehabilitation. We have successfully completed numerous projects involving roof repairs, plumbing, electrical work, and general rehabilitation. The following provides a detailed overview of our construction history, types of projects completed, and areas of expertise.

Financial Capability

Our company maintains a strong financial position, supported by established relationships with reputable banking institutions. We have attached a statement of bonding capacity to demonstrate our ability to meet financial obligations and ensure timely completion of projects.

Performance Record

We are proud of our consistent track record and have provided three references from projects completed in the past two years. These references reflect our commitment to professionalism and client satisfaction.

Project name, location, client contact information, scope of work, and completion dates:

Project name, location, client contact information, scope of work, and completion dates:

Project name, location, client contact information, scope of work, and completion dates:

Lead-Based Paint Certification

We maintain compliance with all requirements regarding lead-based paint. Our staff has completed approved Lead-Safe Work Practices training, and we hold clearance testing accreditation. Documentation has been provided to verify these certifications. We affirm that any expired certifications will be renewed prior to contract award.

Insurance Documentation

We carry comprehensive insurance coverage to protect both our clients and our workforce, including the attached:

- Workers' Compensation Insurance (as required by Alabama law)
- Commercial General Liability Insurance (\$1,000,000 minimum)
- Automobile Liability Insurance (\$250,000 minimum + \$2,500 medical payment)

Compliance Acknowledgment

We affirm our compliance with all applicable federal, state, and local regulations governing housing rehabilitation, construction, and workforce safety. We are dedicated to adhering to all requirements outlined in the City's Urgent Home Repairs Program.

We greatly appreciate the opportunity to submit this proposal of interest and look forward to the possibility of partnering with the City of Selma in this important effort to strengthen and restore safe housing in our community.

Sincerely,

Authorized Representative:

Title:

Signature:

Company Name:

GENERAL REPAIR RATE SHEET

(Unit Price Schedule for Standard Repair Tasks)

City of Selma – CDBG Urgent Housing Repair Program

Contractor shall provide unit pricing for the following standard repair tasks. All unit prices shall include **labor, materials, equipment, debris removal, permits (if applicable), overhead, and profit**. Prices must comply with HUD Reasonable Cost Standards.

All unit prices listed represent not-to-exceed amounts; however, the City reserves the right to negotiate reduced or bulk pricing when multiple tasks, repeated work items, or grouped property repairs are assigned under the IDIQ contract.

1. Exterior Repairs

Task Description	Unit	Unit Price (\$)
Replace exterior door (pre-hung, standard)	Each	_____
Replace exterior door hardware/lockset	Each	_____
Replace window (standard vinyl, double-pane)	Each	_____
Re-glaze window	Each	_____
Replace siding (vinyl)	Sq. Ft.	_____
Install house wrap	Sq. Ft.	_____
Paint exterior siding	Sq. Ft.	_____
Paint exterior shutters	Pair	_____
Replace shutters (standard vinyl pair)	Pair	_____
Replace porch handrails	Linear Ft.	_____
Replace exterior steps (wood)	Each Set	_____
Install wheelchair ramp	Linear Ft.	_____
Foundation repair (minor)	Linear Ft.	_____
Crawl space moisture barrier	Sq. Ft.	_____

2. Roofing Repairs

Task Description	Unit	Unit Price (\$)
Remove existing shingle roofing	Sq. Ft.	_____
Install 30-year architectural shingles	Sq. Ft.	_____
Replace roof decking	Sq. Ft.	_____
Replace roof flashing	Linear Ft.	_____
Install ridge vent	Linear Ft.	_____
Replace gutters and downspouts	Linear Ft.	_____
Seal/patch minor roof leaks	Each	_____

3. HVAC Repairs

Task Description	Unit	Unit Price (\$)
Replace complete HVAC system (2–3 ton)	Each	_____
Replace thermostat	Each	_____
Ductwork repair	Linear Ft.	_____
Condenser repair (minor)	Each	_____
Install window A/C unit (energy-efficient)	Each	_____

4. Electrical Repairs

Task Description	Unit	Unit Price (\$)
Replace electrical panel (100 amp)	Each	_____
Replace electrical panel (200 amp)	Each	_____
Replace receptacle/outlet	Each	_____
Replace light fixture	Each	_____
GFCI outlet installation	Each	_____
Replace smoke detector (battery)	Each	_____
Replace smoke detector (hardwired)	Each	_____

5. Plumbing Repairs

Task Description	Unit	Unit Price (\$)
Replace water heater (40-gallon electric)	Each	_____
Repair leaking pipe	Each	_____
Replace toilet (standard ADA-height)	Each	_____
Replace faucet (bathroom)	Each	_____
Replace faucet (kitchen)	Each	_____
Replace tub/shower valve	Each	_____

6. Interior Repairs

Task Description	Unit	Unit Price (\$)
Replace interior door	Each	_____
Install drywall (including finishing)	Sq. Ft.	_____
Drywall patch (minor)	Each	_____
Interior painting – walls	Sq. Ft.	_____
Interior painting – ceilings	Sq. Ft.	_____
Replace flooring (vinyl plank)	Sq. Ft.	_____
Replace floor trim/baseboards	Linear Ft.	_____

7. Health & Safety / Accessibility

Task Description	Unit	Unit Price (\$)
Install grab bars	Each	_____
Install ADA-compliant toilet	Each	_____
Install smoke/CO detector combo	Each	_____
Mold remediation (minor)	Sq. Ft.	_____

8. Landscaping, Shrubs, and Exterior Aesthetic Improvements

Task Description	Unit	Unit Price (\$)
Trim shrubs (light maintenance)	Per Job	_____
Remove overgrown shrubs	Each	_____
Install new shrubs (standard size)	Each	_____
Replant/relocate shrubs	Each	_____
Minor yard cleanup/debris removal	Per Job	_____
Replace or install exterior shutters (pair)	Pair	_____
Paint exterior shutters	Pair	_____
Repaint porch columns/rails	Each	_____

Instructions for Bidders:

1. Complete all unit pricing fields. Leave blank if not applicable.
2. Attach any assumptions or clarifications in the “Notes / Comments” column.
3. All bids must comply with applicable building codes and industry standards.
4. Bids are subject to review and approval by the City of Selma.

Contractor Certification

I hereby certify that the unit prices provided above are accurate, reasonable, and inclusive of all required costs.

Bidders Information:

- Company Name: _____
- Contact Person: _____
- Phone / Email: _____
- Date: _____
- Signature: _____



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	426 St. Ann
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

SIDING PAINTING & REPAIRS

\$ _____

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1318 Philpot Ave
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).

WORK WRITEUP, cont.

- ___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

SIDING PAINTING & REPAIRS

\$ _____



City of Selma
Planning & Development Department

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Tenant:	
Address:	1513 Voeglin Ave
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT \$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Includes all fascia and soffit damage.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.

WORK WRITEUP, cont.

- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1322 Eugene Ave.
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

SIDING PAINTING & REPAIRS

\$ _____

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

WINDOW REPLACEMENT

\$ _____

- ___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.
- ___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.
- ___ Windows will have all trim, locks, screens, weather stripping and caulk.
- ___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).
- ___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.
- ___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1426 Eugene Ave
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

SIDING PAINTING & REPAIRS

\$ _____

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Tenant:	
Address:	1301 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

ROOF REPLACEMENT \$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WINDOW REPLACEMENT

\$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1615 Philpot Ave.
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

SIDING PAINTING & REPAIRS

\$ _____

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1309 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

SIDING PAINTING & REPAIRS

\$ _____

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1617 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WINDOW REPLACEMENT

\$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

SIDING PAINTING & REPAIRS

\$ _____

___ Repair/replace all of the damaged and deteriorated exterior siding and trim.

___ Includes all fascia and soffit damage.

___ Repair/replace trim around all windows.

___ Caulk, prepare, and paint window trim.

___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).

___ Replace front porch steps with new pressure treated wood.



City of Selma
Planning & Development Department

HOUSE UNDERPINNING REPLACEMENT \$ _____

- ___ Remove all damaged, deteriorated, or inadequate underpinning materials around the perimeter of the home, including skirting, vents, and deteriorated framing components as required.

- ___ Install new underpinning in compliance with Alabama Residential Building Code and federal HUD standards for home foundations.

- ___ Ensure proper ventilation is provided per code (minimum 1 sq. ft. of vent area per 150 sq. ft. of crawlspace), including installation of screened foundation vents and one operable access panel.

- ___ Ensure the underpinning provides structural stability, prevents pest intrusion, and maintains required clearances to grade. Moisture barriers and drainage must be maintained per code.

- ___ Finish underpinning to match home aesthetics (owner's choice of style). Seal, caulk, and secure all joints.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1615 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

BACK-OF-HOUSE REPAIRS \$ _____

- ___ Repair/replace all damaged and deteriorated exterior wall framing, sheathing, and siding located along the rear elevation of the home, in accordance with Alabama Residential Building Code and federal HUD Housing Quality Standards (HQS).
- ___ All structural repairs shall ensure the rear wall assembly is level, plumb, and capable of supporting required loads, including wind-load resistance as required by Alabama code. Any compromised studs, rim joists, or sill plates must be replaced with pressure-treated or code-approved material.
- ___ Install new sheathing meeting minimum thickness and fastening requirements. Ensure weather-resistant barrier (WRB) is properly installed and taped to prevent moisture intrusion.
- ___ Replace siding to match existing style, profile, and dimensions (owner's choice of paint color). All materials must meet flame-spread and durability requirements per federal guidelines.
- ___ Repair or replace all deteriorated trim, soffit, and fascia boards along the rear of the home. Ensure proper ventilation is maintained if soffit vents are present.
- ___ Ensure all rear wall penetrations (windows, doors, vents, utility entries) are properly flashed, sealed, and weather-tight.
- ___ Caulk, prepare, and paint all new and adjacent repaired surfaces to create a uniform finish. Paint shall meet federal lead-safe requirements for homes built prior to 1978.

WORK WRITEUP, cont.

- ___ Remove and dispose of all construction debris in accordance with state and federal environmental regulations.

SIDING PAINTING & REPAIRS \$ _____



City of Selma
Planning & Development Department

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1602 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WINDOW REPLACEMENT

\$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily.

THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS. All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1606 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

PAINT FRONT PORCH \$ _____

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WINDOW REPLACEMENT \$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

SIDING PAINTING & REPAIRS \$ _____

___ Repair/replace all of the damaged and deteriorated exterior siding and trim.

___ Includes all fascia and soffit damage.

___ Repair/replace trim around all windows.

___ Caulk, prepare, and paint window trim.

___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).

___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily.



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1548 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WINDOW REPLACEMENT

\$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily.

THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS. All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1416 Keller Ave
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WINDOW REPLACEMENT

\$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1317 Voeglin Ave
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

WINDOW REPLACEMENT

\$ _____

- ___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.
- ___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.
- ___ Windows will have all trim, locks, screens, weather stripping and caulk.
- ___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).
- ___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.
- ___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1611 Green St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

METAL ROOF REPAIRS

\$ _____

- ___ Inspect and assess all damaged, rusted, or loose metal panels, fasteners, and underlayment.
- ___ Remove and replace all deteriorated or compromised panels and underlayment in accordance with Alabama Building Code (International Building Code as adopted) and federal roofing standards.
- ___ Install new metal panels that meet a minimum wind uplift rating of 120 mph (per Selma, AL municipal code) and comply with ENERGY STAR® reflective roofing standards for energy efficiency.
- ___ Secure panels with corrosion-resistant fasteners and proper flashing around roof penetrations, edges, and valleys.
- ___ Seal all seams, joints, and fasteners with approved high-performance sealant to ensure watertight integrity.
- ___ Inspect and repair associated roof trim, gutters, and fascia to match existing style and color.
- ___ Perform final inspection to confirm adherence to Alabama and federal building codes, high-wind requirements, and energy efficiency standards.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1502 Franklin St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

BACK PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

- ___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Tenant:	
Address:	1311 Franklin St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from Community Development.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT \$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.

WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____



City of Selma
Planning & Development Department

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1419 Eugene Ave
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

WINDOW REPLACEMENT

\$ _____

- ___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.
- ___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.
- ___ Windows will have all trim, locks, screens, weather stripping and caulk.
- ___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).
- ___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.
- ___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

SIDING PAINTING & REPAIRS

\$ _____

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1317 Minter Ave.
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from Community Development.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT \$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.

WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____



City of Selma
Planning & Development Department

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1418 Washington St.
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WINDOW REPLACEMENT

\$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily.

THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS. All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1612 Washington St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

SIDING PAINTING & REPAIRS

\$ _____

- ___ Repair/replace all of the damaged and deteriorated exterior siding and trim.
- ___ Includes all fascia and soffit damage.
- ___ Repair/replace trim around all windows.
- ___ Caulk, prepare, and paint window trim.
- ___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).
- ___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department

WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1407 Voeglin Ave.
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPAIR/ REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT PORCH REPLACEMENT

\$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

WEST-OF-HOUSE REPAIRS

\$ _____

___ Repair/replace all damaged and deteriorated exterior wall framing, sheathing, and siding located along the west elevation of the home, in accordance with Alabama Residential Building Code and federal HUD Housing Quality Standards (HQS).

___ All structural repairs shall ensure the west wall assembly is level, plumb, and capable of supporting required loads, including wind-load resistance as required by Alabama code. Any compromised studs, rim joists, or sill plates must be replaced with pressure-treated or code-approved material.

___ Install new sheathing meeting minimum thickness and fastening requirements. Ensure weather-resistant barrier (WRB) is properly installed and taped to prevent moisture intrusion.

___ Replace siding to match existing style, profile, and dimensions (owner's choice of paint color). All materials must meet flame-spread and durability requirements per federal guidelines.

___ Repair or replace all deteriorated trim, soffit, and fascia boards along the rear of the home. Ensure proper ventilation is maintained if soffit vents are present.

___ Ensure all rear wall penetrations (windows, doors, vents, utility entries) are properly flashed, sealed, and weather-tight.

WORK WRITEUP, cont.

___ Caulk, prepare, and paint all new and adjacent repaired surfaces to create a uniform finish. Paint shall meet federal lead-safe requirements for homes built prior to 1978.



City of Selma
Planning & Development Department

___ Remove and dispose of all construction debris in accordance with state and federal environmental regulations.

WINDOW REPLACEMENT

\$ _____

___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.

___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.

___ Windows will have all trim, locks, screens, weather stripping and caulk.

___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).

___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.

___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1532 Franklin St
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

FRONT & BACK PORCH REPLACEMENT \$ _____

- ___ Remove all damaged and deteriorated front porch components, including decking, framing, posts, railing, and steps, in accordance with Alabama Residential Building Code and International Residential Code (IRC) standards.
- ___ Construct new porch foundation and framing using pressure-treated lumber sized per code (minimum 2x8 or as required by span). All structural components shall comply with Alabama wind-load requirements and federal safety standards.
- ___ Install new porch decking using approved exterior-grade materials. Decking shall be securely fastened with corrosion-resistant hardware.
- ___ Replace porch posts and railings to meet current guard and handrail requirements (minimum guard height 36", baluster spacing < 4"). All posts shall be properly anchored to resist uplift and lateral forces.
- ___ Ensure all connections (joist hangers, post bases, fasteners) use galvanized or stainless-steel hardware meeting federal corrosion-resistance standards.
- ___ Construct new porch steps with uniform risers and treads meeting IRC requirements, including graspable handrails where required.
- ___ Install approved porch roofing, flashing, and weather-resistant barrier at wall-to-porch connections to prevent moisture intrusion.
- ___ Ensure porch structure meets Alabama wind-resistance standards for residential accessory structures (minimum design wind speed per local enforcement—typically 120–130 mph).



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

___ Caulk, prepare, and paint or stain all exposed porch components (owner's choice of color).

SIDING PAINTING & REPAIRS

\$ _____

___ Repair/replace all of the damaged and deteriorated exterior siding and trim.

___ Includes all fascia and soffit damage.

___ Repair/replace trim around all windows.

___ Caulk, prepare, and paint window trim.

___ Caulk, prepare, and paint the entire exterior of the house. (owners' choice of color).

___ Replace front porch steps with new pressure treated wood.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number



City of Selma
Planning & Development Department
WORK WRITEUP

Property Owner:	
Address:	1401 Minter Ave
City and State:	Selma, AL
Phone:	

The undersigned Contractor, _____ bids the following work:

Submission of a bid is evidence that the bidder has thoroughly examined the site and has knowledge of the property, scope of work, and governing jurisdiction requirements. All work shall comply with the scope of work and Contract Documents, giving precedence to applicable Codes, regulations, and ordinances, including Lead Reduction Safe Work Practices. In the event this work write-up/bid has an error, omission, conflict, or ambiguity, the most stringent Code, regulation, and the City's intent shall govern. Correct all collateral damage that is caused by the following work specifications to a finish quality. **Certification and compliance with EPA Lead RRP regulations are the contractor's responsibility.**

NOTE:

- 1. The contractor and subs must obtain all permits, send a copy to Adam Self, and have permits properly posted BEFORE the start of work.**
- 2. The contractor MUST adhere to instructions for ALL inspections and photographing of work that is called for in the scope of work. Please give 3 hours' notice for a site visit during regular working hours.**
- 3. The contractor MUST submit all paperwork, including vendor invoices when required, BEFORE a final inspection will be scheduled.**
- 4) Contract time will accrue from the start date of the contract until all work passes final inspection from the City of Selma's Building Inspector.**

****Failure to perform any of the above will result in having re-work, failed inspection fees, and/or possible suspension from being awarded future contracts.**



City of Selma
Planning & Development Department



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

ROOF REPLACEMENT

\$ _____

- ___ Remove and properly dispose of existing roofing materials, including shingles, underlayment, flashing, and ridge caps.
- ___ Inspect roof decking for damage; replace any deteriorated or weakened sections to meet Alabama and federal building code requirements.
- ___ Install a high-quality, code-compliant underlayment to provide water resistance and vapor barrier protection.
- ___ Install new roofing materials (shingles or alternative) that meet or exceed standards for high-wind resistance as required by Alabama and federal building codes.
- ___ Install flashing at all roof penetrations, valleys, and edges to prevent water infiltration, in accordance with manufacturer specifications and code.
- ___ Ensure roof ventilation meets energy efficiency standards, including ridge vents, soffit vents, or alternative code-approved ventilation systems.
- ___ Install insulation as needed to improve energy efficiency in accordance with federal energy codes (IECC/ASHRAE standards).
- ___ Seal and finish all roof edges, penetrations, and flashing to provide a watertight and wind-resistant roof system.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

WINDOW REPLACEMENT

\$ _____

- ___ Remove all windows and install good quality vinyl clad replacement windows. The windows must be Energy Star rated.
- ___ The new windows will have 2/2 grille patterns, tilt-in sashes (top & bottom) and a weather-tight seal.
- ___ Windows will have all trim, locks, screens, weather stripping and caulk.
- ___ Sill to be wood with trim, primed, caulked, and painted. (match existing color).
- ___ When completed, all windows and surrounding areas, interior and exterior, will be weather-tight, all collateral damage corrected, and the interior window wells painted gloss white.
- ___ New bedroom windows must meet or exceed the minimum size as stated in the building code for egress.

NOTE: The contractor is responsible for keeping the site clean and livable on a daily basis, including all work areas, and all systems, fixtures, and operable appliances working daily. **THIS INCLUDES DEBRIS REMOVAL ON A DAILY BASIS.** All systems, fixtures, and repairs will operate as intended upon completion.



City of Selma
Planning & Development Department
WORK WRITEUP, cont.

TOTAL PRICE, Includes Your O & P: \$ _____

Contractor is to furnish all labor, material, equipment, permits and inspections by the applicable Inspection Services, to complete all itemized Work in a workmanlike manner and shall comply with all local, state, and federal codes and standards. This includes, but is not limited to, all ICC codes where applicable; Lead Reduction Safe Work Practices; ANSI A117.1 for accessibility work, and the FHA Minimum Property Standards. Contractor will remove from the site all debris caused by this work daily. All Work will be guaranteed for one (1) year from date of final acceptance.

Executed on this the _____ day of _____, 2025.

Signature and Title Company name (print)

Address (print) City (print) State (print) Zip

Phone numbers (office & cell), email, fax, etc

Contractor's Federal Tax ID/SS Number DUNS #

Current Homebuilder's License Number