



LIBBY ANDERSON Director of Planning and Development Services	CITY OF BEAUFORT DEPARTMENT OF PLANNING AND DEVELOPMENT SERVICES POST OFFICE DRAWER 1167 BEAUFORT, SC 29901 (843) 525-7040 FAX (843) 986-5606	JAMES F. "Mike" WILES Director of Codes Enforcement
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April 28, 2005

RE: Bid for Roof Repairs

Dear Madame or Sir:

The City of Beaufort is accepting bids for roof repairs at 910 Wilmington Street, Beaufort as part of its Project Repair program. A description of the required repairs is as follows:

- Replace any damaged roof framing as needed to create a secure roof system;
- Powerwash complete metal roof system to remove all loose paint fragments;
- Secure roof panels as needed to prevent any further leaking; and
- Complete all necessary preparations per paint manufacturer's directions and specifications and paint entire roof area with an approved color.

A building permit will be required for all work to be performed; however, no building permit fee will be charged. The successful contractor must have a valid and current license from the State of South Carolina and provide evidence of General Liability Insurance and Workman's Compensation. Before a contract will be awarded, the contractor must obtain a City of Beaufort Business License. Contact the Business License Office at (843) 525-7025 with any questions on business license requirements.

Bids on the proposed work must be received by the City of Beaufort Planning Department, P.O. Drawer 1167 Beaufort, SC, 29901 by **5:00 P.M. on Friday, May 13, 2005**. Our street address is 701 Craven Street, Zip Code 29902. If you would like to inspect the dwelling before making a bid, please contact Mike Wiles, City of Beaufort Building Official at (843) 525-7040.

The City reserves the right to accept or reject any, all, or any part of the offers received, to negotiate with all bidders, or to cancel in part or in its entirety this project, if it is in the best interest of the City to do so.

Please call me if you have any questions.

Sincerely,

Libby Anderson
Planning Director