



**CITY OF BEAUFORT**  
**DEPARTMENT OF PLANNING**  
**AND DEVELOPMENT SERVICES**  
POST OFFICE DRAWER 1167  
BEAUFORT, SC 29901  
(843) 525-7011  
FAX (843) 525-7034

LIBBY ANDERSON  
Director of Planning  
and Development Services

JAMES F. "Mike" WILES  
Director of Codes Enforcement

December 8, 2005

**RE: Bid for Housing Repairs**

Dear Madame or Sir:

The City of Beaufort is accepting bids for housing repairs at 2004 Greene Street, Beaufort as part of its Project Repair program. A description of the work to be performed is outlined on the attached sheet.

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, South Carolina, 29901 by **5:00 P.M. on Friday, December 30, 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 the City of Beaufort Building Codes Office 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 of 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

**REPAIRS REQUIRED AT 2004 GREENE STREET**  
**City of Beaufort Department of Planning & Development Services**  
**P.O. Drawer 1167 (701 Craven Street)**  
**Beaufort, SC 29901**

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*Note: Price each item separately and list a total price for all proposed work.*

- Replace or repair water damaged portion of girder located at front left side of house where porch connects to house. Replace all rotten siding at same area and paint two coats of paint.  
COST: \_\_\_\_\_
- Remove wall between kitchen and dining room. Replace ceiling and trim out open areas where wall was removed with matching wood panels and moldings.  
COST: \_\_\_\_\_
- Replace rear exterior two foot eight inch door with threshold and all hardware complete with two coats of paint both sides of door.  
COST: \_\_\_\_\_
- Replace rotten floor framing, sheathing and install new vinyl floor covering in hall bathroom complete with all floor trim caulk and paint all trim.  
COST: \_\_\_\_\_
- Install new light fixture in hall bathroom ceiling.  
COST: \_\_\_\_\_
- Repair rotten portion of girder located at left rear side of house and add pier at same location for additional support.  
COST: \_\_\_\_\_
- Extend PVC waste line vent pipe above roof line per code and secure pipe at left front side of house.  
COST: \_\_\_\_\_
- Replace water damaged roof sheathing and shingles located in the valley at the right side of house roof system. Relocate waste line vent pipe termination out of valley at same location. Flash and secure pipe through roof system per code.  
COST: \_\_\_\_\_
- Reglaze and paint exterior side of wood window mullions.  
COST: \_\_\_\_\_
- Upgrade service meter systems per code.  
COST: \_\_\_\_\_
- Paint all facial boards around entire house with two coats of paint.  
COST: \_\_\_\_\_

TOTAL COST OF ALL WORK DESCRIBED ABOVE: \_\_\_\_\_