



**INVITATION TO BID**  
**#2024-1**  
**NEW ROOF FOR VARIOUS BUILDINGS**  
**August 9, 2023**

Jasper County is accepting sealed bids for a NEW ROOF for various Jasper County buildings until the 6<sup>th</sup> day of September 2023 at 2:00 P.M. at which time all bids received timely will be opened.

To be considered a valid bid, each organization submitting a bid (“Bidder”) must assure receipt by the Director of Administrative Services for Jasper County no later than 2:00 p.m. local time, Wednesday, September 6, 2023, at which time all bids received will be opened in the Jasper County Council Chambers, 358 Third Avenue, Ridgeland, SC 29936. To be deemed “received” a bid may be submitted via mail, hand delivered, or delivered electronically through the County’s Vendor Registry webpage. A link to County’s Vendor Registry webpage may be found under “What’s New”, “Bids & Solicitations”, on the County’s website at [www.jaspercountysc.gov](http://www.jaspercountysc.gov). Bidders may also deliver a hard copy of their bid to the address below. Bidders choosing to submit a hard copy should submit an original and two copies. Any bids submitted or delivered after the above time will not be accepted under any circumstances.

Bids should be delivered to the address below:

Kimberly Burgess  
Director Administrative Services  
Jasper County  
358 Third Avenue, Suite 304  
Ridgeland, SC 29936

Bids may be mailed to the address below:

Kimberly Burgess  
Director Administrative Services  
Jasper County  
P O Box 1149  
Ridgeland, SC 29936

Questions may be directed to Olan Roberts, Building Maintenance Mgr., at [oroberts@jaspercountysc.gov](mailto:oroberts@jaspercountysc.gov) or (843) 368-3194.

**Description of Work:**

Remove and replace the roof with thirty (30) year architectural shingles that match, in color and quality, the Jasper County Public Defender's roof at 262 3<sup>rd</sup> Avenue, Ridgeland, SC 29936. The bid should include the replacement of any damaged wood found during the removal process.

The buildings are as follows:

- 1) Chamber of Commerce, 403 Russell Street, Ridgeland, SC 29936—approximately 4,314 sq. ft.
- 2) Probate Judge, 306 3<sup>rd</sup> Avenue, Ridgeland, SC 29936—approximately 1,516 sq. ft.
- 3) Information Technology Services, 198 2<sup>nd</sup> Avenue, Ridgeland, SC 29936—approximately 2,100 sq. ft.
- 4) Probation and Parole, 214 2<sup>nd</sup> Avenue, Ridgeland, SC 29936—approximately 2,334 sq. ft.
- 5) Family Court Offices, 224 2<sup>nd</sup> Avenue, Ridgeland, SC 29936—approximately 1,421 sq. ft.
- 6) Former Clemson Extension Building, 248 W. Langford Street, Ridgeland, SC 29936—approximately 3,095 sq. ft.

**Bid Requirements:**

All bidders must attend a pre-bid meeting scheduled for 10:00 AM on Wednesday, August 16<sup>th</sup>, 2023, at the 623 Live Oak Drive, Ridgeland, SC 29936.

Bids should be placed on company letterhead or on a document which provides Bidder name, address, phone number and other pertinent contact information. The successful Bidder will be required to furnish a W-9, a certificate of insurance showing evidence of liability and workers compensation coverage in the amounts listed below.

Bid security shall be required and shall be an amount equal to at least five percent of the amount of the bid. The successful bidder will be required to furnish the Owner a Performance Bond and a Payment Bond, each in the amount of one hundred percent (100%) of the contract price (if the bid is greater than \$100,000.)

Each Bidder must be qualified under the provisions of the most current State of South Carolina Contractor's Licensing Law Code. Bids will not be considered unless the bidder is legally qualified under the provisions of the South Carolina Contractor's Licensing Law. By submitting a bid, the Bidder is certifying that it has independently determined that its licensure is adequate to authorize it to submit the bid.

All bids will remain subject to acceptance for sixty (60) days after the date of the bid opening. The County of Jasper (Owner) reserves the right to cancel this solicitation or any and all bids or proposals may be rejected, including without limitation the right to reject any or all nonconforming, non-responsive, unbalanced, or conditional bids. Owner also reserves the right to waive all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Bidder.

**Insurance Requirements:**

1. Workers' Compensation - The vendor shall provide coverage for its employees with statutory workers' compensation limits, and no less than \$1,000,000.00 for Employers' Liability. Said coverage shall include a waiver of subrogation in favor of the OWNER and its agents, employees, and officials.
2. Commercial General Liability - The vendor shall provide coverage for all operations including, but not limited to Contractual, Products and Completed Operations, and Personal Injury. The limits shall be no less than \$1,000,000.00, per occurrence, with a \$2,000,000.00 aggregate.
3. Business Automobile Liability - The vendor shall provide coverage for all owned, nonowner and hired vehicles with limits of not less than \$1,000,000.00, per occurrence, Combined Single Limits (CSL), or its equivalent.