

TOWN OF PAGELAND

REQUEST FOR BIDS

PROJECT TITLE:

Roof Replacement – Old Lawn Mower Shop, Tower Building, and Lean-to.

OWNER:

Town of Pageland
307 E. McGregor Street
Pageland, South Carolina 29728

PROJECT LOCATION:

Old Lawn Mower Shop Building, Tower Building, and Lean-to.
Behind Pageland Municipal Court
Pageland, South Carolina

IMPORTANT DATES AND INFORMATION

Bid Opening:

August 4, 2026 – 2:00 PM

Pageland Town Hall – Council Chambers
307 E. McGregor Street
Pageland, SC 29728

Pre-Construction Meeting / Site Visit:

July 28, 2026 – 2:00 PM

Old Lawn Mower Shop Building, Tower Building, and Lean-to.
Behind Pageland Municipal Court
Pageland, SC

Attendance is not mandatory but is highly recommended. Contractors are responsible for familiarizing themselves with existing site conditions.

Questions Due:

All questions regarding this Request for Bids must be submitted no later than 5:00 PM on July 30, 2026. Send questions to ssligh@townofpageland.com with subject line: Roof Repairs.

Responses to questions and any clarifications issued by the Town shall be made available to all prospective bidders.

Project Deadline:

All work shall be fully completed within sixty (60) calendar days of the Notice to Proceed unless otherwise approved in writing by the Town.

Additional Notes:

Contractors will be responsible for their own measurements.

This project will need to be invoiced in two separate invoices. One for the old lawn mower shed, the other for the tower building and lean to; as these items are paid for by alternate funds.

SECTION I – INVITATION TO BID

The Town of Pageland (“Town”) invites sealed bids from qualified contractors for the complete replacement of the roof system on the Old Lawn Mower Shop Building, Tower Building, and Lean-to, located behind the Pageland Municipal Court.

The successful contractor shall furnish all labor, materials, equipment, supervision, transportation, disposal services, permits, and incidentals necessary to complete the work described herein.

The Town reserves the right to reject any or all bids, waive informalities, and award the contract in the best interest of the Town.

SECTION II – SCOPE OF WORK

The Contractor shall furnish all labor, materials, equipment, and incidentals necessary to complete the following work:

Base Roof Replacement

1. Remove and properly dispose of all existing shingles, roofing felt, flashing, and related roofing materials from all roof surfaces.
2. Inspect roof decking and structural members after removal of existing roofing materials.
3. Install new synthetic roofing underlayment on all roof surfaces.
4. Install new starter shingles.
5. Install new 30-year architectural shingles.
6. Install ridge vent system where applicable.

7. Install ridge cap shingles.
8. Replace all pipe boots, flashing, drip edge, and associated roofing accessories as necessary to provide a complete and watertight roofing system.
9. Remove and replace all deteriorated, damaged, or unsuitable fascia boards around the perimeter of the building(s). All replacement fascia shall be of equivalent or greater dimensions and material than existing fascia.
10. Prepare, prime, and paint all newly installed fascia boards and all existing fascia boards to provide a uniform finished appearance. Paint color shall be coordinated with and approved by the Town of Pageland prior to application.
11. All exposed nails, fasteners, and construction-related surface damage shall be repaired and finished in a professional manner.
12. Protect adjacent structures, utilities, vehicles, landscaping, and Town property during construction.
13. Perform all work in a neat and workmanlike manner consistent with industry standards.
14. Remove all debris, waste materials, and equipment from the site and leave the property in a clean condition upon completion of the project.

Structural Repairs

Following removal of the existing roof system, the Contractor shall inspect the roof structure and replace deteriorated or damaged materials as directed by the Town.

Potential repair items may include:

- 2x4 framing members
- 2x6 framing members
- 1x6 framing members
- Plywood roof decking

Unit prices for these repairs shall be provided on the Bid Form and shall only be used when authorized by the Town. The Town reserves the right to increase, decrease, or eliminate repair quantities based on actual field conditions.

SECTION III – PROJECT SCHEDULE

Anticipated Bid Opening: August 4, 2026

Anticipated Notice of Award: August 6, 2026

Notice to Proceed: Upon execution of contract

Final Completion: Within sixty (60) calendar days of Notice to Proceed

SECTION IV – SITE ACCESS

The Contractor shall coordinate access to the site with the Town prior to beginning work. The Contractor shall maintain safe access to Town facilities and minimize disruption to Town operations throughout the duration of the project.

SECTION V – CONTRACTOR QUALIFICATIONS & INSURANCE

All bidders shall provide the following:

- Valid South Carolina Contractor's License
- General Liability Insurance with minimum limits of \$1,000,000 per occurrence
- Workers' Compensation Insurance as required by South Carolina law
- Ability to obtain a Town of Pageland Business License prior to beginning work

Proof of licensing and insurance shall be submitted with the bid. Failure to provide required documentation may result in rejection of the bid.

SECTION VI – PROJECT COMPLETION REQUIREMENT

The Contractor shall diligently prosecute the work and complete the project within the time specified. Any request for additional time shall be submitted in writing and must be approved by the Town prior to the expiration of the contract period.

SECTION VII – INDEMNIFICATION

To the fullest extent permitted by South Carolina law, the Contractor shall indemnify, defend, and hold harmless the Town of Pageland, its elected officials, officers, employees, and agents from and against any claims, damages, losses, liabilities, costs, and expenses, including reasonable attorney's fees, arising out of or resulting from the performance of the work to the extent caused by the negligent acts or omissions of the Contractor, subcontractors, or anyone directly or indirectly employed by them.

Bid Submission Form

Old Lawn Mower Shop, Tower Building, and Lean-to – Roof Repair

Bids shall be submitted in a sealed envelope clearly marked:

"BID – ROOF REPLACEMENT, OLD LAWN MOWER SHOP TOWER BUILDING, and LEAN-TO "

Bids shall be delivered to:

Town of Pageland
307 E. McGregor Street
Pageland, SC 29728

All Bids due by 2pm on August 4, 2026. **Late bids will not be accepted.**

The Bid Form and Non-Collusion Affidavit contained herein must be completed and submitted with the bid package.

BID FORM

BIDDER INFORMATION

Company Name: _____

Address: _____

City/State/Zip: _____

Phone Number: _____

Email Address: _____

SC Contractor License Number: _____

LUMP SUM BASE BID

The undersigned bidder agrees to furnish all labor, materials, equipment, supervision, transportation, disposal, permits, and incidentals necessary to complete the project described herein for the following lump sum amount:

Base Bid Amount:

\$ _____

(Include tear-off, disposal, underlayment, architectural shingles, ridge vent, ridge cap, flashing, pipe boots, labor, equipment, cleanup, and all associated work.)

UNIT PRICE REPAIR ITEMS

These unit prices shall not be used for bid evaluation but may be used for payment of approved repair work authorized by the Town after roof removal.

Item	Unit Price
2x4 Framing Repair	\$_____ per linear foot
2x6 Framing Repair	\$_____ per linear foot
1x6 Framing Repair	\$_____ per linear foot
Plywood Roof Decking Replacement	\$_____ per sheet

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

THIS PAGE IS REQUIRED FOR FORMAL BID SUBMISSION.

NON-COLLUSION AFFIDAVIT

STATE OF SOUTH CAROLINA

COUNTY OF _____

I, the undersigned, being duly sworn, depose and state that:

1. I am the duly authorized representative of the bidder submitting this bid.
2. The bid has been made without collusion, consultation, communication, or agreement with any other bidder or competitor.
3. No attempt has been made to restrict competition or improperly influence the bid award process.
4. The bidder has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid.
5. The bidder has not sought by agreement or collusion to secure an advantage against other bidders.

I understand that violation of this affidavit may result in disqualification of the bid, cancellation of any award, or other remedies available under law.

Bidder Name: _____

Authorized Representative: _____

Signature: _____

Sworn before me this _____ day of _____, 2026.

Notary Public: _____

My Commission Expires: _____

THIS PAGE IS REQUIRED FOR FORMAL BID SUBMISSION.

I would also recommend adding a requirement that bidders submit a copy of their contractor's license and certificate of insurance with the bid package. That gives you objective grounds to deem a bid non-responsive if those documents are omitted.