



Goodrich Memorial Library
202 Main Street
Newport, Vermont
Brick Maintenance and Repair Request for Proposals

The Goodrich Memorial Library is requesting sealed proposals for the repair and repointing of building exterior brick walls and archway.

The building is located at 202 Main Street in Newport City and is on the National Register of Historic Places. All work on the building must follow the Secretary of Interior's *Standards for Rehabilitation*, which are available at <https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm>.

Building Maintenance Scope of Work

- Identify all areas of exterior brick walls which need to be repaired and repointed.
- Repair front entryway arch.
- Must follow historic repair guidelines.

Schedule

The Goodrich Memorial Library is open to the public Monday through Saturday. Please provide a schedule for the soonest the work can begin and an estimate of how long it may take.

Responsibilities of the Contractor

- Provide all materials, tools, supplies and labor needed for the job.
- Keep the site and adjacent areas free from accumulation of waste materials caused by the operation and must keep tools, equipment, machinery, etc. suitably stored when not in use and on a daily basis to not detract from the public facilities.
- The Contractor will be required to provide the Library with a proof of general liability insurance, **with the Library listed as an additional insured**, a W-9, and worker's compensation insurance if applicable.
- Follow all applicable safety measures.
- The Contractor shall meet with the Library Board Chair and Library Director prior to commencement of the job.
- The Contractor shall warranty their work for at least three years.

Responsibilities of the Library

- The Library will make payment to the Contractor in a timely manner after invoices are submitted.
- Invoices are paid by the Library every two weeks following their approval.

Goodrich Memorial Library
Request for Proposals
Goodrich Memorial Library Maintenance Project
Page: 2

General Conditions

- The Contractor shall be responsible for making him/herself familiar with site conditions prior to submitting the proposal.
- The Library, by its Board of Trustees, reserves the right to reject any or all proposals and to accept any bid deemed by it to be in the best interests of the Goodrich Memorial Library.
- The contractor agrees to indemnify, defend, and hold harmless the Goodrich Memorial Library and its officers and staff from all costs, claims, damages, liabilities, settlements and judgments that arise out of any breach of contract, negligence or wrongful act or omission of the contractor, or failure of the contractor to comply with state or federal law.

Questions? Contact Joanne Pariseau at the Library at 802-334-7902 or director@goodrichlibrary.org. Please submit proposals by **12:00 noon, Monday, June 22, 2026**, by e-mail director@goodichlibrary.org or by mail or hand delivery with "GOODRICH MEMORIAL LIBRARY BRICK REPAIR PROJECT" on the subject line or envelope to: Goodrich Memorial Library, 202 Main Street, Newport, VT 05855.

Goodrich Memorial Library
Request for Proposals
Goodrich Memorial Library Maintenance Project
Page: 3



Goodrich Memorial Library
Request for Proposals
Goodrich Memorial Library Maintenance Project
Page: 4

