



Goodrich Memorial Library  
202 Main Street  
Newport, Vermont  
Exterior Painting and Window Repair Request for Proposals

The Goodrich Memorial Library is requesting sealed proposals for the exterior painting of all wood and repair of exterior windows.

The building is located at 202 Main Street in Newport City and is on the National Register of Historic Places.

**Building Maintenance Scope of Work**

- Identify all areas of exterior wood which need to be repaired, scraped, painted or varnished.
- Inspect all windows and make necessary repairs to the windows and casings.
- 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 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.
- The quote for painting and/or staining shall be for a minimum of two finish coats.
- 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.

**General Conditions**

- The Contractor shall be responsible for making him/herself familiar with site conditions prior to submitting the proposal.

## Goodrich Memorial Library

### Request for Proposals

#### Goodrich Memorial Library Exterior Painting and Window Repair Request for Proposals

Page: 2

- 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](mailto:director@goodrichlibrary.org). Please submit proposals by **12:00 noon, Monday, June 22, 2026**, by e-mail [director@goodichlibrary.org](mailto:director@goodichlibrary.org) or by mail or hand delivery with "GOODRICH MEMORIAL LIBRARY EXTERIOR PAINTING & WINDOW PROJECT" on the subject line or envelope to: Goodrich Memorial Library, 202 Main Street, Newport, VT 05855.

Exterior Building Images









