



Town of Bristol

1 South Street
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Bristol, VT 05443
(802) 453-2410
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www.bristolvt.org

Request for Proposals

Lawrence Memorial Library Front Porch Restoration

Project Overview

The Town of Bristol seeks proposals to restore the front entry steps and landing for the Lawrence Memorial Library building. Additionally, the proposal should address whether the remaining elements of the porch and stairs – stringers, railings, and columns – should be repaired or replaced. We welcome your professional judgment on the best approach for finishing the porch and stairs.

The Lawrence Memorial Library, located at 40 North St, Bristol, VT 05443, is a classical revival style building, constructed in 1911. The building is a single-story wood-frame structure with a hipped, clear-span roof of slate shingles, wood clapboard exterior, and stone foundation. It has a fully occupied basement and modern rear addition, which includes vertical circulation components of stairs and a lift.

Front Porch Scope of Work

- Remove and replace the front entry steps and top landing with AZEK TimberTech composite decking and PVC risers.
- Remove and replace stringers and landing structures.
- Identify rotted and/or damaged areas of the railings, columns, and side lattice and replace them as needed.
- Repaint railings, columns, and side lattice.
- Remove, refinish, and reinstall the center handrail.

Schedule

Lawrence Memorial Library is open to the public. Please provide a proposed start date and anticipated completion date.

Responsibilities of the Contractor

- Provide all materials, tools, supplies, and labor needed for the job.
- Maintain a clean worksite and surrounding areas.
- The Contractor must provide proof of general liability coverage with the Town of Bristol listed as an additional insured, a completed W-9 form, and proof of workers' compensation insurance (if applicable).
- Follow all applicable safety measures.
- Secure and adhere to all applicable state permits required for the project.
- Ensure all work complies with state regulations and standards.
- The Contractor shall meet with the Town Administrator and Library Director before the job begins.
- The Contractor shall warranty their work for at least three years.

Responsibilities of the Town

- The Town will pay the Contractor promptly after invoices are submitted.
- Invoices are paid by the Town every two weeks following approval of warrants at Selectboard meetings.

General Conditions

- Contractors are responsible for familiarizing themselves with site conditions before submitting proposals.
- Painting and/or staining shall include two finish coats. Please provide a detailed breakdown of costs for each coat.
- The Town, by its Selectboard, reserves the right to reject any proposals and accept any bid deemed in the best interests of the Town of Bristol.
- The contractor agrees to indemnify, defend, and hold harmless the Town of Bristol 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 Ian Albinson, Interim Town Administrator at (802) 453-2410 or townadmin@bristolvt.org.

Please submit proposals as a PDF or Word document by **noon, Friday, May 23, 2025** by e-mail: townadmin@bristolvt.org with "Lawrence Memorial Library Porch Restoration" on the subject line.



Figure 1. Lawrence Memorial Library front entry west side (07/27/2022).



Figure 2. Closer view of the Lawrence Memorial Library front steps (Mosely, 08/15/2022).



Figure 3. Closer view of the Lawrence Memorial Library front steps (Mosely, 08/15/2022).



Figure 4. Side view of the Lawrence Memorial Library front steps (Mosely, 08/15/2022)