

MEMO

FROM: Dana Hart, Director of IIsley Public Library

TO: Infrastructure Committee

DATE: 7.9.2020

RE: Bid for Historic Window Restoration at IIsley Public Library

The library's historic 1924 windows are in need of restoration. The primary need is for basic maintenance and repair, restoring the sashes to an operating state, and installing weather stripping that will improve thermal performance. We have budgeted \$10,700 in the capital improvements budget for this project, and have received grant funding for \$5,350, from the Department of Historic Preservation, for a total of \$16,050. This budget was based on the initial assessment and report conducted by Arcadian Restoration.

In response to my request for proposals, I received two bids, one from Willard Street Traditions, for \$34,375, and one from Millbrook Building & Remodeling, for \$85,730.

Willard Street Traditions was willing to work with us to divide the project into two phases, so that we can tackle Phase 1 this year, with the funds already budgeted. Phase 2 will wait until FY 23, so that I can apply for another round of grant funding from the Dept. of Historic Preservation.

I recommend awarding Willard Street Traditions the contract for Phase 1, which will tackle the windows with the most pressing needs. These windows leak cold air during the winter (eight medium windows on the side of the building that faces the parking lot). Phase 1 will also address any wood rot on the jambs of the large windows facing Main Street. I request the IC submit the \$15,000 proposal from Willard Street Restoration to the Selectboard for approval.