

BID/RFP ADVERTISING AUTHORIZATION FORM

This authorization form must be fully completed. Bids will not be considered unless accompanied by a signed authorization from both the Town Treasurer and Town Administrator.

It is the responsibility of the submitting party to ensure completeness before submission to the Clerk's office.

BID/RFP # 1074 Long term lease of former Byfield School


REQUESTED BY: Diane Williamson / _____
(Printed) (Signature)

BRIEF PROJECT NARRATIVE: RFP For Long Term Lease of former Byfield School for best use _____

SOURCE OF FUNDING: N/A

Approved by Town Council (Date) October 1, 2025
Regular Budget Line Item (Number) _____
Special Appropriation _____
Grant (source) _____
Other _____

Authorization is hereby granted to proceed with the advertising requirements for the Bid/RFP described above.


Steven Contente, Town Administrator (Date)

Carl Carulli 10/4/25
Carl Carulli, Town Treasurer (Date)

Pre-Bid Meeting no ☒ yes **if yes**, ☐ mandatory or ☒ recommended

Date: _____ TBD _____ Time: _____ TBD _____

Location: 220 High Street

Special Instructions: Times for Walk throughs of the building will be scheduled

Question Submission Information:

Deadline Date: TBD Time: TBD

Contact Name: Diane Williamson

Contact email: dwilliamson@bristolri.gov Phone # 401-253-7000 ext. 126

12-10-25

All fields must be completed. Incomplete authorization forms may be rejected, leading to potential postponement of bid opening dates. Forms must be completed and submitted with the bid documents no later than one week before the first scheduled advertising date.

**TOWN OF BRISTOL
INVITATION TO BID
BID No. 1074**

Sealed Bids will be received until noon on December 10, 2025 for the following:

**LONG-TERM LEASE OF REAL PROPERTY KNOWN AS
FORMER BYFIELD SCHOOL
BID # 1074**

BIDS WILL BE OPENED AT NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET,
September 10, 2025, FOR THE TOWN COUNCIL MEETING OF December 10, 2025

The Town of Bristol is requesting sealed bids for the LONG-TERM LEASE OF REAL PROPERTY KNOWN AS FORMER BYFIELD SCHOOL, in accordance with all terms and specifications contained herein.

Specifications may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at <https://www.bidnetdirect.com/rhode-island/bristolri> by registering and/or logging in as a vendor.

Non-mandatory Tours of the site will be conducted between 9-12 a.m. on Friday November 21, 2025, between 9-12 a.m. on Saturday November 22, 2025; and between 1-4 p.m. on Monday, November 24, 2025.

Bids (one original marked "MASTER" and one copy) must be submitted in sealed envelope and must be clearly marked on the outside, "**LONG-TERM LEASE OF REAL PROPERTY KNOWN AS FORMER BYFIELD SCHOOL BID # 1074**" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until noon on December 10, 2025.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office (401) 253-7000 three business days prior to the bid opening.

The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO
TOWN CLERK

November 6 & 20, 2025

LEGAL NOTICE

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