



**REQUEST FOR PROPOSALS (RFP)
Environmental Assessment Services (HUD CDBG-DR)
Floodplain Restoration Implementation Project
Town of Hardwick, Vermont**

Project Overview

The Town of Hardwick is undertaking an implementation-phase floodplain restoration project along the Eastern bank of the Lamoille River downstream of the confluence with Cooper Brook. The project restores and maintains an existing floodplain mitigation area originally constructed in the 1980s under an Act 250 permit to provide floodwater and ice storage during high-flow and ice jam events. The original project footprint encompasses approximately seven acres of village-owned land extending from Church Street downstream to the Lamoille Valley Railroad Bridge.

Over time, the floodplain has not been maintained, resulting in sediment accumulation, vegetation overgrowth, and increased floodplain elevations that have reduced flood storage capacity and hydraulic connectivity. Recent studies, including geomorphic analysis and LiDAR data, confirm that the restored floodplain area now sits several feet higher than adjacent developed areas, diminishing its effectiveness during flood events.

The proposed project includes physical implementation activities limited to the previously disturbed footprint of the original project and may include selective vegetation removal, excavation of accumulated sediment and fill to re-establish flood bench elevations, minor regrading to improve floodplain access at bankfull flows, stabilization of existing banks using natural and bioengineered materials, reconnection of existing side channels or backwater areas, and re-establishment of native floodplain vegetation. No expansion of the project footprint, new structures, new impervious surfaces, or land use changes are proposed. The project is intended to restore floodplain function, reduce flood and ice jam risk to the downtown area, and improve long-term resilience.

The project will be funded through a HUD Community Development Block Grant – Disaster Recovery (CDBG-DR) implementation grant and therefore requires completion of a full HUD Environmental Assessment (EA) in accordance with 24 CFR Part 58, including compliance with NEPA and all applicable federal authorities.

Scope of Services

The Town is seeking a qualified consultant or engineering firm with demonstrated experience completing HUD Environmental Assessments for CDBG-DR implementation projects. The selected consultant will be responsible for preparing a complete, HUD-compliant Environmental Assessment that supports project approval and issuance of Authority to Use Grant Funds.

Services are expected to include, at a minimum:

- Preparation of a full Environmental Assessment in compliance with 24 CFR Part 58
- NEPA impact analysis and documentation
- Compliance documentation for applicable federal authorities, including but not limited to floodplains,

wetlands, historic resources (Section 106 coordination support), endangered species, noise, and contamination.

- Wetlands and surface water assessment sufficient to support EA conclusions and permitting coordination
- Floodplain compliance documentation, including coordination with the 8-Step Process if required
- Identification and documentation of mitigation measures, if applicable
- Preparation of public notices and support for public comment requirements
- Coordination with the Town, State of Vermont administering agency, HUD, and relevant regulatory agencies
- Responses to agency or HUD comments and revisions through final approval

The consultant is expected to manage the EA process from initiation through final acceptance and clearance.

Qualifications

Proposals should demonstrate:

- Direct experience completing HUD Environmental Assessments for CDBG-DR or other HUD-funded implementation projects
- Familiarity with Vermont environmental permitting and coordination requirements
- Experience with floodplain restoration, river corridor, or flood mitigation projects
- Ability to coordinate across multiple regulatory frameworks and agencies
- Experience supporting projects through HUD environmental clearance

Submission Requirements

Proposals should include:

- Firm background and relevant experience
- Description of approach to completing a HUD Environmental Assessment for this project
- Examples of comparable HUD-funded projects
- Identification of key staff and roles
- Proposed schedule and anticipated duration
- Cost proposal

Schedule

RFP issued: February 5, 2026

Proposals due: February 19, 2026

Anticipated selection: March 6, 2026

Project initiation: March 9, 2026

Additional Information: David Upson, Town Manager, (802) 472-6120, david.upson@hardwickvt.gov or Kristen Leahy, Zoning & Floodplain Administrator | Resilience & Adaptation Coordinator, (802) 472-1686, zoning.administrator@hardwickvt.gov