

REQUEST FOR PROPOSALS  
Engineering and Implementation Services  
Hardwick Confluence Floodplain Restoration Project

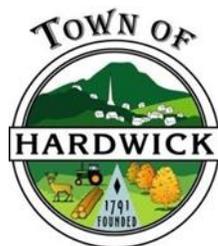


Town of Hardwick, Vermont

Issued: March 12, 2026

Due: April 9, 2026 at 3pm

Town of Hardwick  
PO Box 523  
Hardwick, Vermont 05843



## **PROJECT OVERVIEW**

The Town of Hardwick seeks proposals from engineering firms with experience in river restoration, floodplain reconnection, and flood mitigation to support the engineering design and implementation of the Hardwick Confluence Floodplain Restoration Project.

The project will restore and enhance approximately 8 acres of floodplain adjacent to the Lamoille River near Wolcott Street in the Village of Hardwick.

The purpose of the project is to restore floodplain connectivity, increase floodwater storage capacity, reduce bank erosion, and lessen flood risk to the Village of Hardwick and surrounding infrastructure.

The Town intends to implement the project through a phased engineering and construction process.

An Environmental Assessment (EA) for the project is currently being conducted under a separate contract. The selected engineering consultant will coordinate with the Environmental Assessment consultant to ensure consistency between engineering design, environmental review, and regulatory approvals.

The project is funded through the U.S. Department of Housing and Urban Development Community Development Block Grant – Disaster Recovery (CDBG-DR) program administered through the State of Vermont.

## **PROJECT BACKGROUND**

Hardwick has experienced repeated flooding in recent years, including federally declared disasters in July and December 2023 and July 2024.

Previous geomorphic assessments of the Lamoille River have identified this reach as having significant potential for floodplain reconnection and expanded floodwater storage that could provide meaningful flood risk reduction benefits to the village.

The project area includes a town-owned parcel located within the mapped floodplain adjacent to the Lamoille River and near the Wolcott Street corridor.

Potential project elements may include:

- Re-grading and reconnection of flood benches
- Reconnection of side channels and backwater areas
- Nature-based bank stabilization
- Floodplain vegetation restoration
- Creation of additional floodwater storage capacity

The selected consultant will assist the Town in refining, designing, permitting, and implementing these floodplain restoration improvements.

The Town places a high value on solutions that balance flood risk reduction, river stability, ecological function, and compatibility with the surrounding village environment.

## **PROJECT CONTEXT**

The project site is located along the Lamoille River near the Wolcott Street corridor in the Village of Hardwick. This section of the river lies immediately upstream of the Wolcott Street commercial district and adjacent to the Lamoille Valley Rail Trail corridor.

During recent flood events, including the July 2023 and July 2024 disasters, this reach of the river conveyed large volumes of floodwater through the village. Limited floodplain access and channel confinement in this reach contribute to elevated water levels and increased flood impacts to nearby infrastructure, businesses, and residences.

The project site represents one of the few areas near the village center where floodplain reconnection and expanded floodwater storage may be possible. By restoring floodplain connectivity and increasing the capacity of this reach to safely store and convey floodwaters, the project is intended to reduce hydraulic pressure on downstream sections of the river corridor while improving ecological function and channel stability.

## **SCOPE OF SERVICES**

The Town anticipates implementing the project through several phases. The Town reserves the right to modify the scope or sequence of phases depending on funding availability.

### **Phase 1 – Site Assessment and Concept Refinement**

Review existing studies and project documentation. Conduct site investigation and survey as necessary. Refine conceptual floodplain restoration approaches. Conduct preliminary hydraulic and geomorphic analysis. Develop and evaluate conceptual design alternatives and provide planning-level cost estimates.

Deliverables may include conceptual site plans, hydraulic analysis, and preliminary cost estimates.

### **Phase 2 – Preliminary Engineering**

Conduct hydraulic and hydrologic modeling and geomorphic stability analysis. Develop preliminary engineering design and coordinate with the Environmental Assessment consultant and regulatory agencies.

Deliverables may include approximately 30 percent engineering design and updated cost estimates.

### Phase 3 – Final Design and Permitting Support

Prepare final engineering plans and specifications and develop detailed construction cost estimates. Provide technical documentation necessary to support environmental review and regulatory permitting.

The selected consultant will coordinate with the Environmental Assessment consultant and regulatory agencies as needed to ensure consistency between engineering design and environmental review.

Permits may include:

- Vermont Flood Hazard Area Permit
- Vermont Wetlands Permit
- U.S. Army Corps of Engineers permit
- Other applicable local, state, or federal permits

The engineering consultant will prepare drawings, technical analyses, and supporting documentation required for permit applications. Permit applications may be submitted by the Town and/or Environmental Assessment consultant as appropriate.

Deliverables will include final design plans suitable for construction bidding.

### Phase 4 – Construction Support and Implementation

Prepare construction bid documents and assist the Town with contractor procurement. Provide construction administration services including site inspections, responses to contractor questions, and preparation of as-built documentation.

Construction documents must incorporate all applicable federal funding requirements, including Davis-Bacon prevailing wage provisions and other HUD-related compliance requirements.

## **FUTURE SERVICES**

The Town intends to select a consultant team capable of supporting the project from conceptual design through construction implementation.

Depending on funding availability and project needs, the Town may negotiate additional contracts or amendments with the selected consultant for future phases of work.

The Town reserves the right to modify the scope of services, negotiate additional services, or terminate the procurement process at any time if it is determined to be in the best interest of the Town.

## **CONSULTANT QUALIFICATIONS**

The Town seeks firms with demonstrated experience in:

- River restoration and floodplain reconnection
- Hydraulic and hydrologic modeling
- Fluvial geomorphology and channel stability analysis
- Nature-based flood mitigation strategies
- Floodplain and river corridor permitting in Vermont
- Design and implementation of stream restoration or flood mitigation projects
- Federally funded infrastructure projects

Teams may include subconsultants with expertise in geomorphology, ecology, hydraulics, or environmental permitting.

The Town welcomes multidisciplinary teams that combine engineering, geomorphic, and ecological expertise relevant to floodplain restoration and river corridor projects.

Experience presenting technical information to municipal boards and the public is strongly preferred.

## **FEDERAL FUNDING AND COMPLIANCE REQUIREMENTS**

This project is fully funded through the U.S. Department of Housing and Urban Development (HUD), Community Development Block Grant – Disaster Recovery fund.

The selected consultant must comply with all applicable federal requirements associated with CDBG-DR funded projects.

These requirements include, but are not limited to:

- Davis-Bacon and Related Acts
- Section 3 of the Housing and Urban Development Act
- Equal Opportunity and Non-Discrimination requirements
- Federal procurement requirements
- Environmental compliance requirements

While professional engineering services are generally exempt from Davis-Bacon prevailing wage requirements, construction activities funded through this project will be subject to Davis-Bacon prevailing wage provisions.

The consultant shall assist the Town in incorporating Davis-Bacon wage determinations into construction bid documents and supporting federal compliance during construction.

## **SITE INFORMATION**

A site visit with Town staff can be arranged once seasonal conditions allow for effective field review.

## **SUBMISSION REQUIREMENTS**

Proposals shall be submitted in two parts.

### Technical Proposal

Cover letter  
Statement of qualifications  
Relevant project experience  
Project team and key personnel  
Proposed approach to phased project delivery  
Understanding of project goals and constraints  
Three professional references

### Cost Proposal

The cost proposal should be submitted as a separate document and include:

Scope of services by phase  
Estimated hours by staff role  
Hourly billing rates for all personnel  
Estimated cost by phase  
Total estimated project cost

## **SELECTION CRITERIA**

Proposals will be evaluated based on:

Relevant project experience – 15%  
Technical expertise in river restoration and flood mitigation engineering – 25%  
Qualifications of the proposed project team – 20%  
Demonstrated experience with federally funded infrastructure projects – 15%  
Project approach and understanding of the project goals – 15%  
Cost proposal – 10%

Additional consideration will be given to teams demonstrating successful completion of floodplain restoration, river corridor, or flood mitigation projects that progressed from conceptual design through permitting and construction implementation.

The Town intends to negotiate additional phases with the selected consultant contingent on performance, funding availability, and compliance with federal procurement requirements.

## **DATA OWNERSHIP**

All reports, plans, models, data, and supporting documentation produced under this contract shall become the property of the Town of Hardwick.

## **Selection and Compliance**

The selected consultant shall comply with all applicable municipal, state, and federal requirements, including CDBG-DR regulations, 2 CFR Part 200, HUD guidance, ACCD grant requirements, environmental review procedures, procurement standards, and recordkeeping requirements.

The selected vendor must be registered in the System for Award Management (SAM) at [sam.gov](https://sam.gov), maintain an active registration for the duration of the contract, and provide its Unique Entity Identifier (UEI). By submitting a proposal, the vendor certifies that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federally funded transactions by any federal department or agency, and agrees to notify the Town immediately of any change in status. The Town reserves the right to verify SAM registration and suspension/debarment status prior to award in accordance with 2 CFR Part 200.214, and failure to meet these requirements may result in rejection of the proposal or termination of any resulting contract.

## **SUBMISSION INSTRUCTIONS**

Proposals must be submitted electronically in PDF format to:

David Upson, Jr. – Town Manager (802) 472-6120 or [david.upson@hardwickvt.gov](mailto:david.upson@hardwickvt.gov)

Deadline: April 9, 2026 at 3 pm.

The Town welcomes inquiries and is available to discuss the project scope. Interested firms are encouraged to contact the Town Manager or the Resilience and Adaptation Coordinator (Kristen Leahy, [zoning.administrator@hardwickvt.gov](mailto:zoning.administrator@hardwickvt.gov), 802-472-1686) with questions. Site visits may be arranged upon request.