

ROBERTO L. DASILVA  
MAYOR



JESSICA LAMPREY  
PROCUREMENT SPECIALIST

**CITY OF EAST PROVIDENCE  
PURCHASING DIVISION  
145 TAUNTON AVENUE  
EAST PROVIDENCE, RI 02914  
401-435-7500 EXT. 11270**

To: All Prospective Bidders

From: Jessica Lamprey, Procurement Specialist

Date: Wednesday, July 1, 2026

Re: RFQ EP25/26-014 2027 Hazard Mitigation Plan Updates

---

Please be advised that the following information comprises Addendum #1.

Answers to vendor submitted questions are as follows:

1. How does the City define “successful project completion” by the August 28, 2027, deadline?

**Our consultant procurement process was impacted by the on-again off-again status of our Hazard Mitigation Grant application. For the deadline, the plan development process and substantive content of the update should be nearly if not entirely complete, with a draft plan having been reviewed by RIEMA. It would be optimal to have a draft ready for RIEMA review.**

- Does this require the Local Hazard Mitigation Plan to be submitted to FEMA by that date?
- To have received Approvable Pending Adoption (APA) status?
- Or to have obtain full FEMA approval?

2. How will the City address schedule impacts caused by factors outside the Consultant’s control, such as federal government closures, FEMA review delays, or other federal processing delays?

**The City’s goal is to work as efficiently as possible and maintain an appropriate schedule. The City will maintain a detailed log of every task and milestone, and any other date or event of importance in this process. There is a staff member dedicated to working on and completing this project.**

3. Does the City have minimum expectations regarding the number of public meetings, workshops, surveys, stakeholder interviews, or other engagement activities required during the planning process?
4. Would the City be receptive to alternative engagement methods—such as public surveys and targeted stakeholder outreach—to support broader participation?
5. Is the City open to conducting project management meetings and Local Hazard Mitigation Planning Committee meetings virtually to reduce travel costs and maximize participation?

**Answer to Questions 3-5: We anticipate stakeholder/public engagement to be accomplished in accordance with FEMA guidelines. We prefer at least one in-person public meeting/workshop, with other opportunities that shall include a survey. Optimally we would have a workshop for northern and southern parts of the City. This can be discussed at an initial Local Hazard Mitigation Committee meeting. We also request assistance with business/commercial outreach. The Planning Department's economic development focus has increased in recent years, and the Department can assist with such outreach.**

6. Who will serve as the City's primary point of contact for day-to-day project coordination?

**Wayne Barnes, EMA Project Manager- [wbarnes@eastprovidenceri.gov](mailto:wbarnes@eastprovidenceri.gov) Office- (401) 654-4270**

**Correspondence copied to:**

**Michael Carey, Fire Chief/EMA Director- [mcarey@eastprovidenceri.gov](mailto:mcarey@eastprovidenceri.gov) Office- (401) 431-4613 Keith Brynes, Planning Director- [kbrynes@eastprovidenceri.gov](mailto:kbrynes@eastprovidenceri.gov) Office- (401) 435-7530**

7. Will the City provide a document-sharing platform (e.g., Microsoft Teams, SharePoint, Google Drive), or should the Consultant provide one?
8. Will the City provide a virtual meeting platform (e.g., Microsoft Teams or Zoom), or should the Consultant provide one?

**Answer to Questions 7-8: The consultant should provide these services.**

9. Does the City have minimum expectations regarding GIS mapping of hazard-prone areas and community assets?
10. Is the City agreeable to the Consultant leveraging FEMA's Resilience Analysis and Planning Tool (RAPT) and/or RIGIS for hazard and asset mapping?
11. Does the City have internal GIS staff or contracted GIS support available to assist the project?
12. What GIS data layers are currently available from the City, and in what formats will these be provided?

**Answer to Questions 9-12: GIS mapping of hazard-prone areas, community assets, and critical resources is preferred. The City has some local GIS layers and has a GIS coordinator. The Planning Department includes staff with GIS experience who are available to assist. There is flexibility regarding data layer formats. The use of RIGIS and pertinent FEMA tools is encouraged.**

13. Regarding schedule...when you state the project should be 'fully completed' by August 27, 2027...does that mean a full draft submitted to RIEMA for first round of review/approval by August 27, 2027, or RIEMA/FEMA approved and adopted by the community by August 27, 2027. Asking as RIEMA and FEMA both have 45 – 60-day review periods typically, and in addition to internal/public comment reviews, this could push out a 'fully completed' plan by 5 – 6 months.

**See Questions 1 and 2 above.**

14. Please confirm that the City intends to incorporate CRS Activity 510: Floodplain Management Planning into this HMP Update for CRS activity credit.
- a. If yes, is the City's office responsible for the community's land use and comprehensive planning committed to being actively involved in the floodplain management planning process? FEMA defines "actively involved" means that staff regularly attend meetings, assist in the coordination, and either write or review draft sections of the plan.

**The City intends to incorporate Floodplain Management Planning into this update for CRS credit. Planning Staff with assistance from the City's Public Works Department and Engineering Division include floodplain consideration in all land use planning processes. The City's Comprehensive Plan's Natural Hazard and Climate Change element includes extensive information on flood zones, other chronic flood**

**areas, hurricane inundation scenarios, and natural resource benefits of undeveloped floodplains. An EMA staffer has been a member of the state ASFPM chapter since its inception in 2007.**

15. In the 2022 Plan, urban flooding was identified as the most prevalent hazard. Is this still the case?

**Local urban flooding remains the City's most prevalent hazard. A nearby landfalling hurricane represents a much greater hazard, as the area has been devastated by hurricanes in the distant past. The last hurricane landfall in the Rhode Island area was Hurricane Bob in 1991.**

16. Are there other planning processes (e.g. economic development, historic preservation, long-range transportation, statewide sheltering plan, etc.) happening now or during the timeframe for this 2022 Plan update that we should be aware of?

**The City's 2025-2035 Comprehensive Plan was recently approved and is in full effect. The State of RI Division of Planning has developed the state's Long Range Transportation Plan- Moving Forward RI 2050.**

17. According to the 2022 Plan, the DPW Engineering Division and the Finance Department's Assessment Division provided mapping assistance and property value data. Will these entities be providing the same support for this Plan update?

**Yes.**

18. What are the City's top three hazards of concern?

**Excessive rain leading to urban flooding, Severe local storms, Hurricanes**

19. Do you anticipate changing the list of hazards be profiled during this Plan update?

**To be determined during Local Hazard Mitigation Committee and community engagement discussions and coordinated with the RI State Hazard Mitigation Plan.**

20. Could the City provide the Strengths and Opportunities section of the FEMA Plan Review Tool for the 2022 Plan?

**Yes.**

21. East Providence borders four communities. How do you anticipate engaging with these communities, and/or other relevant jurisdictions, during this Plan update?

**These communities will be made aware that we are updating our Hazard Mitigation Plan, invited to provide comments, and be provided with a draft plan for review.**

22. Can you please describe any significant commercial and residential waterfront developments in East Providence (especially in the City's Waterfront Special Development District) since the 2022 Plan?

**Kettle Point, a development within the Waterfront District that includes condominiums, apartments, and a medical building, was completed during this time frame. East Point, also in the Waterfront District, is a residential development with apartments and detached condominiums. Esat Point is partially complete and actively under development.**

23. There are two high-hazard dams in the City of East Providence. Have there been any reports or studies related to these dams published since 2021? Have there been any reports or studies related to the other dams in East Providence since this time?

**The last known RI Department of Environmental Management visual inspection report for both dams is from 2020. The Rhode Island Emergency Management Agency has recently approved the City's 2026 James V. Turner Reservoir Dam Emergency Action Plan. An Emergency Action Plan for the Bucklin Point Dam on private property is under development.**

24. What challenges, if any, do you anticipate during this Plan update process?

**The time frame is shorter than optimal.**

One (1) original, two (2) copies and 1 Thumb Drive of the proposal shall be submitted in one (1) sealed envelope to East Providence City Hall, Controllers Office, Room 103, Attn: Jessica Lamprey, Procurement Specialist, 145 Taunton Ave., East Providence, RI 02914 no later than **WEDNESDAY, JULY 8, 2026, AT 11:00AM**. The bids will be publicly opened and recorded on the same day at East Providence City Hall in Conference Room A. Bids received with a time of 11:01 AM or later will be rejected. The outside envelope needs to be marked **RFP EP25/26-014 2027 Local Hazard Mitigation Plan Updates**.