



**CITY OF EAST PROVIDENCE  
EMERGENCY MANAGEMENT AGENCY  
REQUEST FOR QUALIFICATIONS  
EP25/26-014  
2027 LOCAL HAZARD MITIGATION PLAN UPDATE  
BID OPENING WEDNESDAY, JULY 8, 2026, AT 11:00AM**

**ADVERTISEMENT**

The City of East Providence is seeking qualified planning and environmental consulting firms with experience in Hazard Mitigation Planning within Federal Emergency Management Agency (FEMA) Region 1, and in particular Rhode Island, to develop a Local Hazard Mitigation Plan Update for the City. East Providence is a coastal city of about 47,000 persons with an area of just under 14 square miles, with 14 miles of tidal waterfront along the Providence, Seekonk and Runnins Rivers. The currently valid “2022 Local Hazard Mitigation Plan - A Multi-Hazard Mitigation Strategy” will expire on August 28, 2027, and must be updated in accordance with FEMA guidelines.

Plan development is funded through a Rhode Island Emergency Management Agency grant of \$22,499.90 with a local share of \$7,500.10 (total project budget = \$30,000).

A qualified consultant will be selected to guide the City through the planning process and produce an updated Local Hazard Mitigation Plan by the above deadline. The consultant will:

- Review the current approved plan;
- Review the Local Mitigation Plan Review Tool within the current plan;
- Convene a Local Hazard Mitigation Planning Committee (hereafter, the Committee) to include the Mayor or designee, the Planning Director, the Emergency Management Director or Designee, and designated staff from Public Safety and other City departments as appropriate, to discuss Plan development updates and progress, and review changes in FEMA requirements since 2022;
- Work with the Planning Department to identify pertinent City geographic and demographic information and conditions that have changed in the past five years,
- Develop a work plan and timeline for completion of tasks along with the final product;
- Integrate hazard mitigation planning other City planning documents including the City’s newly completed Comprehensive Plan;
- Coordinate public participation in the planning process as required;
- Review identified hazards and along with emerging hazards and update hazard profiles;

- Update the list of hazard mitigations goals and objectives, and develop and priorities mitigation strategies;
- Ensure that the Plan Update supports the City’s enrollment in FEMA’s Community Rating System;
- Deliver a draft Plan for appropriate City departments to review;
- Incorporate recommended changes and deliver the revised Plan for RIEMA and FEMA review; and
- Incorporated recommended RIEMA/FEMA changes and submit to FEMA for final approval

Specifications may be downloaded from the City’s website <https://eastprovidenceri.gov/rfp>

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**.

The City reserves the right to waive any informality in order to reject any or all bids if deemed to be in the best interest of the City.

Any questions should be directed to Wayne Barnes, EMA Executive Project Manager at [wbarnes@eastprovidenceri.gov](mailto:wbarnes@eastprovidenceri.gov) and Jessica Lamprey, Procurement Specialist at [jlamprey@eastprovidenceri.gov](mailto:jlamprey@eastprovidenceri.gov) no later than **MONDAY, JUNE 29, 2026, AT 4:00PM**.

Equal Opportunity/Affirmative Action Employer

Jessica Lamprey, Procurement Specialist  
[jlamprey@eastprovidenceri.gov](mailto:jlamprey@eastprovidenceri.gov)