

**TOWN OF JOHNSON, VERMONT**

293 Lower Main West  
Johnson, VT 05656

**To:** Planning and Design Consultants Serving Northern Vermont  
**From:** Paul Warden, Johnson Selectboard  
**Date:** September 16, 2025  
**Re:** Request for Quotes: Design and Community Engagement

Dear Planning and Design Consultants,

The Town of Johnson is requesting quotes from qualified consultants to facilitate community public meetings and to develop visual aids. The community would benefit from accessible visuals, tools, and facilitated engagement to help envision future "best use" of Legion Field, which is located on School Street in downtown Johnson.

**Project Background and Budget**

Legion Field has served a community gathering place for generations, most recently featuring the Tuesday Night Live (TNL) music series, the Community Oven, a winter skating rink and other events. Johnson recently moved its historic public library building from a flood-prone location on Railroad Street to the east side of Legion Field. The library presence has decreased the available field space, which has prompted wider discussions about the best future use of Legion Field.

Johnson has support from the Vermont Council on Rural Development (VCRD) to pay for the services requested herein (not to exceed \$5,000). Separately, the Town has a \$30,000 construction grant to pay for selected improvements to Legion Field.

The VCRD funds will be used to facilitate at least two public meetings about the best future uses of Legion Field. The first public meeting will be to gather community input to provide the Consultant with information regarding uses and potential layouts. The second meeting will be to review and critique two to three draft layouts of Legion Field improvements prepared by the Consultant, and to ultimately build consensus around one design.

This effort expands upon previous community engagement led by the Vermont Council on Rural Development (VCRD), under the "Reimagine Johnson" workshops held in 2024. Five "task forces" were created from this process based on community priorities, and continue to meet regularly to advance work in the following areas: Downtown Reconfiguration and Redevelopment; The Grocery Store, and Increased Awareness and Access to Food; The College and Town Connection; Recreation Economy; and Housing Strategy. This effort also expands upon ongoing flood mitigation projects identified through the FEMA Long Term Recovery Planning. Visual aids that capture the community vision and goals, will help guide improvements to Legion Field.

**If you are interested in providing a proposal**, please submit a brief scope of work that demonstrates your understanding of the project and the deliverables along with your cost quote to Johnson's Community & Economic Development Specialist, Carl Rogers, at [ceds@townofjohnson.com](mailto:ceds@townofjohnson.com). For questions, please contact Carl by email or at (802) 999-8093. **Please submit your quote by 4:00 pm Sept. 26, 2025.**

Thank you for your interest in Johnson!