

**Request for Qualifications
Professional Engineering Consulting Services
1,4 Dioxane Removal Pilot Project
Cape Fear Public Utility Authority
Wilmington, North Carolina
August 7, 2026**

General Information

The Cape Fear Public Utility Authority (CFPUA) is requesting Statements of Qualifications from engineering consulting firms with demonstrated expertise in the planning, design, permitting, implementation, and construction support of innovative drinking water pilot treatment projects for the removal of 1,4 Dioxane.

CFPUA intends to implement a pilot-scale study at the Sweeney Water Treatment Plant to evaluate the feasibility of biologically removing 1,4-dioxane by stimulating isobutane-metabolizing bacteria through the controlled addition of propane within the facility's existing biological filtration process. The results of this pilot project will be used to assess the viability of this treatment approach for potential future full-scale implementation.

The selected consultant will be responsible for providing professional engineering services that generally include, but are not limited to, the following:

- Review and evaluate existing information, reports, drawings, and operational data provided by CFPUA, and perform additional investigations or field evaluations as necessary to support the pilot project design.
- Design a pilot-scale treatment system that can be safely integrated into the operating treatment facility while minimizing impacts to normal plant operations.
- Prepare complete engineering plans, technical specifications, contract documents, and cost estimates suitable for competitive bidding.
- Obtain or assist CFPUA in obtaining all permits and regulatory approvals necessary to implement the pilot project.
- Provide engineering support during the bidding phase, including responding to contractor questions, preparing addenda as required, and assisting with bid evaluation.
- Provide engineering services during construction and system startup, if authorized by CFPUA.

Firms responding to this RFQ shall demonstrate substantial experience with drinking water treatment facilities, biological treatment processes, pilot-scale testing of emerging treatment technologies, and the successful execution of projects within active water treatment plants. Experience involving 1,4-dioxane treatment, biofiltration, bioremediation, or other advanced treatment technologies is highly desirable.

Construction-phase engineering services, including construction administration, observation, startup assistance, pilot testing oversight, data evaluation, and preparation of final technical

reports, may be negotiated with the selected consultant and awarded at the time of construction contract award.

Submission of a Statement of Qualification (SOQ)

Consulting engineering firms are invited to submit a Statement of Qualification to the CFPUA to be received no later than **2:00 PM on September 1, 2026**. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until 2:00 PM on August 25, 2026. Questions submitted after this time will not be addressed. Questions concerning this advertisement should be directed to Ben Guerrieri, Procurement Manager, Cape Fear Public Utility Authority, at bids@cfpua.org.

SOQ's shall be limited to **20-pages or less**, excluding cover page, tabs, resumes and appendices.

Firms shall submit their statement of qualifications for consideration in .pdf format to bids@cfpua.org. Maximum file size for .pdf submission is 25MB. A reply will be sent to the email address submitting the statement of qualifications to confirm receipt. It is the submitting firm's responsibility to confirm that CFPUA has received statement of qualifications via email. If email reply is not received from bids@cfpua.org, please call 910-332-6472 or 910-332-6651 before deadline for submission.

Submitted information shall comply with N.C.G.S. 143-64.31 through 64.34 (aka Mini Brooks Act).

All SOQ's will be evaluated by a CFPUA selection team.

One firm will be selected from this request for qualifications.

Description of Services

The scope of work is expected to include the services described herein. No guarantee is expressed or implied by the CFPUA that all services will be performed or that the selected consultant will perform all services associated with the project. The CFPUA may terminate work or pursue other consultant selections at any phase of the project. Services for construction phase support may be negotiated after final plans have been received and construction funding is approved.

Schedule

The CFPUA selection team will place strong emphasis on a firm's ability to meet the schedule of deliverables outlined below. The selected consultant will be expected to complete final plans and specifications in general accordance with the project schedule shown below, or sooner.

○ Complete Scope and Contract	September 16, 2026
○ Notice to proceed	September 28, 2026
○ Basis of Design	October 26, 2026
○ 30% design submittal	December 18, 2026
○ 60% design submittal	February 18, 2027

- 90% design submittal
- Final contract documents and permits

March 19, 2027

May 28, 2027

Consultant Selection

CFPUA will follow a qualifications-based selection process. Consultants must demonstrate their level of competence and qualification, and each sub-consultant's level of competence and qualification, with respect to the listed evaluation factors for the services needed.

SOQ's will be evaluated based on the following four (4) considerations and the level of importance for each consideration. The SOQ shall be formatted consistently with the evaluation consideration. Criteria shown under each of the four (4) considerations are to be addressed in the SOQ. Consultants may provide additional information as necessary.

1. Project understanding and approach (30%)
 - a. Understanding of project drivers and success factors
 - b. Approach for the work and to keep the project on schedule
 - c. Description of the design team's quality control program
2. Relevant firm experience (25%)
 - a. Projects of similar size and scope
 - b. References and descriptions of similar projects
3. Overall staff experience proposed for this project (25%)
 - a. Principal in charge of the project
 - b. Individual team members for each discipline and relevant experience
 - c. Location of each team member to facilitate efficient project execution
4. Record of success by the consultant (20%)
 - a. Managing design and construction costs within project budgets and design estimates
 - b. Record of project success, demonstrated by work previously performed for CFPUA or similar work performed for others

A more detailed scope of work and fee schedule will be negotiated with the best qualified firm. If negotiations are not successful with any selected firm, CFPUA will terminate negotiations with that firm and initiate negotiations with the next best qualified firm. When a fair and reasonable fee is established, a contract award recommendation will be made to the CFPUA Board for its consideration.

Insurance Requirements

The following criteria will be deemed necessary for selection:

- The firm must meet the following insurance requirements. Workers' Compensation may be waived if firm has no employees.
- General Liability \$1,000,000 per occurrence/\$2,000,000 aggregate. Authority must be additional insured and endorsement required.
- Workers Compensation \$500,000/\$500,000/\$500,000. Waiver of Subrogation against the Authority and endorsement required.

- Auto Liability Insurance \$1,000,000 per occurrence combined single limits applicable to claims due to bodily injury and/or property damage. Authority must be additional insured and endorsement required.
- Professional Liability not less than \$2,000,000 per loss.
- Any firm wishing to be considered must be properly registered with the Office of the Secretary of State.

Notification

The selected firms will be notified by telephone and/or email.

The CFPUA reserves the right to reject any and all Proposals.

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