

**Request for Qualifications
Professional Engineering Consulting Services**

Sweeney Water Treatment Plant Generator Replacement Project

**Cape Fear Public Utility Authority
Wilmington, North Carolina
August 14, 2025**

General Information

The Cape Fear Public Utility Authority (CFPUA) requests Statements of Qualifications (SOQs) from consulting engineering firms with generator replacement or new generator installation experience.

The Sweeney Water Treatment Plant (SWTP), located in Northern New Hanover County, processes surface water from the Cape Fear River and has an average treatment capacity of 16 million gallons per day.

The purpose of this Request for Qualifications (RFQ) is to solicit submissions from qualified engineering firms to provide a new backup power supply for the Sweeney WTP facility. This will involve the installation of new diesel-fueled engine generators, the reuse of existing switchgear, and the provision of new associated USUB equipment and bulk fuel storage to be used when electric utility service is unavailable. Engineering services for the construction phase may be negotiated at a later date.

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 11, 2025**. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until 2:00 PM on September 2, 2025. 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 **25-pages or less**, excluding cover page, table of contents, 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 firms' 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 910-332-6589 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 necessary to accomplish the objectives described below. 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.

Overall objectives of this project are:

1. Provide detailed design drawings and technical specifications for two new standalone generators, USUBS, and bulk fuel storage containment.
2. Assist in the construction bid and award phase, review all bids, provide a letter of recommendation to award the construction contract, and provide a certified tabulation of construction bids received for the project.

Additional services for construction management support may be negotiated once 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 accordance with the project schedule shown below, or sooner. CFPUA will provide comments on all design submittals generally within 2 weeks from the date received.

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|---------------------------------|--------------------|
| ○ Advertise RFQ | August 14, 2025 |
| ○ Consultants submit SOQ | September 11, 2025 |
| ○ Complete SOQ review and award | September 19, 2025 |
| ○ Complete Scope and Contract | November 7, 2025 |
| ○ 100% Designs | September 2026 |
| ○ Bidding | October 2026 |

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 needed services.

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 consistent with the evaluation consideration. Criteria shown under each of the four (4) considerations are to be addressed in the SOQ. Consultant's may provide additional information, as necessary.

1. Project understanding and approach (25%)
 - a. Understanding of project drivers and success factors
 - b. Approach for the work and to keep the project on schedule
2. Relevant firm experience with assessment and design of water infrastructure and concrete joint repair and in similar environmental conditions (30%)
 - a. Projects of similar size and scope
 - b. References and descriptions of similar projects
3. Overall staff experience proposed for this project (25%)
 - a. Staff Workflow Chart (including subconsultants relevant to this project)
 - b. Size of the firm's professional and technical staff with experience relevant to this project
 - c. Individual team members for each discipline and relevant experience
 - d. 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 is 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 is required.
- Professional Liability not less than \$2,000,000 per loss.
- Any firm wishing to be considered must be properly registered with the NC 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.

CFPUA will address questions regarding the RFQ until 2:00 PM on September 2, 2025.

Questions submitted after this time will not be addressed. Any questions concerning this advertisement should be directed to Ben Guerrieri, Procurement/ Budget Manager, Cape Fear Public Utility Authority, at **bids@cfpua.org** by September 2, 2025, at 2:00 PM.