

**Request for Qualifications
Professional Engineering Consulting Services
Caneel Cove & Channel Haven Water Main Replacement**

**Cape Fear Public Utility Authority
Wilmington, North Carolina
February 27, 2025**

General Information

The Cape Fear Public Utility Authority (CFPUA) is in need of an engineering firm that has experience with survey, design, permitting, and construction services for the design and replacement of water mains within existing neighborhoods. The work will include, but may not be limited to, feasibility/alternative analyses, professional engineering design and permitting, coordination with the entity(ies) having jurisdiction, and construction administration and observation services.

The project will include two separate neighborhood watermain designs as stated below.

- Caneel Cove subdivision, currently has approximately 393 linear feet of 2-inch, 742 linear feet of 6-inch, and 67 linear feet of 8-inch water mains that need to be abandoned and replaced. The existing water mains located within this neighborhood must remain active during the construction of the new water mains. The approximate locations of the existing water mains are identified on Exhibit map A (Attached).
- Channel Haven subdivision, currently has approximately 59 linear feet of 2-inch, 5,398 linear feet of 4-inch, and 1,557 linear feet of 6-inch Asbestos Cement water mains that need to be abandoned and replaced. The existing water mains located within this neighborhood must remain active during the construction of the new water mains. The approximate locations of the existing water mains are identified on Exhibit map B (Attached).

The project will consist of surveying, preparing plans, technical specifications and permitting. Tasks performed may include but not limited to:

- Feasibility/Alternatives analyses for water main distribution main installation methods based on varying project conditions.
- Design of water distribution main extensions using open cut horizontal directional drilling, or other methods as dictated by the entity having jurisdiction.
- Experience with water distribution and replacement projects in active urban environments is required.
- Water hydraulic modeling necessary to support design demands, including fire flow, permit applications, etc.
- Bidding phase services
- Construction administration and observation of capital projects.

- Rehabilitation or replacement design of water infrastructure in support of CFPUA Asset Management.
- All necessary permitting.

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 March 27, 2025**. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until 2:00 PM on March 18, 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 **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. It is anticipated that these separate projects may be designed and constructed concurrently.

Caneel Cove Subdivision Water Main:

- | | |
|-------------------------------|-------------------|
| ○ Complete Scope and Contract | June 2, 2025 |
| ○ Notice to proceed | June 12, 2025 |
| ○ Basis of Design | July 11, 2025 |
| ○ 30% design submittal | September 9, 2025 |
| ○ 90% design submittal | January 9, 2026 |

- Final contract documents and permits March 9, 2026

Channel Haven Subdivision Water Main:

- Complete Scope and Contract June 2, 2025
- Notice to proceed June 12, 2025
- Basis of Design July 11, 2025
- 30% design submittal September 9, 2025
- 90% design submittal March 9, 2026
- Final contract documents and permits* May 8, 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. 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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Maps Attached



**Existing Water Main
to be Replaced:**
 2 Inch - 393 ft
 6 Inch - 742 ft
 8 Inch - 67 ft

**Water Service Connections
to be Replaced:**
 Customers - 54



- Water Main and Apputenances to be Replaced
- Water Mains
- + Fire Hydrant
- + Gate Valve

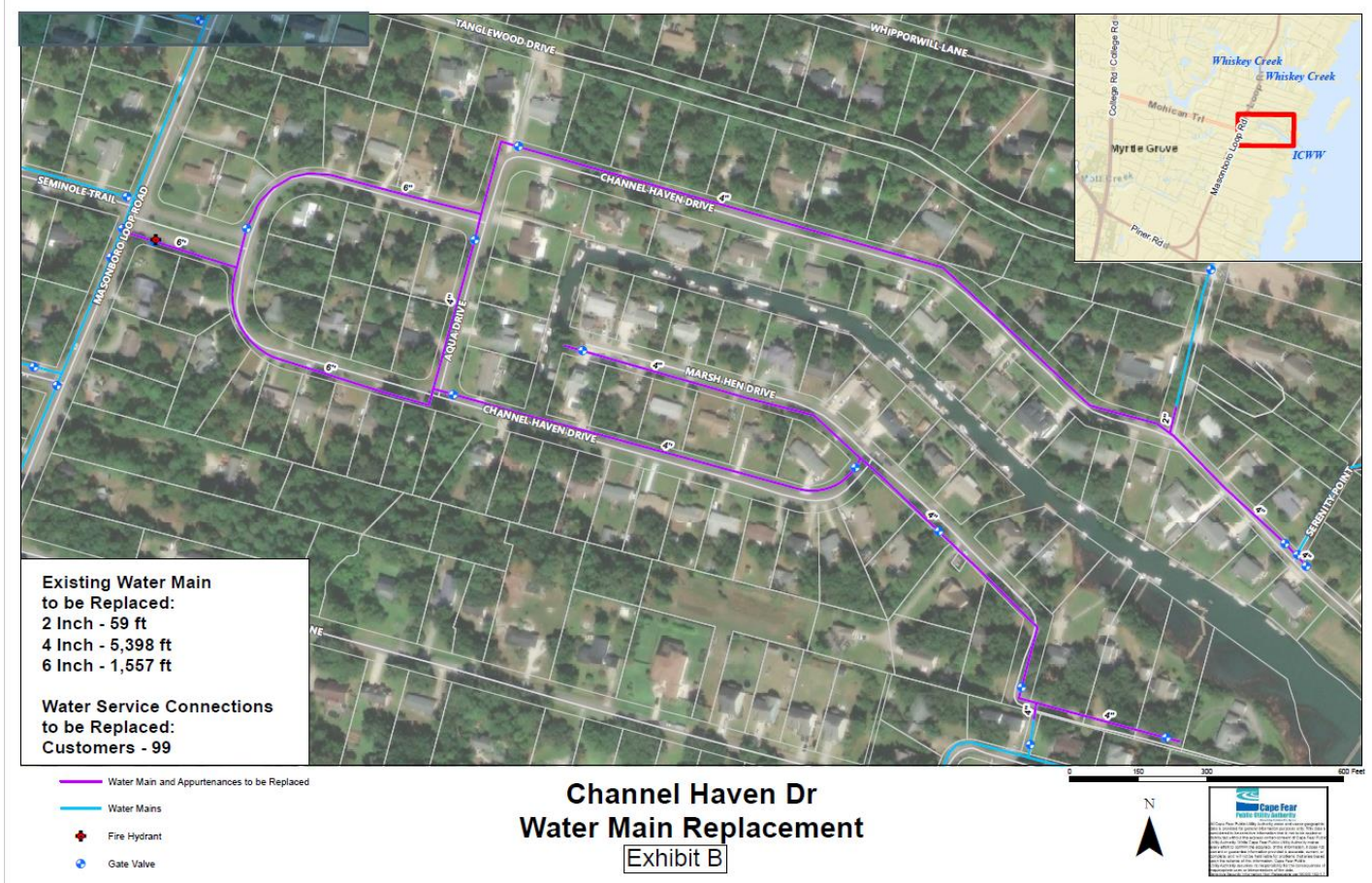
Caneel Cove Water Main Replacement

Exhibit A

0 50 100 200 Feet

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