

**Request for Qualifications
Professional Engineering Consulting Services**

**Design, Permitting, and Bidding for Aeration Blower Replacements at
the James A. Loughlin Wastewater Treatment Plant (Northside)**

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

General Information

Cape Fear Public Utility Authority (CFPUA) requests Statements of Qualifications (SOQ) from consulting engineering firms for the design, permitting, and bidding for the replacement of 4 Gardner Denver multistage blowers with new high speed turbo blowers. The 4 existing blowers are in the Blower Building which controls and supplies air to the Aeration Basins.

The project will generally consist of preparing detailed design criteria, plans and technical specifications, permitting, and bidding assistance. The outcome of this project will be final contract documents that are suitable for bidding and construction. Construction based services by the Engineer will be negotiated at a later time.

The blower operation is a critical component for the treatment of wastewater. The plant operates 24 hours a day and is essential to the operation. To ensure that the plant and staff operate the equipment at a safe level an MOPO (manual of permitted operations) will be needed.

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 June 26, 2025**. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until 2:00 PM on June 17, 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 910-332-6651 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.

Background

The James A. Loughlin Wastewater Treatment Plant, also called the Northside Wastewater Treatment Plant (NSWWTP), is one of two treatment plants owned and operated by CFPUA and is currently permitted to treat 16 MGD of wastewater. The plant was constructed in 1970 and upgraded in 2008.

The existing aeration basins are designed for a capacity of 16 MGD. The aeration basins consist of four parallel trains of cells with eleven baffled zones per train. The Blower Building has 4 blowers that are near the end of their life cycle and need replacement. Sizing the equipment needs to be reflective of our current and future demands to accommodate growth and flexibility.

Description of Services

The scope of work is expected to include the services 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.

Design services are for the preparation of design plans, specifications, permitting, and bidding for replacing the 4 blowers and the necessary appurtenances located in the Blower Building and improvements to the building to control air circulation and temperature.

Design services will generally include: (1) preparation of detailed design criteria; (2) securing permits; (3) opinion of probable construction costs; (4) preparation of contract documents that are suitable for bidding and construction; (5) Assistance during bidding (subject to CFPUA Board approval of construction funding)

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 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 | May 27, 2025 |
| ○ Consultants submit SOQ | June 26, 2025 |
| ○ Complete SOQ reviews | July 10, 2025 |
| ○ Select best qualified firm | July 12, 2025 |
| ○ Complete Scope and Contract | July 26, 2025 |
| ○ CFPUA Board approval | August 13, 2025 |
| ○ 60% design submittal | October 24, 2025 |
| ○ 90% design submittal | December 15, 2025 |
| ○ Final contract documents and permits | January 10, 2026 |

The goal is to have design plans and specifications ready to be advertised for bid within 6 months of notice to proceed.

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 (25%)
 - a. Understanding of project scope
 - b. Approach for the work and to keep the project on schedule
2. Relevant firm experience with plant and rehab experience (25%)
 - a. Projects of similar size and scope
 - b. Aeration basin and blower understanding and experience
 - c. Experience with MOPO (Manual of Permitted Operation)
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. Adequate staffing/resources to perform the work within schedule
 - d. Sub-consultant(s) and specific role on the project

4. Record of success by the consultant (25%)
 - a. Managing design and construction costs within project budgets and design estimates
 - b. Record of success to delivering retrofit or rehab projects on-time and within budget

After review of the SOQ's, the best qualified firm will be selected based on the demonstrated experience and qualification for the services required for the project as shown in the SOQ.

The selection of an engineering firm will only move forward if the funding is approved in the FY 2026 budget. The budget is scheduled to be available July 1, 2025.

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.

Engineering Firm 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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be directed to Ben Guerrieri, Procurement Manager, Cape Fear Public Utility Authority, at bids@cfua.org by June 17, 2025 at 2:00PM.

End