

REQUEST FOR QUALIFICATIONS
MATERIALS TESTING SERVICES

FOR THE CAPE FEAR PUBLIC UTILITY AUTHORITY
WILMINGTON, NORTH CAROLINA
November 12, 2025

GENERAL

Cape Fear Public Utility Authority (CFPUA) desires to compile a pool of qualified materials testing firms to provide materials testing services associated with CFPUA utility projects. Their work may consist of, but not be limited to, soils testing to provide soil percent compaction and soil classification; pavement testing to provide pavement thickness and density; and concrete testing to provide material composition, temperature, slump, shrinkage, and strength. The selected firms will coordinate with CFPUA contracted engineering consultants/inspectors, but report directly to the CFPUA. The selected firms will be expected to test materials for specified conditions and report results, including bring attention to material conditions out of what is to be expected or ordinary.

CFPUA hereby requests qualified firms to submit a Qualification Statement to provide materials testing services for the Term of this agreement, which shall be for one (1) year upon execution of the contract with the option to renew for up to 3 additional one-year terms.

SUBMISSION OF A STATEMENT QUALIFICATION (SOQ)

Materials testing firms are invited to submit a Statement of Qualification to the CFPUA to be received no later than **2:00 PM on November 26, 2025**. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until 2:00 PM on November 19, 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 **15-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.

EVALUATION

Firms submitting Statements of Qualifications to perform the Materials Testing Services will be evaluated based upon the firm's experience, knowledge and familiarity in materials testing, specifically related to common soils found in this region of North Carolina, various roadway materials currently required by the North Carolina Department of Transportation (NCDOT) and the City of Wilmington, and various concrete mixes currently used in sidewalks and cast-in-place box structures, hourly rates submitted.

Qualifying Statements shall include:

1. Firm name, address, telephone number, fax number, email address, and contact person(s).
2. Qualifications and experience of personnel who would be providing material testing services for the project(s),
 - a. Including a list of five (5) projects with similar materials testing to include
 - i. a summary of the testing requirements and testing methods performed,
 - ii. the owner of the project

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.

CFPUA will select up to two firms to provide the materials testing services based on the criterion stated in this notice and other relevant materials that may be submitted by applicants.

NOTIFICATION

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

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

Any questions concerning this advertisement should be directed to Ben Guerrieri, Procurement Manager, Cape Fear Public Utility Authority, at bids@cfpu.org by November 19, 2025, at 2:00pm. Questions submitted after this time will not be addressed.

END