

**Request for Qualifications
Professional Engineering Consulting Services
Wrightsville Beach Waterline Replacement Project
Cape Fear Public Utility Authority
Wilmington, North Carolina
July 22, 2026**

General Information

The Cape Fear Public Utility Authority (CFPUA) is seeking an engineering firm experienced with survey, design, permitting and construction services for the Wrightsville Beach Waterline Replacement project. The project consists of constructing approximately 2,100 LF of new 16-inch water main along Pelican Drive to abandon and replace the existing 8-inch asbestos cement water line along Salisbury Street. The existing water main must remain active during the construction of the new water main. This project was identified in the CFPUA and Town of Wrightsville Beach Utility Consolidation Feasibility Study Final Report, January 2024.

The selected consultant will provide engineering services generally as follows:

- Complete the design and permitting in accordance with the schedule shown in this RFQ
- Gather and evaluate available information provided by CFPUA and perform preliminary field investigations as needed for design
- Perform survey and SUE activities and provide design drawings and easement maps
- Experience with water distribution and replacement projects in an active urban environment is required
- Prepare detailed design and specifications for bidding
- Obtain all necessary permits and encroachment agreements
- Provide traffic control plans as required
- Provide bidding assistance
- Funding for this project is from State Reserve and coordination with DWI is required

Construction based services may be awarded at the time of the construction contract.

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 August 27, 2026**. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until 2:00 PM on August 13, 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 28, 2026
○ Notice to proceed	October 13, 2026
○ Basis of Design	November 13, 2026
○ 30% design submittal	January 13, 2027
○ 60% design submittal	March 15, 2027
○ 90% design submittal	April 15, 2027
○ Final contract documents and permits	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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