



**REQUEST FOR QUALIFICATIONS FOR  
HYDRAULIC MODELING AND WATER QUALITY PROFESSIONAL SERVICES  
FOR THE CAPE FEAR PUBLIC UTILITY AUTHORITY  
WILMINGTON, NORTH CAROLINA  
February 11, 2025**

**GENERAL**

The Cape Fear Public Utility Authority (CFPUA) is seeking an engineering firm experienced with water and sewer hydraulic modeling and water quality consulting to provide on call services. The work will be assigned as tasks by delivery order and includes professional engineering services using CFPUA provided Innovyze water and sewer models of existing water and sewer systems in support of planning and operational needs. In addition, tasks may include water quality consulting including corrosion control and blended water chemistry assessments, or other related professional services related to water quality and bench testing of various treatment alternatives.

The contract amount is \$200,000 in potential professional service fees and there is no assurance that task orders will accumulate to that amount. Contract duration shall be for up to two years.

**SUBMISSION OF QUALIFICATIONS STATEMENT (SOQ)**

Firms are invited to submit a Statement of Qualification to the CFPUA to be received no later than 2:00 PM on February 27, 2025. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until 2:00 PM on February 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](mailto:bids@cfpua.org).

Firms shall submit their statement of qualifications for consideration in .pdf format to [bids@cfpua.org](mailto: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](mailto:bids@cfpua.org), please call 910-332-6472 or 910-332-6651 before deadline for submission.

SOQ's shall be limited to twenty-five (25)-pages or less, excluding cover page, tabs, resumes and appendices.

Firms submitting Qualifications are encouraged to carefully check them for conformance to the requirements stated herein. Qualifications that do not meet ALL the below listed requirements or are sent to any address other than those shown below, will be disqualified. No exception will be granted.

Submitted information shall comply with N.C.G.S. 143-64.31 through 64.34 (aka Mini Brooks Act).

Statement of Qualifications shall be delivered in .pdf format on or before the referenced deadline to: [bids@cfpua.org](mailto:bids@cfpua.org). Submittals received after this deadline will not be considered.

## **EVALUATION**

Firms submitting Qualifications to perform hydraulic modeling and water quality consulting will be evaluated based upon the firm's experience, proposed personnel experience, personnel knowledge and familiarity with projects in the typical scope of work. This scope is defined in the General section of this Request for Qualifications.

## **SCHEDULE**

Schedule shall be determined for each Task Order.

## **REQUIREMENTS**

Qualifying Statements shall include:

1. Firm name, address, telephone number, fax number, email address, and contact person(s).
2. Year in which the firm was established and any former names under which the firm operated.
3. Qualifications and experience of personnel who would be providing planning, modeling and design services for the project(s) by providing:
  - a. A list of master planning, modeling and design projects demonstrating experience/understanding of the experience described in the General section above. Project information shall include:
    - i. a summary of the scope of work and deliverables,
    - ii. the owner of the project, and
    - iii. the name, number and email of a reference for the project.

The following criteria will be deemed necessary for selection:

- The firm must meet the following insurance requirements.
  - General Liability \$1,000,000 per occurrence/\$2,000,000 aggregate. Authority must be additional insured

- Workers Compensation \$500,000/\$500,000/\$500,000
  - Auto Liability Insurance \$1,000,000 per occurrence combined single limits applicable to claims due to bodily injury and/or property damage
  - 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 submissions.
- Any questions concerning this advertisement should be directed to Ben Guerrieri, Procurement Manager, Cape Fear Public Utility Authority, at [bids@cfpua.org](mailto:bids@cfpua.org) by February 18, 2025, at 2:00PM.