

Request for Qualifications for Professional Engineering Services

Town of Kenansville

Town of Kenansville has received funding from the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure for the following infrastructure project(s):

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| 1) Pump Stations, WWTP Collections System: SRP-W-134-0201 | \$6,529,600 |
| 2) Bostic and Hwy 50 Well Rehab: SRP-D-134-0202 | \$1,350,400 |

Town of Kenansville is soliciting requests for qualifications for professional engineering services to assist Town of Kenansville with the above listed project(s). Town of Kenansville retains the right to award this project to a single firm based on the needs of the project and scoring factors used to evaluate each firm. Payment terms will be negotiated with the selected firm. The fees for professional engineering will be paid with grant funds.

Scope of Work:

Engineering services for all work must comply with NCDEQ-DWI guidance documents and receive acceptance and/or approval from NCDEQ-DWI prior to final payment by Unit of Government.

1. Project No. SRP-W-134-0201 – Rehab of Pump Stations, WWTP and Collections System.
2. Project No. SRP-D-134-0202 – Bostic and Hwy 50 Well Rehab.

Submission Requirements:

RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm's legal name, address, email, and telephone number, the principal(s) of the firm and the firm's experience and qualifications; and
2. Water/Wastewater Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to water/wastewater improvements or related work, description of the firm's prior experience, including any similar projects, construction cost, and names of local officials knowledgeable regarding the firm's performance on related work. Include at least five references within the past five years; and
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of the firm's current work activities, capability of carrying out all aspects of related activities, and firm's anticipated availability during the term of the project; and
4. The proposed work plan and schedule for activities to be performed; and
5. Documentation of compliance with state and federal debarment/eligibility requirements.

Submissions will be evaluated according to the following factors:

1. Qualifications, Competence and Reputation of Firm and Personnel	20 Points
2. Firm's Capability to Meet Time and Project Budget Requirements	20 Points
3. Present and Projected Workload of Firm	10 Points
4. Related Experience on Similar Projects	20 Points
5. Recent and/or Current Work for Town of Kenansville	30 Points
Total Available Points	100 Points

Upon completion of the review, Town of Kenansville will award and contract the work as authorized by Town of Kenansville's governing board.

Respondents may review the grant application(s) which include descriptions of the proposed work including activities, budgets, schedules, and other pertinent information by visiting the Town of Kenansville at 141 Routledge Road, Kenansville, North Carolina, 28349 during regular office hours.

Contract Award:

Once the most qualified firm is selected, costs for the services will be negotiated to include separate pricing for engineering reports, engineering design/bid package, and construction administration and inspection services. Contracting for these activities will clearly define the costs of each activity. Contracts shall be contingent upon formal grant awards. If an agreement of contract compensation cannot be determined with the first qualified firm, the Town of Kenansville will eliminate that firm and begin discussion with the next most qualified firm.

The above information must be received no later than July 18th, 2025, at 4:00 pm to Anna West, Town of Kenansville, PO Box 370, Kenansville, North Carolina, 28349, or delivered to same at 141 Routledge Road, Kenansville, North Carolina, 28349. For more information, contact Anna West, Town Manager, at 910-447-4735 or at manager@kenansville.org. Town of Kenansville is an equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms.

Stephen Williamson, Mayor June 26, 2025