

REQUEST FOR QUALIFICATIONS
ENGINEERING CONSULTING SERVICES
for
PRELIMINARY ENGINEERING REPORT (PER) and FINAL DESIGN of a GROUND WATER
STORAGE TANK

JUNALUSKA SANITARY DISTRICT

228 Edwards Road
Clyde, NC 28721
828-452-1178
www.JSDWater.org

Issue Date: December 11, 2025

Deadline for Submission

January 12, 2026

Introduction

Junaluska Sanitary District (JSD) is requesting Statements of Qualifications (SOQs) from qualified engineering firms to provide professional engineering services related to the development of a Preliminary Engineering Report (PER) and full design documents for a proposed 750,000-gallon glass-fused to steel bolted water storage tank and associated infrastructure improvements including foundation, tank structure and tank appurtenances.

The selected firm will assist JSD in preparing materials needed to support a U.S. Economic Development Administration (EDA) FY 2025 EDA Disaster Supplemental Notice of Funding Opportunity (NOFO) grant application. The project will include the PER, as required by EDA, NCDEQ – PWS, Haywood County for the purposes of planning, budget development, technical design criteria/design, and permitting. The project will also include the design, plans, specifications, permits, bidding, construction oversight/observation, and project close out.

JSD seeks to construct a new water storage tank, including but not limited to:

- New 750,000-gallon glass-fused water tank
- Valves, piping, site grading and access improvements
- SCADA/controls integration
- Associated water system improvements required to bring the project to final design and construction

This project is being advanced to support economic development, industrial growth, and resilience, and will be submitted as part of an EDA funding application.

This solicitation is being conducted as a qualifications-based selection (QBS) in accordance with the North Carolina Mini-Brooks Act (G.S. 143-64.31 et seq.), which requires that architects and engineers be selected on the basis of demonstrated competence and qualifications, without regard to fee during the initial selection.

Scope of Services

The engineering firm will be expected to complete services in the following phases. Final detailed scope and phasing will be negotiated with the most qualified firm. Phases beyond the PER and EDA application support are contingent upon funding awards and JSD authorization to proceed.

A. Preliminary Engineering & EDA Application Support

1. Prepare a Preliminary Engineering Report (PER) consistent with:
 - EDA technical requirements
 - USDA Rural Development PER guidelines (as applicable)
 - State drinking water agency requirements
2. Provide:
 - Preliminary project alternatives analysis
 - Cost estimates (Project Cost)
 - Maps, conceptual layouts, and feasibility assessments
3. Provide technical support and documentation for the EDA grant application, including:
 - Engineering narrative
 - Preliminary schedule
 - Budget verification
 - Resilience and economic impact input
4. Participate in meetings with staff, stakeholders, EDA, and funding partners.

B. Final Design & Permitting (upon grant award)

1. Prepare complete construction plans and specifications.
2. Conduct all required surveys, geotechnical investigations, and environmental compliance activities.
3. Prepare and submit permit applications to applicable agencies.
4. Provide final engineer's cost estimate.

C. Bidding & Construction Administration (upon grant award)

1. Assist with contractor solicitation, bid evaluation, and contract award.
 - Preparation of bid documents incorporating all required federal and EDA provisions.
 - Assistance with advertising and responding to bidder inquiries.
 - Attendance at bid opening(s);
 - Preparation of bid tabulations and a written recommendation for contract award.
2. Provide construction administration:
 - Pre-construction meetings
 - Submittal review
 - Site visits and progress meetings
 - Review of pay applications
 - Substantial and final completion documentation
3. Provide as-built drawings and project closeout documentation consistent with EDA and other funding agency requirements.

D. Contingent Nature of Later Phases

Final design, bidding, and construction administration services are contingent upon the award of EDA and/or other funding and JSD's decision to proceed. Authorization for each phase will be given by written notice from JSD.

Project Schedule

- RFQ Issue Date: 12/11/25
- Qualifications Due: 1/12/26 (noon 12:00 pm)
- Anticipated Selection Date: 1/13/26
- **PER Completion Date: 2/4/26**
- EDA Application submittal on or before 2/9/26
 - *The qualified and selected Engineer must be able to complete the PER by 2/4/26 in order to complete the EDA Application that will be submitted on or before 2/9/26.*

Submission Requirements

Provide two (2) hard copies and one (1) digital copy (PDF) of the SOQ containing:

1. Cover letter
2. Firm background and qualifications
3. Experience with NC Sanitary Districts (GS 130A-47 Part 2 Sanitary Districts) and familiarity with water systems in Western NC.
4. Relevant project experience (especially EDA, USDA, or federally funded water projects)
5. Project team and resumes
6. Approach to the project and timeline
7. References for similar work (minimum three)
8. Proof of insurance and statement of compliance with federal requirements (e.g., 2 CFR 200)

Costs/fees are not to be submitted at this stage.

Evaluation Criteria

SOQs will be evaluated based on:

| <u>Criteria</u> | <u>Weight</u> |
|---|---------------|
| Project approach, understanding, and schedule | 30% |
| Relevant experience with water tanks and WNC water systems | 25% |
| Relevant experience with NC Sanitary Districts | 20% |
| Experience with EDA or federally funded infrastructure projects | 15% |
| Qualifications of project team & Past Performance | 10% |

JSD reserves the right to interview firms and negotiate with the top-ranked proposer.

In accordance with G.S. 143-64.31 and applicable federal requirements, JSD will then seek to negotiate a contract for a fair and reasonable fee and scope of services with the best-

qualified firm. If JSD is unable to negotiate a satisfactory contract with the best-qualified firm, negotiations will be terminated, and JSD may initiate negotiations with the next best-qualified firm, and so on, in order of ranking, until a contract is successfully negotiated or JSD elects to end the process and resolicit qualifications.

No price or fee proposals will be requested or considered until after the most qualified firm has been identified based solely on its qualifications.

Federal Requirements (EDA – Funded Projects)

The selected consultant must comply with all applicable federal requirements, including but not limited to:

- 2 CFR Part 200 (Uniform Guidance)
- EDA Standard Terms and Conditions
- Civil Rights Act, EEO, ADA, and other nondiscrimination laws
- Debarment and suspension requirements (verification via SAM.gov)
- Lobbying restrictions (Byrd Anti-Lobbying Amendment) for contracts over \$100,000
- Cost reasonableness and allowability provisions (2 CFR part 200 Subpart E)

The resulting engineering agreement will incorporate all applicable federal requirements for A/E contracts under EDA awards, consistent with the EDA Architect/Engineer Contract Checklist and Appendix II to 2 CFR part 200, as applicable.

Minority and Women-Owned Business Participation

JSD encourages participation by minority- and women-owned business enterprises (MWBE) and other disadvantaged business enterprises (DBE) in this solicitation and in any subsequent contracting opportunities. JSD will make a good-faith effort to notify minority firms of this RFQ, and responding firms are encouraged to consider MWBE and DBE firms as subconsultants where appropriate.

Submission Instructions

Submit sealed SOQs by **12:00 pm** on **1/12/26** to:

Junaluska Sanitary District
228 Edwards Road, Clyde, NC 28721
Email: info@jsdwater.org
Phone: 828-452-1178

SOQs received after the deadline will not be considered.

All materials submitted in response to this RFQ become the property of JSD and are subject to public inspection in accordance with North Carolina public records law, subject to any applicable statutory exemptions.

Questions

Direct all questions in writing to:

Lara Feinberg
Email: info@jsdwater.org

Questions must be received by **12/29/25**. Responses to questions and any addenda to this RFQ will be posted on JSD's website and/or distributed to firms that have requested the RFQ. It is the responsibility of each firm to ensure it has received all addenda prior to submitting its SOQ.

Rights Reserved

JSD reserves the right to:

- Reject any or all submissions.
- Waive minor informalities or technicalities.
- Request additional information or clarifications from any or all firms.
- Cancel or reissue this RFQ; and
- Select the firm deemed to be in the best interest of JSD, consistent with applicable state and federal law.

Issuance of this RFQ does not obligate JSD to award a contract or to pay any costs incurred in the preparation or submission of SOQs.