

**LAKE JUNALUSKA ASSEMBLY PUBLIC WORKS
REQUEST FOR QUALIFICATIONS (RFQ)**

**Professional Engineering Services
Water System Resiliency and Redundancy Project
Drinking Water State Revolving Fund (DWSRF)
Hurricane Helene Funding Program**

Issue Date: July 31, 2026

Statements of Qualifications Due:

Friday, August 14, 2026

2:00 PM EDT

Owner

Lake Junaluska Assembly Public Works
19 Sleepy Hollow Drive
P.O. Box 339
Lake Junaluska, North Carolina 28745

Funding Agency

North Carolina Department of Environmental Quality
Division of Water Infrastructure
Drinking Water State Revolving Fund (DWSRF)
Hurricane Helene Supplemental Funding Program

Project Funding

This project has been awarded **\$4,106,898** through the North Carolina Department of Environmental Quality Division of Water Infrastructure Drinking Water State Revolving Fund (DWSRF) Hurricane Helene Funding Program and will be administered in accordance with applicable state and federal requirements.

Statements of Qualifications Shall Be Submitted To

Pam James

Office Manager
Lake Junaluska Assembly Public Works
19 Sleepy Hollow Drive
P.O. Box 339
Lake Junaluska, NC 28745
Office: (828) 452-5911
Fax: (828) 452-5912
Email: pjames@lakejunaluska.com

Selection Method

Consultants will be selected in accordance with the Qualifications-Based Selection (QBS) requirements of **North Carolina General Statute 143-64.31**. The most qualified firm will be

selected based upon demonstrated competence and qualifications for the required services, after which a fair and reasonable fee will be negotiated.

Project Background

Lake Junaluska Assembly Public Works is requesting Statements of Qualifications (SOQs) from qualified engineering firms to provide professional engineering services for the implementation of the **Water System Resiliency and Redundancy Project**.

Lake Junaluska Assembly has been awarded **\$4,106,898** through the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) Drinking Water State Revolving Fund (DWSRF) Hurricane Helene Funding Program to improve the reliability, resiliency, and long-term sustainability of its public water system. The project was selected for funding in recognition of its ability to reduce flood-related risks, improve operational redundancy, and strengthen critical drinking water infrastructure following Hurricane Helene.

Lake Junaluska's existing water system currently relies on a single wholesale connection with the Town of Waynesville for its potable water supply. While this partnership has reliably served the community for many years, Hurricane Helene highlighted the vulnerability associated with relying on a single source of supply and critical water infrastructure located within flood-prone areas. During the storm, regional flooding disrupted utility operations and reinforced the need for additional system redundancy and resilient infrastructure capable of maintaining service during future natural disasters.

The funded project represents a comprehensive resiliency initiative that will establish an independent groundwater supply while modernizing key components of the existing distribution system. Major improvements include the development of two groundwater production wells, construction of a new water treatment facility, installation of an approximately 220,000-gallon elevated water storage tank outside the floodplain, replacement and relocation of critical transmission waterlines, system-wide SCADA and control improvements, and installation of permanent emergency backup power.

Several existing waterline segments that currently traverse flood-prone areas around Lake Junaluska will be relocated or replaced to reduce future risk and improve long-term system reliability. These improvements will significantly enhance the Assembly's ability to provide uninterrupted drinking water service during future flooding events while reducing dependence on a single external water source.

Although the water system serves approximately 784 residential connections, Lake Junaluska's importance extends well beyond its permanent customer base. The Assembly serves as one of Haywood County's premier conference, retreat, and tourism destinations, welcoming approximately **250,000 visitors annually** from all 50 states and more than 35 countries. Reliable drinking water infrastructure is essential to supporting these visitors, the surrounding hospitality

economy, and the continued operation of the Assembly's conference, recreational, and community facilities.

Preliminary planning and project development have been completed through the DWSRF funding application process, including preparation of a Water Asset Inventory and Assessment (AIA), conceptual project planning, preliminary cost estimating, and identification of the proposed improvements. The selected consultant will build upon this work to efficiently advance the project through final design, permitting, bidding, construction administration, and project closeout in accordance with DWI requirements.

The project is anticipated to proceed immediately following consultant selection and contract execution, with engineering services performed in accordance with the requirements of the North Carolina Division of Water Infrastructure and all applicable state and federal funding requirements.

Anticipated Scope of Professional Engineering Services

The selected consultant will provide professional engineering services necessary to complete the Water System Resiliency and Redundancy Project, including, but not limited to, the following:

- Review existing project information, Water Asset Inventory and Assessment (AIA), grant application materials, and available mapping
- Project management and coordination with Lake Junaluska Assembly Public Works and the North Carolina Division of Water Infrastructure (DWI)
- Field verification and supplemental survey, as necessary
- Geotechnical coordination and subsurface investigations, as required
- Final engineering design for all project components
- Groundwater supply development, including production wells and associated infrastructure
- Water treatment system design
- Elevated water storage tank design
- Water distribution system improvements, including relocation and replacement of flood-prone transmission mains
- SCADA, instrumentation, controls, and electrical coordination
- Emergency backup power integration
- Utility coordination
- Easement and property acquisition support, if required
- Preparation of construction plans, technical specifications, and engineer's opinion of probable construction cost
- Preparation and submission of all required federal, state, and local permit applications
- Coordination with regulatory agencies and utility providers
- Bid phase services, including responding to contractor questions, preparation of addenda, and recommendation of award

- Construction administration and observation
- Review of shop drawings, requests for information (RFIs), pay applications, and change orders
- Preparation of record drawings and project closeout documentation
- Coordination with the North Carolina Division of Water Infrastructure throughout project implementation

The selected consultant will be expected to work collaboratively with Lake Junaluska Assembly Public Works throughout all phases of the project to deliver a resilient, constructible, and cost-effective solution that satisfies the requirements of the DWSRF Hurricane Helene Funding Program.

Lake Junaluska Assembly reserves the right to modify the scope of services during contract negotiations to address project priorities, regulatory requirements, or funding agency directives.

Existing Project Information

Lake Junaluska Assembly Public Works has completed substantial preliminary planning and project development efforts in support of this project. The selected consultant will have access to available project information and shall utilize these materials, as appropriate, in advancing the project through final design and construction.

Available information includes, but is not limited to:

- Water Asset Inventory and Assessment (AIA)
- Drinking Water State Revolving Fund (DWSRF) funding application and supporting documentation
- DWSRF Letter of Intent to Fund
- Preliminary engineering concepts and planning documents
- Engineer's Opinion of Probable Construction Cost
- Existing water system mapping and available GIS information
- Preliminary waterline alignments and project exhibits
- Available utility information
- Floodplain mapping and available topographic information
- Existing operational information and system documentation

The selected consultant shall review the available information, verify existing conditions, and supplement the information as necessary to complete final engineering design and project implementation.

The consultant shall be responsible for determining the extent of any additional field investigation, surveying, geotechnical exploration, utility coordination, permitting, environmental documentation, or engineering analysis necessary to successfully complete the project.

Lake Junaluska Assembly Public Works intends for the selected consultant to build upon the work completed during project development in order to efficiently advance the project while maintaining compliance with all applicable requirements of the North Carolina Division of Water Infrastructure and the Drinking Water State Revolving Fund.

Minimum Qualifications

The selected firm should demonstrate experience with projects of similar scope and complexity, including:

- Public drinking water system planning, design, and implementation
- Groundwater source development, including production wells and associated infrastructure
- Water treatment facilities
- Elevated water storage tank design
- Water distribution system improvements, including transmission mains and waterline relocations
- SCADA, instrumentation, and control systems
- Utility coordination and easement support
- Hydraulic modeling and water system analysis
- Preparation of engineering reports, plans, specifications, and construction cost estimates
- North Carolina Department of Environmental Quality (NCDEQ) permitting and regulatory coordination
- Federally and state-funded infrastructure projects
- Construction administration and construction observation
- Coordination with public utilities, regulatory agencies, and project stakeholders

Experience with Drinking Water State Revolving Fund (DWSRF) projects, Division of Water Infrastructure (DWI) funding programs, and the implementation of water system resiliency improvements is preferred.

The selected consultant shall have, or demonstrate the ability to assemble, a project team with the technical expertise necessary to successfully complete all aspects of the project.

Subconsultants may be utilized where appropriate to provide specialized services, including surveying, geotechnical engineering, environmental services, electrical engineering, or other disciplines required to complete the project.

Statement of Qualifications

Interested firms shall submit a Statement of Qualifications (SOQ) that provides sufficient information to demonstrate the firm's experience, technical qualifications, and ability to successfully complete the project. At a minimum, the Statement of Qualifications shall include the following:

Letter of Interest

A brief letter introducing the firm, identifying the primary point of contact, and expressing the firm's interest in providing professional engineering services for the project.

Project Understanding

A concise discussion demonstrating the firm's understanding of the project, key implementation considerations, and approach to delivering a successful project that meets the goals of Lake Junaluska Assembly Public Works and the requirements of the North Carolina Division of Water Infrastructure.

Firm Qualifications

General information regarding the firm, areas of expertise, office locations, years in business, and experience providing professional engineering services for public water system improvements and similar infrastructure projects.

Project Team

Identification of the proposed Project Manager and key personnel anticipated to perform the work. Include an organizational chart identifying key staff and subconsultants, along with resumes highlighting relevant experience.

Relevant Experience

Provide descriptions of no more than five (5) projects of similar size, scope, and complexity completed within the past ten (10) years. Include project owner, project description, construction cost, funding source (if applicable), services provided by the firm, and client references.

Experience with one or more of the following is encouraged:

- Public drinking water systems
- Groundwater source development
- Water treatment facilities
- Elevated water storage tanks
- Water distribution system improvements
- Water system resiliency and redundancy projects
- Drinking Water State Revolving Fund (DWSRF) or other federally/state-funded infrastructure projects

Capacity and Availability

Provide a statement confirming the firm's ability to complete the project within the anticipated schedule. Identify the availability of the proposed Project Manager and key personnel, current workload, and any information demonstrating the firm's capacity to successfully deliver the project.

Evaluation Criteria

Statements of Qualifications will be evaluated based on the following criteria:

Evaluation Criteria	Weight
Relevant Drinking Water System Experience	30%
Qualifications of Proposed Project Team	25%
Understanding of the Project	20%
Experience with DWSRF and/or Federally Funded Infrastructure Projects	15%
Current Capacity and Availability	10%

The selection committee may evaluate Statements of Qualifications based solely on the submitted materials or may elect to interview one or more of the highest-ranked firms prior to making a final selection.

Following evaluation of the Statements of Qualifications, Lake Junaluska Assembly Public Works will rank the responding firms based on demonstrated competence and qualifications. Contract negotiations will be initiated with the highest-ranked firm. Should negotiations fail to result in a mutually acceptable agreement, negotiations with that firm will be terminated, and negotiations may be initiated with the next highest-ranked firm in accordance with North Carolina General Statutes governing Qualifications-Based Selection.

Anticipated Project Schedule

Lake Junaluska Assembly Public Works anticipates the following schedule for the consultant selection process. The Assembly reserves the right to modify these dates as necessary.

Milestone	Date
Request for Qualifications Issued	Friday, July 31, 2026
Responses to Questions Issued (if necessary)	Monday, August 10, 2026
Statements of Qualifications Due	Friday, August 14, 2026 – 2:00 PM EDT
Evaluation of Statements of Qualifications	August 17–19, 2026
Interviews (if required)	Week of August 24, 2026
Selection of Most Qualified Firm	Late August 2026
Contract Negotiations	Late August / Early September 2026
Notice to Proceed	September 2026

The selected consultant will be expected to begin work promptly upon execution of a professional services agreement. The project schedule will be developed in coordination with Lake Junaluska Assembly Public Works and the North Carolina Division of Water Infrastructure to meet all applicable funding program requirements and project milestones.

Submission Requirements

Statements of Qualifications (SOQs) shall not exceed **twenty (20) single-sided pages**, excluding the cover, table of contents, divider sheets, resumes, and any required forms.

Statements of Qualifications shall be clearly identified as:

Statement of Qualifications**Water System Resiliency and Redundancy Project**

Electronic Statements of Qualifications in searchable PDF format shall be received no later than:

2:00 PM EDT

Friday, August 14, 2026

Late submissions may not be considered.

Statements of Qualifications shall be submitted electronically to:

Pam James

Office Manager

Lake Junaluska Assembly Public Works

Email: pjames@lakejunaluska.com

It is the responsibility of the submitting firm to ensure its Statement of Qualifications has been received prior to the submission deadline.

General Information

Lake Junaluska Assembly Public Works reserves the right to reject any or all Statements of Qualifications, waive informalities or irregularities in the submission process, request additional information from any respondent, and negotiate a contract with the firm determined to be the most qualified in accordance with North Carolina General Statutes governing Qualifications-Based Selection.

The selected consultant will be expected to enter into a Professional Services Agreement with Lake Junaluska Assembly Public Works. Compensation for professional services will be negotiated with the highest-ranked firm. If a satisfactory agreement cannot be reached, negotiations may be terminated, and Lake Junaluska Assembly Public Works may initiate negotiations with the next highest-ranked firm.

This project is funded through the North Carolina Department of Environmental Quality (NCDEQ), Division of Water Infrastructure (DWI), Drinking Water State Revolving Fund (DWSRF) Hurricane Helene Funding Program. The selected consultant shall comply with all applicable federal, state, and local requirements associated with the funding program, including procurement, permitting, documentation, and reporting requirements.

Nothing contained herein shall obligate Lake Junaluska Assembly Public Works to award a contract or to reimburse any costs incurred by respondents in preparing or submitting Statements of Qualifications or participating in the selection process.

Minority-owned, women-owned, veteran-owned, and historically underutilized businesses (HUBs) are encouraged to submit Statements of Qualifications.