

LAKE JUNALUSKA ASSEMBLY PUBLIC WORKS

REQUEST FOR QUALIFICATIONS (RFQ)

Professional Engineering Services

Wastewater System Resiliency and Redundancy Improvement Project

Clean Water State Revolving Fund (CWSRF)

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

Clean Water State Revolving Fund (CWSRF)

Hurricane Helene Supplemental Funding Program

Project Funding

This project has been awarded **\$4,712,036** through the North Carolina Department of Environmental Quality, Division of Water Infrastructure, Clean Water State Revolving Fund (CWSRF) Hurricane Helene Funding Program and will be administered in accordance with all applicable state and federal funding 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

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 **Wastewater System Resiliency and Redundancy Improvement Project**.

Lake Junaluska Assembly has been awarded **\$4,712,036** through the North Carolina Department of Environmental Quality (NCDEQ), Division of Water Infrastructure (DWI), **Clean Water State Revolving Fund (CWSRF) Hurricane Helene Funding Program** to improve the resiliency, reliability, and long-term sustainability of its wastewater collection system. The project was selected for funding in recognition of its ability to reduce flood-related risk, strengthen critical wastewater infrastructure, reduce inflow and infiltration (I/I), and improve system performance following Hurricane Helene.

Lake Junaluska Assembly Public Works owns and operates a wastewater collection system consisting of more than **100,000 linear feet of gravity sewer mains** and associated manholes serving approximately **784 residential connections**. Although the residential customer base is relatively small, Lake Junaluska serves as one of Haywood County's premier conference, retreat, recreational, and tourism destinations, welcoming approximately **250,000 visitors annually** from all 50 states and more than 35 countries. Reliable wastewater infrastructure is essential to protecting public health, supporting the regional hospitality economy, and maintaining the continued operation of the Assembly's lodging, conference, recreational, and community facilities.

Approximately **7,000 linear feet** of the wastewater collection system is located alongside Lake Junaluska and beneath the lakebed in certain segments within the FEMA-mapped 100-year floodplain. This floodplain corridor contains some of the system's oldest infrastructure, including vitrified clay (terracotta) and cast iron sewer mains installed in the early to mid-1900s. These facilities have become increasingly vulnerable to flooding, erosion, root intrusion, structural deterioration, and excessive inflow and infiltration.

Hurricane Helene exposed these vulnerabilities when lake levels rose approximately six feet above normal pool elevation, submerging numerous manholes and saturating shoreline embankments. The storm resulted in significant slope failures along portions of the Rose Walk corridor immediately adjacent to wastewater infrastructure, demonstrating the susceptibility of the existing sewer alignment to erosion, embankment instability, and flood-related damage. Floodwaters also submerged or partially submerged multiple manholes, increasing inflow and infiltration and placing additional hydraulic and financial burdens on the wastewater system.

The funded project is intended to improve the long-term resiliency of this critical floodplain infrastructure by protecting the wastewater collection system from future flooding, reducing

excessive inflow and infiltration, improving maintenance accessibility, and strengthening the stability of sewer infrastructure located adjacent to and beneath Lake Junaluska. Anticipated improvements include rehabilitation and protection of the floodplain sewer corridor, elevation of vulnerable manholes above the 100-year flood elevation, improvements to maintenance access, and other infrastructure enhancements necessary to improve long-term system reliability and resilience. The selected consultant will be expected to evaluate existing conditions and develop the most appropriate engineering solutions to achieve these project objectives while maintaining compliance with all applicable regulatory and funding requirements.

During Hurricane Helene, Lake Junaluska served as a regional hub for emergency response and recovery operations, providing lodging, meals, meeting space, and logistical support for hundreds of emergency workers, utility crews, and disaster recovery personnel. The continued operation of the wastewater collection system was essential to supporting these activities and protecting public health throughout the extended emergency response period.

Preliminary project planning and development have been completed through the CWSRF funding application process, including preparation of engineering narratives, conceptual project planning, preliminary cost estimating, mapping, and identification of the proposed project corridor. The selected consultant will build upon this work to advance the project through engineering report preparation, environmental documentation, permitting, final design, bidding, construction administration, and project closeout in accordance with Division of Water Infrastructure requirements.

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

Project Objectives

The **Wastewater System Resiliency and Redundancy Improvement Project** is intended to strengthen the long-term reliability, resiliency, and maintainability of Lake Junaluska Assembly Public Works' wastewater collection system while addressing vulnerabilities exposed during Hurricane Helene. The selected consultant will be expected to evaluate existing conditions and develop engineering solutions that achieve the project objectives in accordance with the requirements of the North Carolina Division of Water Infrastructure (DWI) and the Clean Water State Revolving Fund (CWSRF) Hurricane Helene Funding Program.

The primary objectives of the project include, but are not limited to, the following:

- Improve the long-term resiliency of wastewater infrastructure located within the FEMA-mapped 100-year floodplain.
- Protect critical wastewater collection infrastructure from future flood events, shoreline instability, erosion, and other natural hazards.

- Reduce inflow and infiltration (I/I) associated with flood-prone sewer infrastructure to improve system performance, reduce treatment costs, and enhance operational efficiency.
- Improve the long-term stability, accessibility, and maintainability of wastewater infrastructure located adjacent to and beneath Lake Junaluska.
- Reduce the potential for sanitary sewer overflows and service disruptions during future storm events.
- Evaluate existing wastewater infrastructure and recommend practical, cost-effective engineering solutions that improve long-term system reliability while minimizing impacts to the surrounding environment and Assembly operations.
- Coordinate engineering recommendations with applicable regulatory agencies, utility providers, and project stakeholders throughout project development.
- Deliver a complete, constructible project that satisfies all applicable requirements of the North Carolina Division of Water Infrastructure, the Clean Water State Revolving Fund (CWSRF), and other federal, state, and local permitting agencies.

The selected consultant shall utilize available project information, verify existing conditions, and perform any additional engineering evaluations necessary to develop the most appropriate technical approach for achieving these objectives. Lake Junaluska Assembly Public Works anticipates that multiple engineering alternatives may be evaluated during project development, and the final design shall reflect the consultant's professional judgment regarding constructability, long-term performance, regulatory compliance, life-cycle cost, and overall system resiliency.

Anticipated Scope of Professional Engineering Services

The selected consultant will provide all professional engineering services necessary to complete the **Wastewater System Resiliency and Redundancy Improvement Project**. Services are anticipated to include, but are not necessarily limited to, the following:

Project Management and Coordination

- Project management throughout all phases of the project.
- Coordination with Lake Junaluska Assembly Public Works, the North Carolina Division of Water Infrastructure (DWI), regulatory agencies, utility providers, and other project stakeholders.
- Project scheduling, progress meetings, budget management, and funding agency coordination.
- Assistance with compliance requirements associated with the Clean Water State Revolving Fund (CWSRF) Hurricane Helene Funding Program.

Review of Existing Information

- Review the existing grant application, preliminary engineering information, mapping, available record drawings, maintenance records, and other project documentation.

- Verify existing conditions and identify any supplemental information necessary to complete the project.
- Evaluate previously developed concepts and incorporate available information into project development where appropriate.

Field Investigation

- Perform or coordinate supplemental surveying, utility location, and field verification as necessary.
- Coordinate geotechnical investigations and subsurface exploration required to support engineering design.
- Evaluate existing infrastructure conditions, site constraints, access limitations, and constructability considerations.

Engineering Evaluation and Design

- Prepare any engineering evaluations, reports, analyses, or technical documentation required by the Division of Water Infrastructure and applicable regulatory agencies.
- Evaluate engineering alternatives and recommend practical, cost-effective solutions that improve the resiliency, reliability, and maintainability of the wastewater collection system.
- Prepare final engineering design for all approved project improvements.
- Coordinate hydraulic evaluations, structural considerations, utility relocations, and other engineering analyses necessary to support final design.

Environmental Review and Permitting

- Prepare and submit all required federal, state, and local permit applications.
- Coordinate with applicable regulatory agencies throughout project development.
- Prepare or coordinate any environmental documentation required for project implementation.
- Assist with easement acquisition, temporary construction easements, or property coordination, if required.

Construction Documents

- Prepare complete construction drawings, technical specifications, contract documents, and an Engineer's Opinion of Probable Construction Cost.
- Coordinate quality assurance and quality control reviews throughout document preparation.
- Prepare bid-ready construction documents in accordance with Division of Water Infrastructure requirements.

Bidding Services

- Assist Lake Junaluska Assembly Public Works during the bidding process.
- Respond to contractor questions.
- Prepare addenda, if necessary.
- Evaluate bids and provide recommendations for contract award.

Construction Administration

- Provide construction administration and construction observation throughout project implementation.
- Review shop drawings, material submittals, Requests for Information (RFIs), pay applications, and change orders.
- Attend construction meetings and coordinate with the contractor, owner, and funding agencies.
- Monitor project progress and assist with compliance documentation required by the funding program.

Project Closeout

- Prepare record drawings and project closeout documentation.
- Assist with final inspections and project acceptance.
- Coordinate project closeout with the North Carolina Division of Water Infrastructure.
- Provide documentation necessary to support final funding reimbursement and project completion.

The selected consultant will be expected to work collaboratively with Lake Junaluska Assembly Public Works throughout all phases of the project to develop practical, resilient, and cost-effective engineering solutions that satisfy the objectives of the project and all applicable requirements of the Clean Water State Revolving Fund (CWSRF) Hurricane Helene Funding Program.

Lake Junaluska Assembly Public Works reserves the right to modify the scope of services during contract negotiations to address project priorities, regulatory requirements, funding agency directives, or recommendations developed during the engineering evaluation process.

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 engineering evaluation, final design, permitting, construction, and project closeout.

Available information includes, but is not limited to:

- Clean Water State Revolving Fund (CWSRF) funding application and supporting documentation.
- CWSRF Letter of Intent to Fund.
- Preliminary engineering narratives and conceptual project planning documents.
- Engineer's Opinion of Probable Construction Cost.
- Existing wastewater system mapping and available GIS information.
- Preliminary project exhibits and conceptual alignment information.
- Existing utility information and available record drawings.

- Existing maintenance records, cleaning logs, and operational documentation.
- Available floodplain mapping, topographic information, and aerial imagery.
- Existing geotechnical, environmental, and survey information, where available.

The selected consultant shall review the available information, verify existing conditions, and supplement the information as necessary to complete all required engineering evaluations, environmental documentation, permitting, final design, bidding, construction administration, and project implementation.

The consultant shall be responsible for determining the extent of any additional field investigation, surveying, geotechnical exploration, utility coordination, environmental documentation, permitting, 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 to efficiently advance the project while maintaining compliance with all applicable requirements of the North Carolina Division of Water Infrastructure (DWI), the Clean Water State Revolving Fund (CWSRF), and other applicable federal and state funding requirements.

Minimum Qualifications

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

- Public wastewater collection system planning, design, and implementation.
- Gravity sewer system rehabilitation, replacement, and expansion.
- Wastewater collection infrastructure located within floodplains or environmentally sensitive areas.
- Sewer infrastructure resiliency improvements, including flood mitigation, inflow and infiltration (I/I) reduction, and system hardening.
- Utility coordination, relocation, and easement support.
- Geotechnical engineering coordination and slope stabilization associated with utility infrastructure.
- Hydraulic analysis and wastewater collection system evaluation.
- Preparation of engineering reports, construction plans, technical specifications, and Engineer's Opinions of Probable Construction Cost.
- Preparation of environmental documentation and coordination with federal, state, and local permitting agencies.
- 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, contractors, and project stakeholders.

Experience with **Clean Water State Revolving Fund (CWSRF)** projects, North Carolina Division of Water Infrastructure (DWI) funding programs, and the implementation of wastewater 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, structural engineering, permitting support, 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, confirming the firm's interest in providing professional engineering services for the project, and summarizing the firm's qualifications for performing the requested services.

Project Understanding and Technical Approach

Provide a concise discussion demonstrating the firm's understanding of the project, key engineering challenges, implementation considerations, and proposed approach to successfully delivering the project in accordance with the goals of Lake Junaluska Assembly Public Works and the requirements of the North Carolina Division of Water Infrastructure (DWI).

Respondents are encouraged to discuss anticipated project challenges, technical considerations, regulatory coordination, constructability, and strategies for maintaining project schedule and budget while minimizing impacts to existing wastewater system operations.

Firm Qualifications

Provide general information regarding the firm, including areas of expertise, office locations, years in business, professional registrations, and experience providing engineering services for wastewater collection systems, resiliency improvements, and similar public infrastructure projects.

Project Team

Identify 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 each individual's relevant experience and role on the project.

Relevant Experience

Provide descriptions of **no more than five (5)** projects of similar size, scope, and complexity completed within the past **ten (10) years**.

For each project, include:

- Project owner
- Project description
- Construction cost
- Funding source (if applicable)
- Services provided by the firm
- Project schedule
- Client reference and contact information

Experience with one or more of the following is encouraged:

- Public wastewater collection systems
- Gravity sewer rehabilitation or replacement
- Floodplain utility infrastructure
- Wastewater resiliency improvements
- Inflow and infiltration (I/I) reduction
- Utility relocation and coordination
- Slope stabilization associated with utility infrastructure
- Clean Water State Revolving Fund (CWSRF) or other federally and 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 Wastewater System and Resiliency Experience	30%
Qualifications of Proposed Project Team	25%
Project Understanding and Technical Approach	20%
Experience with Clean Water State Revolving Fund (CWSRF) 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
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 (DWI) to satisfy all applicable requirements of the Clean Water State Revolving Fund (CWSRF) Hurricane Helene Funding Program and all associated 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

Wastewater System Resiliency and Redundancy Improvement 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), Clean Water State Revolving Fund (CWSRF) Hurricane Helene Funding Program. The selected consultant shall comply with all applicable federal, state, and local requirements associated with the funding program, including procurement, environmental review, permitting, documentation, reporting, and grant administration requirements.

The selected consultant shall be responsible for maintaining all professional licenses, certifications, and insurance required to perform the requested services throughout the duration of the project.

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.