



**REQUEST FOR QUALIFICATIONS
PROFESSIONAL ENGINEERING SERVICES for
CLEVELAND COUNTY WATER
SHELBY, NORTH CAROLINA**

**Cleveland County Water
Town Of Grover Interconnection**

Issued: July 11th, 2025

By:
Chris Hayes, Project Manager
Cleveland County Water
PO Box 8
Shelby, NC 28151

Project Site Location
Cleveland County Water- Distribution System
715 Polkville Road
Shelby, NC 28150

RFQ – Cleveland County Water- Town Of Grover Interconnection

INSTRUCTIONS

1. Submit one (1) signed original and four (4) signed copies of the proposal.
2. Proposal amendments thereto or withdrawal requests received after the time advertised for proposal opening will be void regardless of when they were mailed or postmarked.
3. Clearly address and mark the proposal as indicated in the notice.

CONDITIONS

1. Cleveland County Water reserves the right to accept or reject any or all proposals, and to waive all technicalities.
2. The right is reserved to make award as considered to be the most advantageous to the District.

PROPOSAL

In compliance with the request for proposal, and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items proposed.

Date

Authorized Signature

Company Name

Print or Type Name Above

Company Address

Company Fax

City, State, Zip

NC Sales Tax Number (Only If out of State)

Company Telephone Number

Federal ID#

Email Address

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- The first component is a water system interconnection between the Town of Grover and CCW. This project would allow for better control of the overall water system and correct their issue of being able to fill their tank and/or keeping it full during peak demand periods.
- The second component of the project would be to provide a more resilient water service to customers in the Hardin Circle area. Some customers are currently served by an outdated 1-inch plastic water line routed through the woods with water meters located in their back yards. This project would connect these customers to the CCW water line located in the road and be serviced by new meters located in the right of way.

Qualification Statement Requirements

- 1) All proposing firms must have been professionally engaged in the project management and engineering fields with experiences in water treatment projects of similar size or greater in public sector for a minimum of five (5) years. In addition, all proposing firms must employ qualified personnel, who are licensed and qualified in the following disciplines: civil engineering, environmental engineering, electrical engineering, construction administration, and construction cost estimating/value engineering and project management. These professionals must not only be credentialed, they must be able to demonstrate that they have related experience in the engineering and construction industry.
- 2) The firm must be able to demonstrate that the staff it would assign to this project possesses the ability to lead and manage work teams that are multi-disciplinary and multi-functional. In addition, proposing firms must be able to demonstrate that they possess the ability to develop, monitor, control and manage changes in a project's scope, time, resources, cost and risk.
- 3) This RFQ contains, in general terms, the overall objectives of the District in obtaining the service of a consultant. While an attempt is made to describe the general expectations of the District and the anticipated work to perform, the District and the successful firm will need to define a more specific scope of work and fee schedule as part of a negotiation process.
- 4) If it becomes necessary to revise any part of this RFQ, written amendments will be provided to all potential firms proposing.
- 5) All costs related to the preparation of the Statement of Qualifications and any related activities are the sole responsibility of the prospective firm. The District assumes no liability for any costs incurred by perspective firms throughout the entire selection process.
- 6) The District is an Equal Opportunity Employer. Prospective firms will commit to meet the nondiscrimination and equal employment requirements of the State of North Carolina. Minority and Women Owned Businesses are encouraged to submit a SOQ.

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The description should delineate specific tasks to be undertaken in each phase. In addition, the technical approach shall include how your firm will interact with the applicable regulatory agencies and complete the necessary steps in securing all permits for the project.

- b) Management Plan - Describe the management plan to be used, including staffing configurations. Provide assurance that the personnel needed to complete the projects in a timely manner are available.
- c) Quality Assurance - Describe the necessary steps that will be taken by your firm's management and staff to insure and provide the best quality product to the Cleveland County Water- Interconnection with Town Of Grover project.
- d) Please provide a proposed schedule for each project, including the starting and completion dates for all major services.

Summary of Proposal Contents

In summary of the minimum requirements, all proposal responses should include, but not be limited to, the following information:

- 1) A letter of introduction and interest identifying the firm.
- 2) A detailed summary of the firm's relative experience with references and contact information.
- 3) Identification of all individuals who will be assigned by the firm to work on these projects to include a detailed summary of each individual's professional credentials and relevant experience. This should also include a summary of qualifications and relevant experience of all subcontractor personnel if applicable.
- 4) A detailed discussion of the projects approach that indicates an understanding of the goals and requirements of this RFQ with specific reference as to how the firm would propose to accomplish the work items described.
- 5) Proximity of key project members to the Cleveland County, North Carolina area.
- 6) Other information that the proposing firm may wish to include.
- 7) Proposals and supplemental information should be limited to no more than ten (10) pages of material, front and back included. A cover letter with the submission of your proposal does not apply towards the proposal page limit.

Selection Criteria and Process

Proposals will be evaluated and reviewed by the District for final selection. This evaluation may include discussions with all or some of the firms providing responses including the possibility of interviews if necessary.