

Request for Qualifications

Transylvania County Waterline Extension

Engineering Services

EDA Grant Award: ED24ATLOG0359

This project will be partially funded with Federal funds from the United States Department of Commerce, Economic Development Administration and therefore is subject to the Federal laws and regulations associated with that program.

I. Introduction

Transylvania County is soliciting qualifications statements for contract services related to on-call engineering services to include design/build, permitting, and engineering studies for the water/wastewater projects for Transylvania County. Specifically, construction of a waterline extension from the intersection of Davidson River Road and Old Hendersonville Hwy to approximately 7,700 LF east. Construction of a pump station and force main from a location on Old Hendersonville Hwy towards an existing manhole within the City of Brevard.

Statement of Qualifications must be submitted by 4:00 PM on Wednesday, April 8, 2026, to:

Jennifer Galloway, Purchasing Agent
Transylvania County
101 South Broad Street
Brevard, NC 28712

Transylvania County reserves the right to reject any and all submittals.

II. Project Scope Requirements

The selected firm will be required to:

1. Meet with key stakeholders to review aspects of the project.
 - o Given the overlapping project areas, the selected consultant team will be required to coordinate with NCDOT's design team for the Ecusta Trail (NCDOT Project BF-0002). The Ecusta trail will be constructed along the old railbed that runs parallel to Old Hendersonville Highway (SR 1504) and parallel with this project. Given the complexity of the timing and overlap of these projects, this coordination will be essential to initiate at the project onset. In addition, data is available within the railroad right of way and includes environmental

surveys and aerial topographic survey (with supplemental “obscured area” ground survey).
The Ecusta trail design is nearing completion of 75% design.

2. Develop plan and design that will address stakeholder priorities.
3. Provide cost estimates for all aspects of the project.
4. Provide a timeline for the project.
5. Prepare the Preliminary Engineering Report as needed.
6. Be available on call as needed for duration of project funding.
7. Be able to assist in funding request documentation.

III. Selection Process

The deadline for receipt of the Statement of Qualifications is 4:00 PM on Wednesday, April 8, 2026.

Transylvania County will review all submitted qualification packages that adhere to the requirements contained in this document. The criteria by which the packages will be evaluated include:

1. Firm’s knowledge and demonstrated experience with sanitary sewer extension engineering.
2. Firm’s experience working with projects with multiple oversight requirements.
3. Firm’s approach to a project of this nature.

The County reserves the right to choose a single firm or to select a short list of firms for further interviews.

IV. Contents of Qualification Statements

Qualification statements shall include:

1. Firm name, address, telephone number, fax number, e-mail address and contact person(s).
2. Names and office location of all personnel who will be assigned to this project.
3. Resumes of Project Manager and design team members for this project and licenses of key personnel.
4. List of prior similar projects, or projects of a similar nature, including a brief description of the project, contact names, phone numbers, and email addresses.
5. Description of the process you would follow to fulfill the project requirements.

Questions regarding this Request for Qualifications should be submitted in writing to Jennifer Galloway, Purchasing Agent, at jennifer.galloway@transylvaniacounty.org prior to April 1, 2026.