



REQUEST FOR STATEMENT OF QUALIFICATIONS

RFQ #26-Q001

**ALAMANCE COUNTY MUNICIPAL SOLID WASTE LANDFILL – WATERLINE EXTENSION
GRAHAM, NORTH CAROLINA 27253**

MARCH 24, 2026

Alamance County requests a Statement of Qualifications (SOQ) from qualified engineering firms for the professional services associated with the design and construction of approximately 4,500 lineal feet of 4” water line and related appurtenances to serve six (6) residences located along Swepsonville-Saxapahaw Rd. This project is being funded by an **Emerging Contaminants in Small or Disadvantaged Communities (ECSDC)** grant from the U.S. Environmental Protection Agency (EPA) and administered through the NC Division of Water Infrastructure. An Interlocal Agreement is currently being negotiated between Alamance County and the Town of Swepsonville to allow the County to tap into an existing water line owned by the Town.

This project is funded in whole or in part with federal funds from the U.S. Environmental Protection Agency and is subject to **2 CFR Part 200**. All procurement transactions shall be conducted in a manner providing full and open competition.

ADDITIONAL FEDERAL REQUIREMENTS (REQUIRED FOR ECSDC PROJECTS)

Build America, Buy America Act (BABAA)

This project is subject to the Build America, Buy America Act (Pub. L. 117-58). The selected firm must ensure that all iron, steel, manufactured products, and construction materials used in the project comply with BABAA requirements unless a waiver is issued by EPA.

Civil Rights Compliance

The selected firm must comply with all applicable federal nondiscrimination laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, the Age Discrimination Act, and EPA's implementing regulations at 40 CFR Parts 5 and 7.

Anti-Lobbying Requirements

The selected firm must comply with the restrictions on lobbying in 40 CFR Part 34 and must submit a Certification Regarding Lobbying and, if applicable, a Disclosure of Lobbying Activities.

EPA Disadvantaged Business Enterprise (DBE) Requirements

The selected firm must comply with EPA's DBE Program requirements under 40 CFR Part 33, including documentation of the **Six Good Faith Efforts** for solicitation and contracting with MBE/WBE firms.

Access to Records

In accordance with 2 CFR 200.337, the County, EPA, the Comptroller General of the United States, and the North Carolina Division of Water Infrastructure shall have access to any books, documents, papers, and records of the selected firm which are directly pertinent to this project.

Prohibited Telecommunications Equipment

The selected firm must comply with 2 CFR 200.216 and may not use federal funds to procure or obtain covered telecommunications equipment or services.

Cost Proposals

Cost or fee information must **not** be submitted with the SOQ. Pricing will be negotiated with the selected firm in accordance with 2 CFR 200.324.

Conflict of Interest

Firms must disclose any potential conflicts of interest in accordance with 2 CFR 200.318(c)(1).

SCOPE OF SERVICES

Alamance County intends to hire a professional engineering firm to assist with the following aspects of the project. These tasks will include, but are not limited to:

- Grant Administration and Management
 - Adherence to Project Schedules & Milestones established by the Funding Agency
 - Preparation of Engineering Report and Environmental Information Documents to comply with funding requirements, as necessary
 - Preliminary and Final Design of the Project(s)
 - Permitting
 - Field Surveying
 - Completion of Bid Documents including Specifications and Design Drawings for the project(s)
 - Bidding and Recommendation of Award
 - Easement Preparation, if needed
 - Construction Observation and Administration
 - Construction Closeout
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SUBMISSION REQUIREMENTS

Firms interested in being considered for this work shall deliver three (3) paper copies and one (1) electronic PDF copy (USB drive) of their qualifications labeled **Landfill – Waterline Extension RFQ #26-Q001** in a sealed envelope to:

124 W. Elm Street, Graham, NC 27253

ATTN: Charles Bullard

For consideration, a response to this **Request for Qualifications** must be submitted by **2:00 PM on Friday, April 24, 2026**.

SOQ ORGANIZATION

To facilitate the County's objective review of the SOQs from different Consultants, the Consultants are requested to organize the main document using a standardized format. Each SOQ should contain the following:

1. Cover Letter

A cover letter on company letterhead signed by a Principal or other member of the firm authorized to commit the firm to contract for professional services.

2. Executive Summary

Should address the highlights of the SOQ, along with the strengths and special expertise of the firm and the associated team to successfully accomplish the objectives of this project for Alamance County.

3. Statement of Qualifications

Identify and describe the qualifications of the firm and professional services that may be provided by the consultant in response to this Request. Also include information on engineering projects performed for Alamance County during the past 5–10 years.

4. Project Team & Project Management

Identify the proposed project team (including any subconsultants) and key personnel. Include an organizational chart and brief resumes. Identify the project manager or primary contact and describe how the project will be successfully managed.

5. References

Provide at least three references in North Carolina for whom your firm has provided professional services.

SELECTION CRITERIA

Qualification statements will be evaluated by a selection committee on the following basis:

Criteria	Points
Firm Experience and Capability	30
Qualifications of Design Team	35
Project Approach	25
Customer Service	10

SOQs must be limited to **no more than 15 numbered pages**, excluding the cover page, cover letter, and resumes.

FEDERAL REQUIREMENTS

Debarment and Suspension

Firms must certify they are not debarred. The County will verify via [SAM.gov](https://www.sam.gov).

Required Federal Contract Provisions

The selected firm must comply with Appendix II to 2 CFR Part 200.

MBE/WBE/DBE Participation

Firms are encouraged to utilize minority and women-owned businesses and must document Good Faith Efforts in accordance with EPA DBE requirements.

RESERVATION OF RIGHTS

Alamance County reserves the right to select the firm that best meets its needs and negotiate a final Scope of Work that reflects the work to be done within the time and budget constraints provided by the Funding Agency. All firms submitting an SOQ will receive notification once the contract has been awarded.