



**Water and Sewer Authority of Cabarrus County  
Design Services for the Afton Run Parallel Interceptor**

**Request for Qualifications (RFQ)**

RFQ Announced: **May 21, 2026**  
Submission of Qualifications Due: **June 24, 2026 at 2pm**

## 1. ORGANIZATON OVERVIEW

The **Water and Sewer Authority of Cabarrus County (WSACC)** is an independent, incorporated, public body funded by user fees with no taxing authority supporting five jurisdictions in North Carolina: Cabarrus County, the Cities of Concord and Kannapolis, and the Towns of Harrisburg and Mount Pleasant.

WSACC is the primary planning agent for water and sewer facilities, provides wholesale wastewater transportation and treatment for its organizing jurisdictions, and provides reservoir management for some of its jurisdictions.

WSACC owns and operates 127 miles of wastewater collection system gravity lines, six pump stations and 21 miles of force main, and two wastewater treatment plants: the Rocky River Regional Wastewater Treatment Plant (RRRWWTP) and the Muddy Creek Wastewater Treatment Plant (MCWWTP). The RRRWWTP is currently permitted for a monthly average flow up to 30.0 million gallons per day (mgd), with expansion in progress to take the RRRWWTP to a permitted monthly average flow up to 34 MGD. The MCWWTP is currently permitted for a monthly average flow up to 300,000 gallons per day (gpd). WSACC provides bulk collection of wastewater from the City of Concord, City of Kannapolis, Town of Harrisburg, Town of Mount Pleasant, and Town of Midland, as well as portions of Charlotte Water's service area in Mecklenburg County.

## 2. REQUEST FOR QUALIFICATIONS (RFQ) INSTRUCTIONS

### 2.1. Public Notice:

The Water and Sewer Authority of Cabarrus County (hereinafter called "WSACC", or "Owner") invites engineering consulting firms (hereinafter called "Consultant") having sufficient experience and expertise to provide timely, professional services to WSACC for large-diameter sewer interceptors as related to the design development for the Afton Run Parallel Interceptor Project.

Information related to this solicitation, including any addenda, will be posted electronically on WSACC's webpage: <https://www.wsacc.org/vendor-info/>

### 2.2. Services Overview:

The existing Afton Run Branch Sewer Interceptor consists of 11,100 feet of gravity sewer with 15-inch and 18-inch diameter that serves an area within the Coddle Creek Basin, as seen in Figure 1. Hydraulic modeling conducted during the 2022 Master Plan effort by Black & Veatch showed this interceptor line as having limited capacity to carry the base year modeled peak wet weather flows.

This Request for Qualifications (RFQ), and the anticipated associated project, is for the design services related to a new interceptor parallel to the existing Afton Run Branch Sewer Interceptor. A parallel interceptor will be needed in this area (with a current recommended 36-inch diameter) to carry the projected 2050 flows during a 10-year storm event. The sewer flows include growth in future industrial flows that are more concentrated in this basin than others within the WSACC service area. This upsizing will

include several road crossings including Village Dr NW, George W Liles Parkway NW, and Davidson Hwy, as well as a crossing under I-85 near the Kannapolis Parkway exit.

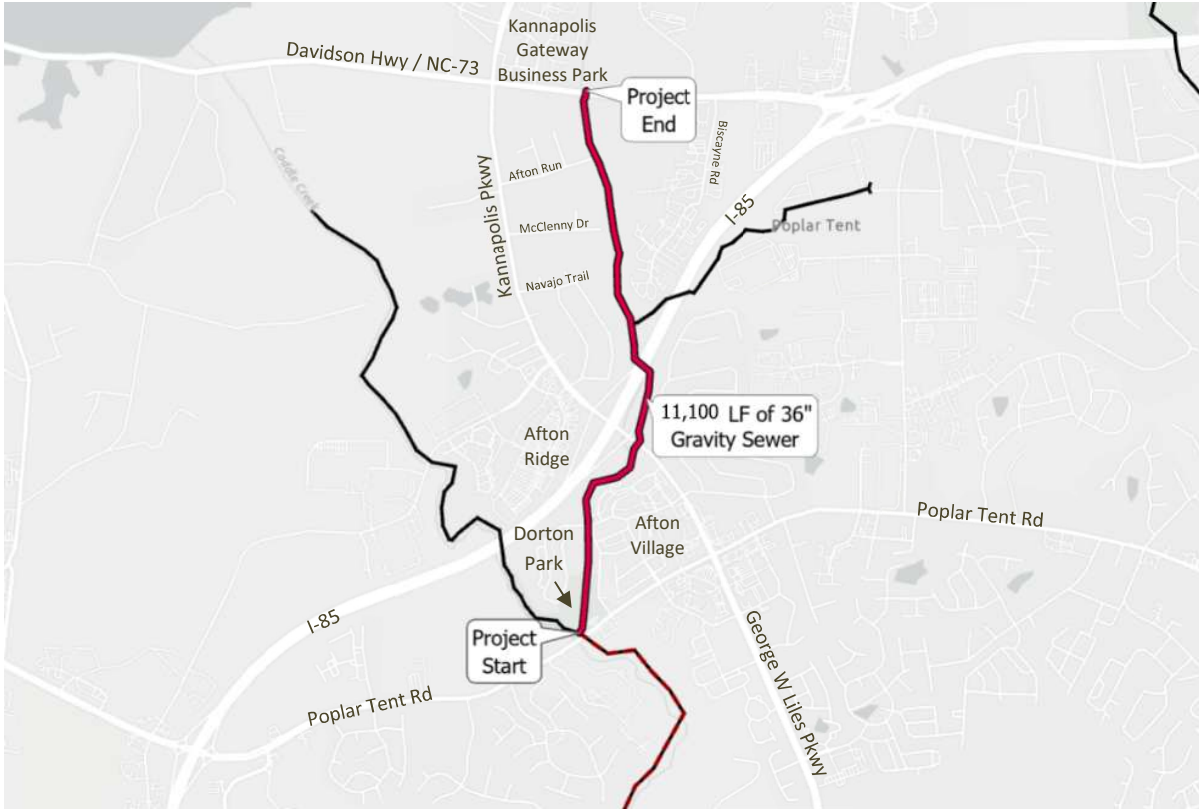
WSACC anticipates that the scope of services will include the following elements, which may be phased as separately authorized tasks, subject to project needs, ongoing discussions, and recommendations provided by the Consultant:

- Review of the current collection system records and field conditions;
- Review of the 2022 Master Plan effort by Black & Veatch;
- Hydraulic modeling to confirm sizing and proposed alignment;
- Field services such as surveying, geotechnical, environmental, and historical identification which may impact construction;
- Identification and procurement of all necessary easements / agreements;
- Identification, application, and issuance of all necessary permits;
- Identification of risks;
- Construction cost estimate;
- Value engineering as needed;
- Development of Construction Documents for bidding, including, but not limited to plans and specifications; and
- Bid-phase services including construction administration and on-site inspection

WSACC may also elect to include other related services in the scope of work. A decision on any additional related components will be made after selection, and WSACC will work with the selected firm on the additional scope item(s) at that time.

Key Success Factors:

- Effective, consistent, and thorough communications with employees throughout the WSACC organization, the WSACC Board, State regulators, and others as needed;
- Well-developed scope and schedule;
- Project completion on-schedule;
- Establishing a cost-effective engineering design; and
- Well-documented project milestones and well-documented project changes (as needed).



**Figure 1- Afton Run Branch Parallel Interceptor Project**

**2.3. RFQ Schedule and Submission Requirements**

Advertisement of RFQ:	May 21, 2026 (Thursday)
Pre-Submittal Meeting:	June 2, 2026 (Tuesday) at 10am
Deadline for Questions:	June 16, 2026 (Tuesday)
Final Addenda Issued:	June 18, 2026 (Thursday)
<b>DUE DATE &amp; TIME FOR SUBMITTALS:</b>	<b>June 24, 2026 (Wednesday) at 2pm EST</b>
Targeted Start of Design Phase	Q3 2026

Attendance at the Pre-Submittal meeting is encouraged but not required. This meeting will be held at:

Rocky River Regional Wastewater Treatment Plant, Admin Building  
 6400 Breezy Lane  
 Concord, NC 28025

Site visits may be scheduled through Mark Lomax, (704) 202-6014 with ample notice.

Submission Package: Hardcopies, one (1) signed original SOQ and six (6) copies, all bound, in addition to one electronic copy in searchable PDF format (provided on flash drive), are to be submitted per the instructions outlined within the RFQ. Please review them carefully.

SOQs shall be submitted in sealed, clearly marked envelopes. The SOQ shall be submitted to the Water and Sewer Authority of Cabarrus County located at 232 Davidson Highway, Concord, N.C., 28027, before **2:00 p.m. June 24, 2026**. Submittal envelope should be marked:

*Statement of Qualifications – ‘Design Services for the Afton Run Parallel Interceptor Project’*

*Attention: Thomas Hahn*

Firms may change or withdraw their SOQs at any time prior to the due date by providing clear and concise written notice via email to Thomas Hahn. Withdrawal of a SOQ will not preclude a Consultant from submitting a new SOQ, provided that the new SOQ is properly submitted and received prior to the SOQ due date identified above.

#### **2.4. Evaluation Criteria and Process**

Pursuant to North Carolina General Statute 143-64.31, WSACC is conducting a “qualifications-based” selection process without regard to fee.

Firms will not be considered unless the following minimum qualifications are met:

- Firm must be properly registered with the Office of the Secretary of State of North Carolina (as applicable);
- Firm must be licensed by the North Carolina Board of Examiners for Engineers & Surveyors; and

WSACC will conduct a fair and impartial evaluation of all SOQs that are received in accordance with the provisions of this RFQ. WSACC will appoint a selection committee to perform the evaluation. WSACC reserves the right to obtain clarification of any point in a firm’s / team’s qualification package or to obtain additional information. All firms / teams who submit qualification packages will be notified of the selection committee’s choice. Final approval of any selected firm / team is subject to the action of the WSACC Board.

#### **2.5. SOQ Format**

The SOQ package should consist of a cover letter, responses to the specific inquiries listed in Section 2.6 below, and a set of completed forms, as required. Interested firms must submit these per the requirements in this RFQ.

SOQ’s are limited to a maximum of twenty (20) numbered pages. Font shall be no smaller than size 11 for narrative sections, but may be reduced in captions, footnotes, etc. Required forms, resumes, cover, subtabs and dividers do not count toward the page limit. Sections shall be labeled for easy reference.

No “new work product” for the project may be part of the SOQs and/or presentation, and no “new work product” will be considered in the interview presentation or selection process.

Non-conforming submissions may be removed from consideration at the sole discretion of WSACC.

## 2.6. SOQ Content:

### **Tab 1: Cover Letter** – General Information

- a. Describe your interest in this solicitation and the unique features of the firm and the key team members that makes the firm uniquely suited to undertake this scope of services.
- b. State any conflicts of interest your firm or any key team member may have with these services.
- c. Identify and describe any pending claims, disputes, and/or litigation and any that occurred within the past five (5) years involving your firm or any of your proposed subconsultants. With respect to resolved matters, describe the outcome.
- d. Provide a description of the firm that will enter into the contract(s) with WSACC, including origin, background, current size, financial capacity, available resources, general organization, and firm headquarters. Identify the name and title of the person authorized to enter into the contract(s) with WSACC.
- e. Acknowledge receipt and compliance with any addenda issued.

### **Tab 2: Qualifications and Relevant Experience Key Team Members**

- a. Provide an organizational chart, including all key team members and subconsultants that will be engaged within the lifespan of the project. Identify the Project Manager who will be empowered to make decision for and act on behalf of the firm.
- b. Describe how the team structure may adapt over time as the work progresses.
- c. Describe any previous collaboration(s) between key team members, the responsibilities of each team member during these collaborations, and the project(s) outcome. Cite any significant achievements reached because of this collaboration. Discuss the successes of the team collaboration, and any problems encountered, and methods used to mitigate issues.
- d. Submit maximum 1-page resume for each key team member. Include:
  - Home office location
  - Relevant project experience, their role on the project(s), and a specific responsibility they had or impact they made. Project overview, budget, and schedule if not included in next section.
  - Certifications, licences, or relevant training
  - Years of experience in industry and at current firm
  - Availability

**Tab 3: Recent Project Experience of the Firm and Selected Team**

Provide a minimum of three (3) a maximum of five (5) most recent and relevant projects, which may include WSACC projects, either currently in progress or complete ***within the past 5 years*** as follows:

- List only projects involving the key team members or subcontractors proposed for this project.
- List projects in date order with newest projects listed first and include the following:
  - Brief project description;
  - Owner's representative having knowledge of the firm's work, include contact name, organization, phone and email;
  - Contract dollar amount and total time period involved;
  - Engineer estimate vs Bid Cost
  - Team members and/or subconsultants involved and their role on the project
  - Methodology, approach, or valuable lesson learned that would benefit the delivery of this project.

**Tab 4: Scope of Services Understanding, Methodology and Approach**

Based Sections 1 and 2.2, above, describe how the firm and its team would approach delivery of the services requested in the RFQ and provide value to WSACC by being the most qualified to perform the work.

- Provide specifics of your approach, insight, and lessons-learned that relate to the challenges and opportunities of this scope of services.
- Describe your commitment to quality: approach to meeting schedules, defining scopes, staying within budget, setting realistic deadlines, communicating for understanding, how to set your team up for success.
- Describe any support needed from WSACC staff to execute the Services.

**3. REPRESENTATIONS, CONDITIONS, AND OTHER REQUIREMENTS**

**3.1. Communications**

All communication of any nature with respect to this RFQ shall be addressed to Thomas Hahn at [T.Hahn@wsacc.org](mailto:T.Hahn@wsacc.org). SOQ's to be solely based on the information of this solicitation. All responses to this RFQ must be submitted in writing. Any oral discussions, clarifications, or answers provided during the site visit or inquiry phase are non-binding and subject to change by WSACC in the final agreement.

**3.2. Addenda**

In order to clarify or modify any part of this RFQ, addenda may be issued and posted online per Section 2.1, above. Any requests for information or clarifications must be submitted in writing to Thomas Hahn by the deadline in Section 2.3. All addenda must be acknowledged as received in the cover letter per Section 2.6.

### **3.3. Public Records**

Upon receipt by WSACC, each SOQ becomes the property of WSACC and is considered public record except for material that qualifies as "Trade Secret" information under North Carolina G.S. 66-152 et seq.

To properly designate material as a trade secret under these circumstances, each firm must specifically and clearly identify any pages by labeling them as "Trade Secret – Confidential and Proprietary Information – Do Not Disclose Except for the Purpose of Evaluating this SOQ."

### **3.4. Cost of SOQ Preparation**

WSACC accepts no liability for the costs and expenses incurred by Consultants responding to this RFQ, in preparing responses for clarification, in attending interviews, participating in contract development sessions, or in attending meetings and presentations required for the contract approval process. Each Consultant that enters into the procurement process shall prepare the required materials and SOQ at its own expense and with the express understanding that the Consultant cannot make any claims whatsoever for reimbursement from WSACC for the costs and expenses associated with the procurement process. The RFQ does not commit WSACC to pay for costs incurred in the submission of a response to this RFQ or for any cost incurred prior to the execution of a final contract.

### **3.5. Negotiations and Modification of Contract Documents**

WSACC reserves the right to conduct negotiations with the Consultant regarding any remaining issues provided that the general work scope remains the same and that the field of competition does not change as a result of material changes to the requirements stated in the RFQ. If, in WSACC's sole discretion, it determines that the highest qualified Consultant is not responsive to the negotiation process, or that the parties will be unable to reach a mutually-acceptable Contract, WSACC may terminate negotiations with the Consultant. WSACC will then continue the process of negotiation with the next highest qualified Consultant until WSACC either successfully negotiates with a Consultant or cancels the procurement.

### **3.6. Conditions and Reservations**

WSACC reserves the right to request substitutions of subconsultants. WSACC reserves the right to contact any Consultant if such is deemed desirable by WSACC to obtain any additional information including but not limited to experience, qualifications, abilities, and financial standing. WSACC reserves the right to conduct investigations with respect to the qualifications and experience of any Consultant. WSACC reserves the right to contact any firm/team to negotiate if such is deemed desirable by WSACC. WSACC reserves the right to reject any or all responses to the RFQ, to advertise for new RFQ responses, or to accept any RFQ response deemed to be in the best interest of WSACC. WSACC reserves the right to waive technicalities and informalities.

A response to this RFQ should not be construed as a contract, nor indicate a commitment of any kind. No binding contract, obligation to negotiate, or any other obligation shall be created on the part of WSACC unless WSACC and a firm jointly execute a contract.

### **3.7. Insurance Requirements**

The consultant selected under this RFQ will be required, during the life of the contract with WSACC, to purchase and maintain the following insurance with a company acceptable to WSACC and authorized to do business with the State of North Carolina:

- **Automobile Liability Insurance:** Bodily injury and property damage liability covering all owned, non-owned, and hired automobiles for limits of not less than \$2,000,000 bodily injury each person, each accident and \$2,000,000 property damage, or \$2,000,000 combined single limit each occurrence/aggregate.
- **Comprehensive General Liability:** Bodily injury and property damage liability as shall protect the consultant and any subconsultant performing work under the agreement from claims of bodily injury or property damage which arise from operation of this agreement whether such operations are performed by the consultant, any subconsultant, or any person directly or indirectly employed by either. The amounts of such insurance shall not be less than \$2,000,000/\$4,000,000 bodily injury each occurrence/aggregate and \$2,000,000/\$4,000,000 property damage each occurrence/aggregate or \$2,000,000/\$4,000,000 bodily injury and property damage combined single limits each occurrence/aggregate. This insurance shall include coverage for products/completed operation, personal injury liability and contractual liability assumed under the indemnity provision of the agreement.
- **Worker's Compensation and Occupation Disease Insurance:** In conformance with State law, in an amount of \$2,000,000 each accident and disease for each employee, and \$2,000,000 disease policy limit providing coverage for employees and owners.
- **Professional Liability Insurance:** In an amount of not less than \$2,000,000 each claim and \$4,000,000 aggregate.

WSACC shall be exempt from, and in no way liable for, any sums of money that may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Developer and/or subconsultant providing such insurance.

Engineer shall furnish annually to Owner certificates of insurance in a form satisfactory to Owner which shall include: (i) a clause naming Owner as an additional insured on the general liability and automobile liability insurance; (ii) a provision that such insurance policy shall not be canceled or materially or adversely changed without at least thirty (30) days' written notice to Owner; and (iii) policy limits in accordance with the requirements stated above. Any failure of Engineer to secure or maintain such insurance shall constitute a default under this Agreement, and shall entitle Owner (without obligation) to procure such insurance and pay the cost thereof, with such costs being paid by Engineer to Owner within ten (10) days after demand by Owner, and failure of Engineer to repay such costs shall result in interest charges of six percent (6%) per annum until such costs are repaid in full. Except as prohibited by law, Engineer shall require its insurer (other than its professional liability carrier) to waive all rights of subrogation against Owner's insurers and Owner.