



REQUEST FOR QUALIFICATION FOR PROFESSIONAL SERVICES

Stormwater Master Plan

TOWN OF BEECH MOUNTAIN, NORTH CAROLINA

October 22nd, 2025

Town of Beech Mountain

403 Beech Mountain Parkway

Beech Mountain, NC 28604

(828) 387-4236

www.townofbeechmountain.com

Request for Qualifications for Professional Services

October 22nd, 2025

Attention: Qualified Consultants for Engineering Service in Stormwater Management

RE: Request for Qualifications for Professional Services

Dear Engineers,

Please be advised that the Town of Beech Mountain is seeking proposals from qualified engineering firms to perform professional services related to the formation of a townwide Stormwater Management Plan and institution of Stormwater Enterprise Fund. We require qualifications from NC licensed and well qualified engineering firms pertaining to engineering and design, stormwater master planning, stormwater mapping, GIS modeling, capital improvement project (CIP) development and prioritization including cost estimates, funding identification, and grant application. The selected firm must comply with all federal, state, and local laws and regulations, including Town of Beech Mountain ordinances and policies. Firms interested in performing these services must exhibit relevant experience with this type of work and should emphasize both the experience and capability of the personnel who will perform the work. The Firm must be available to complete the assessment and initial CIP planning to be included in the fiscal budgeting process by April 30th, 2026.

Please note RFQ submissions are due at the Beech Mountain Town Hall, no later than December 1st, 2025, by 3:00 P.M. to the address below:

TOWN OF BEECH MOUNTAIN
403 BEECH MOUNTAIN PARKWAY
BEECH MOUNTAIN, NC 28604
ATTENTION: ROBERT PUDNEY

The Town of Beech Mountain reserves the right to reject any and all proposals, negotiate with the best qualified firm regarding fees and/or the scope of services or postpone the decision for an indefinite period.

Sincerely,

Robert Pudney
Town Manager

ADVERTISEMENT

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Request for Qualifications for Engineering Services

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Please note RFQ submissions are due at the Beech Mountain Town Hall, no later than December 1st, 2025, by 3:00 P.M. to the address below:

Copies of the request for qualifications may be obtained from the Town's website at www.townofbeechmountain.com or by email to bmus@townofbeechmountain.com. Questions regarding this RFQ or concerning the scope of work for this project should be submitted to Daniel Davis at bmus@townofbeechmountain.com or by telephone at (828) 387-9282.

The Town of Beech Mountain reserves the right to reject any and all proposals, negotiate with the best qualified firm regarding fees and/or the scope of services or postpone the decision for an indefinite period.

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1.0 Background

The Town of Beech Mountain ranges in elevation from 3,000 ft to 5,500 over a 6-mile-long town boundary including 66 miles of roadway constructed mostly in the 1960's. We constantly experience damage during heavy rain events and named storms due to drain failures and blockages.

2.0 Scope of Work

Beech Mountain is now interested in developing a comprehensive Stormwater Master Plan (SWMP) and formation of a Stormwater Enterprise Fund. The development of the SWMP will include, but is not limited to the following; evaluate areas where stormwater systems, both manmade and natural, are deficient, identify and prioritize system improvements, develop a standard priority rating system for stormwater capital projects, conduct watershed assessments and stormwater modeling, identify opportunities for system retrofits using traditional and green infrastructure, evaluate stream and wetland restoration opportunities, and identify hazard mitigation projects. Identified projects will be developed and ranked in order of highest priority based on factors including condition, criticality of failure, likelihood of failure, potential to help alleviate flooding, possible water quality improvements, and benefit to the community (including priority for underserved communities). The SWMP will include cost estimates for each identified project. The SWMP will compare the cost of these projects to the City's stormwater budget and define an implementation schedule for the defined projects. Partial information and mapping is available from earlier efforts but is not all inclusive or cohesive.

The SWMP will provide the Town with a 10-year Stormwater Capital Improvement Plan designed to implement high priority stormwater projects in a systematic and cost-effective manner. The SWMP will also be used as a tool to find and secure available State, Federal and private funds to help implement identified stormwater projects. All grants require a planning document that identifies the needs and costs of the proposed improvements. In addition to this planning, qualified applicants will be expected to assist the Town in applying for grant funding through various entities such as the American Recovery Plan Act (ARPA), NC Land and Water Fund (NCLWF), NC-319 Nonpoint Source, Water Resource Development Grant (WRDG), and other available federal, state, and local funding programs.

It is the intent of the Request for Qualifications to select experienced professional consulting firm best qualified to develop a comprehensive stormwater master plan and advise and support the securing of funding for future implementation of identified system deficiencies. It is anticipated that comprehensive professional engineering services will be required to apply for the various identified grants and should be accounted for in the submission of the proposal. Areas of initial interest should include stormwater infrastructure replacements/improvements, stormwater infrastructure retrofits, water quality improvement projects, and flood mitigation projects. It is also the intent of this RFQ that the provided deliverables will be suitable and complete to meet the needs of NC DEQ grant funding requirements.

At a minimum, this project scope of work must include the following:

- Stormwater Master Planning
- Hydraulic and Hydrology modeling by drainage basin (open and closed system)
- Stormwater Infrastructure Asset Inventory, Assessment
- GIS Mapping of the Asset Inventory

Request for Qualifications for Professional Services

- Storm drainage system design and rehabilitation
- Stormwater system retrofit and green infrastructure design
- Priority rating system for identified projects development
- Development of planning level conceptual stormwater improvement projects and cost estimates
- Development of Capital Improvement Plan that takes into consideration the Towns stormwater fee collection and capital budget for prioritized stormwater improvement projects.
- Identification of funding opportunities – including public and private grants and loans
- Development of pre-applications and applications for funding to support projects identified in the CIP
- Advising the Town on funding strategies
- Development of conceptual level and preliminary construction cost estimates.

3.0 Submittal Information Requested from Potential Firms

For your firm to be responsive, your submittal must include the following:

- Description of the Project Team
- Resumes of Key Personnel
- Engineering and Environmental Permitting Approach
- Team Experience with Similar Projects – Brief project description, client, contact information, original and final budget, principal-in-charge
- Rate Schedule for Firm’s Key Staff and Sub-Consultants

4.0 Selection Process

The Town of Beech Mountain Town Council has the ultimate responsibility for selecting the best qualified firm/team and entering a contract for services. The evaluation criteria is included in Attachment A.

5.0 Additional Information

Questions regarding this RFQ or concerning the scope of work for this project should be submitted to Daniel Davis, Director of Public Utilities, by phone (828) 387-9282 or by email at bmus@townofbeechmountain.com.

RFQ submissions are due at the Beech Mountain Town Hall no later than December 1st, 2025, by 3:00 P.M. Fees for professional services and contract terms will be negotiated after identification of the best qualified firm/team.

The Town of Beech Mountain reserves the right to reject any and all proposals, negotiate with the best qualified firm regarding fees and/or the scope of services or postpone the decision for an indefinite period.

Request for Qualifications for Professional Services

ATTACHMENT A

EVALUATION FORM:
TOWN OF BEECH MOUNTAIN
REQUEST FOR QUALIFICATIONS (RFQ)

Proposals will be independently evaluated according to the following criteria by the Town of Beech Mountain:

EVALUATION CRITERIA	VALUE	ASSIGNED VALUE
<p>I. QUALIFICATIONS</p> <ul style="list-style-type: none"> a. Qualification of the firm individuals and subcontractors assigned to the project b. Education background and training c. Quality Control 	20	
<p>II. EXPERIENCE</p> <ul style="list-style-type: none"> a. Recent experience in similar work b. Meeting time and budget constraints c. Previous contracting experience with government entities similar to Town of Beech Mountain d. Demonstration of minimization of change orders e. Litigation experience f. Largest dollar amount project g. Number of projects at this time 	20	
<p>III. CAPABILITIES</p> <ul style="list-style-type: none"> a. Current and projected workload; ability and capacity to perform services in a timely manner b. Familiarly with project c. Approach to the work required d. Contractual relationship with local firms e. Any other additional information regarding the firm's capacity 	50	
<p>IV. PROXIMITY OF THE FIRM'S OFFICE TO THE TOWN</p>	5	
<p>V. MINOR BUSINESS</p> <ul style="list-style-type: none"> a. Certified Minor – Assign Value of 5 b. Non Certified – Assign Value of 0 	5	