



**TOWN OF WAYNESVILLE  
REQUEST FOR PROPOSAL(S)  
RFP FOR GRANTS ADMINISTRATION and or  
RFQ FOR ENGINEERING, BID DOCUMENT PREPARTION, AND INSPECTION  
11/5/2023**

The Town of Waynesville is advertising the availability of a **Request for Proposals (RFP) for professional assistance with grant administration services and or Requests for Qualifications (RFQ) with engineering, bid document preparation, and inspection services for a sewer infrastructure project utilizing North Carolina Community Development Block Grant – Infrastructure (NC CDBG-I) Program funds.** The project has a timeframe of three years.

This project will install 1,435 LF of new sewer lines along Sawyer and Explorer Streets with installation of 6 new gravity sewer manholes, installation of 24 new LMI eligible sewer service lines, reconnection of 4 existing sewer service lines, and replacement of 405 LF of 8" gravity sewer line in the south area of Waynesville. The fee for grant administration services/grant management will be paid with CDBG funds.

Copies of the detailed request for proposals (RFP) and the request for qualifications (RFQ), including a description of the services to be provided by respondents, the minimum content of responses, and the factors to be used to evaluate the responses, can be obtained by contacting Town Manager Rob Hites, [rhites@waynesvillenc.gov](mailto:rhites@waynesvillenc.gov), (828) 452-2491, or online at [www.waynesvillenc.gov](http://www.waynesvillenc.gov).

**Responses to the RFP and/or RFQ should be submitted no later than December 8, 2023, by 4:00pm, to the Town of Waynesville Lisa Burnett Purchasing Supervisor, 129 Legion Drive, Waynesville, NC 28786.** For more information, contact Lisa Burnett, Purchasing Supervisor, [lburnett@waynesvillenc.gov](mailto:lburnett@waynesvillenc.gov). 828-456-3706.

The Town of Waynesville is an Equal Opportunity Employer and invites the submission of proposals from small and minority and women-owned firms, historically underutilized businesses, and certified/registered Section 3 businesses concerns.

This information is available in Spanish or any other language upon request. Please contact Candace Poolton at (828) 452-2491 or at 16 S. Main Street, Waynesville, NC 28786 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Candace Poolton (828) 452-2491, o en 16.

Main Street, Waynesville, NC 28786 de alojamiento para esta solicitud.



Date: 11/5/2023

Authorized Representative: [Signature]