

## **REQUEST FOR BOARD ACTION**

### **HENDERSON COUNTY BOARD OF COMMISSIONERS**

**MEETING DATE:** June 2, 2025

**SUBJECT:** Etowah Sewer System – Vendor Selection for AIA Grant Award

**PRESENTER:** Marcus Jones, PE  
County Engineer

**ATTACHMENTS:** No

#### **SUMMARY OF REQUEST:**

During the Board's September 19, 2024 meeting, staff were directed to apply for a NCDEQ grant for asset inventory and analysis (AIA grant). The grant scope is to inventory, map and assess the sewer system, and to perform a rate analysis based on the assessment and operating expenses. Staff was successful in securing the grant for \$150,000. Following the awarding of the grant, staff initiated the procurement of engineering services to map, access, develop a capital improvement plan, and perform a rate analysis for the Etowah Sewer System.

In accordance with NC General Statute 143-64.31 (Procurement of Architectural, Engineering, and Surveying Services), staff developed a RFQ and on March 26, 2025, posted it on the County's website. The responses were received on April 25, 2025.

The following firms submitted Statements of Qualifications: Kimley-Horne, RVE, and WithersRavenel. The responses are available at the Historic Courthouse in the office of the County Engineer or online on the County's RFP page.

The selection committee consisted of Andrew Griffin (Facility Services Director) and Marcus Jones, PE (County Engineer). A detailed review of the firms was conducted based on the criteria established within the RFQ. Based on their responses and further investigations, staff recommend WithersRavenel as the most qualified firm.

Pending Board approval, staff will negotiate an agreement with the selected firm and return to the Board for approval.

#### **BOARD ACTION REQUESTED:**

The Board is requested to approve the selection of WithersRavenel as the most qualified responding firm to perform services utilizing the Asset Inventory and Assessment Grant for the Etowah Sewer System.

#### **Suggested Motion:**

*I move the Board approve the selection of WithersRavenel as the most qualified responding firm to perform services utilizing the Asset Inventory and Assessment Grant for the Etowah Sewer System.*