

## Request for Qualifications

Hurricane Helene exposed significant operational, financial, and supply vulnerabilities in Erwin Utilities Authority's system which requires additional planning. Erwin Utilities Authority (EU) was awarded funding from the Department of Economic and Community Development Infrastructure Planning Grant Program to help with this additional planning. EU is requesting Statements of Qualifications (RFQ) from professional firms and individuals to complete the scopes of work related to this funding detailed below.

### Scope of Work:

1. A **Comprehensive Cost of Services and Rate Study** to ensure financial sustainability as the utility undertakes large-scale reinvestment.

### Qualifications must include:

- Staff available to assist
- Hourly rates
- Experience on similar projects
- Certificate of Insurance
- Tennessee Contractors License
- Title VI of the Civil Rights Act of 1964 Training Certificate
- Available Start Date

Respondents will be evaluated on the basis of the written materials submitted and according to the four factors described below.

1. Specialized experience or technical expertise of the firm regarding engineering services (25 points);
2. Record of past performance on contracts with the Town of Erwin, Unicoi County, and Erwin Utilities Authority and other clients, including quality of work, timeliness, and cost control (25 points);
3. Capacity of the firm to perform the work within time limitations, taking into consideration the firm's current and planned workload (25 points); and
4. Familiarity of the firm with the type of problems applicable to the proposed project (25 points).

Qualifications should be submitted electronically via email to:

- Noel Slagle, Executive Assistant, at [executiveassistant@e-u.cc](mailto:executiveassistant@e-u.cc)

**The deadline to submit is Monday, March 9, 2026 at 12:00 PM Eastern.**

Please contact Noel Slagle at (423) 743-1822 or [executiveassistant@e-u.cc](mailto:executiveassistant@e-u.cc) with any questions concerning this RFQ.