Advertisement Document:
Request for Qualifications for Pavement Management Services
City of Dunn, North Carolina

Request for Qualifications:

The City of Dunn, North Carolina is soliciting statements of qualifications (SOQs) from experienced engineering firms to provide comprehensive pavement management services for the City's roadway network. The selected firm will deliver a full suite of professional services including a pavement condition survey, lifecycle modeling, preparation of contract documents, contract administration, construction administration, construction inspection, City Council presentations and ongoing pavement management guidance. The City seeks a qualified team with demonstrated expertise in municipal pavement evaluation, data driven asset management, and the successful delivery of roadway maintenance and rehabilitation projects. These services will support the City's efforts to plan, prioritize, and implement cost-effective improvements that maintain a safe, reliable, and sustainable transportation system for the community. The City currently manages approximately 66 centerline miles of paved roads. The City is seeking one (1) firm whose combination of experience and expertise will provide timely, professional services for a duration of three to five years.

Scope of Services:

The City intends to select one firm to provide services outlined below. Please see the full details of scope listed on the RFQ instructional document. You may request a digital copy of the On-Call RFQ Instructional Document via email from Alex Abling (aabling@dunn-nc.org).

Task 1 – Pavement Condition Survey
Task 2 – Lifecycle Modeling Software
Task 3 – Contract Document Preparation and Bidding Assistance
Task 4 – Construction Administration and Inspection
Task 5 – Miscellaneous Pavement Management Services

Selection Process:

In evaluating the proposals, the following criteria will be used for scoring:

- Strength of firm's or teaming partner's experience. (20% of total score)
- Strength of project team including qualifications of key personnel. (30% of total score)
- Project Approach and Schedule (15% of total score)
- Quality of work performed by the project team on previous assignments which are generally similar to the proposed project. (20% of total score)
- Organization, completeness, and overall presentation. (15% of total score)

After reviewing the responses by the Selection Committee, selection of the top firm will be made, and fee negotiations will commence. The Selection Committee may conduct consultant interviews or make other contacts for clarification of issues that may arise during proposal review.

Submittal Package Requirements:

Please refer to the On-Call RFQ Instructional Document for a detailed list of submittal requirements. You may request a digital copy of the On-Call RFQ Instructional Document via email from Alex Abling (aabling@dunn-nc.org).

The submittal package is required to contain the following information with an emphasis on conciseness, clarity and completeness. Firms interested must submit the response on 8½" x 11" size paper, minimum font size 11, response shall contain a Table of Contents and be organized in sections according to the content requirements. The package **shall not exceed 16 pages** (front and back counts as 2 pages). Response Cover, Cover letter, Table of Contents, section dividers, W-9 form, and resumes, are excluded from the page count total. Applicants must provide their submittal in **PDF** format.

Each firm is asked to submit any questions via email by November 23rd, 2026, and their proposal via email or by alternative electronic means to Alex Abling (aabliing@dunn-nc.org). Submittals must be received no later than Friday, November 30th, 2026 @5:00 PM EST.

Anticipated Schedule:

Wednesday, November 4th, 2026 – RFQ Issued
5pm EST, Monday, November 23rd, 2026 – Due Date for RFQ Questions from respondents
5pm EST, Thursday, November 26th, 2026 – City's Deadline to Reply to Questions
5pm EST, Monday, November 30th, 2026 – SOQ Due Date