

REQUEST FOR PROPOSALS
Water and Sewer System Operations
Chimney Rock Village
April 2026

Interested firms should submit a written proposal to Stephen G Duncan at Chimney Rock Village no later than **2:00 pm on Friday, May 15, 2026**. All proposals shall be submitted in electronic format to:

Please direct inquiries to:

Stephen G Duncan, Village Administrator – tevierides@aol.com

J. Meliski, Village Engineer – j.meliski@att.net

Firms shall be licensed for water treatment (well) and distribution, wastewater collection and treatment, and be familiar with all required monitoring and reporting requirements through NCDEQ Water Resources. Additionally, all firms shall have demonstrable experience with municipal utility systems and shall submit references upon request.

Chimney Rock Village owns water supply and distribution system providing service to approximately 144 metered connections, although that number has been reduced in the aftermath of Hurricane Helene. Work continues to restore portions of the water distribution system. The water system consists of three (3) groundwater supply wells, two (2) storage tanks, two small booster pump stations and approximately 40,000 linear feet of water line. The water system is interconnected with the Town of Lake Lure at a common master meter, which serves as an emergency supply connection for both systems.

The Village also owns a sanitary sewer collection system and a 15,000GPD temporary wastewater treatment plant, planned to be operational through November of 2027. Prior to Hurricane Helene, the collection system discharged to the Town of Lake Lure sanitary sewer collection system near the Town limits, but this connection has not yet been reactivated. The Village is currently exploring options for a permanent wastewater treatment plant and discharge, while simultaneously negotiating sewer treatment agreements with the Town of Lake Lure.

The current sanitary sewer collection system was installed in 2025, consisting of two small lift stations, 600LF of 4" DIP forcemain, 19 sanitary sewer manholes, 2,600LF of 8" DIP gravity sewer, and 30 current service connections. Future repair of the collection system will result in additional collection line and services, as roughly 65 service connections were active prior to Helene.

Village Rock Village is requesting proposals to provide operation, reporting, billing, and maintenance of the water and sewer systems. As a minimum the Village is looking for the following services:

1. ORC duties for the water production system include all daily/weekly/monthly/annual testing, bacteriological testing and reporting to NCDWR- Public Water Supply Section. System requires a “C Well” certification.
2. ORC duties for the water distribution system. System requires a “B” distribution certification to include all daily/weekly/monthly/annual testing, bacteriological testing and reporting by NCDWR- Public Water Supply Section.
3. ORC duties for the sewer collection system and ORC duties for the temporary wastewater treatment facility
4. Prepare and distribute combined monthly billing to water and sewer customers. Provide collection of revenues and transfer of funds to Chimney Rock Village. Please note CRV recently installed AMR meters (Master Meter) for water meter data collection.
5. Monitoring of the system and providing timely notification (within 12-hours) to the Village in the event of problems. If authorized by the Village, provide labor, equipment and materials as needed for system repairs of breaks, sewer clogs and/or other problems. Proposals shall include applicable rates for labor and equipment.
6. Installation of new water service meter connections and/or sewer collection systems connections upon authorization by the Village. If authorized by the Village provide labor, equipment and materials as needed for system connections. Proposals shall include applicable rates for labor and equipment.
7. Chimney Rock Village has a service agreement with TP Howards Plumbing to make repairs when needed. In the event of a break or system failure, the Village will decide which party will be responsible for the repairs.
8. Chimney Rock Village does not employ water/sewer public works staff.

The following information is attached

- Combined System Map
- Water System Testing from Public Water Supply Section
- Temporary WWTP Operation Permit

Interested firms are encouraged to schedule a site visit with Chimney Rock Village prior to submission of proposal.

Stephen Duncan, Village Administrator J. Meliski, Engineer
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Chimneyrockvillagegov@gmail.com