

**ADDENDUM #1**  
**REQUEST FOR QUALIFICATIONS**  
**OWNER ADVISOR FOR EXISTING WASTEWATER TREATMENT PLANT IMPROVEMENTS**  
**AND NEW WASTEWATER TREATMENT PLANT DESIGN BUILD PROJECT**  
**TOWN OF CANTON**  
**HAYWOOD COUNTY, NORTH CAROLINA**

**Issued:** October 9, 2025

**Questions:**

- 1. Is there a formal Q&A and/or RFI process during the Owner's Advisor selection process?**  
Answer: There is not a formal Question & Answer or Request for Information process in connection with the Owner's Advisor selection process.
  
- 2. Will the project definitely be a Design-Build project, or will the Owner's Advisor facilitate discussions of all possible delivery methods?**  
Answer: The Owner's Advisor will facilitate discussions of all possible delivery methods. The Town anticipates that the Design-Build project delivery method will be used for delivery of the interim or short-term solution for treatment of municipal wastewater and separation of industrial flows for pretreatment. The interim solution may include necessary modifications to the existing facility to more efficiently treat reduced flows or deployment of a packaged or modular plant solution on adjacent property to be purchased by the Town.
  
- 3. If the project doesn't end up as a Design-Build delivery method, will the firm(s) selected as Owner's Advisor be conflicted from pursuing the project as designer-of-record?**  
Answer: The Owner's Advisor will be conflicted from pursuing the project as a designer regardless of delivery method. The Town intends for the Owner's Advisor to act as an extension of Town staff.
  
- 4. Will a Preliminary Engineering Report (PER) be performed by the Town or under the Owner's Advisor scope of services?**  
Answer: If required by funding sources, a PER may be performed by the Owner's Advisor as part of the Owner's Advisor scope of services. The Town intends to use funds from a direct appropriation from the General Assembly, through NC DEQ Division of Water Infrastructure, to fund the project.

5. **Is the assumption that the project will provide wastewater treatment for the Town of Canton rather than the paper mill correct? Will the temporary measure require treating the paper mill and the town until the new facility is built? Please confirm.**

Answer: The primary purpose of the project is to provide for the treatment of the Town of Canton's municipal wastewater. The project is expected to also provide for treatment of industrial flows from the decommissioned paper mill site, including landfill leachate, in accordance with the terms of a pre-treatment program to be developed. It is anticipated that separation of municipal and industrial flows, and treatment of both municipal and industrial flows, will remain at the existing WWTP while the project is being completed.

6. **Can the Town provide existing data from the plant via DEQ inspection reports or other records, or will the Owner's Advisor be required to undertake an investigation of the existing conditions?**

Answer: The Town does not currently possess existing data from the plant but anticipates receiving such data during the examination period in connection with the Town's prospective purchase of the plant. All data received by the Town will be shared with the Owner's Advisor. The Owner's Advisor may be required to undertake additional investigations.

7. **Who will participate on the evaluation committee for the Owner's Advisor selection?**

Answer: The evaluation committee members are still being determined, but will include Lisa Stinnett, Town Manager, Natalie Walker, Assistant Manager/Chief Finance Officer, Jeff Stines, ORC, Jeff Goss, attorney, and one or more representatives from neighboring wastewater treatment entities.

8. **What individual or position will be the point of contact for the Owner's Advisor?**

Answer: Lisa Stinnett, Town Manager

9. **What will the paper mill's owner's involvement be in the project?**

Answer: To be determined. The primary focus of the project will be to provide a solution for treatment of municipal wastewater.

10. **Will the existing 30 MGD WWTP be purchased, maintained, and operated by the Town at the conclusion of the project (or before)?**

Answer: The Town anticipates purchasing the existing WWTP prior to assuming operations of the facility or starting construction of the project. The Owner's Advisor services will begin immediately upon award.

**11. Will the Operator be included in decision-making during the design process?**

Answer: The WWTP is currently operated by employees or agents of the owner of the paper mill. The Town anticipates contracting wastewater treatment services and involving the Town's identified contract operator in decision-making during the design process.

**12. Will the new plant be the responsibility of the Operator noted in the September 11 Town Council minutes, or will the Owner's Advisor be responsible for procurement of an Operator for the facility?**

Answer: On September 11, 2025, the Town Board approved a Request for Letters of Interest for contract wastewater operators. The Town intends to identify a contract operator to assume responsibility for operations of the existing facility immediately upon acquisition of the WWTP by the Town. The Town anticipates the final selection of the contract operator and contract negotiation will occur after selection of the Owner's Advisor.

**13. What is the anticipated overall project schedule - is there a targeted date to bring the new operations online?**

Answer: The overall project schedule is to be determined. The Town anticipates closing the purchase of the existing WWTP and adjoining properties in 2026. Upon selection, the Owner's Advisor will immediately help to provide preliminary technical evaluation and alternatives analysis, technical guidance for operating agreements and development of a new sewer use ordinance and pretreatment program, and other critical deliverables during the contract negotiation stage and prior to the closing of the purchase by the Town of the existing WWTP and assumption of operational responsibility.

**14. With the Construction Administration phase of services anticipated to be issued via amendment to the contract, should that staff be proposed in this response for the Owner's Advisor selection?**

Answer: Responses should include identification of team members and relevant experience for all phases of the project, including the construction administration phase.

**15. Would the Town consider extending the RFQ submission deadline by a week to October 28?**

Answer: The RFQ submission deadline remains October 21, 2025 at 4:00 p.m.