

COMMISSIONERS:  
JEFF DAVIS  
REBECCA HUNTER  
PHILIP R. SCHOFIELD



GENERAL MANAGER:  
GREGORY K. BUTLER

## REQUEST FOR QUALIFICATIONS

Date: February 26, 2024

Hixson Utility District is seeking statements of qualifications from Engineering firms with a strong record in successfully assisting water utilities with engineering services. These services include water distribution modeling and optimization, water system improvement projects, water system planning and design. Hixson Utility District is interested in seeking grant funds for certain projects. The RFQ must be submitted by Friday, March 29, 2024, by 2:00 PM Eastern Time.

For questions or more information regarding this request, please contact Greg Butler, General Manager, (423) 877-3513 or [gbutler@hixsonutility.com](mailto:gbutler@hixsonutility.com).

Once the submittals have been reviewed and a short-list has been selected, the firm(s) may be asked to make a presentation and be interviewed by the selection committee.

Hixson Utility District reserves the right to waive any formalities, to accept or reject any or all responses, to accept or reject any item thereon, to accept any responses which in its opinion may be in the best interest of Hixson Utility District, and/or to abandon or postpone this project without any obligation to responders.

The Statement of Qualifications should include the following:

- History of firm and resources
- List of grant funded projects in the past three years.
- Key personnel resumes / qualifications
- Current workload
- Experience with similar projects and list of references.

**This institution is an equal opportunity provider and employer.**

The qualification statement must be received by Friday, March 29, 2024, at 2:00 P.M. Eastern Time. Responses received after the above date and time will not be considered.

Please submit qualification statements via email to Greg Butler at [gbutler@hixsonutility.com](mailto:gbutler@hixsonutility.com).