



North Carolina
Coastal Federation
Working Together for a Healthy Coast

REQUEST FOR QUALIFICATIONS

for Professional Services

North Carolina Coastal Federation Salt Marsh Restoration Design, Permitting, and Construction Oversight

Project Overview: The North Carolina Coastal Federation (Federation) has secured funding through the Atlantic Conservation Coalition (ACC) under the Climate Pollution Reduction Grant (CPRG) to restore and protect approximately 595 acres of high-carbon coastal habitats in North Carolina. The primary objective of this initiative is to reduce greenhouse gas emissions by conserving existing salt marshes and protecting stored carbon while enhancing future carbon sequestration potential through conservation and enhancement of existing marshes' coastal resilience. A secondary objective is to enhance the resilience of coastal communities and natural areas by increasing the capacity of salt marshes to withstand flooding, storm impacts, and long term environmental change.

The Federation is seeking qualified professional services for the design, permitting, and construction oversight of five nature-based coastal restoration projects. The projects will incorporate techniques such as living shorelines, shoreline revegetation, and the beneficial use of dredge materials to stabilize eroding shorelines, protect existing salt marsh, and restore degraded salt marsh habitats.

The selected sites are experiencing significant shoreline erosion and fragmentation that threaten extensive areas of salt marsh. Projects implemented under this contract will protect and restore these existing salt marsh habitats against storms, sea level rise, and other climate-related impacts. If selected, the contractor must be qualified and committed to designing, permitting and overseeing construction within the project period from May 1, 2026 through December 31, 2028. The projects listed below are representative examples identified to date; the list is not exhaustive and additional projects may be added as the implementation needs evolve. Projects will be located along the North Carolina coast.

1. North River Thomas Creek (Byway) Restoration - Carteret County, NC

This project is located along the North River, and encompasses multiple parcels (PINs: 731803441942000, 731803441782000, 731803442565000, 731803443389000, 731803442178000, 731803432947000, 731803432799000, 731803433599000, 731803434348000, 731803434178000, and 731803422607000). These parcels are currently under contract for purchase by the Federation. Upon transfer of ownership, all parcels will be consolidated into a single tract. The project site includes approximately 5,500 linear feet of shoreline along the North River. The salt marsh extends directly to the shoreline, and ongoing erosion has resulted in sections of the marsh collapsing into the river. In addition, the salt marsh is becoming increasingly fragmented with ponds forming in its interior which will require consideration of placing sediment in the pond areas. The proposed restoration will protect and restore approximately 150 acres of salt marsh habitat.

2. Cape Lookout National Seashore Harkers Island Visitor Center - Carteret County, NC

This project is located at the east end of Harkers Island at the Cape Lookout National Seashore Visitor Center (PIN: 734518304825000). The project site includes approximately 1,500 linear feet of shoreline on Core Sound. The shoreline is characterized by salt marsh that extends to the water's edge, interspersed with areas of bare sand. The interior of the salt marsh contains several low-lying areas and drainage canals that could benefit from sediment placement. The proposed restoration will protect and restore approximately 12 acres of salt marsh.

3. Rachel Carson Estuarine Reserve - Carteret County, NC

This project will focus on high-erosion focus areas within the Rachel Carson Estuarine Reserve, primarily on the eastern end of Carrot Island and portions of Middle Marsh (PINs: 730505182300000, 731500716701000). The project site includes at least 5,500 linear feet of shoreline but specific restoration focus areas are still being identified. The shoreline is characterized by salt marsh that extends to the water's edge, interspersed with areas of bare sand. The salt marsh contains several low-lying areas that could benefit from sediment placement.

4. Core Creek/Newport River - Carteret County, NC

This project is located along Core Creek on a 9.4 acre parcel (PIN: 639804536805000) owned by the Federation. High-erosion focus areas are currently being identified. The project site includes approximately 2,100 linear feet of shoreline.

5. Roanoke Island Festival Park - Dare County, NC

This project is located at the Roanoke Island Festival Park on Roanoke Island and the adjacent state owned salt marshes (PINs: 988015734425, 988011659376). Approximately 75 acres of existing salt marsh will be protected using multiple nature-based techniques including living shorelines, shoreline revegetation, and beneficial use of sediment. The project site includes approximately 4,000 linear feet of shoreline.

Scope of Services

- 1) Preliminary Phase
 - a) Conduct an initial consultation with the client to define and clarify project goals, objectives, and available data.
 - b) Coordinate regularly with the Federation project team to refine project scope and objectives.
 - c) Develop an existing conditions map using County geographical information system (GIS) data, LiDAR datasets, soil mapping, existing waterway information, and historic aerial imagery to assess shoreline erosion trends.
 - d) Conduct preliminary on-site meetings with regulatory agencies, including the NC Division of Coastal Management (NCDCM), NC Division of Marine Fisheries (NCDMF), NC Division of Water Resources (NCDWR), and US Army Corps of Engineers (USACE).
- 2) Data Collection and Field Survey
 - a) Collect current water depth data within and adjacent to the project area. If beneficial sediment use is proposed, extend surveys to nearby waters that may provide suitable sediment sources following NCDCM's 2022 "*Guidance for Site Assessment and Monitoring of Thin Layer Projects in North Carolina Tidal Marshes.*"
 - b) Conduct coastal wetland and Section 404 wetland delineations and obtain confirmation from regulatory agencies.

- c) Conduct submerged aquatic vegetation (SAV) surveys in late spring/early summer of 2027 to guide project design (if required). The SAV survey protocol will be developed with the Federation following required protocols.

3) Preliminary Design (30%)

- a) Work collaboratively with the Federation to develop a shoreline protection and restoration plan including structural material selection, height and width of shoreline protection features, salt marsh plantings, and the potential use of sediment for salt marsh restoration.
- b) Conduct an interagency scoping meeting to discuss the project objectives, preliminary design concepts, and construction access.
- c) Provide a preliminary opinion of probable construction costs.

4) Design and Permitting

- a) Prepare detailed restoration design plans (60%) and update them throughout the review and permitting process to construction ready plans (100%).
- b) Prepare and submit permit applications. The Cape Lookout National Seashore project will be subject to NEPA review as part of the permitting process and a USACE Individual Permit. The following permits will be required for the North River Thomas Creek (Byway) Restoration, Core Creek/Newport River, Rachel Carson Estuarine Reserve, and Roanoke Island Festival Park projects:
 - 1. CAMA Major Permit
 - 2. 401 Water Quality Certification
 - 3. USACE General Permit through the joint 291 process
- c) Coordinate with the client and regulatory agencies throughout the review process and revise project designs as necessary.

5) Bid Management

- a) Prepare bid package documents in accordance with the federal rules to accompany the design plans and assist the Federation with the bidding and contracting process, including:
 - 1. Identification of prospective bidders
 - 2. Preparation of an invitation to bid
 - 3. Coordination of bid advertisement
 - 4. Coordination and attendance at an on-site pre-bid meeting
 - 5. Preparation of bid tabulation and recommendation of contract award
 - 6. Preparation of Notice of Award
 - 7. Preparation of construction contract documents
 - 8. Issuance of Notice to Proceed

6) Construction Phase

- a) Provide administration and oversight of the construction contract, including:
 - 1. Conduct a pre-construction conference with regulatory agencies, contractor, and the Federation
 - 2. Stake and approve the placement of living shoreline sills with the contractor, client, and a NCDRC field representative
 - 3. Inspect construction materials prior to construction
 - 4. Conduct weekly site visits during construction and provide progress updates to the Federation
 - 5. Review and certify contractor applications for payment
 - 6. Conduct substantial completion inspection

7. Issue final notice of acceptability of work
8. Provide engineer certification to the NC Department of Environmental Quality
9. Complete an as-built survey

Statement of Qualifications Requirements

- 1) The total Statement of Qualifications should not exceed 20 pages.
- 2) Provide a proposed schedule that includes timelines for each task listed in the Scope of Services (design, survey, etc.). The schedule should represent the shortest time in which your firm can reasonably complete the task based on a Notice to Proceed.
- 3) Address the following in the order shown as much as possible:
 - a) Demonstrate the firm’s experience in providing the type of services defined in the Scope of Services on past projects of similar size and scope.
 - b) Include a list of references with addresses and phone numbers that would verify competence in completing this type of project.
 - c) List key personnel that will be assigned to the project (from your firm and sub-consultants if applicable) and elaborate on their experience and qualifications. Address the ability of the team to perform the work required in terms of technical capability, equipment, facilities, and availability during the time when this project will take place.
 - d) Give location of the office where employees proposed to work on this project are based.
 - e) List at least three successful projects completed locally by the team and the firm within the past five years.
 - f) List all in-house and contracted services for the project.

Engineering Firm Requirements

Engineering firms considered for this project shall meet the minimum qualifications as described below. Firms should provide sufficient information related to these requirements to enable evaluation of their performance. Services may be performed by the firm or a combination of the firm and sub-consultants contracted to the primary firm.

- 1) Experience designing and providing construction management/inspection services for wetland restoration projects.
- 2) The firm must be licensed within the state of North Carolina and in good standing with the NC Board of Examiners for Engineers and Surveyors.

Selection Process and Schedule

Projects may be located anywhere along the North Carolina coast. Firms with geographic limitations in service area or project delivery capacity should clearly specify those limitations in their response. Proposals will be evaluated by a review team composed by the Federation. A scoring matrix will be used to assign point values and weighted average to the following key areas in order of importance:

Similar project experience for firm	30%
Quality of Statement of Qualifications and project understanding	30%
Resources available to meet schedule	20%
In-house capabilities to perform project	15%
References	5%

The proposal review team may choose to hold interviews with the top consultants or move directly to negotiation with the top firm. Contract negotiation will occur, and if no agreement can be met, the second ranked firm will be contacted. The Federation reserves the right to reject any or all proposals, to select without interviews, or to make no selection at all.

Anticipated Schedule (subject to change):

Statement of Qualifications Due	April 17, 2026
Statement of Qualifications Review/Interviews	April 20 - May 1, 2026
Scope and Fee Negotiation	May 4 - 15, 2026
Notice to Proceed (anticipated)	May 22, 2026

Statements of Qualifications are due **April 17, 2026 by 5:00 PM** and should be submitted electronically, in PDF format, via email to jacobb@nccoast.org. It is up to the consultant to verify receipt of the email.

Other Information

Please direct any questions, requests for additional information, or clarification of the RFQ by close of business April 6, 2026 to Jacob Boyd at (252) 393-8185 ext. 508 or jacobb@nccoast.org. The Federation is not liable for any cost incurred by the Consultant prior to entering into a definitive agreement for services. No property interest, of any nature, shall accrue until a definitive agreement has been executed by both parties.

Figures



Figure 1: North River Thomas Creek (Byway) Restoration - Carteret County, NC



Figure 2: Cape Lookout National Seashore Harkers Island Visitor Center - Carteret County, NC



Figure 3: Rachel Carson Estuarine Reserve - Carteret County, NC



Figure 4. Core Creek/Newport River - Carteret County, NC



Figure 5. Roanoke Island Festival Park - Dare County, NC