

**CITY OF HENDERSONVILLE**  
**Water Treatment Facility Master Plan**  
**Request for Qualifications – Engineering Services**

ADDENDUM NO. 1  
December 28, 2021

The attention of all qualified firms on the above solicitation, of which responses are to be received by January 12, 2022 at 2:00 PM local time is called to this Addendum No. 1:

**A. Minority Business Solicitation Requirements**

- a. All firms submitting a response to this Request for Qualifications must take affirmative steps to solicit participation by Historically Underutilized Businesses, also referred to as Small and Minority and Women’s Businesses, whenever they are potential sources. Efforts shall be documented and provided by the most qualified firm upon selection. These steps must include the following:
  - i. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
  - ii. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
  - iii. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
  - iv. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
  - v. Using the services and assistance, as appropriate, of such organizations as the NC Office of Historically Underutilized Businesses, the Federal Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

**CITY OF HENDERSONVILLE**



Adam Steurer, PE  
Utilities Engineer  
December 2021