



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at *wvOASIS.gov*. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at *WVPurchasing.gov* with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 1

[List View](#)

General Information

[Contact](#)[Default Values](#)[Discount](#)[Document Information](#)[Clarification Request](#)

Procurement Folder: 1420085

Procurement Type: Central Purchase Order

Vendor ID: 000000173443 

Legal Name: POTESTA & ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 05/20/2024 

Response Time: 10:06

Responded By User ID: Potesta 

First Name: Dana

Last Name: Burns

Email: clracer@potesta.com

Phone: 3043421400

SO Doc Code: CEOI

SO Dept: 0310

SO Doc ID: DNR2400000008

Published Date: 5/2/24

Close Date: 5/21/24

Close Time: 13:30

Status: Closed

Solicitation Description: A&E - Holly River State Park Main Water Service

Total of Header Attachments: 1

Total of All Attachments: 1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Professional engineering services				0.00

Comm Code	Manufacturer	Specification	Model #
81100000			

Commodity Line Comments:

Extended Description:

Design and contract administration services of new main water service at Holly River State Park.

STATEMENT OF QUALIFICATIONS



WEST VIRGINIA
PREPARED
FOR: **DNR**

Division of Natural Resources
Parks & Recreation—PEM Section
324 4th Avenue
South Charleston, WV 25305

CEOI 0310 DNR2400000008 A&E—HOLLY RIVER STATE PARK MAIN WATER SERVICE



**OFFICES
IN:** **CHARLESTON**
7012 MacCorkle Avenue, SE
Charleston, WV 25304
(304) 342-1400

MORGANTOWN
125 Lakeview Drive
Morgantown, WV 26508
(304) 225-2245

WINCHESTER
15 South Braddock Street
Winchester, VA 22601
(540) 450-0180

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REQUIRED DOCUMENTS





Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Centralized Expression of Interest
Architect/Engr

Proc Folder: 1420085
Doc Description: A&E - Holly River State Park Main Water Service
Proc Type: Central Purchase Order
Reason for Modification:

Date Issued	Solicitation Closes	Solicitation No	Version
2024-05-02	2024-05-21 13:30	CEOI 0310 DNR2400000008	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code: 000000173443
Vendor Name : Potesta & Associates, Inc.
Address : 7012
Street : MacCorkle Avenue, SE
City : Charleston
State : West Virginia **Country :** United States **Zip :** 25304
Principal Contact : Dana L. Burns, PE, PS, Vice President
Vendor Contact Phone: 304-342-1400 **Extension:**

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor Signature X *Dana L. Burns* **FEIN#** 31-1509066 **DATE** 05/15/2024

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

The Acquisitions and Contract Administration Section of the Purchasing Division is soliciting Expression(s) of Interest for The West Virginia Division of Natural Resources from qualified firms to provide architectural/engineering services to design repairs and improvements to the existing potable water system at Holly River State Park in Webster County. The project will include the production of all design plans and specifications. Vendor shall prepare necessary bidding documents and provide other necessary services to construct improvements as well as provide construction contract administration per the specifications and terms and conditions.

INVOICE TO	SHIP TO
DIVISION OF NATURAL RESOURCES PARKS & RECREATION-PEM SECTION 324 4TH AVE SOUTH CHARLESTON WV 25305 US	DIVISION OF NATURAL RESOURCES HOLLY RIVER STATE PARK 680 STATE PARK RD HACKER VALLEY WV 26222 US

Line	Comm Ln Desc	Qty	Unit Issue
1	Professional engineering services		

Comm Code	Manufacturer	Specification	Model #
81100000			

Extended Description:
Design and contract administration services of new main water service at Holly River State Park.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
-------------	--------------	-------------------

	Document Phase	Document Description	Page
DNR240000008	Final	A&E - Holly River State Park Main Water Service	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) _____

(Address) _____

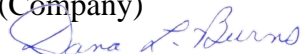
(Phone Number) / (Fax Number) _____

(email address) _____

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

(Company)



(Signature of Authorized Representative)

(Printed Name and Title of Authorized Representative) (Date)

(Phone Number) (Fax Number)

(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Company



Authorized Signature

05/17/2024

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Potesta & Associates, Inc.

Address: 7012 MacCorkle Avenue, SE, Charleston, WV 25304

Name of Authorized Agent: Dana L. Burns Address: 7012 MacCorkle Ave., SE, Charleston, WV 25304

Contract Number: CEOI 0310 DNR2400000008 Contract Description: A&E- Holly River State Park Main Water Service

Governmental agency awarding contract: Division of Natural Resources

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract

Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

Check here if none, otherwise list entity/individual names below.

Ronald R. Potesta

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

Check here if none, otherwise list entity/individual names below.

Signature: *Dana L. Burns*

Date Signed: 05/16/2024

Notary Verification

State of West Virginia, County of Kanawha:

I, Dana L. Burns, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 16 day of May, 2024.

Rhonda L. Henson

Notary Public's Signature

To be completed by State Agency:

Date Received by state agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____



CORPORATE INFORMATION



STATEMENT OF QUALIFICATIONS

CORPORATE INFORMATION



BRIEF HISTORY OF FIRM

Established by Mr. Ronald Potesta, Potesta & Associates, Inc, (POTESTA) operates as a comprehensive engineering and environmental consulting firm. Since the beginning, POTESTA has consistently delivered high-quality engineering and environmental consulting services across the Mid-Atlantic region. Our team comprises a diverse staff of experienced engineers, scientists, and support personnel, with branch offices situated in Winchester, Virginia, and Morgantown, West Virginia. Our clientele spans various sectors, including local, state, and federal agencies, as well as mining, manufacturing, and chemical companies, utility companies, waste management firms, land developers, attorneys, financial institutions, insurance companies, K-12 schools, colleges, universities, construction companies, and architects.



VARIED RANGE OF PROFESSIONAL SERVICES

- Air
- Biological and Toxicological
- Civil Engineering and Design
- CADD
- Construction Monitoring
- Endangered Species Consultation
- Environmental Site Assessment
- Environmental-Reclamation Liability Assessments
- GIS
- Geotechnical Engineering
- Groundwater
- Hydrology and Hydraulics Design
- Landfills and Solid Waste Management
- Land Management
- Litigation Support
- Permitting
- Remedial
- Risk-Based Remediation
- Roadway Engineering
- Sampling
- Site Design
- Solar Development
- Storage Tanks
- Stormwater Management
- Stream Restoration
- Surveying and Mapping
- Water/Wastewater Engineering
- Water Quality Studies
- Wetlands

STATEMENT OF QUALIFICATIONS

CORPORATE INFORMATION



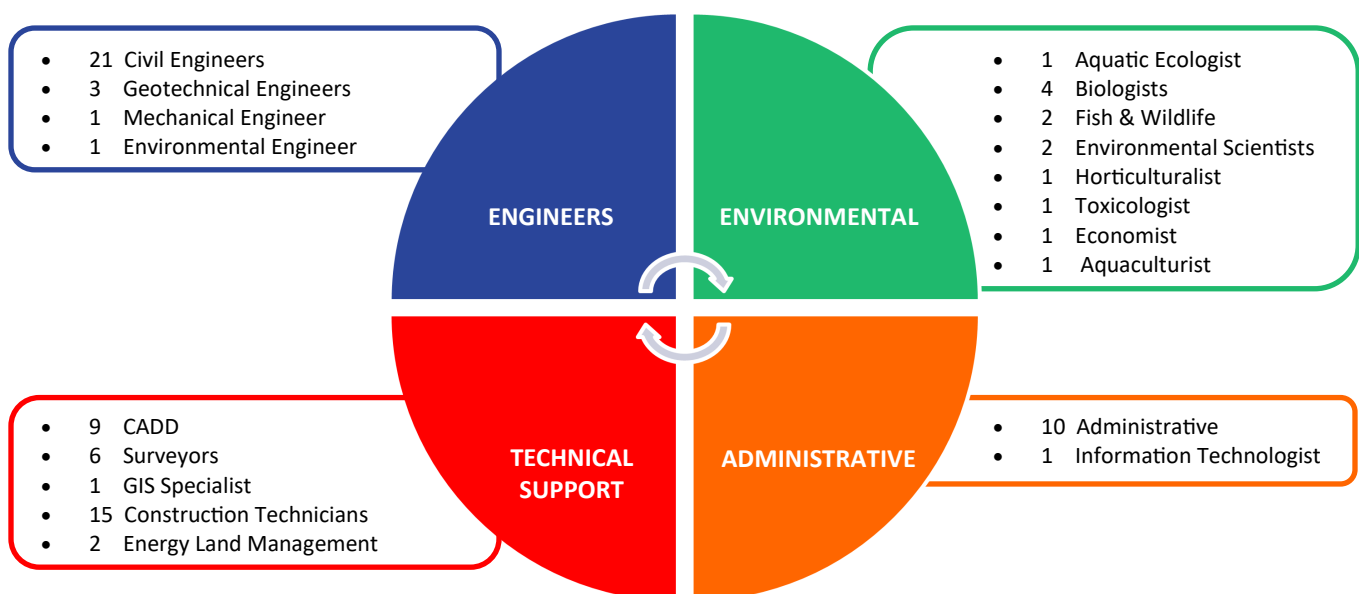
LEADERSHIP

As the President of the company, **Mr. Ronald R. Potesta** brings a wealth of experience, having served as the Director and Deputy Director of West Virginia's Department of Natural Resources (WVDNR). Throughout his tenure, WVDNR encompassed all environmental regulatory programs, wildlife management, and law enforcement. Mr. Potesta specializes primarily in federal and environmental regulatory matters, statutory schemes, and environmental guidance. His expertise includes agency interaction, as well as the review of regulatory requirements and recommendations.

Dana L. Burns, PE, PS, Vice President, boasts over 45 years of expertise in overseeing civil, geotechnical, mining, and environmental engineering projects. His extensive experience spans the management of various projects, including preliminary feasibility evaluations, detailed design, and the preparation of construction drawings, specifications, and bid documents. Serving as the Principal-in-Charge on numerous projects, he has successfully completed assignments for diverse clients, including local and state governments, municipalities, public service districts, utility providers, residential and commercial developers, as well as universities/colleges and manufacturing facilities.

David K. Paylor, Vice President of Environmental, brings over 45 years of dedicated public service in safeguarding natural resources within the Commonwealth of Virginia. For the past 16 years, he served as the Director of the Virginia DEQ, appointed by Governors Tim Kaine, Bob McDonnell, Terry McAuliffe, and Ralph Northam. Mr. Paylor's extensive expertise encompasses waste management, measurement of water quality and quantity, air quality management, climate control, pollution prevention, and a commitment to environmental justice. Mr. Paylor joined the firm in 2022 and Mr. Paylor contributes technical and policy expertise, particularly focusing on environmental permitting in Virginia.

STAFF PROFILE: 83 TOTAL



PROJECT AND GOALS



STATEMENT OF QUALIFICATIONS

PROJECT AND GOALS



INTRODUCTION

POTESTA is pleased to present our Statement of Qualifications to the West Virginia Division of Natural Resources (WVDNR) to provide engineering services to design repairs and improvements to the existing potable water system at Holly River State Park in Webster County, West Virginia. Holly River State Park is West Virginia's second largest state park offering recreational activities, cabins and campsites, shelters and pavilions, a full-service restaurant, and other amenities. Water plays a crucial role in the operation and enjoyment of the state park. POTESTA's highly skilled professional team brings extensive expertise to master planning, asset management, acquisition support, evaluation, and the design of water systems, including water treatment plants, waterlines, booster pump stations, storage tanks, and major rehabilitation projects. With a track record of completing over 100 water projects across West Virginia, POTESTA currently holds the position of Engineer-of-Record for multiple utility providers and municipalities. Beyond our proficiency in water engineering, POTESTA has played a pivotal role in helping clients secure millions of dollars in grants and low-interest loans. We take pride in actively contributing to community projects of various scales.

Mr. Mark A. Sankoff, PE, PS, Chief Engineer/ Project Manager, brings a wealth of experience in water supply infrastructure. Formerly the Director of Engineering at West Virginia American Water (WVAW), he possesses a distinctive blend of industry expertise and a consultant's perspective. In his role, Mr. Sankoff takes a comprehensive approach, considering technical, ecological, and economic aspects for projects involving new infrastructure, replacement of existing infrastructure, and the rehabilitation/improvement of existing infrastructure.



UNDERSTANDING OF PROJECT

POTESTA offers a distinctive expertise to the Holly River State Park Water System Improvements Project, built upon our extensive track record in water projects within Webster County. Presently, we are collaborating with the Webster County Economic Development Authority (WCEDA) on the Grassy Creek Water Project. This initiative aims to extend water infrastructure along Grassy Creek by five miles. The project design has been completed, and we are in the process of securing final permits and acquiring the necessary right of way. Additionally, we are partnering with WCEDA on the Diana to Guardian Water Project, which has secured a \$1 million grant from the United States Army Corps of Engineers. As a result, the design phase for this project will commence in the near future. Both of these projects will connect to the same WVAW water main as the Holly River State Park, demonstrating our thorough understanding of the connection requirements. Apart from those projects, we're also engaged in several projects with WVAW, the supplier to which the new water distribution system at Holly River State Park will connect, thus we understand the design, permitting, bidding, and construction management processes for water lines in areas similar to Holly River State Park.

We'll tailor the project design to accommodate the seasonal water usage patterns of the state park, ensuring flexibility for winter shutdowns in designated areas as required. Additionally, we'll incorporate yard hydrants to facilitate flushing as needed. POTESTA will also provide recommendations on the most cost-effective meter size for the tie-in to WVAW. This will balance the required peak flow efficiently while minimizing the monthly minimum charge to the Park. Pressure management is another critical area where POTESTA possesses extensive experience, underscoring

STATEMENT OF QUALIFICATIONS

PROJECT AND GOALS



UNDERSTANDING OF PROJECT

underscoring its significance in project execution. At the entrance of Holly River Park, WVAW offers high-pressure availability. The design must integrate this available pressure and implement pressure management measures to prevent pressure fluctuations within the Park, thereby averting potential main breaks or service line issues. The staff at POTESTA brings extensive expertise in managing high water pressures and implementing effective solutions to mitigate associated issues.

POTESTA has worked on numerous recreational engineering projects throughout West Virginia including parking, campground, and trail enhancement projects, stream restoration and wetland delineation projects, WVDEP Abandoned Mine Lands-funded economic development, reclamation, and drinking water projects, site grading and stormwater plans for a variety of recreational, commercial, and residential developments, and a variety of infrastructure and construction projects that require state and federal permitting.



GOAL/OBJECTIVE 1

Review conditions and operation of the facility while communicating effectively with the owner to determine a plan that can be implemented in a manner that will minimize disruption to concurrent operation of the facility/structures and meet all objectives.

To efficiently design and construct improvements and repairs to the existing potable water system, POTESTA must:

- Conduct a comprehensive assessment of the current water system, including infrastructure, equipment, and operational procedures.
- Identify deficiencies, vulnerabilities, and areas for improvement through data analysis, field inspections, and stakeholder feedback.
- Prioritize repairs based on criticality, safety concerns, and impact on water quality and supply.



STATEMENT OF QUALIFICATIONS

PROJECT AND GOALS



GOAL/OBJECTIVE 2

As a portion of this process outlined in Objective 1, provide all necessary services to design the facilities described in this EOI in a manner that is consistent with the Division of Natural Resources needs, objectives, current law, and current code while following the plan to design and execute the project within the project budget and time requirements.

POTESTA will work with the WVDNR to define clear goals and objectives for the project and consider factors such as water quality enhancement, system reliability, cost reduction, and compliance with regulations:

- Develop detailed engineering designs for proposed improvements and/or repairs, including modifications to infrastructure, treatment processes, and operational protocols.
- Evaluate available technologies and solutions suitable for addressing identified needs and achieving project objectives.
- Select appropriate equipment, materials, and systems based on performance, reliability, cost-effectiveness, and compatibility with existing infrastructure.
- Obtain necessary permits and approvals from regulatory agencies for proposed improvements, ensuring compliance with local, state, and federal regulations.
- Address environmental impact assessments, water quality standards, land use regulations, and other permitting requirements as applicable.

GOAL/OBJECTIVE 3

Provide Construction Contract Administrative Services with competent professionals that ensures the project is constructed and functions as designed.

POTESTA will coordinate with contractors, suppliers, and other stakeholders to ensure smooth execution of construction activities while minimizing disruptions to water service:

- Oversee construction activities to ensure adherence to specifications, quality standards, and safety protocols.
- Provide a representative to observe construction for compliance with the contract documents and observe testing by the contractor and record results on appropriate forms.
- Provide project management support, including progress tracking, budget control, and resolution of unforeseen challenges or conflicts.
- Maintain accurate records of project documentation, including design drawings, construction records, test results, permits, and as-built drawings.
- Attend pre-bid and pre-construction conferences, progress meetings, and meetings as-needed.
- Prepare weekly reports summarizing construction activities.
- Issue Certificate of Substantial Completion to the Agency, as typically required by the contract documents.

QUALIFICATIONS



STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



WATER ENGINEERING

Water engineering involves a multifaceted approach that intersects infrastructure, sustainability, and public health. From designing water treatment plants to optimizing distribution systems, POTESTA engineers and scientists utilize cutting-edge technologies and methodologies enhancing system performance and compliance with environmental regulations. A significant number of our staff members have backgrounds in regulatory agencies and/or industry, providing us with a valuable perspective from both sides of the process.

POTESTA can provide you with complete turnkey investigative, engineering, environmental, and regulatory services within one firm thus preventing important aspects of your project from being overlooked while producing a creative and cost-efficient design.



LINEAR WATER

Water Distribution System Expansion:

- Installation of new water pipelines to extend service to underserved or growing areas.
- Upgrade existing water mains to accommodate increased demand or improve system reliability.

Stormwater Drainage Improvements:

- Design and construction of stormwater drainage systems to manage and control surface water runoff.
- Installation of linear features like stormwater conveyance channels or pipes.

Water Transmission Line Installation:

- Construction of large-diameter water transmission pipelines to transport water from a source, such as a reservoir or treatment plant, to distribution points.
- Upgrade or expand existing water transmission lines to enhance the capacity and reliability of the water supply.

Utility Crossings:

- Implementation of water lines beneath roadways and rivers through methods such as trenchless technology or open-cut excavation.
- Coordination with transportation agencies to ensure minimal disruption during the installation of utilities.

Pipeline Rehabilitation and Relining:

- Implementation of trenchless methods, such as cured-in-place pipe lining, to rehabilitate and extend the lifespan of existing water pipelines.
- Address issues like corrosion, cracks, or structural deficiencies.

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



WATER ENGINEERING

WATER TREATMENT PLANTS

New Water Treatment Plant Construction:

- Design and construction of a new water treatment facility to meet the growing demand for clean water in a particular region.
- Incorporation of advanced treatment technologies for improved water quality.

Upgrades to Existing Water Treatment Plants:

- Renovation and expansion of existing water treatment facilities to enhance treatment capacity and address regulatory compliance.
- Integration of state-of-the-art equipment and processes for more efficient water purification.

Advanced Water Treatment Processes:

- Design, optimize, and troubleshooting advanced water treatment systems, including membrane filtration, advanced oxidation processes, ion exchange, desalination, biological treatment processes, chemical precipitation, and monitoring and control systems.

Decentralized Water Treatment Plants:

- Deployment of decentralized water treatment systems in rural or remote areas to provide access to clean water.
- Utilization of modular treatment units for flexibility and scalability.

Water Reuse and Recycling:

- Integration of dual water distribution systems for both potable and non-potable water.

Green Infrastructure Initiatives:

- Integration of green infrastructure elements such as constructed wetlands, bioswales, or permeable pavements to manage stormwater and improve water quality.
- Projects focused on sustainable and nature-based solutions for water treatment.

CURRENT MASTER AGREEMENTS

- WVAW
- Kingwood Water Works
- Town of Mill Creek
- Town of Ceredo
- City of Buckhannon
- Webster County Commission
- Boone County PSD
- Preston County PSD #2
- City of Glenville
- Town of Sand Fork
- Kanawha County Regional Development Authority

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



CIVIL ENGINEERING/SITE DESIGN

POTESTA has completed a variety of site development projects with design aspects surrounding camp sites, public access, parking, facilities, stormwater design, utility design (drinking water, power/telecom, etc.), geotechnical evaluation and design, design and permitting for natural stream/pond projects including those within the floodplain, environmental sampling, endangered species investigations, reclamation designs for WVDEP AML, and detention pond designs. Our diverse staff, consisting of engineers, geologists, and scientists, actively engages in these project types. They collaborate closely with project teams on a daily basis, working towards the successful completion of projects that align with and exceed the client's expectations.

Beyond providing engineering services, POTESTA is uniquely equipped to deliver environmental consulting and ensure regulatory compliance, essential components for projects of this nature. The majority of projects undertaken by POTESTA necessitate regulatory support. Our team possesses a working knowledge of the level of detail required to secure approvals for successful project outcomes.

PRELIMINARY ENGINEERING

- Phase I Environmental Site Assessments
- Floodplain Determination
- Geotechnical Explorations
- Foundation Recommendations
- Surveying
- GIS Mapping
- Utility Planning
- Earthwork Evaluations
- Opinion of Probable Costs/Engineer's Construction Cost Estimate
- Permitting

DESIGN SERVICES

- Geometric Site Layout
- Vehicular and Pedestrian Circulation
- Grading and Drainage Plans, Including Excavation and Fill Optimization
- Access Road Design
- Hydraulic Structure Design
- Water and Sewer Design
- Earth Retaining Structures Design
- Slope Stability Analysis
- Subsurface Drainage System Design
- Construction Drawings, Specifications, and Contract Document Preparation



STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



GEOTECHNICAL ENGINEERING

POTESTA can provide field engineers and geologists who are knowledgeable using the latest technologies subsurface explorations, monitoring well and piezometer installations, foundation design recommendations, slope stability analysis, retaining walls, and remedial designs as they relate to construction, mining, waste disposal, environmental remediation, and other projects. Our knowledge of the proper procedures and familiarity with local conditions allows office and field personnel to adjust the exploration plan if unanticipated field conditions are found.



SUBSURFACE EXPLORATIONS

POTESTA's diverse staff of engineers and geologists is experienced in the many different facets of subsurface explorations. Our usual procedure is to attend an initial meeting with the client to establish requirements and expectations, conduct a preliminary site reconnaissance, and develop a recommended exploration program for your review and approval. Supplemental information from the local area is then obtained from readily available sources to assist the engineer or geologist in making final recommendations.

SLOPE STABILITY ANALYSIS AND REMEDIAL DESIGN

Slope stability is often a major concern during the design and construction phases of many projects, especially those located in the Appalachian terrain. POTESTA's engineers are familiar with the various methods utilized to predict slope stability and are capable of performing the related analyses. Slope stability is critical for many projects such as analysis of existing or proposed soil embankments, rock fills, dam analysis and design, landfill design and operation, assessing the causation of slope failure, and designing remedial measures. Analyses can involve circular or sliding block methods, interface friction angles, and estimation of the strength parameters of the soil or rock. Slope stability analyses are performed on one of the most technologically advanced computer programs available and can be modified using site specific data. POTESTA's engineers can also develop preventive measures during initial project design or recommendations to repair slope failures.

FOUNDATION DESIGN RECOMMENDATIONS

POTESTA's staff has experience with various types of foundations and will recommend the appropriate type of foundation given the anticipated application and site conditions. The different types of foundations with which our staff is familiar are spread and strip footings, steel piles, auger-cast concrete piles, drilled piers, and reinforced mats.

Preliminary foundation design recommendations and cost analyses are commonly performed during the initial phases of a project to assist in determining project feasibility. As project planning progresses, the preliminary alternatives will be revised into a final recommendation which can then be incorporated into the project's construction documents or developed as an independent package for presentation to the contractor. The final recommendation can include construction drawings, technical specifications, recommendations for allowable bearing capacity, engineer's construction cost estimate, and contractor's bid sheet.

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



CONSTRUCTION OBSERVATION/ADMINISTRATION

Support services during the engineering construction phase encompass a range of crucial activities aimed at facilitating the smooth execution of projects. POTESTA offers construction monitoring and administration services to help clients adhere to regulatory and contractual obligations. We ensure that contractor activities align with design specifications and serve as an extension of clients' staff, providing comprehensive support throughout the construction process. Construction phase support services play a vital role in for the successful completion of projects on time, within budget, and to the required quality standards.



- **Project Management**—coordinate all aspects of construction phase including scheduling, budgeting, and resource allocation. Attend pre-construction conference, progress meetings, and as-needed meetings. Prepare weekly reports summarizing construction activities.
- **Construction Supervision**—full-time construction monitoring to ensure compliance with design specifications, safety regulations, and quality standards.
- **Quality Assurance/Quality Control**—conducting tests and inspections on construction materials, inspections and identification of deficiencies in construction work, document control, regulatory compliance, and subcontractor oversight.
- **Technical Support**—troubleshooting assistance to address any challenges or issues encountered.
- **Progress Monitoring and Reporting**—tracking construction progress to identify any potential delays, and provide regular updates to client.
- **Contract Administration**—manage contracts, change orders, and claims resolutions throughout the construction process. Issue written clarifications or interpretations of the requirements of the contract documents, including issuance of additional specifications and drawings and Certificate of Substantial Completion, as typically required by the contract documents.
- **Documentation and Record-Keeping**—maintain comprehensive records of construction activities, inspections, tests, and approvals for future reference and compliance purposes.
- **Environmental Compliance**—Ensure construction activities adhere to environmental regulations and minimize impact on surrounding ecosystems.
- **Contractor Management**—Review contractor work plan, if required by specification special conditions. Review, meet, comment on and accept contractor's preliminary (and subsequent adjustments to) progress schedule, preliminary schedule of shop drawing and sample submittals, and preliminary schedule of values (for progress payments). Review contractor invoices (i.e., Applications for Payment) and issue written recommendations for payment or denial. Review substitutes and "or equal" items, and issue written acceptance/denials.
- **Community Relations**—Maintain and engage relationships with local communities and stakeholders to address concerns and provide information during the construction phase

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



REGULATORY COMPLIANCE

Beyond providing design services, POTESTA is uniquely equipped to deliver environmental consulting, an essential component for projects of this nature. Most projects carried out by POTESTA require regulatory assistance to ensure compliance with relevant regulations. Our group of engineers and environmental scientists collaborates to tackle intricate environmental issues, integrating them into the planning and construction of projects. It's crucial to engage in early and ongoing communication with local municipalities, state agencies, environmental agencies, and other stakeholders to identify the specific permits required for the project. POTESTA possesses a comprehensive understanding of local regulations and experience coordinating with relevant authorities for a smooth permitting process.

NEPA-RELATED SERVICES

- Aesthetics
- Noise and Air Quality Analysis
- Cumulative Impact Studies
- Endangered Species Consultation
- Floodplain Impacts
- GIS
- Historical and Archaeological Resources Consultation
- Biological Assessments/Surveys
- Phase I Environmental Assessment
- Risk Assessment
- Sampling/Remediation
- Stream and Wetland Delineation and Restoration
- Water Quality Studies

MITIGATION

- Stream Restoration Plans
- Construction Monitoring
- Post-Construction Monitoring and Reporting
- Wetland Mitigation—payment to bank/fund, creation of wetland, or protection and/or enhancement of other wetland areas
- Re-vegetation
- Stormwater Management—permeable surfaces and retention basins
- Erosion Control
- Invasive Species Management
- Cultural Resource Preservation
- Noise Reduction

PERMITTING

- Land Use and Zoning
- Right-of-Way/Easements
- Floodplain Management
- CWA Section 401/404
- NPDES Construction Stormwater
- Relocation of Utilities
- ADA Compliant
- Section 7 EDA
- Section 106 NHPA
- Wildlife and Habitat Permits



PERSONNEL QUALIFICATIONS



STATEMENT OF QUALIFICATIONS

PERSONNEL QUALIFICATIONS



PROPOSED STAFFING PLAN

WEST VIRGINIA

DNR

DANA L. BURNS, PE, PS*
Principal-in-Charge—45 Yrs.

Directs engineering day-to-day operations and management of technical and support staff

MARK A. SANKOFF, PE, PS*
Project Manager—41 Yrs.

Project activities perform under his direction and maintains schedule and budget

WATER

Terence C. Moran, PE* – 37 Yrs.
Bob Bragg, PE* – 27 Yrs.
Robert Ammirato, PE – 21 Yrs.
Everett Mulkeen, PE – 12 Yrs.
Bill Cox – 26 Yrs.
Tim Ball, PE – 45 Yrs.
Joseph Dinkel – 14 Yrs.
Derek Rader – 4 Yrs.
Jake Davis, EIT – 4 Yrs.

SOILS/GEOTECHNICAL/ HYDROLOGICAL EVALUATIONS

Chris Grose, LRS – 33 Yrs.
Dave Sharp, PE – 29 Yrs.
Peter Potesta – 12 Yrs.

SURVEYING

Victor Dawson, PS – 41 Yrs.
Rusty Hunter – 42 Yrs.
Ryan Bennett, PS – 10 Yrs.
Tyler Aboytes – 9 Yrs.
Ryan Pettry – 2 Yrs.
Stephan Sayles – 2 Yrs.

MAPPING/CADD

Chip Haden (GIS) – 14 Yrs.
Michael Sankoff – 34 Yrs.
Brian Leedy – 23 Yrs.
Russ Lester – 34 Yrs.
Joe Martin – 30 Yrs.
Charles Mosholder – 44 Yrs.
David Foster – 11 Yrs.
Austin Davis – 2 Yrs.
Scott Bolyard – 33 Yrs.
Anthony Friend – 27 Yrs.

PERMITTING, STREAM/ WETLAND, AND NEPA COMPLIANCE

Jessica Yeager – 29 Yrs.
Timothy Ferguson – 17 Yrs.
Dan Miller, PhD – 46 Yrs.
Christina Parsons – 25 Yrs.
Leah Creathers – 18 Yrs.
Cole Davis – 3 Yrs.

CONSTRUCTION MONITORING

Francis Hyre – 42 Yrs.
Robert Lamm – 23 Yrs.
Paul Kinzer – 26 Yrs.
Charles Shaffer – 22 Yrs.
Russ Harper – 16 Yrs.
Carl Hickman – 45 Yrs.
Anthony Fragale – 46 Yrs.
Chuck Bird – 31 Yrs.
Jarrod Smith – 7 Yrs.

* Key Personnel

STATEMENT OF QUALIFICATIONS

PERSONNEL QUALIFICATIONS



KEY PERSONNEL

Appendix A contains resumes and certifications of key personnel.



Dana L. Burns, PE, PS, Vice President

With over 45 years of experience, Mr. Burns has been involved in a diverse range of civil, geotechnical, and environmental projects. His expertise spans the development of site plans for commercial, residential, and industrial facilities, as well as the design of utility and transportation infrastructure and permitting processes. Beyond his technical skills, Mr. Burns brings substantial experience in dealing with various funding agencies. In his role, he oversees the day-to-day operations of the engineering division, managing staffing, coordination, training, business development, and overall supervision of technical and support staff.



Mark A. Sankoff, PE, PS, Chief Engineer

Bringing in more than 41 years of experience, Mr. Sankoff specializes in water, wastewater, and stormwater engineering projects. As the former Director of Engineering for WVAW, he possesses invaluable expertise in the design, operation, maintenance, and management of utility infrastructure systems. His extensive experience encompasses design, plans, specifications, and permitting, and construction management of water supply systems and wastewater collection and treatment. Mr. Sankoff is currently managing multiple Master Agreements with utility providers and municipalities for water supply projects, including the WCEDA projects.



Terence C. Moran, PE, Senior Engineer

Mr. Moran has over 37 years of experience in civil engineering projects, with particular emphasis on water/wastewater projects. Project Manager/Project Engineer for more than 70 water supply projects, overseeing various aspects such as preliminary engineering, environmental assessments, funding applications, hydraulic analysis, design of booster and lift stations, storage tanks, treatment systems, and line sizing. His responsibilities also include creating drawings, specifications, cost estimates, bid documents, and reviewing "shop drawings." Additionally, Mr. Moran excels in construction management and inspection.



Bob L. Bragg, PE, Senior Engineer

Overseen numerous municipal projects from their initial conception, through funding and design phases, to the completion of construction and final closeout. His expertise extends to evaluating alternatives for facility design to meet current and future requirements. Additionally, Mr. Bragg is experienced in preparing data for submission to state and federal government agencies, securing funding, obtaining necessary permits, and gaining approvals for project implementation.

SIMILAR EXPERIENCE



MASTER SERVICES AGREEMENT 2012 – PRESENT

West Virginia American Water West Virginia

Potesta & Associates, Inc. (POTESTA) is currently working with West Virginia American Water (WVAW) on multiple projects, including the replacement of aging water mains including cast iron, pvc, asbestos cement (AC) and transite piping. POTESTA has assisted WVAW in replacing over 100 sections of water lines. Work has included design, permitting, contract documents, drawings, construction observation, project management, and invoice approval.

POTESTA has worked with WVAW and the contractor so that the new line is placed in service while maintaining service to the existing customers and then performing an organized transition to the new water line. Then eliminating the old water line after the customers are transferred over to the new water line, thus minimizing customer interruption.



WATER DISTRIBUTION SYSTEM UPGRADE

City of Philippi
Philippi, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the City of Philippi for study phase, design phase, bidding phase and construction phase services for a project involving upgrades and construction monitoring to their existing potable water distribution system.

The project included the following:

- 402,000 Gallon Storage Tank and Valve Vault
- 16,000 Gallon Storage Tank and Valve Vault
- Upgrade of Existing 160 GPM Booster to 285 GPM Booster Station
- 350 GPM Booster Station
- 50 GPM Booster Station
- 1,800 Feet of 8-inch HDPE Pipe
- 2,000 Feet of 6-inch HDPE Pipe
- Flow Metering Station
- Control Via Fiber Optic



402,000-Gallon Water Storage Tank

POTESTA prepared a preliminary engineering report and compiled the information necessary for a funding application with the United States Department of Agriculture - Rural Utilities Service (USDA-RUS). Additional services included final design of the project components, preparation of construction drawings and technical specifications, permit applications, and construction monitoring.

Included in the design phase was coordination of location of needed fire flow tests, and utilization of hydrant test data to “calibrate” existing system.



50 GPM Booster Station

Initial construction was completed under budget, allowing for additional construction including replacement of a railroad and river crossing.

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Initial construction was completed under budget, allowing for additional construction including replacement of a railroad and river crossing.

WATER SYSTEM IMPROVEMENT PROJECT

City of Wellsburg Wellsburg, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the City of Wellsburg's Combined Water and Sewer Board (CWSB) to assist with the preparation of a preliminary engineering report (PER) and application to the West Virginia Infrastructure and Jobs Development Council (IJDC) for funding for a water system improvement project. The project included the replacement of a floating cover on the CWSB's existing 1,000,000-gallon reservoir, the replacement and upgrade of approximately 4,200 linear feet of existing water line located in a section of the City that was experiencing consistent low pressure issues, and an upgrade to the City's existing water treatment plant that was constructed over 50 years ago. The plant upgrades included renovation of the upflow clarifier, filter system, various electrical improvements, valve replacements, as well as upgrades to the chemical feed, chlorination, and control systems.



Upflow Clarifier Prior to Replacement



Reservoir Floating Cover Replacement

POTESTA's initial scope of services included the preparation of an overall system needs assessment which included a review of the treatment plant, distribution system, booster stations, tanks, telemetry, operational issues, etc. A report was generated that provided a complete list of needs for the CWSB. POTESTA also prepared an opinion of cost associated with the proposed upgrades and prioritized the list based on the financial capabilities of the CWSB. Once the needs were prioritized and funding options considered based on the desired increase to user rates, POTESTA assisted the CWSB with obtaining funding for the \$2,100,000 project. POTESTA then performed detailed design, prepared design plans and construction documents including bid and contract documents, and performed construction administration. The construction administration included reviewing shop drawing submittals, review of pay applications, preparation of change orders as necessary, and providing a resident project representative (RPR) on-site during construction to document compliance with the design plans.

WATER DISTRIBUTION SYSTEM UPGRADES

Town of Ceredo Wayne County, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the Town of Ceredo to provide design, permitting, bidding and construction phase services for a \$2,700,000 upgrade to the town's water distribution system. Included in the design was field testing to develop "C" values for modeling of existing water distribution system. Hydraulic modeling included Extended Period Simulation (EPS) computer modeling, to confirm acceptable tank turnover.

Construction included:

- Replacement of approximately 22,000 feet of water line, including replacement of crossings of highways and railroads, replacement of fire hydrants and reconnection of service settings.
- Replacement of an existing below grade reservoir with two new aboveground water storage tanks.
- Installation of a telemetry control system and automatic control valve to regulate the flow from the source of supply (City of Kenova).
- Installation of a new booster station to address low pressures.
- Abandonment of an existing booster station and replacement with a renovated booster station relocated from another part of the distribution system.



New booster station during construction.



Replacement of water line along US Route 60.



Two new water storage tanks.

As part of the project, POTESTA worked closely with the Town of Ceredo to identify what the town's priorities were, and developed a design to address those priorities. In addition, POTESTA identified a source of funding (Drinking Water Treatment Revolving Fund) and assisted the Town of Ceredo in obtaining a commitment for this funding. Construction was completed under the \$2,700,000 in project funding, allowing for additional upgrades to be designed and constructed.

HERRING ROAD SUBAREAS 1 AND 3 WATER LINE EXTENSION PROJECT

*Preston County Public Service District #2
Kingwood, Preston County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the Preston County Public Service District #2 to provide professional engineering services for the Herring Road Subareas 1 and 3 Water Line Extension in Preston County.

POTESTA's services included:

- Preparing construction drawings which included an extension of 48,000 feet of water line, including one main line pressure-reducing valve.
- Preparing a preliminary estimate of probable construction cost.
- Preparing bidding documents.
- Attending pre-bid and pre-construction meetings.
- Assisting with the review of bids received.
- Construction Administration - review of shop drawings, responses to requests for information, processing change orders (as necessary), review of pay applications, attended project progress meetings, and on-site resident project representation (RPR) services to represent the Owner in the field during construction to monitor progress, prepare daily field observation logs, and check for compliance with the construction/contract documents.



HOWESVILLE AREA WATER LINE EXTENSION PROJECT

*Preston County Public Service District #2
Howesville, Preston County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the Preston County Public Service District #2 to provide professional engineering services for the Howesville Area Water Line Extension in Preston County. POTESTA's services included:

- Preparing a West Virginia Infrastructure and Jobs Development Council application (WVIJDC) and associated preliminary engineering report (PER) for funding agency purposes for a West Virginia Department of Environmental Protection AML-eligible project.
- Preparing construction drawings which include replacement and extension of 74,000 feet of water line, including a 260,000-gallon water storage tank, a 280 GPM booster station, and three pressure-reducing valves.
- Preparing an environmental impact statement for the federally funded project that resulted in a finding of no significant impact (FONSI).
- Preparing a preliminary estimate of probable construction cost.

Upon successfully securing project funding, POTESTA's services included preparing bidding documents, attending pre-bid and pre-construction meetings, assisting with the review of bids received, and construction administration. The construction administration phase is to include review of shop drawings, responses to requests for information, processing change orders (as necessary), review of pay applications, attending project progress meetings, and on-site resident project representation (RPR) services to represent the Owner in the field during construction to monitor progress, prepare daily field observation logs, and check for compliance with the construction/contract documents.



ERBACON WATER LINE EXTENSION

*Cowen Public Service District
Cowen, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Webster County Commission and Cowen Public Service District for study phase, design phase, bidding phase and construction phase services for a project involving upgrades, water line extensions, and construction monitoring to their water distribution system.

The project includes the following:

- 34,000 LF of 8" Water Line
- 41,500 LF of 6" Water Line
- 54,000 LF of 2" Water Line
- 36 Fire Hydrants
- 95 Valve Hydrants
- 2 – 105,000-Gallon Water Storage Tanks
- 1 Hydro Pneumatic Booster Station
- 2 Large Mainline Pressure Reducing Stations
- 7 Railroad Crossings
- 4,000 LF of ¾" and 1" Service Lines
- 185 New Customers
- Reconnection of 50 Existing Customers



Amos Tank in Erbacon

POTESTA prepared a preliminary engineering report and compiled the information necessary for a funding application with the West Virginia Infrastructure and Jobs Development Council and AML. Additional services included final design of the project components, preparation of construction drawings and technical specifications, permit applications, and construction administration/monitoring.

The construction administration phase will not only include providing a resident project representative, but also include reviewing shop drawing submittals, reviewing pay applications, responding to requests for information, attending project meetings, etc.

PENTACRE ROAD WATER LINE EXTENSION

*Kanawha County Regional Development Authority
Kanawha County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Kanawha County Regional Development Authority (KCRDA) to provide design, permitting, bidding, and construction phase services for an approximate 10,000-linear foot water line extension, including 6-inch and 2-inch pipe. Included was installation of four fire hydrant assemblies and two crossings of an abandoned railroad grade. The extension was along a narrow unpaved roadway, necessitating challenging traffic control. The project was proposed to provide potable water service to approximately 10 residential customers. Included in this project was:



Construction Along Narrow Road

1. Preparing construction drawings that presented the proposed water line extension (including valves, casing, pipe, etc.).
2. Completing a hydraulic evaluation of the proposed water line, including evaluation of fire flow capacities.
3. Preparing permit applications to the West Virginia Division of Highways, West Virginia Department of Health and Human Resources, West Virginia Public Land Corporation, United States Army Corps of Engineers, Norfolk Southern Railway, and the West Virginia Department of Environmental Protection.
4. Preparing Contract Documents and providing assistance during the bidding of the project.
5. Observing construction from the beginning of the project until substantial completion.

The project was funded by the West Virginia Department of Environmental Protection, Abandoned Mine Lands and West Virginia American Water.

LOW GAP TO BIG UGLY CREEK WATER LINE EXTENSION

*Boone County Public Service District
Boone County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Boone County Public Service District (BCPSD) to provide design, permitting, bidding, and construction phase services for an approximate 8,000-linear foot water line extension, including 6-inch and 2-inch pipe and fire hydrants. The project was proposed to provide potable water service to approximately 15 residential customers. The project straddled Corridor G/United States Route 119 (US 119), resulting in the need to bore Corridor G/US 119. Included in this project was:



Bore and Jack Crossing of Corridor G/US 119

1. Preparing construction drawings that presented the proposed water line extension (including valves, casing, pipe, etc.).
2. Completing a hydraulic evaluation of the proposed water line, including evaluation of fire flow capacities.
3. Preparing permit applications to the West Virginia Division of Highways, West Virginia Department of Health and Human Resources, West Virginia Public Land Corporation, United States Army Corps of Engineers, and the West Virginia Department of Environmental Protection.
4. Preparing a revision to controlled access right-of-way for approval by the Federal Highways Administration.
5. Preparing Contract Documents and providing assistance during the bidding of the project, including breaking the work into a publicly bid portion encompassing the crossings of Corridor G/US 119, and a second portion involving bidding of line material for subsequent installation by Boone County Commission's internal work force.
6. Observing construction of the crossings of Corridor G/US 119.

The project was funded by the West Virginia Infrastructure & Jobs Development Council using contingency money from a previous project.

The project was completed under budget.

STATEMENT OF QUALIFICATIONS

SIMILAR EXPERIENCE



PROJECT/ LOCATION	WATER PROJECT	PROJECT GOALS AND OBJECTIVES
Kingwood Water Works Preston County, WV	Reservoir Feasibility Report	<ul style="list-style-type: none"> Feasibility Study and Contingency Plan to evaluate the implications of constructing a new dam and reservoir to provide an alternate raw water source for the water treatment plant.
Boone County PSD Boone County, WV	Prenter Road/Route 5 Area Water Line Extension—Phase I	<ul style="list-style-type: none"> 40,000 LF water line extension, including 8-inch, 6-inch, and 2-inch. Potable water service to approximately 175 customers.
Boone County PSD Boone County, WV	Relocation of Water Line	<ul style="list-style-type: none"> Relocation of water line along Short Creek necessary for the bridge replacement.
Boone County PSD Boone County, WV	Prenter Road/Route 5 Area Water Line Extension—Phase II	<ul style="list-style-type: none"> 25,000 LF water line extension, including booster station and hydro pneumatic tank station. Potable water supply approximately 45 customers.
Town of Mill Creek Randolph County, WV	Water Distribution Improvements	<ul style="list-style-type: none"> Evaluate the distribution system to identify areas that experience water loss with recommendation of replacement of entire distribution system. 12,000 LF of 8-inch line, 21,000 LF of 6-inch line, additional 2-inch line, service lines, fire hydrants, and other appurtenances. Water treatment plant upgrades, repairs to sedimentation tank, and replacement of two water storage tanks.
Boone County PSD Boone County, WV	Morrisvale/Cameo Water Line Extension	<ul style="list-style-type: none"> 50,000 LF water line extension, including 8-inch, 6-inch, and 2-inch. Potable water service to approximately 145 customers.
Gilmer County PSD Gilmer County, WV	FCI Water Storage Tank	<ul style="list-style-type: none"> New 791,000-gallon water storage tank and rehabilitation of existing tank.
Boone County PSD Boone County, WV	Stephens Auto/Betsy Lane Water Line Extension	<ul style="list-style-type: none"> Water line extension that including approximately 4,800 linear feet of 6-inch and 2-inch water line, two fire hydrants, one river crossing, and one railroad crossing. Potable water supply approximately 19 customers.
Boone County PSD Boone County, WV	Joes Creek Water Line Extension	<ul style="list-style-type: none"> 9,000 LF of 8-inch water line, 7,000 LF of 6-inch water line, 1,000 feet of 2-inch water line, and 35-gallon per minute hydropneumatics booster station/tank. Potable water supply approximately 64 customers.
Boone County PSD Boone County, WV	Joes Creek Water Line Extension—Phase II	<ul style="list-style-type: none"> One booster station, 4,800 feet of 6-inch and 2-inch water line, multiple stream crossings, and roadway crossings for “spurs.”
Boone County PSD Boone County, WV	Trace Branch at Robinson Water Line Extension	<ul style="list-style-type: none"> Design of 3,100 feet of 6-inch and 2-inch water line with multiple stream crossings, roadway crossings, and a railroad crossing.
Town of Front Royal Front Royal, VA	Environmental Engineering Services Contract	<ul style="list-style-type: none"> Operational assistance related to water distribution, water treatment, and other related engineering services to support the Capital Improvement Program.
WVDEP AML Kanawha and Fayette Counties, WV	Burnwell Water Line Extension– Pathway and Source Study	<ul style="list-style-type: none"> Study evaluating possible water line extension to the Collinsdale/ Burnwell area from neighboring public water systems, including alternatives 48,000 LF of water line, one booster station, a tank, fire hydrants, meter assemblies, and miscellaneous valves and fittings.

STATEMENT OF QUALIFICATIONS

SIMILAR EXPERIENCE



PROJECT/ LOCATION	WATER PROJECT	PROJECT GOALS AND OBJECTIVES
Boone County PSD Boone County, WV	Hatfield-McCoy/ Waterways Water Line Extension	<ul style="list-style-type: none"> • Extending water line from Julian to approximately 10 new customers, crossing a four-lane highway, and a river. • Approximately 12,000 LF of 12-inch, 8-inch, and 6-inch water line were designed, as well as four river crossings.
Boone County PSD Boone County, WV	Lick Creek Water Line Extension– Phase I	<ul style="list-style-type: none"> • 32,000 LF of 8-inch, 6-inch, and 2-inch water line. • Water line service to approximately 200 customers.
Boone County PSD Boone County, WV	Lick Creek Water Line Extension– Phase II	<ul style="list-style-type: none"> • 9,000 LF water line extension of 8-inch, 6-inch, and 2" pipe. • Potable water services to 35 commercial and residential customers.
WVAW Cabell County, WV	Water Line Extensions	<ul style="list-style-type: none"> • 23 miles of 2-inch through 8-inch diameter water line.
WVAW Logan County, WV	Mifflin-Sharples Water Line Extension	<ul style="list-style-type: none"> • 11,000 LF of 8-inch, 6-inch, and 2-inch water line, numerous connections to existing water line, upgrade of existing water line, and rehabilitation of water storage tank. • Potable water services to 25 new customers and a new deep mine complex.
Boone County PSD Boone County, WV	Six Mile to Corridor G Water Line Extension	<ul style="list-style-type: none"> • 8,700 feet of 8-inch and 2-inch water line with multiple stream crossings, and branch connection roadways crossings.
Boone County PSD Boone County, WV	Buck Street Water Line Extension	<ul style="list-style-type: none"> • Design, permitting, and bidding phase services for an approximate 2,000 LF extension to replace long services lines for 15 to 20 customers.
Boone County PSD Boone County, WV	Dartmont Park Water Line Extension	<ul style="list-style-type: none"> • 1,500 feet of 6-inch and 2-inch water line designed to serve a church, parsonage, and public park.
Boone County PSD Boone County, WV	Easter Hollow Water Line Extension	<ul style="list-style-type: none"> • Design, permitting, and bidding phase services for an approximate 4,000 LF extension to serve 14 customers.
Putnam County Commission/WVAW Putnam County, WV	Fisher Ridge Water Line Extension– Phase II	<ul style="list-style-type: none"> • Revised existing construction drawings of 11,000 LF of 8-inch diameter water line along Fisher Ridge Road.
Boone County PSD Boone County, WV	Mud River Road/ Cox's Fork Road Water Line Extension—Phase I	<ul style="list-style-type: none"> • 30,000 LF water line extension, including 8-inch, 6-inch, and 2-inch pipe. • Potable water service to approximately 130 commercial and residential customers.
WVAW Putnam County, WV	Spite Road Water Line Extension	<ul style="list-style-type: none"> • 13,000 LF of 2-inch and 8-inch water line.
Carmeuse Lime and Stone Winchester, VA	Expansion of Quarry Operation	<ul style="list-style-type: none"> • Civil/site for new office building including design of water treatment for well water using reverse osmosis system and sanitary water treatment system.
Fairview Oaks, LLC Morgan County, WV	Water Line Extension	<ul style="list-style-type: none"> • Extension of 4,200 feet of water line for a proposed subdivision.
Berkeley Springs Development Morgan County, WV	Public Water Supply System	<ul style="list-style-type: none"> • Prepare the design of a public water supply system to provide service to approximately 1,300 customers, including commercial customers, at the proposed Villages at Coolfont.

STATEMENT OF QUALIFICATIONS

SIMILAR EXPERIENCE



PROJECT/ LOCATION	WATER PROJECT	PROJECT GOALS AND OBJECTIVES
Boone County PSD Boone County, WV	Turtle Creek/Corridor G Water Line Extension	<ul style="list-style-type: none"> • 41,000 LF water line extension straddling a four-lane expressway. • Provide service to approximately 180 commercial and residential customers.
WVAW Putnam County, WV	Poca River Road Water Line Extension	<ul style="list-style-type: none"> • 68,000 linear feet of 6-inch to 8-inch diameter waterline following the Poca River.
WVAW Boone County, WV	Permitting Water Line Extension	<ul style="list-style-type: none"> • Prepared permit applications for the Lower White Oak Drive water line extension consisting of 2,400 feet of 6-inch and 2-inch water line, including three crossings. • Potable water services to serve 8 new customers.
WVAW Putnam County, WV	Buff's Branch/Trace Fork Water Line Extension	<ul style="list-style-type: none"> • 35,000 LF of 8-inch, 12-inch, and 16-inch diameter water line.
Mingo– Logan Coal Co. Logan County, WV	Potable Water Supply for Mountain Laurel Complex	<ul style="list-style-type: none"> • Design concept for the potable water supply for a new deep mine complex. • 9,000 LF of 10-inch, 8-inch, 6-inch, and 4-inch water line, water storage tank, booster station, and blow off assemblies.
West Virginia Development Office	Boone County, WV	<ul style="list-style-type: none"> • Preliminary engineering of concepts to extend 100,000 gallons per day of water supply to the proposed Rock Creek Development Park.
Region VI Planning and Development Council WV	Source Water Protection Plans	<ul style="list-style-type: none"> • Preparation of Source Water Protection Plans for 8 Source Water Providers in Northern part of state.
Regional Intergovernmental Council South Charleston, WV	Contingency Planning	<ul style="list-style-type: none"> • Preparation of an Engineering Study for Contingency Planning for seven Source Water Providers.
WVDHHR WV	Source Water Protection Plans	<ul style="list-style-type: none"> • Preparation of Source Water Protection Plans for ground water and surface water public water systems.
WVAW Pineville, WV	Preliminary Inventory of Water System	<ul style="list-style-type: none"> • Preparation of preliminary inventory of public water system including a water treatment plant, water storage tanks, and booster stations.
Webster County Commission Webster County, WV	County Master Plan for Water Services	<ul style="list-style-type: none"> • Prepared county-wide plan for extending water service. • Prepared Preliminary Engineering Reports to serve water customers at the communities of Boggs, Erbacon, and Pleasant Ridge.

PAST PERFORMANCE



STATEMENT OF QUALIFICATIONS

PAST PERFORMANCE



PROJECT SUCCESS

From analysis to construction phase services, POTESTA can make sure your project goes through the development process efficiently.

COMMUNICATION

POTESTA believes effective communication is the key to a successful project:

- Communicate early and often.
- Mutual work scope development.
- Startup meeting including site visit.
- We work as extension of your staff—we work for you!
- Meet your objectives—how you want it!
- Weekly project updates.



CRITICAL FACTORS

POTESTA follows critical success factors for each new project:

- Agree on the project goals with the client—specific, measurable goals will define the project scope.
- Develop a concise plan—deliverables and associated tasks are assigned with appropriate due dates.
- Mitigate or manage risks—identify and prioritize the risks early, assign the risk to a team member to oversee that threat or opportunity, and continually monitor risks.
- Manage the scope—be on alert for changes in scope and manage effectively.
- Communication—regular status updates on the progress of the project.

SCHEDULE

POTESTA has a solid history of meeting aggressive milestone dates on schedule. POTESTA's engineering and environmental consulting groups work on the preliminary engineering simultaneously, including surveying/mapping, environmental work, funding, and design.

Direct responsibility for schedule control lies with the Project Manager:

- Initially, the Project Manager reviews schedule requirements to see how they can be achieved given the anticipated scope of work.
- The Project Manager monitors the progress and compares it with the established schedule on a weekly basis, while keeping the Principal-in-Charge aware of the schedule's status.
- The Principal-in-Charge can make staff adjustments to allow the Project Manager to maintain the project schedule.
- If circumstances develop that make it impossible to maintain the project schedule, the Project Manager contacts the Client to develop a mutually acceptable adjustment to the schedule and/or work plan.

STATEMENT OF QUALIFICATIONS

PAST PERFORMANCE



COST CONTROL

RESPONSIBILITY OF BUDGET

POTESTA takes pride in our ability to provide our clients with innovative and concise engineering design packages that allow more of our the client's money spent on actual construction rather than engineering design fees. The Project Manager is responsible for monitoring the project budget and keeping the Principal-in-Charge informed of the status. The Project Manager develops a work plan based on hourly rates and tasks to complete the project.

CONCEPTUAL ESTIMATING

Each project is site-specific influenced by a variety of conditions; therefore each cost estimate is site specific.

- Compare actual bids for similar projects POTESTA has completed.
- Remain up-to-date on current material prices from suppliers/vendors.
- POTESTA remains flexible in the design and will examine alternatives to reduce the time and cost of construction.
- Cost estimates are based on actual bid unit costs.

QUALITY CONTROL/ASSURANCE

DELIVERABLES

The Project Manager will work with the Principal-in-Charge, as well as each team lead, to understand the level of detail and expectations for this project. POTESTA has a written quality assurance program encompassing drafting, engineer design, and written documents that utilizes standardized Quality Assurance/Quality Control (QA/QC) practices such as consistency checks, color coding of checked copies/calculations, and review of method of measurements versus quantity tallies to meet QA/QC expectations. Included are training for new staff members on company procedures, and color-coded checking systems for drafting and calculations, consistency checks (e.g. specifications versus drawings).

We utilize internal peer review of deliverable documents, secretarial review, constructability reviews of drawings, and review of method of measurements versus quantity tallies, all to make sure QA/QC expectations are met. As a standard quality assurance practice, the Project Manager and the Principal-in-Charge will review and comment on materials prior to submission to the client. Furthermore, POTESTA is a member of ASFE, an organization that emphasizes professional practices to reduce loss liability.

REFERENCES



REFERENCES

The following are references for projects completing engineering services as required for the Holly River Resort State Park Water System Improvements Project.



WEST VIRGINIA AMERICAN WATER

Randy Blankenship, PE
1600 Pennsylvania Avenue
Charleston, West Virginia 25302
(304) 353-6300

→ **Distribution Improvements Master Agreement**

KANAWHA COUNTY REGIONAL DEVELOPMENT AUTHORITY

Amy King
407 Virginia Street, East 2nd Floor
Charleston, West Virginia 25301
(304) 357-0570

→ **Water Line Extension Projects**

BOONE COUNTY PUBLIC SERVICE DISTRICT

Nancy Shreve
109 Town Square
Danville, West Virginia 25053
(304) 369-2622

→ **Water Line Extension Projects**

CONTACT US

FOR MORE INFORMATION CONTACT:

Dana L. Burns, PE, PS, Vice President
(304) 342-1400

ADDITIONAL DOCUMENTS





MARK D. SCOTT
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

W. MICHAEL SHEETS
DIRECTOR

June 28, 2022

POTESTA & ASSOCIATES INC
7012 MACCORKLE AVE SE
CHARLESTON, WV 25304

DANA L. BURNS:

This is to notify you that your Small, Women-, and Minority-Owned Businesses (SWAM) Certification Application has been approved based on your representations that the vendor named above meets the definition of a Small, Women-, and Minority-Owned Businesses as set forth in the *West Virginia Code of State Rules* 148-22-1 et seq. This certification becomes effective:

06/28/2022

And shall automatically expire without notice two years after the effective date unless revoked by the Purchasing Director or upon expiration pursuant to the *West Virginia Code of State Rules* 148-22-8. The type(s) of Small, Women-, and Minority-Owned Businesses (SWAM) Certification approved for your entity:

Small Business

At the end of your two-year certification period, if you wish to reapply, please complete a WV-1 form or apply for re-certification through the Vendor Self-Service portal at wvOASIS.gov. Complete renewal instructions, application forms, and a list of all SWAM-Certified entities are available online at www.state.wv.us/admin/purchase/VendorReg.html.

If you have questions, please contact the West Virginia Purchasing Division at 304-558-2306.

Sincerely,

Terra Oliver
Vendor Registration Coordinator

APPENDIX A



EDUCATION

- M.S. Civil Engineering, 1979
West Virginia University
- B.S. Civil Engineering, 1978
West Virginia University

EMPLOYMENT HISTORY

- 1997-Present Potesta & Associates, Inc.
1994-1997 Terradon
1979-1994 GAI Consultants, Inc.
1978-1979 West Virginia University
1976-1977 West Virginia Department of Highways
(summers)

PROFESSIONAL REGISTRATIONS

- Professional Engineer – West Virginia, Illinois
- Professional Surveyor – West Virginia

PROFESSIONAL CERTIFICATIONS

40-Hour Health and Safety Training

SERVICE ON BOARDS AND COMMISSIONS

- Environmental/Technical Committee member – West Virginia Coal Association
- Environmental Committee member – Kentucky Coal Association

- Past Board of Directors member and current Waste Team Chairman on the Environmental Safety and Health Committee – West Virginia Manufacturers Association
- Environmental and Safety Committee member – Independent Oil and Gas Association of West Virginia
- Environmental Committee member – West Virginia Oil and Natural Gas Association
- Past President – West Virginia Society of Professional Engineers, Professional Engineers in Private Practice
- Past President and past Board of Directors member – American Council of Engineering Companies West Virginia Chapter
- Past Chairman of Transportation Committee – American Council of Engineering Companies West Virginia Chapter
- Past Board of Directors member – Society of American Military Engineers Huntington Post
- Member Committee D-18 on Soil and Rock – American Society for Testing and Materials (ASTM)

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers
- National Society of Professional Engineers
- WV Society of Professional Surveyors

AREAS OF SPECIALIZATION

Management of design and permitting of civil, environmental, geotechnical, and mining engineering projects. Siting, designing, and permitting industrial and municipal waste disposal sites; reclamation of abandoned mine lands; and development of stormwater management plans and groundwater sampling programs. Environmental/reclamation liability assessments. Development of site plans for commercial and industrial facilities including hydrologic and hydraulic analyses. Expert witness testimony. Directs engineering division, including day-to-day operation of headquarters and three branch offices concerning staffing, coordination, training, business development, and overall technical and support staff management.

PROFESSIONAL EXPERIENCE

Water Lines, Water Storage Tanks, and Water Treatment Plants

New extensions and replacement of existing lines:

- Cassity Fork Water Supply Extension Project – Randolph County, WV (Project Manager)
- Godby Branch Water Supply Extension Project – Logan County, WV (Project Manager)
- Beaver Creek Water Supply Extension – Upshur County, WV (Project Manager)
- Buff Creek/Trace Fork – Putnam County, WV (Principal-in-Charge)
- Route 60 – Putnam County, WV (Principal-in-Charge)
- Boone County PSD numerous extensions – Boone County, WV (Principal-in-Charge)

West Virginia American Water Company – Principal-in-Charge for construction administration/monitoring for Poca River Water Line Extension Project, Cabell County Water Line Extension Project, Contract No. 7, Spite Road Water Line Extension Project, and Fisher Ridge Water Line Extension Project. Work included construction monitoring, preparation of weekly reports, review of contractor submittals, review of contractor invoices, and preparation of records drawings for 100,000+ linear feet of water line extensions.

City of Philippi – Principal-in-Charge for municipal water system upgrade project. Work included the design of two replacement booster stations, two new water storage tanks, new pumps for an existing booster station, a 1,500-foot water line extension, and telemetry systems. Drawings, specifications, and a cost estimate were prepared.

West Virginia American Water Company – Principal-in-Charge for Residuals Handling Facility project at the 32 MGD Kanawha Valley Water Treatment Plant, including coordination design consultant. The design included a sludge pumping station, 950,000-gallon reinforced concrete gravity thickener, two belt filter presses, chemical feed systems, plate settler, and associated control and piping. Work included preparing design concepts, surveying, subsurface exploration, preparation of drawings, specifications, cost estimates, and permit applications, conducting pre-bid public relations meetings, evaluation of bids, construction observation,

review of contractor submittals, review of change order requests, and review of contractor invoices.

West Virginia American Water Company – Principal-in-Charge for evaluation of the Town of Pineville water treatment plant and water distribution system, including observation of system during site visit, records review, discussions with regulatory officials, and issuance of findings in a report.

Tucker County Development Authority – Principal-in-Charge for the design of approximately 10,000 feet of water line and sewer line to serve an industrial park, including a lift station. Drawings, specifications, and a cost estimate were prepared. Also performed construction administration services.

West Virginia Bureau for Public Health – Principal-in-Charge for services associated with Source Water Assessment Protection Plans (SWAPP) for 38 public water systems throughout West Virginia. Services provided included windshield surveys to identify and locate (via GPS) potential contaminant sources (PCSs), review of regulatory databases, entering data into the Access database, and preparation of summary reports.

City of Philippi – Principal-in-Charge for relocation of water lines due to proposed roadway. Relocation included approximately 4,000 feet of 1-inch to 12-inch diameter pipe, fire hydrants, meters, and valves. We prepared construction drawings, specifications, and quantities.

West Virginia American Water Company – Principal-in-Charge for hydraulic analysis for water supply extensions (total of 23 miles) in Cabell County, West Virginia, including line sizing and design of booster stations and PRVs.

Management of design, permitting, and construction monitoring of more than 40 miles of new waterline serving rural communities in southern West Virginia.

West Virginia Department of Abandoned Mine Lands – Detailed design and preparation of construction drawings, specifications, contractor's bid sheet, and engineer's cost estimate for a six-mile water line extension including fire protection. The project included a 90,000-gallon water tank, booster station, and pressure relief valves. Extension tied into Norton Harding Jimtown PSD System and served the town of Cassity in Randolph County.

West Virginia Department of Abandoned Mine Lands – Detailed design and preparation of construction drawings, specifications, contractor’s bid sheet, and engineer’s cost estimate for a half-mile water line extension to serve Beaver Creek near Junior in Randolph County.

West Virginia Department of Abandoned Mine Lands– Management of four Phase II water studies and five Phase I water studies to determine if water supplies had been affected by coal mining. Work included resident interviews, mine map searches, area reconnaissance, obtaining water samples, reviewing water analysis data, preparing conceptual designs and associated costs, and preparing a summary report.

The Villages at Coolfont – Principal-in-Charge to provide environmental and engineering consulting services for the redevelopment of the Coolfont Recreation property in Morgan County, West Virginia to create a second home community with high-end amenities:

- Land use plan including 1,300 homes, a village center, spa, expansion of an existing lake, a proposed second lake, walking/hiking/biking trails, and the necessary infrastructure.
- Civil engineering design for potable water and wastewater treatment facilities.
- Selected source well locations, drilled 3 source test wells, and completed field testing and permitting.
- Designed a 300-gallon per minute potable water treatment plant.
- Designed 2- 316,000-gallon water storage tanks and 75,000 LF of distribution system.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Dana L. Burns

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [redacted]

To Hold and use such title in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 14th day of Sept. in the year of our Lord One Thousand Nine Hundred and Eighty-Five and of the State the One Hundred Twenty-Second

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Secretary

Frank Gaddy

By

Robert S. Scott President

Wm. A. Fickum

Kenneth H. Means



EDUCATION

B.S. Civil Engineering, 1982
West Virginia University

EMPLOYMENT HISTORY

2011-Present Potesta & Associates, Inc.
1991-2011 West Virginia American Water
1988-1991 Dunn Engineers, Inc.
1982-1988 Kelley, Gidley, Blair & Wolfe, Inc.

PROFESSIONAL REGISTRATIONS

- Professional Engineer – West Virginia
- Professional Surveyor – West Virginia

PROFESSIONAL AFFILIATIONS

- American Water Works Association
- National Society of Professional Engineers

AREAS OF SPECIALIZATION

Water supply experience includes the design of water mains, water storage tanks, booster stations, pressure-reducing stations, advanced metering infrastructure – (AMI), and Automated Meter Reading – (AMR) systems. Extensive knowledge in water distribution systems operation and maintenance.

Experienced in funding, design, plans, specifications, permitting, bidding, and construction management of wastewater collection systems and treatment plants.

PROFESSIONAL EXPERIENCE

Water Lines, Water Storage Tanks, and Water Treatment Plants

Responsible for engineering at West Virginia American Water (WVAW):

- Supervising an engineering staff of eight, working in conjunction with other departments at WVAW.
- Developing and prioritizing multiple capital projects while developing and managing the multi-million capital budget for West Virginia. Budgeting includes developing and creating large investment projects, multiple public-private partnerships, and several acquisitions.
- Involved in multiple operational issues/projects including non-revenue water reduction, comprehensive planning studies including interconnection studies to combine operations to increase efficiencies.
- Worked on the automation of Bluestone Water plant which is intended to be the first one-shift automated and unattended surface water treatment plant in West Virginia.
- Design of multiple pressure-reducing stations and booster stations.
- Overseeing a \$1.5+ million per year tank painting program.
- Managed tank painting program, which included evaluating, prioritizing, draining, and refilling tanks, tank inspections, preparation of contract documents, bidding, bid evaluations, contract awards, scheduling, and taking tanks out of service while maintaining uninterrupted service to customers.
- Responsible for over 300 tanks in the largest water system in West Virginia.

Responsible for the Fayette AMI project, a \$4.3 million meter replacement/automation project to automate almost 12,000 water meters in Fayette County, West Virginia. This project was part of an EPA Green Project and the project was successfully publically bid using a performance specification using stimulus money. Methods were developed to economically work through terrain issues as they related to radio signals to develop a successful project. The project successfully incorporated acoustic listening devices to monitor the distribution system at night to reduce non-revenue water in the Fayette water system.

City of Glenville – Project Manager for the study, design, bidding, and construction phase services for the project involving upgrades and construction monitoring to their existing potable treatment and water distribution system.

Town of Mills Creek – Project Manager for the design, permitting, and preparation of construction plans, specs, and bidding documents, and construction administration and observation services for the construction of two backwash ponds behind the existing water treatment plant.

Responsible for the project management to complete the WVAW building complex at 1600 Pennsylvania Avenue, Charleston, West Virginia. Provided oversight of the building complex for all operation and maintenance items, as well as liaison with the leasees.

Project Manager of the Kanawha Valley to Montgomery Interconnection Project design which included over 20 miles of 20-inch to 12-inch water mains, two relay booster stations, one storage tank, Kanawha River Crossing, railroad crossings, two pressure-reducing stations, and radio telemetry.

Project Manager for the EPA IDSE disinfection project to develop the computer water models for the Charleston and Huntington water systems which calibrated the two largest water distribution systems in West Virginia.

Project Manager for the Kanawha County IDB Water Project 2000 which served 33 areas and brought water to over 1,740 families. The total project cost of over \$22 million included over 100 miles of water mains, five boosters, and six water storage tanks of various sizes. Oversaw the design work of six consultants, including acquiring the rights-of-way, bidding on 12 water main contracts, and the construction of those contracts with five consultants handling five contractors, while managing the bidding and construction of the above boosters and water storage tanks.

Prepared specifications and plans for numerous water main extensions, water storage tanks, boosters, and hydro pneumatic booster stations, and pressure regulating stations including site work, other utilities, and property acquisition, including bidding, project, and construction management.

Parcoal Project, Webster County, consisting of an 8-inch water main extension and a 160,000-gallon water storage tank using an ARC Grant.

Southridge Development Project consists of a 16-inch water main extension to serve the Southridge Development on Corridor G.

Responsible for the 55-person department that maintained the Kanawha Valley water distribution system, which repaired an average of 1,500 main breaks per year up to 30-inch PCCP:

- Responsible for providing new water services – the department made an average of 850 taps per year.
- Oversaw the leak survey effort to reduce unaccounted-for water – developed a system to check night flow in systems using existing telemetry to determine leakage and direct efforts to maximize finding and fixing those leaks.
- Coordinated the small diameter main replacement program which averaged over one million dollars per year.
- Comprehensive supervisory experience between union and non-union personnel – responsible for five supervisors.
- Assisted in union negotiations – developing a process to equalize overtime within the distribution department. Worked with the Manager to develop 24-hour coverage shifts to provide better customer service and reduce O&M costs, including a 12-hour shift schedule using four foremen to provide round-the-clock coverage.
- Served as the liaison with Kanawha County Commission and KCRDA on new water projects to serve un-served areas.

Oversaw the completion of the construction of the Consolidated Office Complex for WVAW's corporate headquarters in Charleston from 1997 to 1999.

Kanawha County Water Main Extension Project consists of waterlines, a booster, a 200,000-gallon water storage tank, and four pressure-regulating stations for the Campbells Creek area of Kanawha Valley.

Quarry Creek Subdivision consists of a vertical turbine booster station and a 330,000-gallon water storage tank, with an elevated storage tank bid option and water lines.

Kellys Creek Project consists of a 16-inch water main extension, booster station, and water storage tank along Route 60 using WVDEP, AML funding.

Little Sandy, Aarons Fork, and Edens Fork Projects. Construction of water mains, a booster station, and a 160,000-gallon storage tank utilizing two Small Cities Block Grants with KCDRA.

Summers-Mercer Water Project included the design of an 8-inch water main to Hinton and a 24-inch water main from the new Bluestone plant to Princeton, including the pressure-reducing stations along with the 300,000-gallon water storage tank near Pipestem.

Designed and constructed multiple small water main extensions, working with developers, customers, and small contractors to serve new subdivisions and unserved areas.

Confidential Coal Company – Onsite water management, reuse, and disposal project; services included construction of 8,500 gallons per minute combination high-pressure pump/pressure reducing station, controlling a 14 mile 26” HDPE pipe, an 8,500 gallon per minute pressure sustaining valve station, energy dissipation structure, river outfall, and SCADA system.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Mark A. Sankoff

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify, that he, having submitted satisfactory evidence, of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

To Hold and use such title, in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 21st day of February in the year of our Lord One Thousand Nine Hundred and Eighty-Nine and of the State the One Hundred Twenty-Fifth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Handwritten signatures of the Secretary and another official.

Secretary
Kenneth H. Means

By
Frank Taddy President
Rohul B. Scott

TERENCE C. MORAN, P.E.

Senior Engineer



EDUCATION

- M.S. Civil Engineering, 1989
West Virginia University
- B.S. Civil Engineering, 1987
West Virginia University

EMPLOYMENT HISTORY

- 1999-Present Potesta & Associates, Inc.
1989-1999 GAI Consultants
1987-1989 West Virginia University
1985-1987 West Virginia Division of Highways
(summers)

PROFESSIONAL REGISTRATION

Professional Engineer – West Virginia, Virginia

PROFESSIONAL CERTIFICATION

- Troxler Moisture-Density Gauge
- American Red Cross Standard First Aid and CPR
- OSHA 40-Hour Hazardous Waste Worker Training

AREAS OF SPECIALIZATION

Water and wastewater engineering and permitting; preparation of studies, design calculations, drawings, technical specifications, and cost estimates; bidding phase services; and construction phase services, including construction administration.

PROFESSIONAL EXPERIENCE

Water Lines, Water Storage Tanks, and Water Treatment Plants

Project Manager/Project Engineer for more than 70 water supply projects involving design and, permitting of water treatment facilities, water line extensions, water storage tanks, booster stations, chlorine boosters, pressure reducing valve stations, service connections, and providing fire flow demands. Tasks include client/contract management; mapping development; hydraulic design; geotechnical investigations; preparation of drawings, specifications, and cost estimates; and preparation of Bureau of Public Health, Public Lands Corporation, United States Army Corps of Engineers, West Virginia Division of Highways, and NPDES permit applications. Projects funded by federal, state, and private funding.

West Virginia Bureau for Public Health (Region III and Region VI Planning and Redevelopment Councils) – Project Manager for 5 contracts for source water protection:

- Source water reports for 133 public water systems.
- Preparation and presentation of state-wide source water awareness symposiums.
- Source water assessment and protection plan reports for 68 public water systems.
- Engineering study for contingency planning for public water systems.

Town of Ceredo – Project Manager for 20,000 feet of water line replacement, water tanks, telemetry, and booster stations.

Boone County Public Service District – Project Manager for 15+ water supply extension projects in Boone County District from 2004 to present. Included were Preliminary Engineering Reports (PER), and design bidding and construction phase tasks.

Project Manager for Mill Creek Regional Water Supply Extension Project. The design included 34 miles of waterline, booster stations, tanks, and a water treatment plant. Included design of stormwater ditches and culverts, and crossings of a railroad. Approval was obtained from CSX Transportation, WVDOH, PLC, USCOE, and the

West Virginia Bureau for Public Health. Deliverables included drawings, specifications, and cost estimates.

- West Virginia Division of Environmental Protection
- Logan County Public Service District

West Virginia American Water – Project Manager for construction administration/monitoring for the Poca River Road Waterline Extension Project; Cabell County Waterline Extension Project, Contract No. 7; Spite Road Waterline Extension Project; and Fisher Ridge Waterline Extension Project. Work included construction monitoring, preparation of weekly reports, review of contractor submittals, review of contractor invoices, and preparation of record drawings for 100,000+ linear feet of waterline extensions.

City of Philippi – Project Manager for municipal water system upgrade project. Work included the design of two replacement booster stations, two new water storage tanks, new pumps for an existing booster station, a 1,500-foot waterline extension, and telemetry systems. Drawings, specifications, and a cost estimate were prepared.

West Virginia American Water – Design of mainline pressure-reducing valve and vault for the Glenwood Avenue Extension of the Cabell County Waterline Extension Project, Contract No. 6. Work included hydraulic sizing and preparation of drawing.

West Virginia American Water – Design, permitting, bidding and contract documents, and construction phase services for residuals handling facility at the largest water treatment plant in West Virginia, including 1,000,000-gallon gravity thickener, sludge pumping stations, two belt filter presses, and a plate settler.

West Virginia Department of Environmental Protection – Project Manager/Project Engineer for the design of multiple waterline extensions in West Virginia. Included was the design of six water storage tanks, five booster stations, pressure-reducing valves, master meters, and telemetry systems. Work included surveying, subsurface explorations, hydraulic design, preparation of drawings, specifications, cost estimates, permit applications, and assistance with bidding. Representative projects included:

- 10-Mile-South Putnam Water Supply Extension Project in Lincoln and Putnam Counties

- 5-Mile-Cline Hollow, Younger Drive, Left Hand Fork of Lens Creek, and Emmons-Grippe Water Supply Extension project in Kanawha County
- 2.5-Mile Godby Branch Water Supply Extension Project in Logan County
- 20-Mile Cow Creek-Sarah Ann Water Supply Extension project in Logan County
- 8-Mile Cassity Fork Water Supply Extension project in Randolph County
- 10-Mile Olive/Marshville/Catfish Hollow Water Supply Extension project in Harrison County

Tucker County Development Authority – Project Engineer for the design of approximately 10,000 feet of water line and sewer line to serve an industrial park, including a lift station. Drawings, specifications, and a cost estimate were prepared. Also performed construction administration services.

West Virginia Division of Environmental Protection – Project Engineer for preparation of conceptual design and cost estimate for the Mill Creek – Isom Community (Logan County Public Service District) Water Supply Extension Project.

West Virginia American Water – Evaluation of the water treatment plant and water distribution system, including observation of the system during the site visit, records review, discussions with regulatory officials, and issuance of findings in a report for the Town of Pineville.

West Virginia Division of Environmental Protection – Project Manager for technical review of the Gauley River Area Waterline Extension proposed by the Gauley River Public Service District and the Heizer/Manilla Creek Waterline Extension proposed by West Virginia American Water. Included hydraulic analysis, evaluation of line size, review of drawings and specifications, and reporting on the evaluation in letter format.

City of Philippi – Relocation of waterlines due to proposed roadway. Relocation included approximately 4,000 feet of 1-inch to 12-inch diameter pipe, fire hydrants, meters, and valves. Prepared construction drawings, specifications, and quantities.

Short Line Public Service District/Harrison County Planning Commission – Project Manager for feasibility/rates analysis study for the proposed Reynoldsville, Wallace, and Clarksburg Water Supply

Extension Project. Included evaluation of six options at multiple loan/grant funding scenarios.

West Virginia American Water – Hydraulic analysis for water supply extensions (total of 23 miles) in Cabell County, West Virginia, including line sizing and design of booster station and PRVs.

West Virginia Division of Environmental Protection – Project Manager/Project Engineer for numerous conceptual waterline designs for 20 unserved areas (between 1991 and 2007) in coal mining areas in West Virginia. Included hydraulic evaluation, booster station, water storage tanks sizing, waterline sizing, and estimation of construction cost. Work completed in Barbour, Boone, Brooke, Fayette, Harrison, Lincoln, Logan, McDowell, Putnam, and Randolph Counties.

West Virginia Division of Environmental Protection – Project Manager for the design of booster station upgrade for the Clinton Water Association’s Ringgold pump station, including preparation of drawings, specifications, and cost estimate.

West Virginia Department of Energy – Groundwater contamination study for drinking water wells near Cassity, Randolph County, West Virginia, including water supply inventory of over 50 residents, collecting and analyzing well and surface water samples, and researching records to determine the percentage of homes whose water supply had been degraded by acid mine drainage.

Public Utility General – Project Manager for construction administration including preconstruction meetings, shop drawing review, coordination with construction technician team(s), contractor pay application review, public record drawings, and public interface for 15+ water and wastewater utility and/or infrastructure projects including utility line extension and upgrades, construction and modifications of treatment facilities. Clients include municipalities, public service districts, industry, county development authorities, and private utilities. Construction included water and sewer lines, booster stations, tanks, lift stations, vacuum sewer stations, treatment basins, dewatering equipment, clarifiers, chemical fee systems, buildings associated with treatment systems, outfall modifications, and diffusers.

Mingo Logan Coal Company – Project Manager for design, building, and permitting services for potable water systems at the new Mountain Laurel Mine in Logan County, West Virginia. The project includes a booster station, water storage tank, and 10,000 feet of HDPE pipe.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting,

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion, of

Terence C. Moran

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

To Hold and use such title in the practice of his profession, subject to the conditions prescribed by law.

Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 15th day of Feb. in the year of our Lord One Thousand Nine Hundred and Ninety Six and of the State the One Hundred Thirty-Second



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

W. Ben Faulkner
Secretary

Richard R. Esquire
President

Kenneth H. Means

Robert B. Scott Frank B. Luddy

EDUCATION

- B.S. Civil Engineering, 1992
West Virginia Institute of Technology
- B.S. Electrical Engineering Technology, 1983
West Virginia Institute of Technology
- A.S. Electrical Engineering Technology, 1980
West Virginia Institute of Technology

EMPLOYMENT HISTORY

- 2021-Present Potesta & Associates, Inc.
2018-2021 Chapman Technical Group, Inc.
2016-2018 L.A. Gates Company Engineers and
Consultants
2009-2016 Thrasher Engineering, Inc.
1998-2009 Columbia Gas Transmission
Corporation
1993-1998 Dunn Engineers, Inc.
1992-1993 Kelley, Gidley, Blair & Wolfe
Consulting Engineers, Inc.
1984-1989 Newport News Shipbuilding

PROFESSIONAL REGISTRATIONS

Professional Engineer – West Virginia, Virginia,
Kentucky

PROFESSIONAL AFFILIATIONS

American Water Works Association

AREAS OF SPECIALIZATION

Extensive experience in engineering design, project management, facilities planning, cost estimation, and operations efficiency evaluations for municipal water, wastewater, site development, and other types of engineering projects financed with both public and private funding.

Experienced in engineering, design, permitting, and construction management in the natural gas transmission industry.

PROFESSIONAL EXPERIENCE

Water Lines, Water Storage Tanks, and Water Treatment Plants

Raleigh County – Project Manager/Engineer responsible for the preparation of the master plan report, which was used to document areas currently served by municipal water and sewer service and to identify areas of potential expansion in Raleigh County, West Virginia. Also responsible for the collection of all field data, interviews, map preparation, and presentation of the final product to the client and funding agencies. The project was funded by a grant from the Raleigh County Commission.

Logan County Public Service District – Project Engineer was responsible for initial engineering reports, design plans and specifications, contract documents, permitting, bid solicitation, construction management, and project closeout of approximately four miles of water line and a 100,000-gallon water storage tank located in Logan County, West Virginia. Also, the coordination with contractors, project administrators, and Logan County Public Service District. This project was funded with a Small City Block Grant.

Town of Oceana – Project Manager/Engineer responsible for the initial West Virginia Infrastructure and Jobs Council application, coordinating HUD environmental review, assisted in the preparation of engineering reports, design plans, specifications, and contract documents, all permits and funding agency approvals for the 750 gallons per minute water treatment plant located in Wyoming County. The project also included a one-mile dedicated 10-inch water and 300,000-gallon water storage tank to allow the Town to maintain its existing pressure gradient. Assisted in contractor bid solicitation and construction management as well as all post-construction services (Change orders, engineering contract supplement, and special meetings). Attended all client meetings and coordinated with project funding administrators.

The City of Leadsville – Took over as Project Engineer and Project Manager after the preliminary engineering report was submitted to USDA RUS. The project scope included 4.5 miles of water line, a booster station, and a bladder tank system in Randolph County, West Virginia. Responsibilities included initial waterline layout and design, preparation of specifications, contract documents, and design report. Attended client board meetings, and

Public Service Commission hearings. Delegated permit approvals and existing utility info to subordinates.

Grant County – Project Manager/Engineer responsible for the preparation of the master plan report which was used to document areas currently served by municipal water and sewer service and to identify areas of potential expansion in Grant County, West Virginia. Also managed and directed the collection of all field data, interviews, map preparation, and presentation of the final product to the client and funding agencies. The project was funded by a grant from the Grant County Commission.

Turman Construction Company – Project engineer and manager for a small, privately funded 1.5-mile water line extension in Mason County. Duties included initial waterline layout and design, preparation of specifications, contract documents, permits, and design reports. Attended client meetings, prepared permits, and located existing utility information.

Craigsville Public Service District – As Project Manager and Engineer responsible for all initial funding applications and engineering reports for the West Virginia Infrastructure and Jobs Development Council, the DEP Abandoned Mine Lands Division, and the USDA Rural Utility Service. Prepared design plans and specifications, contract documents, and permitting, and managed contractor bid solicitation for the Tioga Road Water Service Extension. Also responsible for the coordination with contractors, project administrators, and the Craigsville County Public Service District. This project was funded with an AML grant and loan from the USDA Rural Utility Service and consisted of approximately nine miles of various diameter pipelines, a booster station, and a 77,000-gallon water storage tank to serve approximately 90 customers in Nicholas County, West Virginia.

Craigsville Public Service District – Project Manager and Engineer responsible for the initial funding applications and engineering reports for the West Virginia Infrastructure and Jobs Development Council and Consolidation Committee and the USDA Rural Utility Service. Prepared preliminary project layout and design plans for the Water Treatment Plant Upgrade and Dedicated Water Line Extension in Nicholas County, West Virginia. Also responsible for coordination with project administrators, and the Craigsville County Public Service District for grant applications. The project is to be funded with a loan and grant from the USDA Rural

Utility Service, a Small Cities Block Grant, and a loan and grant from the WVIJDC. The project scope consists of upgrading a 52-year-old water treatment plant from 500 to 900 gallons per minute and constructing a three-mile dedicated 10-inch waterline to maintain the PSD's current pressure gradient. The project also includes painting four water tanks.

City of Kenova – Project Manager and Engineer responsible for managing the construction of the Tri-State Airport Fire Protection Water Extension which consisted of constructing two miles of 18-inch DIP water line and a 5,000-gallon per minute fire service booster station to serve the Huntington Tri-State Airport as well as one-half mile of water line to serve an Army National Guard facility located in Wayne County. The project scope also included upgrading an existing Kenova water service booster station with variable frequency drives, new pumps, and controls. Duties included coordination with contractors, project administrators, The City of Kenova, representatives of Tri-State Airport, and the Army National Guard. This project was funded with grants from the IJDC, the Wayne County Commission, and the United States Department of Defense.

Lincoln County Public Service District – Engineer was responsible for the quality review of the final design plans, specifications, and contract documents before construction of a water service extension. This project consisted of approximately 30 miles of various-diameter pipelines, two booster stations, and two water storage tanks to serve approximately 380 customers located in Lincoln County. The funding is USDA, RUS grant and loan, IJDC loan, and small cities block grant.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion of

Bob L. Bragg, Jr.

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence, of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

To Hold and use such title, in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 17th day of July in the year of our Lord One Thousand Nine Hundred and Ninety-six and of the State the One Hundred Thirty-Third

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

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