



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: 1428290

Procurement Type: Central Purchase Order

Vendor ID: 000000173443 

Legal Name: POTESTA & ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 05/28/2024 

Response Time: 9:40

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: DNR2400000009

Published Date: 5/9/24

Close Date: 5/28/24

Close Time: 13:30

Status: Closed

Solicitation Description: A&E - North Bend State Park New Wastewater Treatment Plant

Total of Header Attachments: 1

Total of All Attachments: 1



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 1428290
Solicitation Description: A&E - North Bend State Park New Wastewater Treatment Plant
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2024-05-28 13:30	SR 0310 ESR05282400000007358	1

VENDOR
 000000173443
 POTESA & ASSOCIATES INC

Solicitation Number: CEOI 0310 DNR2400000009
Total Bid: 0
Response Date: 2024-05-28
Response Time: 09:40:55
Comments:

FOR INFORMATION CONTACT THE BUYER

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

Vendor Signature X **FEIN#** **DATE**

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

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 wastewater treatment plant facilities at North Bend 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 DNR2400000009

**A&E—NORTH BEND STATE PARK NEW
WASTEWATER TREATMENT PLANT**



**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: 1428290
Doc Description: A&E - North Bend State Park New Wastewater Treatment Plant
Proc Type: Central Purchase Order
Reason for Modification:

Date Issued	Solicitation Closes	Solicitation No	Version
2024-05-09	2024-05-28 13:30	CEOI 0310 DNR2400000009	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 : Hurricane
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  **FEIN#** 31-1509066 **DATE** 05/28/2024

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

ADDITIONAL INFORMATION

The Acquisition and Contract Administration Section of the Purchasing Division is soliciting Expression(s) of Interest for Division of Natural Resources, from qualified firms to design, specify and provide construction contract administration services for the construction of repairs and improvements to wastewater treatment system at North Bend State Park, Ritchie County, West Virginia per the attached 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 NORTH BEND STATE PARK 202 NORTH BEND PARK RD CAIRO WV 26337-9730 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 wastewater treatment plant facilities at North Bend State Park.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
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	Document Phase	Document Description	Page
DNR240000009	Final	A&E - North Bend State Park New Wastewater Treatment Plant	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

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

Date

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

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)

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

Contract Number: CEOI 0310 DNR2400000009 Contract Description: A&E- North Bend State Park New Wastewater Treatment Plant

Governmental agency awarding contract: West Virginia 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: 05/28/2024

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 28 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: _____



2022

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



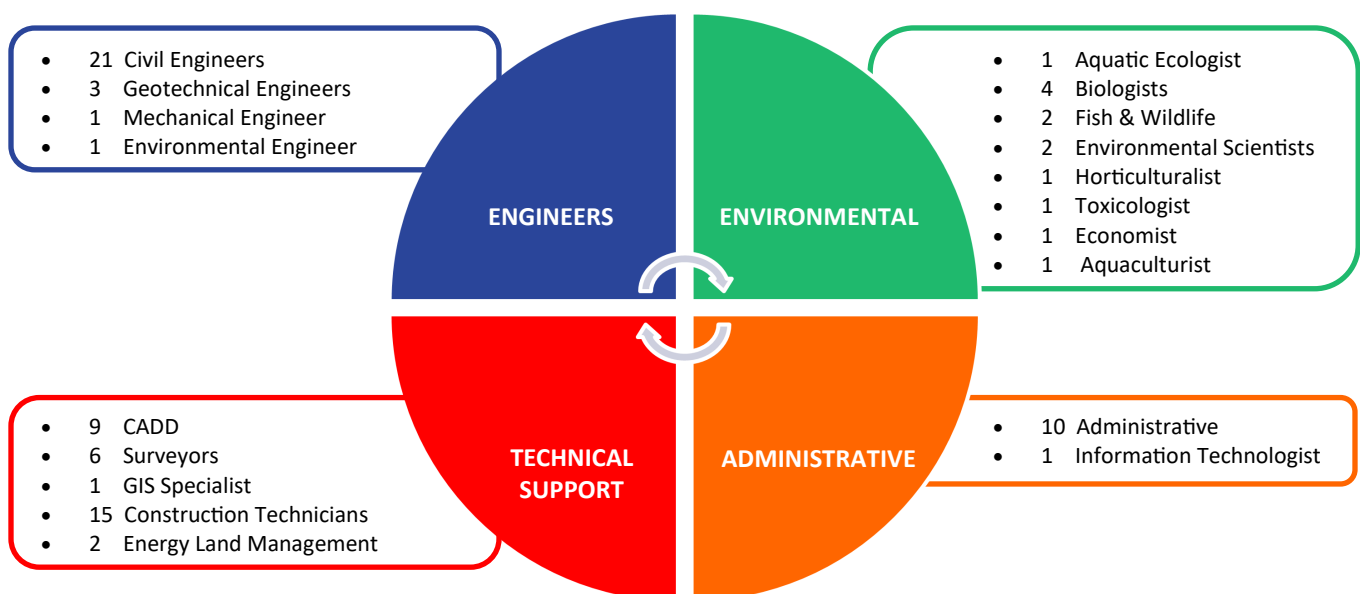
LEADERSHIP

As the company's President, **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, specify, and provide construction contract administration services for the construction of repairs and improvements to the wastewater treatment system at North Bend State Park (North Bend) in Ritchie County, West Virginia. POTESTA understands portions of the collection system are damaged due to age and past flooding, and the wastewater treatment plant (WWTP) experiences excessive infiltration/inflow when the river rises. Efficient treatment and disposal of wastewater are crucial in state parks to prevent pollution, protect wildlife, conserve resources, comply with regulations, maintain the park's natural beauty, and enhance recreational activities. From planning and designing sewer systems to overseeing construction and maintenance, each phase requires meticulous attention to detail. POTESTA brings extensive expertise in tackling complex challenges such as aging infrastructure, rapid population growth, and environmental concerns, offering cost-effective and innovative solutions. Serving as the Engineer-of-Record for numerous utility providers and municipalities, POTESTA plays a pivotal role in enhancing the quality of life across West Virginia through the implementation of sustainable infrastructure projects. Beyond our proficiency in wastewater engineering, POTESTA has played a pivotal role in helping clients secure millions of dollars in grants and low-interest loans.

UNDERSTANDING OF PROJECT

POTESTA was retained by the WVDNR in 2020 to provide engineering services associated with improvements to North Bend's wastewater system. POTESTA is thoroughly knowledgeable about the issues with the existing wastewater collection and treatment systems, including those serving the lodge, campgrounds/cabins, shelter and pool areas, and the WWTP. POTESTA prepared a Preliminary Engineering Report (PER) summarizing the evaluation of the wastewater system with recommendations for improvements.



Design has been completed by POTESTA for the proposed upgrades at the site including:

- Replacement of shelter area grinder pump station, and force main.
- Installation of a grease trap at the lodge and a new collection system for lodge.
- Equalization tank (EQ).
- Replacement of river crossing at campground.

Due to the difficulty and liability concerns for contractors associated with the aged WWTP, a new WWTP is now proposed. POTESTA has prepared the preliminary design of this system including:

- EQ tank for the recreational vehicle dump station.
- Primary treatment (septic tanks).
- Pre-anoxic tank with alkalinity feed system.
- Secondary and tertiary treatment units.
- Ultraviolet (UV) disinfection system.

STATEMENT OF QUALIFICATIONS

PROJECT AND GOALS



UNDERSTANDING OF PROJECT

POTESTA has assigned the same dedicated personnel for the 2024 North Bend State Park Wastewater Treatment Plant Project as those with whom the WVDNR has been collaborating. **Mr. Terence C. Moran, PE, Senior Engineer**, will remain the **Project Manager**, leading an experienced team of engineers, scientists, and support personnel. He has been the Project Manager for over 30 wastewater projects, including municipal sanitary sewer treatment systems, industrial pretreatment systems, modification of sewer treatment plants, outfall modifications including diffuser installation, and upgrades to municipal collection systems funded by the State Revolving Fund, West Virginia Infrastructure and Jobs Development Council, United States Economic Development Agency, and private funding sources. He is experienced collaborating with various stakeholders including government agencies, community members, and utility companies to ensure success of sewer projects.

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 wastewater system, POTESTA has completed:

- Preliminary design efforts to assess North Bend's wastewater system, including smoke testing, observations, summarization of Discharge Monitoring Reports, design flow calculations, and equalization tank calculations.
- PER detailing the comprehensive evaluation and analysis of the proposed project, including permitting and preliminary opinion of probable construction cost.

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 worked with the WVDNR to define clear goals and objectives for the project and has completed design for the following improvements:

- New river crossing between the cabins and campground lift station in order to minimize excessive infiltration/inflow from the river.
- Replacement of the shelter area pump station and associated force main.
- Replacement of the EQ tank at the WWTP.
- Installation of grease trap at lodge and new collection system for the lodge.

STATEMENT OF QUALIFICATIONS

PROJECT AND GOALS



GOAL/OBJECTIVE 2

In addition to the sanitary sewer upgrades at the site, WVDNR decided to replace the current WWTP with a new one that employs recirculating media technology. POTESTA assisted WVDNR in evaluating the new WWTP concept and finalized the preliminary design. Due to space limitations around the existing WWTP site, it is proposed to locate the WWTP at the “base camp” site with some features installed in areas remote from the “base camp.”

The design of the new WWTP includes:

- EQ tank/pump station for collection wastewater flow from the RV dump station.
- Primary treatment (septic tanks) for solids removal for collected flows from the RV dump site, cabins, campground bathhouse, and shelter area.
- Pre-anoxic tank with associated alkalinity feed system and housing.
- Secondary treatment units and an advanced treatment unit (for nitrogen removal) using recirculating media systems.
- UV disinfection unit.

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:

- 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



WASTEWATER ENGINEERING

POTESTA specializes in providing comprehensive solutions for sewer projects, covering a diverse range of tasks essential for the efficient design, construction, and management of wastewater systems. As urban infrastructure ages, it becomes imperative to upgrade wastewater systems to mitigate the risk of failures, ensure compliance with evolving regulations, maintain safety standards, and explore avenues for cost savings. POTESTA excels in overseeing every stage of the project lifecycle, starting from the initial planning phase, conducting feasibility studies, through to final design implementation, and ongoing construction oversight and management.

POTESTA offers comprehensive turnkey services, encompassing investigative, engineering, environmental, and regulatory aspects all within one firm. This integrated approach ensures that no critical elements of your project are overlooked, while also fostering creativity and delivering cost-efficient designs.



LINEAR SEWER PROJECTS

Sewer Collection System Rehabilitation:

- Replacement or rehabilitation of aging sewer pipes to address issues such as leaks, corrosion, or capacity constraints.
- Installation of new sewer lines to expand the coverage of the sewer collection system.

Interceptor Sewer Construction:

- Build interceptor sewers to collect and transport wastewater from multiple smaller sewer lines to treatment facility.
- Upgrade and expand existing interceptor sewers to accommodate higher wastewater flows.

Utility Crossings:

- Implementation of sewer 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 sewer pipelines.
- Address issues like corrosion, cracks, or structural deficiencies in pipeline.

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



WASTEWATER ENGINEERING

WASTEWATER TREATMENT PLANT PROJECTS

Advanced Water Treatment Processes:

- Implementation of advanced treatment processes such as membrane filtration, UV disinfection, or ozonation to address emerging contaminants in the water supply.
- Pilot studies and full-scale implementation of innovative technologies for water treatment.

Wastewater Treatment Plant Expansion:

- Expansion of wastewater treatment plants to accommodate increasing population or industrial wastewater loads.
- Installation of additional treatment units for enhanced pollutant removal.

Nutrient Removal Projects:

- Implementation of nutrient removal systems in wastewater treatment plants to address issues like nitrogen and phosphorous discharges.
- Upgrading treatment processes to meet stringent nutrient discharge regulations.

Combined Sewer Overflow Mitigation:

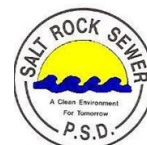
- Design and construction of infrastructure to reduce or eliminate combined sewer overflows during heavy rainfall events.
- Implementation of storage facilities, tunnels, or green infrastructure to management stormwater and prevent overflows.

Water Reuse and Recycling:

- Implementation of water reuse projects to treat and repurpose treated wastewater for non-potable purposes.

CURRENT MASTER AGREEMENTS

- Huntington Sanitary Board
- Salt Rock Sewer Public Service District
- Boone County Public Service District
- Town of Ceredo
- Elk Valley Public Service District
- Sissonville Public Service District
- Town of Wayne
- City of Glenville



To learn more information visit www.potesta.com

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

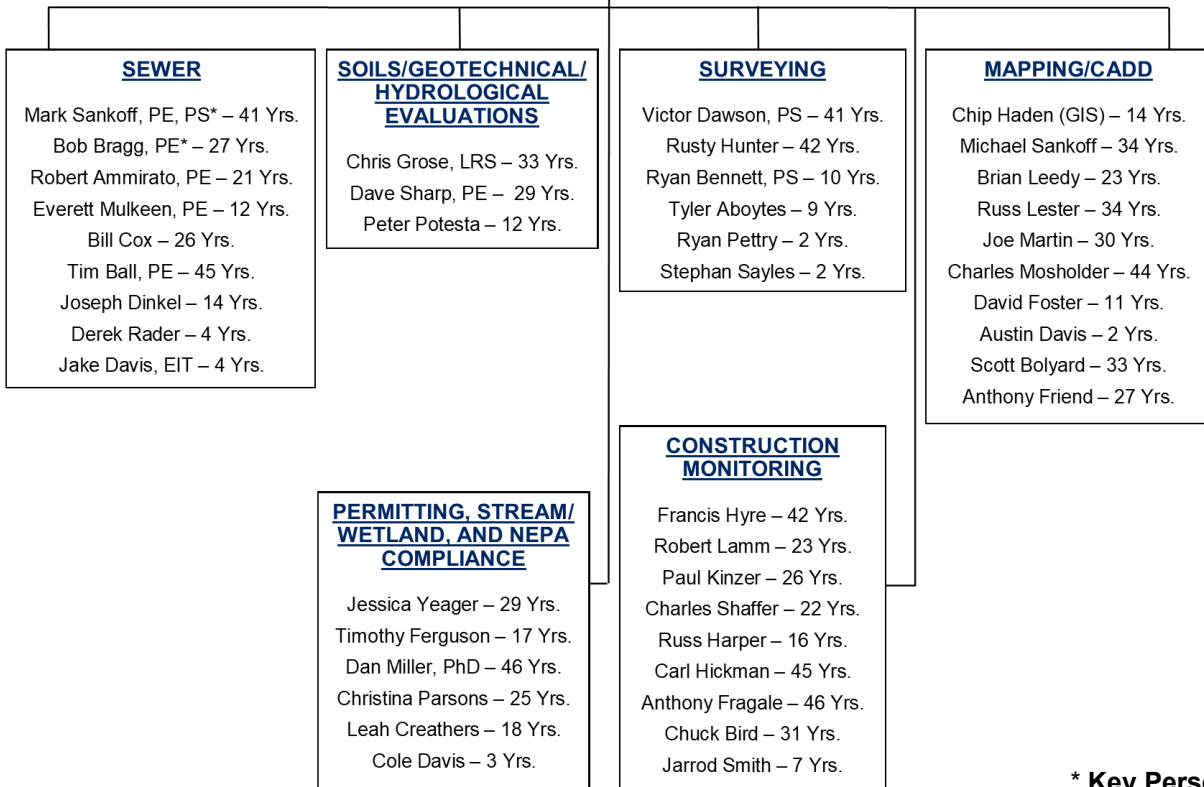
WEST VIRGINIA DNR

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

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

TERENCE C. MORAN, PE*
Project Manager—37 Yrs.

Project activities perform under his direction and maintains schedule and budget



* Key Personnel

STATEMENT OF QUALIFICATIONS

PERSONNEL QUALIFICATIONS



KEY PERSONNEL

Appendix A contains resumes and certifications of key personnel.



Principal—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.



Project Manager—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 for numerous wastewater projects, including municipal sanitary sewer treatment systems, industrial pretreatment systems, modification of sewer treatment plants, outfall modifications including diffuser installation, and upgrades to municipal collection systems, in over 30 counties. Mr. Moran has completed projects from preliminary design through construction bidding, including funding applications. He is the Project Manager for several contracts with municipalities and utility providers dating back to 2008 and for the 2020 North Bend Wastewater Plant Improvements Project.



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 West Virginia American Water, 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 and wastewater infrastructure projects across West Virginia.



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



HUNTINGTON SANITARY BOARD WASTE WATER TREATMENT PLANTS AND ASSISTANCE WITH VARIOUS SERVICES

*Huntington Sanitary Board
Huntington, West Virginia*



POTESTA currently has a general agreement with the Huntington Sanitary Board (HSB) to perform services related to the Board's implementation of their Long-Term Control Plan, Wastewater Treatment Plant Modernization Plan, and Storm Water Management Utility Establishment/Operation. This agreement has been comprised of multiple work orders for improvement of Huntington's combined sewer system.

Currently, POTESTA has concluded or is in the process of the following work:

- Design and construction services for new regional septage receiving and a vacuum truck disposal, pump station, septage receiver ("the beast") and roadway.
- Management of preparation of wastewater treatment plant sludge incinerator failure analysis and preparation of cost study to replace incinerator including measures to meet new Clean Air Act standards for sludge incinerators.
- Environmental remediation of fly ash lagoon through West Virginia Voluntary Remediation Program and design of Bioretention Basin at WWTP for treatment of stormwater fitting "green" project criteria.
- Evaluation of the mixing zone for the wastewater treatment plant discharge into the Ohio River through computer analysis. Based on the analysis, it was determined that the effluent line required a diffuser to allow for adequate mixing at the discharge.



HUNTINGTON SANITARY BOARD
WASTE WATER TREATMENT PLANTS AND
ASSISTANCE WITH VARIOUS SERVICES
PAGE 2

- Design and construction services of a new HDPE effluent line, diffuser, and air chamber located in the Ohio River to replace 50-year-old existing effluent line which failed due to excessive weight of fill placed on its corrugated metal pipe.
- Design of chlorine room relocation to centralized location within waste water treatment plant to provide a more direct chlorine feed route to contact tank and a more secure area to address chlorine leakage.
- Preparation of preliminary engineering of \$75 million capital projects including waste water treatment plant work to support HSB rate increase. Analysis included cost estimate and schedule for the following:
 - New office/laboratory building.
 - Headwork replacement (including screening and grit removal system).
 - New anaerobic digestion system.
 - New scrubber/chlorine removal systems of chlorine room.
 - Primary and secondary scrubber, cover and drive replacement work.
 - Replacement of primary clarifier sludge removal system.
 - Replacement of aerator blow system including moving blowers from centralized building to each active sludge basin.
- Assistance to the HSB regarding the CSO long-term control plan's implementation schedule.
- Preparation of Asset Management Plan including system wide Conditions Assessment Protocol (CAP).

HUNTINGTON SANITARY BOARD COMBINED SEWER AND FORCE MAINS

*Huntington Sanitary Board
Huntington, West Virginia*

POTESTA currently has a general agreement with the Huntington Sanitary Board (HSB) to perform services related to the Board's implementation of their Long-Term Control Plan, Water Treatment Plant Modernization Plan, and Storm Water Management Utility Establishment/Operation. This agreement has been comprised of multiple work orders for improvement of Huntington's combined sewer system.

Currently, POTESTA has concluded or is in the process of the following work:

- Specifications, bidding, and construction management of the cleaning, sludge removal and disposal, and camera work of HSB's 18,500 feet of 48-inch concrete interceptor.
- Design, bidding, and construction management of combined sewer replacement project on 13th Street West and 19th Street, which includes a combination of full trench replacement and trench-less technology pipe lining (cured-in-place pipe) for approximately 3,000 feet of 24 through 36-inch pipe.
- Design and construction of 54-inch HDPE force main flow meter and bypass to replace the existing 54-inch PCCP force main that transports the entire HSB's flow and had failed due to a buildup of hydrogen sulfide gas at the top of the pipe at the force main's crossing of the Huntington flood levee prior to the pipes entrance to the WWTP.



LOCATION OF MAIN INTERCEPTOR SEWER COLLECTION

*Huntington Sanitary Board
Huntington, West Virginia*

Potesta & Associates, Inc. (POTESTA) currently has a general agreement with the Huntington Sanitary Board (HSB) to perform services related to the Board's implementation of their Long Term Control Plan, Water Treatment Plant Modernization Plan, and Storm Water Management Utility Establishment/Operation. This agreement has been comprised of multiple work orders for improvement of Huntington's combined sewer system.

POTESTA worked with the Huntington Sanitary Board staff to identify the location of the City of Huntington's main combined sewer interceptor line to locate manholes for access to clean out the interceptor. This interceptor was installed in the late 1950s and collects flow from approximately 90 percent of the system. Most of the interceptor line is located in excess of 20 feet below the surface and many of the manholes have been buried under material deposit by the Ohio river over the years and have never been located by the HSB. Some tops of manholes were buried over 10 feet in depth.

POTESTA and the HSB initially performed field work to locate manholes visually; however, with the overgrowth of brush and the amount of river sediment deposited, it became apparent that the line and manholes could not be located by conventional methods. Because of access problems, the use of HSB's camera truck was not possible.

POTESTA and the HSB used the SB Leica DidgiCat System and construction "as-built" record drawings, with excavation equipment, to locate the interceptor and manholes.



DANVILLE WASTEWATER TREATMENT PLANT UPGRADE PROJECT

*Boone County Public Service District
Danville/Madison, 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 upgrade of the following at the Danville Wastewater Treatment Plant:

- Replace mechanical bar screen.
- Replace grit pump at grit removal site.
- Repair grit removal unit drain line.
- Upgrade Orbal aeration unit.
- Add third clarifier.
- Replace UV unit.
- Replace belt filter press with rotary fan press.
- Replace hydropneumatic tank for non-potable wash water.



SITE

Addition of Third Clarifier

Included in this project was:



*Mechanical Bar Screen
to be Replaced*

1. Preparing construction drawings that presented the upgrades.
2. Preparing permit applications.
3. Preparing a West Virginia Infrastructure and Jobs Development Council funding application and Preliminary Engineering Report, and Facility Plan.
4. Preparing contract documents and providing assistance during the bidding of the project (under contract to provide).
5. POTESTA is under contract for construction administration/ observation.

The project is to be funded by the West Virginia State Revolving Fund (SRF).

HOLIDAY PARK ON-SITE SEWAGE SYSTEM

*Salt Rock Sewer Public Service District
Padero Drive, Ona, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the Salt Rock Sewer Public Service District to provide conceptual engineering for on-site sewage systems for residents of Holiday Park in rural Cabell County, West Virginia. The residents of Holiday Park were being served by a failing package treatment plant and complaints had been filed with the West Virginia Public Service Commission (PSC).

Specific services provided by POTESTA on this project included:

- Meeting on-site with the client and the Cabell-Huntington Health Department.
- Identifying that approximately 36 homes existed in Holiday Park that were being served by the failing package treatment plant.
- Developing a conceptual plan for on-site sewage systems, consisting of 12 single-home septic tank/leach bed systems and eight larger septic tank/leach beds serving three homes each.
- Preparing estimates of construction cost and total project cost.
- Communicating results with client and PSC staff.



Failing Package Treatment Plant

SANITARY SEWER SYSTEM UPGRADES

Town of Ceredo Wayne County, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the Town of Ceredo to provide design, permitting and construction phase services for an upgrade to their sanitary sewer system. The design phase included identifying the need to upgrade piping sizes and pumping rates. The project construction included:

- Replacement of 8-inch gravity line with 12-inch gravity line.
- Replacement of 2-inch force main line with 4-inch force main line.
- Upgrade of a pump station via replacement of 35 GPM submersible pumps with a new 100 GPM vacuum primed pump station.



After construction, POTESTA completed an Asset Management Plan for the sanitary system.

Project was completed within budgeted amounts using funding from the Clean Water State Revolving Fund (CWSRF).

FACILITY PLAN – WASTEWATER TREATMENT PLANT AND WASTEWATER COLLECTION SYSTEM IMPROVEMENTS – PROJECT A

*Sissonville Public Service District
Kanawha County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Sissonville Public Service District (SPSD) to develop a Facility Plan and Preliminary Engineering Report (PER) for upgrade of the following at SPSD's wastewater system:

- Rehabilitation of secondary clarifier
- Upgrade disinfection system
- Rehabilitate chlorine contact tank
- Replacement of WWTP generator and transfer switch
- Upgrade/reconfigure preliminary treatment facility
- Improvements to oxidation ditch
- Replacement of metal grating at WWTP
- Installation of screen unit in collection system
- Rehabilitation of two pump station wet wells



Existing Clarifier

Included in this project was:

1. Preparing a submittal to the State Historic Preservation Office.
2. Preparing a permit application to the Kanawha County Floodplain Manager for installation of the screen unit.
3. Preparing a West Virginia Infrastructure and Jobs Development Council (WVIJDC) funding application and PER, and Facility Plan.

The project is to be funded by the West Virginia State Revolving Fund (SRF). The PER was approved by the WVIJDC, while the Facility Plan was approved by SRF.

MINERAL WELLS REST AREA WASTEWATER TREATMENT PLANT

*West Virginia Division of Highways
Wood County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the West Virginia Division of Highways (WVDOH) to evaluate sewage disposal options for their rest area along Interstate 77 near Mineral Wells in Wood County, West Virginia. The rest area was being served by a 30-year old package wastewater treatment plant (WWTP); discharge was not consistently meeting National Pollutant Discharge Elimination System effluent limitations and the WWTP was difficult to maintain due to its age and lack of readily available spare parts.

The objective of the evaluation was to provide the WVDOH with an estimate of necessary capital and operation/maintenance costs and advantages/disadvantages, and provide POTESTA's recommendations to assist the WVDOH in the selection of an appropriate wastewater disposal option.

The following options were evaluated:

Option 1: Replace the existing WWTP with a recirculating sand filter.

Option 2: Pump the sewage to the Mineral Wells Public Service District.

Based on our evaluation, POTESTA recommended to the WVDOH that they should pipe the sewage to the Minerals Wells Public Service District.



CHARLES TOWN RACES & SLOTS WASTEWATER TREATMENT PLANT

*PNGI Charles Town Gaming, LLC
Charles Town, Jefferson County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by PNGI Charles Town Gaming, LLC to provide professional services for the design and permitting of a wastewater treatment plant (WWTP) in Jefferson County, West Virginia. The WWTP is to treat waste from the Charles Town Races & Slots race track and gaming resort. The facility is required due to the race track's planned expansion and the local Public Service District's lack of additional capacity.

The planned expansion included waste flow from horse washing stalls, race track grandstands, restaurants, gaming facilities and hotels. A gravity main provides influent to the WWTP where a lift station and screening is provided. The WWTP for this project is based on a sequencing batch reactors (SBR) process supplied by Aqua-Aerobics Systems, Inc. Tertiary filtration and chemical treatment (ferric chloride and polymer) is provided to meet Chesapeake Bay standards for nutrient removal. Post-treatment with ultraviolet disinfection and aeration was also incorporated into the WWTP. The facility is designed to meet an initial design daily flow of 250,000 gallons which can be increased to 325,000 gallons per day. Buildings were provided to house the headworks equipment, blowers, emergency generator, tertiary filter and ultraviolet unit and the motor control center, laboratory, office and garage.

POTESTA's responsibilities included:

1. Evaluation of existing WWTP to serve proposed development.
2. Preparation of permit applications including the Waste Load Allocation, West Virginia Department of Environment Protection NPDES permit for discharge into the Flowing Springs Run, West Virginia Department of Health to construct the WWTP, and CSX railroad crossing
3. Conducting a wetland delineation.
4. Site design of the WWTP.
5. Specifying and selecting treatment and other associated equipment.
6. Design, detailed construction drawings and technical specifications for the WWTP.
7. Assistance during construction.



Wastewater Treatment Plant

WEST MADISON WASTEWATER SYSTEM IMPROVEMENTS PROJECT

*Boone County Public Service District
Danville/Madison, 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 3,700 feet of gravity sewer line replacement, and rehabilitation of two pump stations. Included in this project was:

1. Preparing construction drawings that presented the upgrades, including plans and profiles.
2. Completing hydraulic calculations to size units.
3. Preparing permit applications to the West Virginia Division of Highways, West Virginia Department of Health and Human Resources, West Virginia Public Lands Corporation, United States Army Corps of Engineers, and the West Virginia Department of Environmental Protection.
4. Preparing a West Virginia Infrastructure and Jobs Development Council funding application and Preliminary Engineering Report, and Facility Plan.
5. Preparing contract documents and providing assistance during the bidding of the project (under contract to provide).
6. POTESTA is under contract for construction administration/observance.

The project is to be funded by the West Virginia State Revolving Fund (SRF).



Wet Well of Pump Station to be Rehabilitated

EVALUATION OF SANITARY SEWER SYSTEM FOR THE CITY OF GLENVILLE

*City of Glenville
Gilmer County, West Virginia*

Potesta & Associates, Inc. was retained by the City of Glenville to complete an evaluation of the City's sanitary sewer system. Included in the scope of services was:

- Performed an Inflow and Infiltration Study to evaluate problems with the sanitary collection system.
- Performed smoke testing on the sanitary collection system.
- Installed five flow meters and performed continuous flow monitoring for four months in the sanitary system.
- Identified defects in the pipeline, including offset joints, cracks and breaks, and direct connections.
- Developed a ranking system of improvements based on the flow data, and provided recommendations for rehabilitation.
- Developed a preliminary estimate of a construction cost for rehabilitation.



Smoke Test, Downtown Glenville

FACILITY PLAN – PHASE II PUMP STATION UPGRADE

Salt Rock Sewer Public Service District Cabell County, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the Salt Rock Sewer Public Service District (SRSPSD) to prepare a Preliminary Engineering Report (PER)/Facility Plan to support rehabilitating SRSPSD's Phase II Pump Station. The pump station had exhibited significant deterioration of wet well concrete, and the capacity required upgrading due to a proposed development. Also included was addressing installation of a grinder pump station to provide service to a resort. POTESTA services include:

- Completing environmental clearance for the project.
- Coordinating an archaeological survey.
- Sizing the upgrade of pump station capacity from approximate 2,650 gallons per minute (GPM) to 3,150 GPM.
- Developing a preliminary opinion of probable construction cost broken down by work units.
- Developing an estimate of total project cost.
- Preparing the PER/Facility Plan.



Deteriorated Concrete at Phase II Pump Station Wet Well

JACKSON'S MILL SANITARY/STORM SEWER IMPROVEMENTS

*West Virginia University
Lewis County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by West Virginia University to provide engineering consulting services associated with the final design for improvements to the sanitary sewer and storm water sewer systems at the Jackson's Mill facilities in Lewis County, West Virginia. This project is for the facilities located on the approximate 75-acre area to the north of County Route 10, which consists of 39 structures including cottages, assembly halls, museums, classrooms, recreational facilities, and storage/maintenance buildings. In the existing system, many of the lines were broken, separated, blocked by roots or debris, or collapsed, and the system experienced major infiltration and inflow (I&I) as a result. The brick-construction manholes and potential direct connections of surface runoff (e.g., downspouts, yard drains) were also contributing to the I&I. There are several areas of the site that regularly experience inundation, pooling, and flooding/erosion as a result of a lack of stormwater collection/conveyance.

POTESTA recommended to replace all sanitary mains, laterals, and structures "upstream" of the two existing manholes leading directly into the existing pump station located onsite and operated by the Weston Sanitary Board. POTESTA also recommended to upgrade the storm collection/conveyance system with construction of three main "trunk lines" and associated storm laterals, drop inlets, concrete wingwalls, and riprap channels to collect and convey water from problematic areas to the existing drain ways onsite.

POTESTA completed the following scope of services:

- Preliminary Engineering Report including preliminary opinions of probable costs.
- Field surveying and development of base mapping.
- Final design of sanitary and storm sewer systems.
- Permitting – West Virginia Department of Health and Human Resources, West Virginia Department of Environmental Protection National Pollutant Discharge Elimination System, and County Floodplain Permit.
- Construction drawings, technical specifications, and contract documents.
- Construction administration and full-time inspection.



WASTEWATER TREATMENT PLANT

*City of Thomas
Thomas, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the City of Thomas to provide environmental consulting services related to its existing wastewater treatment facility. POTESTA's services included the following:

- Development of a biosolids management plan.
- Renewal application for individual NPDES sewage permit.
- Review of possible treatment modifications related to a combined influent consisting of municipal sanitary waste and industrial landfill leachate.
- Review of existing operation and maintenance procedures and suggestions for improvements.
- Regulatory liaison.



In completing the aforementioned services, POTESTA also performed composite sludge sampling in the facility's lagoon. The purpose of this sampling was to determine sludge quantity, as well as evaluate its chemical composition in order to properly consider various dewatering and disposal options. POTESTA has also been charged with collecting samples at the various stages of the treatment process. This information will prove to be useful in evaluating the best treatment options to meet the more stringent effluent limitations being imposed by regulatory agencies, particularly for metal concentrations.

DESIGN AND CONSTRUCTION OF SEWER REHABILITATION

Town of Handley

Handley, Kanawha County, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the Town of Handley (Handley) to provide design and construction phase services for rehabilitation of their 1980s sewer system. Handley had constant problems with their pump stations over the years, as well as one station being intermittently flooded which caused electrical and pump failure. POTESTA's services included:

- Assisted in obtaining funds for field work and preliminary engineering report.
- Assisted the Town of Handley and the Regional Development Council in obtaining a Small Cities Block Grant (SCBG).
- Worked continuously to keep system operating by bidding smaller projects for servicing while waiting for funding.
- Designed total rehabilitation to the three pump stations (including permanent and mobile generators).
- Designed pipe and valve replacement.
- Assisted in obtaining an SCBG construction grant.
- Able to obtain other necessary equipment with excess money from grant funding.



Before: Upper Drive Lift Station



After: Upper Drive Lift Station

EVALUATION OF SANITARY WASTEWATER SYSTEM FOR THE CITY OF OAK HILL

*West Virginia American Water
Oak Hill, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by West Virginia American Water (WVAW) to evaluate the condition of the collection system and wastewater treatment plants (WWTPs) in the City of Oak Hill, evaluate current operation and maintenance (O&M) practices for the collection system and WWTPs, and provide recommendations on potential areas for rehabilitation and improvement in O&M practices for the Oak Hill Sanitary Collection and Treatment System.

Tasks completed as part of the preliminary evaluation included: file review at the West Virginia Department of Environmental Protection (WVDEP) Division of Water and Waste Management (DWWM); meeting with Oak Hill sanitary wastewater system personnel to review and discuss the existing sanitary wastewater system, including tours of the collection system and WWTPs; meetings with WVDEP-DWWM officials; preparation of a summary of five years of Discharge Monitoring Reports; preparation of a preliminary list of prioritized areas for sewer system evaluation study and/or rehabilitation; and preparation of a report summarizing the findings of the preliminary evaluation and providing recommendations.



EVALUATION OF SANITARY WASTEWATER SYSTEM FOR THE CITY OF WHITE SULPHUR SPRINGS

*West Virginia American Water
White Sulphur Springs, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by West Virginia American Water (WVAW) to evaluate the condition of the existing collection system and wastewater treatment plant (WWTP) in the City of White Sulphur Springs, evaluate current operation and maintenance (O&M) practices for the collection system and WWTP, and provide recommendations on potential areas for rehabilitation and improvement in O&M practices.

Tasks completed as part of the preliminary evaluation included: file review at the West Virginia Department of Environmental Protection (WVDEP) Division of Water and Waste Management (DWWM); meeting with White Sulphur Springs sanitary system officials to review and discuss the existing sanitary wastewater system, including tours of the collection system and WWTP; meetings with WVDEP-DWWM officials; preparation of a summary of five years of Discharge Monitoring Reports (DMRs); preparation of a preliminary list of prioritized areas for sewer system evaluation study and/or rehabilitation; and preparation of a report summarizing the findings of the preliminary evaluation and providing recommendations.



PRELIMINARY ENGINEERING FOR HENRY WHITE ROAD SANITARY SEWER EXTENSION

*Salt Rock Sewer Public Service District
Cabell County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Salt Rock Sewer Public Service District (Salt Rock) to provide preliminary engineering services pertaining to a potential extension of sanitary service to Henry White Road. This project would provide service to approximately 26 customers. To complete the study, POTESTA:

- Reviewed a resident's request to be provided sewer service by Salt Rock.
- Evaluated the project area and determined that approximately 4,500 feet of 8-inch gravity collection line, 2,000 feet of 2-inch force main, and 18 manholes would be necessary to extend sanitary service to the Henry White Road area.
- Sized and approximated the location of a grinder pump station.
- Provided a Preliminary Estimate of Probable Construction Costs for the project including potential pump station upgrades, installation of pump controls, and fencing around the grinder pump station.
- Assessed power costs for the pump station in order for Salt Rock to evaluate projected rate increases due to anticipated increased project operation and maintenance costs.



Terminus of Project at Existing Ona West Pretreatment Facilities

BAIRD STREET SEWER LINE AND CSO IMPROVEMENTS

*Morgantown Utility Board
Morgantown, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the Morgantown Utility Board (MUB) to provide professional engineering services for evaluation of the existing concrete box culvert located on Baird Street in Morgantown, West Virginia. The site of the existing box culvert was located near the end of Baird Street, in an existing right-of-way that leads under the Deckers Creek Rail Trail to a manhole and combined sewer overflow (CSO) structure located near the edge of Deckers Creek. Its primary function is to serve as a combined sewer main, conveying both sanitary and storm flow from MUB's collection system to the north, and it serves as a retaining wall and sidewalk for lower Baird Street.

The box culvert was installed in the early 1900s and experienced accelerated degradation due to erosion from concentrated stormwater runoff. The foundation was undercut in places, and significant separation and cracking have formed between/among the concrete culvert sections. Interior inspection (via remote sewer camera) revealed significant separation at the culvert joints and weathering of the concrete surfaces, in addition to inadequate height on the existing outfall weir wall. POTESTA recommended that the culvert be replaced and the CSO structure and stream crossing be re-constructed.



POTESTA designed, permitted, and prepared construction drawings for:

- 75-linear-feet H-Pile retaining wall to stabilize the existing box culvert/sidewalk
- Pipe anchors and associated hardware for cast-in-place overflow/screening structure
- 250 linear feet of 8-inch ductile iron pipe restrained joint sewer line
- 175 linear feet of 42-inch HDPE overflow line to carry “baseline” flows to the stream crossing
- 80 linear feet of 12-inch HDPE secondary overflow line to carry higher flows to the CSO outfall

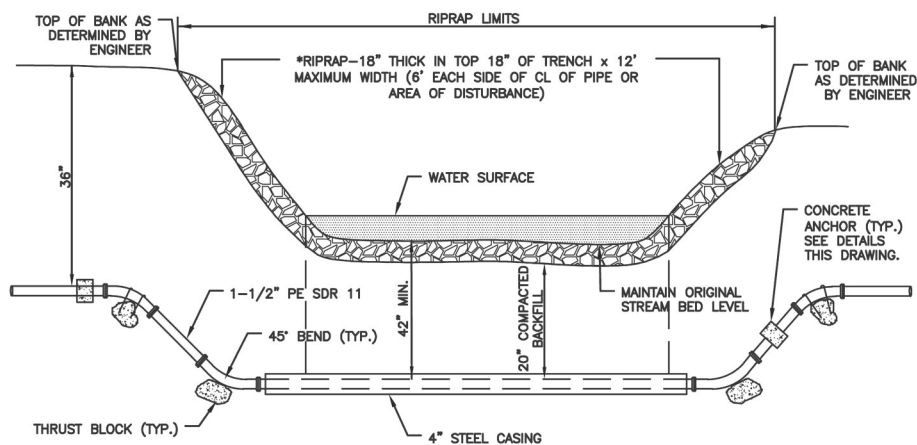
Prior to the final design, the area experienced a flooding event and channel design, and bank stabilization were added to the project to repair the area surrounding the box culvert, rail trail, and CSO outfall.

ENGINEERING DESIGN OF TIC TOC TIRE SANITARY SEWER EXTENSION

*Boone County Public Service District
Danville, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Boone County Public Service District (BCPSD) to design a sanitary sewer line extension and grinder pump station to serve a strip mall and a tire facility in Danville, West Virginia. POTESTA's effort included:

- Obtained and reviewed background data on the existing sanitary sewer collection system, including old construction drawings and BCPSD supplied information to finalize a concept for a proposed tie-in.
- Contacted Miss Utility and performed field reconnaissance to locate the utilities and pathways.
- Completed topographic and boundary surveys.
- Developed design flow based on water usage records, and an estimate of the infiltration/inflow as described in the appropriate West Virginia Department of Health and Human Resources (WVDHHR) regulations.
- Prepared construction drawings that included the grinder pump station, force main site plans/profile and details.
- Prepared technical specifications.
- Prepared permit applications to United States Army Corps of Engineers, West Virginia Bureau of Public Health/West Virginia Department of Environmental Protection, West Virginia Division of Highways, and Public Lands Corporation.



**FORCE MAIN RIVER/
STREAM CROSSING DETAIL**
NOT TO SCALE

RELOCATED SEWER LINE CONSTRUCTION OBSERVATION

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

Potesta & Associates, Inc. (POTESTA) was retained by Boone County Public Service District (BCPSD) to provide construction observation services during relocation of a sewer line adjacent to Boone Memorial Hospital (BMH). The relocation was required due to a BMH expansion.

The following items summarize our effort:

- Provided nearly full time construction technician to observe the relocation of the sewer line.
- Confirmed and documented that: (1) repairs to damaged joints were made when necessary, (2) the pipeline was installed using a laser to insure proper grade, and (3) crossings of water lines were properly cased with the correct casing length and number/spacing of spacers.
- Verified adequate compaction of backfill.
- Documented deviations from plans and notable events. For example, POTESTA documented when the contractor determined that it was desirable to move a manhole 284 feet to accommodate the pipe being out of alignment; these changes were recorded.
- Submitted daily field activity logs to BCPSD.



Sanitary Sewer Line Encasement at Water Line Crossing

ENGINEERING DESIGN OF SANITARY SEWER EXTENSION

*City of Buckhannon
Upshur County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the City of Buckhannon (Buckhannon) to provide engineering services for a sanitary sewer extension along United States Route 33 from West Buckhannon Road to Fink Road. The extension was divided into three sections of line:

- Line 1: Approximately 4,600 feet of gravity sanitary sewer line.
- Line 2: Approximately 5,200 feet of gravity sanitary sewer line.
- Line 3: A lift station, approximately 4,100 feet of gravity sanitary sewer line, and approximately 2,500 feet of force main.



Proposed Pathway Along Old Railroad Right-of-Way

Buckhannon has extensive in-house capabilities to perform engineering design and construction projects and was seeking an engineering firm to work in partnership with Buckhannon staff during the design and construction process of the sanitary sewer extension. POTESTA achieved this partnership and the effort included:

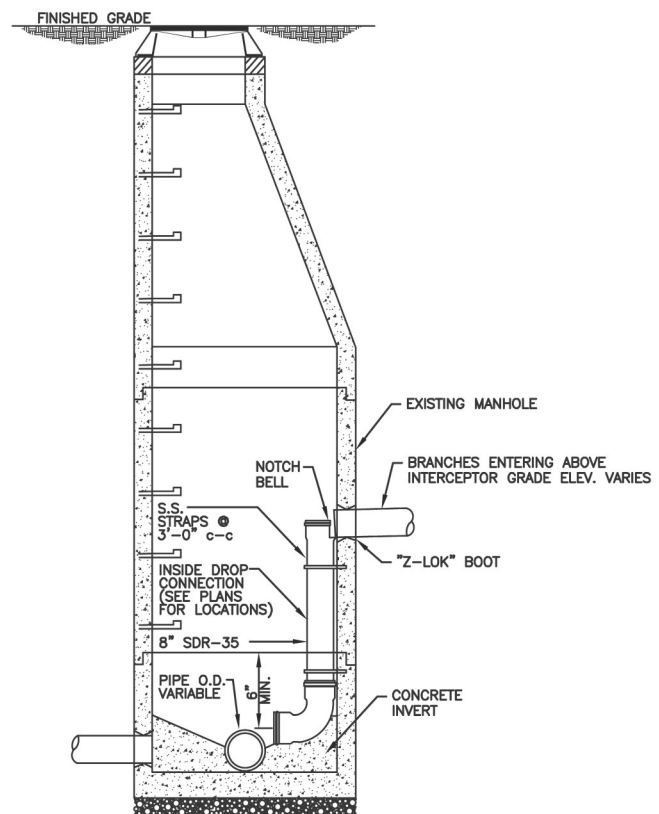
- Completed analysis, design, and development of design drawings.
- Prepared technical specifications and preliminary opinion of probable construction costs per section.
- Developed multiple options to serve undeveloped areas and met with Buckhannon and developers to explain options.
- Assisted Buckhannon to obtain railroad right-of-way for use in sewer extension.

ENGINEERING DESIGN OF WOLFPEN BRANCH SANITARY SEWER EXTENSION

*Sissonville Public Service District
Kanawha County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Sissonville Public Service District (Sissonville) to design an approximate 2300-foot sanitary sewer extension along Wolfpen Branch to provide service to 30 customers. POTESTA's effort included:

- Located utilities in the field.
- Surveyed the path of proposed sewer line extension.
- Prepared topographic mapping with existing contours, known aboveground and belowground utilities, and other pertinent features such as edge of road, fence lines, etc.
- Created an engineering design for the sewer line extension comprised of pipe sizing, pump station connection, and locating the pathway of approximately 2,300 feet of gravity sewer line based on existing and potential future customers.
- Developed drawings and technical specifications.
- Prepared "clearance" letters for West Virginia State Historic Preservation Office and United States Fish & Wildlife Service on behalf of Sissonville.



DROP CONNECTION TO EXISTING MANHOLE DETAIL

NO SCALE

PRELIMINARY ENGINEERING REPORT FOSTER AREA SANITARY SEWER COLLECTION SYSTEM EXTENSION – PHASE 1

*Boone County Public Service District
West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Boone County Public Service District (BCPSD) to provide a preliminary engineering report evaluating an extension of sewer service along State Route 3 to approximately Phase 1 only potential customers.

Included in this project was:

1. Evaluating existing situation for BCPSD comprised of current customer usage, distribution and collection systems, and need for sewer service extension.
2. Identified three package wastewater treatment plants (WWTP) that could be abandoned.
3. Collected and evaluated historical flow data at the WWTP.
4. Reviewed capacity for various components of the WWTP, relative to the proposed extension.
5. Prepared estimates for future population growth by considering full buildout in project area (up to 580 potential customers).
6. Inventoried permits and certificates required to complete project.

Prepared detailed preliminary estimate of construction cost including 21,500 feet of gravity collection system, 4,200 feet of force main, 600-foot bore and jack crossing of Corridor G, and five pump stations.



Existing Package WWTP to be Abandoned

EVALUATION OF SANITARY SEWER SYSTEM FOR HUNTING HILLS RESIDENTIAL DEVELOPMENT

CNX RCPC, LLC

Monongalia County, West Virginia

Potesta & Associates, Inc. was retained by CNX RCPC, LLC to complete an evaluation of Hunting Hills Residential Development Sanitary Sewer System. Included in the scope of services was:

- Reviewed violations from the West Virginia Department of Environmental Protection, and preliminarily evaluated existing package plant and determined it was in a state of disrepair.
- Designed a new plant including permit level drawings and all associated permits to bring it back in to compliance.
- Performed and Inflow and Infiltration Study to evaluate problems with the sanitary collection system.
- Performed smoke testing on the sanitary collection system.
- Observed 2,200 feet of sanitary collection system pipe via CCTV (i.e., camera).
- Identified defect in the pipeline, including offset joints, cracks and breaks, and direct connections.
- Developed a preliminary estimate of a construction cost for rehabilitation.



3RD AND 5TH AVENUE STORM SEWER SEPARATION

*Huntington Sanitary Board
Huntington, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Huntington Sanitary Board (HSB) to provide engineering services to eliminate or reduce the frequent flooding at two intersections, the 3rd Avenue and 24th Street intersection and the 5th Avenue and 25th Street intersection, by separating portions of the local storm sewers from the combined sanitary sewer and installing detention/infiltration structures to attenuate runoff of the pump to the Ohio River and provide groundwater recharge and energy efficiency. The project will remove the storm water of approximately 40 acres of drainage area from the HSB sewer system and treatment plant, reducing the inflow and infiltration by roughly 24,000,000 gallons per year.

Outline of specific tasks include:

- Design of two storm water detention tanks, two pump stations, approximately 4,800 linear feet of new storm lines, and 3,200 linear feet of 24-inch force main.
- Initial ground surveying within the proposed project area obtaining existing features such as drop inlets, manholes, curbing, elevation shots, rim elevations, aboveground utilities, etc.
- The alternatives analysis report including the hydrology and hydraulic study was performed to determine how best to eliminate/reduce flooding at the two low lying intersections, understand the appropriate drainage area limits, define the proposed storm water separation extends, and to provide alternative options for the collection and transporting of storm water directly to the Ohio River.
- Once the preferred alternative was selected, POTESTA prepared the preliminary engineering report including project cost estimate to procure project funding.



SANITARY STORM SEWER SEPARATION

*Glennville Utility Board
Glennville, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the Glennville Utility Board for design improvements to separate the stormwater system from the sanitary wastewater system that serves the City of Glennville (City) to better manage street flooding and reduce infiltration and inflow in the sanitary system. The City regularly experiences flooding due to runoff from the hillside streets converging in the lowland areas of the City. Some of the water from the upland portions of the City are not picked up in the existing drop inlets due to several reasons such as the velocity of the water on the steep streets, resulting in storm water flowing across drop inlets, drop inlets that are not fully functioning, failing/clogged storm water pipes, and no storm water collection system in certain areas. Additionally, in the lowland areas of the City, a combination of minimal pipe slopes, poor outlet conditions and failing/clogged pipes contribute to the flooding. A new storm water collection system to separate the existing combined sanitary/storm will remove water from the sanitary system, reduce overflow events from the existing overflows and help reduce flooding in the project area.

POTESTA completed a Preliminary Engineering Report with a Preliminary Estimate of Probable Project Cost. Work included installation of storm water piping, drain inlets, cut and plug drain lines, connection of existing drain lines to newly installed storm drain lines, and rehabilitation of an existing gravity sanitary sewer line adhering to federal, state, and local design specifications and requirements. The design improvements allow storm water to be channeled from areas along Powell Street, East Main Street, and the Go-Mart Alley. The storm water line separation project involves the installation of approximately 1,600 linear feet of 30-, 24-, and 18-inch storm water lines and 17 drop inlets.



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.

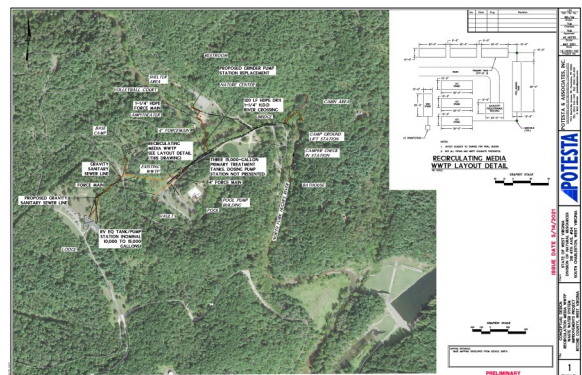
- Compare actual bids for similar projects POTESTA has completed.
- Remain up-to-date on current material prices from suppliers/vendors.
- POTESTA remains flexible in the design and will examine alternatives to reduce the time and cost of construction.
- Cost estimates are based on actual bid unit costs.

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 required for wastewater treatment plant projects and associated wastewater system improvements.



HUNTINGTON SANITARY BOARD

Mr. Patrick Taylor, PE
555 7th Avenue
Huntington, West Virginia 25701
(304) 696-4437

→ **WWTP/Sewer System Improvements Master Agreement**

BOONE COUNTY PSD

Mr. Grady Hayner
109 Town Square
Danville, West Virginia 25053
(304) 885-4440

→ **Danville WWTP Upgrade**

SALT ROCK SEWER PSD

Ms. Ruby Griffith
100 Padero Drive
Ona, West Virginia 25545
(304) 743-6945

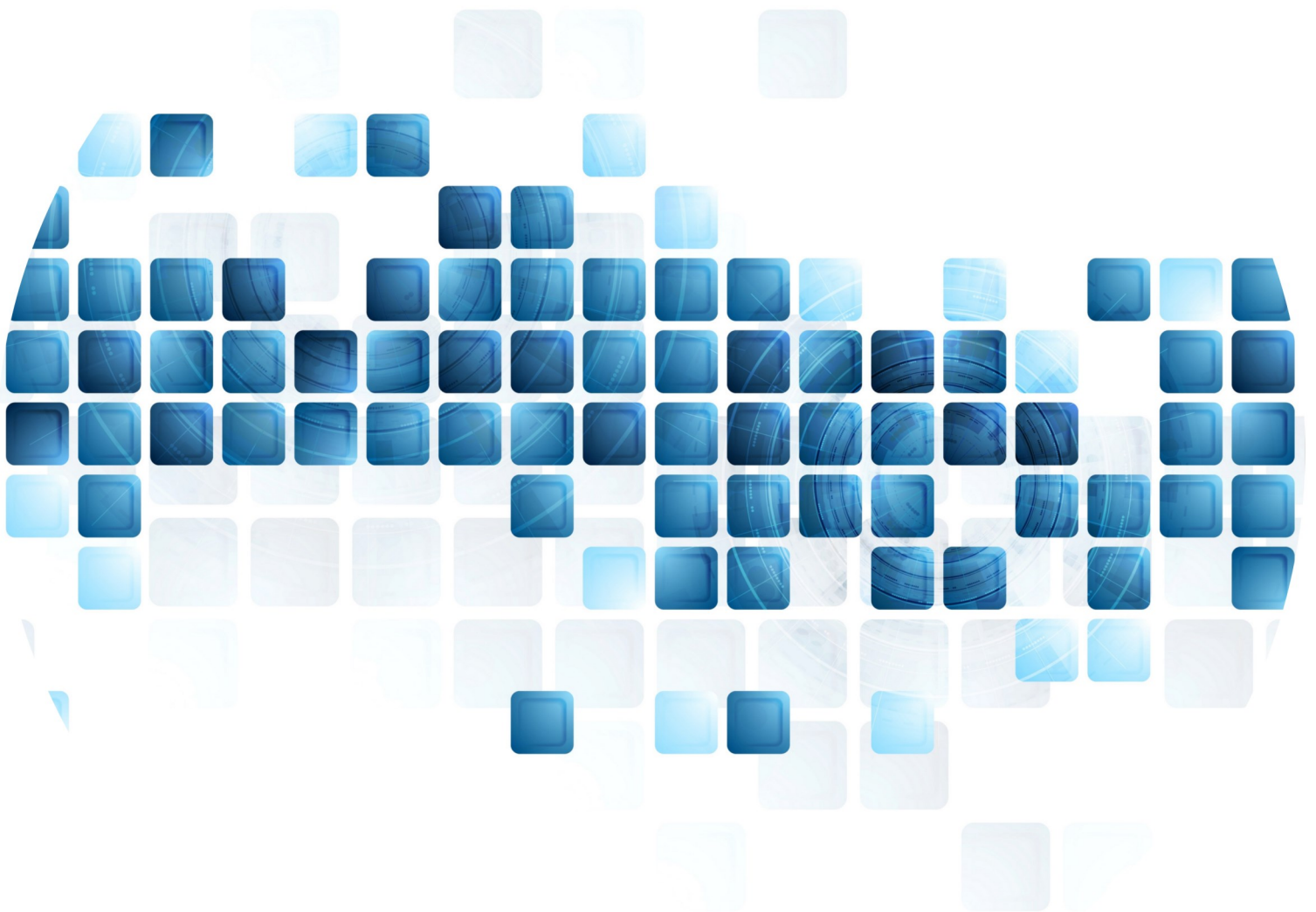
→ **Holiday Park On-Site Sewage/Pump Station Upgrade Facility Plan**

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,

A handwritten signature in blue ink that reads "Terra Oliver".

Terra Oliver
Vendor Registration Coordinator

APPENDIX A

DANA L. BURNS, P.E., P.S.

Vice President



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

Sewer Lines and WWTPs

Huntington Sanitary Board – Principal-in-Charge for Master Agreement to provide engineering/environmental services related to the implementation of their Long-Term Control Plan, Wastewater Treatment Plant Modernization Plan, and Storm Water Management Utility Establishment/Operation.

West Virginia American Water Company – Principal-in-Charge for evaluation of wastewater collection systems and treatment plants for two West Virginia municipalities (Oak Hill and White Sulphur Springs). Included were site visits to observe the system, discussions with system operators and regulatory officials, records review, compilation of DMR data, and issuance of findings in reports.

Washington County Industrial Development Agency – Design of a holding tank and ventilation system vault near Houston, Pennsylvania.

Old Standard Development LLC – Principal-in-Charge for the design of a sanitary sewer collection line and wastewater treatment plant to serve the Sheridan Housing development in Jefferson County, West Virginia. The sewer collection line consists of approximately 7,300 linear feet of force main and approximately 4,370 linear feet of gravity sewer line. The WWTP was based on an activated sludge membrane bioreactor (MBR) process designed to treat a daily average flow of 50,000 gallons per day and is expandable to 250,000 gallons per day.

Civil/Site Design

Tucker County Industrial Park – Principal-in-Charge for the design which included water and sewer lines, stormwater management design, roadway design, pavement design, site grading plan, master plan, and geotechnical exploration/foundation recommendations. Principal-in-Charge for the civil/site design for the new Sissonville Middle School in Kanawha County, West Virginia. The project included a site grading plan with more than 230,000 cubic yards of earthwork to obtain 20 acres of level ground for a 74,000-square-foot school, football field, soccer field, baseball field, access roadways, and parking areas. The project included utility designs for water service and sanitary and sewer. Stormwater collection systems and erosion and sediment control plan/permit completed.

Principal-in-Charge for civil/site design for new Riverview High School and Bradshaw Elementary School in McDowell County, West Virginia. The project included 2,500 linear feet of relocated WV Route 80, relocation of 1,200 feet of Oozley Branch, and site work (grading, stormwater drainage, geotechnical recommendations, sanitary sewer, water, and electrical services) to serve the two schools. The project design included a site survey, geotechnical exploration, foundation recommendations, the design of excavation slopes, the layout of schools, parking areas, and athletic fields, utility design, roadway relocation plans, and stream relocation plans. Responsible for the design and preparation of contract bid documents (specifications and drawings) for civil/site work. POTESTA served as a sub-consultant to ZMM on this project.

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 including the design and permitting for a 448,000-gallon per day membrane bioreactor wastewater treatment plant, including the design of a 70,000 LF collection 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

Miner P. Jickum

Kenneth H. Means



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

Project Manager for more than 30 wastewater projects, including municipal sanitary sewer treatment systems, industrial pretreatment systems, modification of sewer treatment plants, outfall modifications including diffuser installation, and upgrades to municipal collection systems. Also included were completions of studies mandated by the West Virginia Public Service Commission. Projects funded by the State Revolving Fund, West Virginia Infrastructure and Jobs Development Council, United States Economic Development Agency, and Private Funding sources.

Boone County Public Service District – Preliminary engineering, funding application, and final design for WWTP upgrade. Funding is proposed through the Clean Water State Revolving Fund.

- Mechanical bar screen replacement
- Grit removal system replacement
- Mechanical aerator replacement
- Addition of a third clarifier
- RAS pump addition
- UV unit replacement
- Belt filter press replacement
- Wash water system upgrade
- Other upgrades

Town of Ceredo – Perform design, bidding, and construction phase services for the upgrade of the existing sanitary sewer collection system, including upgrades to gravity and force main lines, and a lift station. Funding was through the Clean Water State Revolving Fund.

Town of Ceredo – Evaluation of the remaining capacity of the grinder pump system.

Salt Rock Sewer Public Service District Master Service Agreement:

- Specification for WWTP wash line.
- Preparation of NPDES modification for sludge disposal from a publicly owned treatment works.
- Preparation of odor control study mandated by the West Virginia Public Service Commission.
- Preparation of cost estimates for requests for service.
- Evaluation of lift station overflows.

Town of Moorefield – Study on costs of \$30,000,000 sanitary sewer system (plant and collection system).

South Putnam Public Service District – Project Engineer for review of sewage disposal options for large county-wide sanitary sewer provider. Work included interviews with various publicly-owned treatment works (POTWs), interviews with regulatory agencies, review of regulatory agency files, development of costs, and preparation of a report summarizing findings, including recommendations for future treatment of sewage in West Virginia.

West Virginia American Water – Assessment of the City of Oak Hill and City of White Sulphur Springs publicly owned treatment works (POTW) to recommend improvements in operation and maintenance.

Town of Bradshaw – Design of collection system for two new schools, and design, permitting, bidding, and certain construction phase services for equalization basin/lift station, and upgrades to vacuum station and buffer tanks.

Tucker County Development Authority – Design, permitting, bidding, and construction phase services for the gravity collection system, force main, and lift station for an industrial park.

Boone County Public Service District – Preliminary engineering report for collection system and sequencing bench reactor (SBR) wastewater treatment plant for the Town of Nellus.

MDG Homes – Preparation of hydraulic calculations and record drawings for variable grade effluent sewer system at a large development in the eastern panhandle.

Client Confidential – Coordination of treatability study for the industrial treatment plant.

Design of numerous sanitary sewer extensions associated with private developers, including the design of gravity and force main lines and lift stations, including approvals by local public utilities such as Jefferson Utilities, and approvals by the West Virginia Department of Environmental Protection.

Pocahontas County Public Service District/Wastewater Management – Study on replacement of Hawthorn Loop Sanitary Sewer System.

Steptoe & Johnson/York Bronze Company – Design of batch chemical pretreatment system for bronze facility in northern West Virginia. Included were the sizing of units and building to house treatment system, and the preparation of drawings, specifications, and cost estimates.

Columbia Gas Transmission Corporation:

- Design of sump/pump and storage tank to allow treatment and storing of wastewater; and negotiation with the hauler and POTW to allow the disposal of wastewater at Files Creek Compressor Station.
- Design of an oil/water separator, sump/pump, and storage tank to allow treatment and storing of wastewater; and negotiation with the hauler and POTW to allow the disposal of wastewater at Cleveland Compressor Station.
- Design of a wastewater treatment plant for compliance with a compressor station's NPDES permit. Included were the preparation of facilities' preliminary and final engineering plans, selection of treatment (chemical precipitation, activated carbon, and filtration), and detailed drawings and specifications.
- Evaluation of the effectiveness of the existing ozonator/activated carbon wastewater treatment system at a natural gas compressor station. The evaluation included a 30-day composite sampling plan of wastewater, compilation of results, comparison with treatment system capacity, and issuance of findings in a report. Also included was the issuance of a report summarizing technical feasibility and costs for alternative treatment options.
- Project Manager for conceptual design of oil/water separator at the Crawford Compressor Station in Ohio.

Tetra Technology – Preparation of operation and maintenance manual for a wastewater treatment plant at the Yak Tunnel Superfund site in Leadville, Colorado.

Project Engineer for design and permitting of sanitary wastewater treatment system for coal mines in Logan and Raleigh Counties, West Virginia. Included was the preparation of drawings and specifications.

- Eastern Associated Coal Corp.
- Rum Creek Coal Sales

West Virginia Department of Environmental Protection, LCAP – Design of 1.2 miles of pressure and gravity sewer line at the Jackson County Landfill to convey landfill leachate to an existing sanitary collection system. Included were provisions for servicing residences along the pathway, hydraulic sizing, and preparation of drawings, specifications, and a cost estimate.

West Virginia University – Research assistant for developing an interactive optimal sewer design program SODES.

Evaluation of options for future treatment of wastewater at a chemical industrial facility along the Ohio River in West Virginia. Included were evaluation of options, estimation of capital and O&M costs, and preparation of a report to a law firm in West Virginia.



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, 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

Sewer Lines and WWTPs

Huntington Sanitary Board – Project Manager for Master Agreement to provide engineering/environmental services related to the implementation of their Long-Term Control Plan, Wastewater Treatment Plant Modernization Plan, and Storm Water Management Utility Establishment/Operation.

Project Manager for the replacement of the Wastewater Treatment Plant at Point Pleasant, West Virginia. This included being responsible for design, plans, specifications, regulatory approval, bidding and bond sale, and construction management.

Inspection of wastewater collection systems, writing Operation and Maintenance Manuals, Facility Plans, and Grant Applications for various clients.

Project Manager for the Big Sandy Sewer Public Service District Vacuum System Project, which included the design and construction of three vacuum sewer stations, two sewage pump stations, a 9-mile force main, and the vacuum sewer collection system. Responsibilities of the above involved the preparations of engineering contracts, planning reports, plans and specifications, bid documents, operation and maintenance manuals, and change orders for state and federally-funded wastewater and water projects. The process involved cost-effective analysis, public relations, technical writing, and public speaking.

Experience included designing wastewater treatment plants, sludge handling facilities including belt filter presses, wastewater collectors and pumping systems, site developments, access roads, and combined sewer overflow (CSO) facilities.

- Logan Wastewater Interceptor Project
- Town of Barboursville Lagoon Improvements

Philippi Wastewater Project including a new Oxidation Ditch Plant, renovation of an existing pump station, sewer main replacement design, and construction.



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

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

Sewer Lines and WWTPs

Design engineering and project management for wastewater engineering projects:

- Design of wastewater systems including gravity sewer and low-pressure collection systems, pump stations, force main transmission systems, decentralized and alternative on-site disposal systems, SCADA systems, and I/I reduction.
- Evaluate alternatives for facility design (construction, replacement, and expansion) to meet existing and future requirements for residential, commercial, and industrial customers.
- Manage all phases of awarded construction projects including bidding, schedule and budget preparation, cost control, coordination of contractors, vendors, and consultants, and reports to clients and funding agencies.
- Conducted on-site inventories and evaluations of existing facilities and prepared feasibility analyses of new facility alternatives.
- Prepare facility plans and supporting data for submission to state and federal government agencies to secure appropriate permits and approvals to proceed with project implementation.
- Manage labor (contract and in-house) and financial resources for projects to be completed on schedule, within budget, and according to client specifications.
- Analyze municipal sewage vs. stormwater runoff using computerized modeling techniques to evaluate Combined Sewer Overflows for various cities and municipalities.

Specific projects include:

- Southern Jackson County PSD – Wastewater System Improvement Project (Fairplain, West Virginia)
- Town of Elizabeth - Wastewater Plant Upgrade (Elizabeth, West Virginia)
- City of Weston – Sewer Interceptor Replacement (Weston, West Virginia)
- Town of Sophia – Coal City Sewer Service Extension and Wastewater Plant Upgrade (Sophia, West Virginia)
- City of Elkins – City-Wide Infiltration and Inflow Study (Elkins, West Virginia)



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

HB Fulbright By Secretary

Patrick R. Egan President

Fred Van Hook

Frank D. Kelly

Kenneth H. Means