



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

# Request for Quotation

RFQ NUMBER  
**DCH07091**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**SHELLY MURRAY**  
**304-558-8801**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

*QAI CONSULTANTS*

SHIP TO

DIVISION OF CULTURE & HISTORY  
 CULTURAL CENTER  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0300 558-0220

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
07/26/2007				

BID OPENING DATE: **08/22/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
REQUEST FOR QUOTATION						
<p>THE PURCHASING DIVISION IS SOLICITING BIDS FOR THE WV DIVISION OF CULTURE AND HISTORY TO PROVIDE THE SERVICE OF CONDUCTING AN INTENSIVE HISTORIC RESOURCE SURVEY OF THE STATE PARK SYSTEM'S CIVILIAN CONSERVATION CORPS/WORKS PROGRESS ADMINISTRATION (CCC/WPA) AND FARM SECURITY ADMINISTRATION (FSA) RESOURCES AND ALTERNATES.</p> <p>ATTACHMENTS: SPECIFICATIONS PURCHASING AFFIDAVIT</p> <p>INQUIRIES: WRITTEN QUESTIONS SHALL BE ACCEPTED THOROUGH CLOSE OF BUSINESS ON WEDNESDAY, AUGUST 15, 2007. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR EMAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, EMAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO:</p> <p style="text-align: center;">SHELLY MURRAY          DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25311          FAX: 304-558-4115          SMURRAY@WVADMIN.GOV</p>						
0001	1	LS		968-77		
HISTORIC RESOURCE SURVEY						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>C-E [Signature]</i>	TELEPHONE 304.926.8100	DATE 8/29/2007
TITLE Branch Manager	FEIN 25-1260999	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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<p><b>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</b></p> <p><b>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</b></p> <p><b>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</b></p> <p style="text-align: center;"><b>VENDOR PREFERENCE CERTIFICATE</b></p> <p><b>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</b></p> <p><b>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</b></p> <p><input type="checkbox"/> BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p><input type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY I</p>						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>( ) BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>( ) BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>( ) BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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 25305-0300 558-0220**

DATE PRINTED <b>07/26/2007</b>	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
BID OPENING DATE: <b>08/22/2007</b>		BID OPENING TIME <b>01:30PM</b>		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX &amp; REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p style="text-align: right;">BIDDER: <u>GAT Consultants, Inc.</u></p>						

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VENDOR

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07/26/2007				

BID OPENING DATE: **08/22/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>DATE: <u>Aug. 29, 2007</u></p> <p>SIGNED: <u>C-E [Signature]</u></p> <p>TITLE: <u>Branch Manager</u></p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: SM / FILE 31</p> <p>RFQ. NO.: DCH07091</p>						

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**6**

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**25305-0300 558-0220**

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DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS		
07/26/2007						
BID OPENING DATE: 08/22/2007		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
BID OPENING DATE:				08/22/2007		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
304.926.8180						
-----						
CONTACT PERSON (PLEASE PRINT CLEARLY):						
C. Elwood Penn, P.E.						
-----						
***** THIS IS THE END OF RFQ DCH07091 *****					TOTAL:	\$33,987. <sup>50</sup> / <sub>XX</sub>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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**Request for Quotation**

RFO NUMBER  
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PAGE  
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DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
08/17/2007				

ID OPENING DATE: 08/29/2007 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO ANSWER QUESTIONS SUBMITTED PRIOR TO THE AUGUST 15, 2007 DEADLINE (PER THE ATTACHED) AND TO EXTEND THE BID OPENING DATE.		
				BID OPENING DATE IS EXTENDED TO : 08/29/2007		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001		LS		968-77		
				HISTORIC RESOURCE SURVEY		
				***** THIS IS THE END OF RFQ DCH07091 ***** TOTAL:		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *C. E. Powell* TELEPHONE 304.926.8100 DATE 8/29/2007

TITLE Branch Manager FEIN 25-1260999 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**RFQ: DCH07091**  
**Addendum No. 1**  
**Questions and Answers**

1.) We would like to confirm that delivery of our proposal can be made via either FedEx or UPS.

**A. Yes, you may send your proposal by any mailing method you chose.**

2.) For the historic photographs that are to be obtained (item #2), we are interested to know if high quality digital or film photographs of these images are acceptable, or if a high resolution scan is acceptable.

**A. Any of the above is acceptable.**

3.) Under Item #4, its estimated there are 250-300 CCC/WPA and FSA resources in the state park system. Should this be construed to mean that there are 250-300 individual resources, such as buildings and structures, or that some of the resources include multiple features (for example, a campground with 10 cabins, an outdoor fire pit, and a nearby walking trail)? If it is the latter, is an HPI form to be prepared for each feature or for the resource as a whole?

**A. Each resource should be documented on an HPI form.**

4.) Has a budget for the project been established, and in what amount?

**A. The State of West Virginia does not disclose budgetary amounts.**

5.) As we're preparing our cost proposal for the project, we're interested to know if park facilities might be available to use during fieldwork. We believe that being able to use state-owned facilities would help us to control costs, but understand if these are not available.

**A. Vendors must incorporate all travel costs into their bid.**

6.) Is the Multiple Property Document (MPD) a part of the main scope or separate as Alternate #1?

**A. This is covered under Alternate #1.**



7.) Will the HPI form be provided in Access by the SHPO or is the consultant responsible for developing the database?

**A. The West Virginia Division of Culture and History will provide the SHPO forms.**

8.) What structures should we document-including earthworks projects (e.g. trails)?

**A. All New Deal resources**

9.) Are the officials for the parks/forests aware of the survey?

**A. Yes.**

10.) Will there be seasonal restrictions to access of park/forest?

**A. The Division of Natural Resources will provide access anywhere at the time. Upon award, the DNR will provide a directory of superintendents of the parks.**

11.) Does the state have a maximum hourly rate and overhead multiplier for the type of work in this RFQ?

**A. No.**

12.) Other than WV Residency and price, what factors will be considered in the selection of a consultant?

**A. Lowest responsible bidder meeting all mandatory requirements set forth in the RFQ.**

13.) Is there any estimate of the number or list of the resources or buildings in the 16 WV parks that are to be surveyed?

**A. Item #4 reads: "There are approximately 250-300 CCC/WPA & FSA resources in the State Park System.**

14.) How does a vendor become registered with the state?

**A. All vendors are required to complete a WV-1A Form and pay the \$125.00 Vendor Registration fee. The form is available at <http://www.state.wv.us/admin/purchase/vrc/pforms.htm>**

**Please note that vendors do not have to be registered in order to bid on this project; however, vendors must be registered in order to receive an award.**

**REQUEST FOR QUOTATION**  
**West Virginia Division of Culture and History,**  
**State Historic Preservation Office**  
**State Parks New Deal Intensive Historic Resource Survey and**  
**Alternates**  
**RFQ # - DCH07091**

**Purpose:**

The Acquisition and Contract Administration Section of the Purchasing Division (State), on behalf of the Division of Culture and History, State Historic Preservation Office (SHPO), is soliciting a Request for Quotation (RFQ) from qualified firms to provide the service of conducting an intensive historic resource survey of the State Park System's Civilian Conservation Corps/ Works Progress Administration (CCC/WPA) and Farm Security Administration (FSA) Resources and Alternates as per the Scope of Work.

**Location:**

The project will document resources at the following West Virginia state parks and forests:

Babcock State Park, Cabwaylingo State Forest, Cacapon State Park, Coopers Rock State Forest, Droop Mt. Battlefield State Park, Greenbrier State Forest, Hawks Nest State Park, Kanawha State Forest, Kumbrow State Forest, Lost River State Park, Panther State Forest, Seneca State Forest, Watoga State Park, Pinnacle Rock State Park, Tomlinson Run State Park, and Holly River State Park.

**SPECIFICATIONS:**

**Background:**

The 75<sup>th</sup> anniversary of the New Deal will take place in 2008 throughout the country. This period of American history will be highlighted through various activities sponsored by the SHPO.

**Scope of Work:**

Conduct an intensive historic resource survey of all New Deal (CCC/WPA & FSA) resources located in West Virginia State Parks and Forests and prepare a National Register of Historic Places (NRHP) Multiple Property Document (MPD) as per the following specifications:

Item # 1. Complete research and write historic overview of the New Deal in West Virginia focusing on the construction of CCC/WP & FSA resources in West Virginia's state parks and forests. The history will include footnotes and a bibliography which shall be formatted according to Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations*. Repositories where research shall be conducted include (but are not limited to) the West Virginia State Archives, West Virginia Division of Natural Resources, and West Virginia University History Collection. Consultant must also conduct research at the associated park/forest when sources (primary and/or secondary) exist. Local repositories, such as county libraries, may also retain information.

Item # 2. Obtain a minimum of 30 historic photographs (at least one from each State Park and/or State Forest). Historic images must be provided in both electronic and hard copy format. Prints must meet the National Park Service 75-year permanence standard. Electronic files must be saved in .tiff format. The size of each image must be 1600x1200 pixels at 300 ppi or larger and saved in 8-bit (or larger) color format. Printed photographs must be labeled with the park/forest name, county, and if the pictured resources are extant, the resource name and site number. If no historic photographs exist for a park, the vendor must indicate in writing which sources were investigated.

Item # 3. Travel to and site-visits at each of the above-specified State parks/forests to accurately document resources.

Item # 4. Completion of a West Virginia Historic Property Inventory (HPI) Form for all CCC/WPA & FSA resources documented. Each resource, including outbuildings, will be documented separately. There are approximately 250 to 300 CCC/WPA & FSA resources in the State Park system. All HPI Forms will be supplied in both hard copy format and in Access or Approach database format. Each HPI Form will be submitted with a minimum of two current photographs. At least one of the photos for each resource will be a three-quarter view showing the main elevation. Photographs will be printed in black and white and must be a minimum of 4x6 inches. They will be submitted in archival photo sleeves. Photographs must be taken digitally and must meet the National Park Service's 75-year permanence standard. Photographs will also be submitted on CD-R media and saved in color. Electronic files will meet the National Park Service standard. NPS's Standards may be found at the following link:  
<http://www.nps.gov/history/nr/policyexpansion.htm>

Photographs must be labeled with pencil or a felt-tipped pen with the resource name, site number, park/forest name, and county.

Item # 5. Complete United State Geological Survey (USGS) maps detailing resource locations. Maps printed from computer programs will be accepted. Maps must be labeled with name of county, quadrangle name, and resource site numbers.

Item # 6. Complete park maps detailing locations of all documented resources as well as other resources. Maps must be labeled with name of county, quadrangle name, and resource site numbers.

Item # 7. Complete formal written recommendations, with appropriate documentation, as to which resources are eligible for listing in the National Register of Historic Places (NRHP).

Item # 8. Complete a final survey report that will combine a historic overview of the New Deal in West Virginia and the state's parks and forests, survey methodology, description of property types, USGS maps, park maps, and a table of resources and recommendations.

### **Add Alternate #1**

Complete a NRHP Multiple Property Cover Document (MPD) for CCC/WPA Resources in West Virginia State Parks.

### **Add Alternate #2**

Complete a National Register Nomination Form for Hawks Nest State Park.

### **Add Alternate #3**

Complete a National Register Nomination Form for Watoga State Park.

**NOTE:** For any or all accepted Add Alternates, the Consultant will be required to present the cover document and nominations to the State Archives and History Commission on a date selected by the SHPO. The consultant will be required to make any changes requested by the State Historic Preservation Office, the State Archives and History Commission, and/or the National Park Service.

### **Methodology:**

The survey will be conducted in accordance with the Secretary of the Interior's *Standards for Identification and Evaluation* and the SHPO *Survey and National Register Manual*. The Multiple Property Submission and nominations must be prepared according to National Register Bulletins, *How to Complete the National Register Registration Form* and *How to Complete the National Register Multiple Property Documentation Form* and the SHPO *Survey and National Register Manual*. Any deviations must be pre-approved by and documented with the SHPO. All products shall be first submitted to the SHPO in draft format. The SHPO will have 60 days to review all draft materials and provide comments.

### **Time Frame:**

The RFQ shall be completed by August 30, 2008

### **Payment Schedule:**

The payment schedule will be rendered in four payments based on work completed and approved by the SHPO. All travel and other expenses related to the project shall be included in the base cost.

1. Following successful completion of research and site visits and SHPO review of draft history, HPI Forms, maps, and photographs.
2. Following final submission and approval by SHPO of survey report and HPI Forms.
3. Following submission and approval by SHPO and listing by National Park Service of a draft NRHP Multiple Property Document. If Add Alternate #1 is accepted by SHPO.
4. Following submission and approval by SHPO and listing by National Park Service of Hawks Nest State Park Nomination. If Add Alternate #2 is accepted by SHPO.

5. Following submission and approval by SHPO and listing by National Park Service of Watoga State Park Nomination. If Add Alternate #3 is accepted by SHPO.

**Cost:**

Vendor shall submit a detailed cost breakdown, item by item based on the Scope of Work. Refer to bidding return sheet.

**Mandatory Qualifications:**

1. Vendor must submit resumes of key personnel. Vendor shall confirm that key personnel assigned to project meet the requirements for National Register Historian detailed in 36 CFR 61.
2. Vendor must have successfully completed similar projects. Vendor bid must include information (such as the name and location of project) on at least three similar projects and a list of three references to verify previous projects.
3. Vendor must be registered as a Vendor with the State of West Virginia prior to award.

**END OF RFQ**


**REQUEST FOR QUOTATION**  
**West Virginia Division of Culture and History,**  
**State Historic Preservation Office**  
**State Parks New Deal Intensive Historic Resource Survey and**  
**Alternates**  
**RFQ # - DCH07091**

**BIDDING RETURN SHEET:**

ITEM # 1:	.....	\$	400.00
ITEM # 2:	.....	\$	1,400.00
ITEM # 3:	.....	\$	8,500.00
ITEM # 4:	.....	\$	9,000.00
ITEM # 5:	.....	\$	1,400.00
ITEM # 6:	.....	\$	1,400.00
ITEM # 7:	.....	\$	5,000.00
ITEM # 8:	.....	\$	5,387.50
<b><u>SUB TOTAL COST</u></b>	.....	\$	32,487.50
<b><u>(including expenses):</u></b>	.....	\$	500.00
ADD ALTERNATE # 1:	.....	\$	500.00
ADD ALTERNATE # 2:	.....	\$	500.00
ADD ALTERNATE # 3:	.....	\$	500.00
<b><u>TOTAL PROJECT COST (Including Add Alternates)</u></b>	.....	\$	33,987.50

This Proposal is submitted in the name of:

Firm or Individual: GAI Consultants, LLC.

By:   
(Signature)  
Branch Manager  
(Title)

Date: Aug. 29, 2007

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**West Virginia Code §5A-3-10a states:** No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit [www.state.wv.us/admin/purchase/privacy](http://www.state.wv.us/admin/purchase/privacy) for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: GAI Consultants, Inc.

Authorized Signature: *C-E Kern* Date: 6/29/07

## 1—Resumes of Key Personnel

### Jared N. Tuk, M.A.

*Lead Architectural Historian*

#### Areas of Specialization

Conducting architectural resource surveys, cemetery surveys, Section 106 compliance-related surveys, National Register nominations, historic structures reports, and bridge recordations.

#### Educational Background

M.A. Public History/Modern U.S. History 1998 - West Virginia University  
B.A. History 1997 - West Virginia University

#### Employment History

1999-present GAI Consultants, Inc.  
1998 Chesapeake & Ohio Canal National Historical Park

#### Selected Professional Experience

##### West Virginia

Architectural survey and National Register evaluation of 19 resources within the proposed Gauley Bridge Main Street Historic District, Gauley Bridge, West Virginia, for the Town of Gauley Bridge. The survey included National Register boundary definition and recommendations and an historic context between 1770 and 1950.

Architectural survey and National Register evaluation of resources within *Route 35 Wetland Mitigation* project area, Mason County, West Virginia, for Kimley-Horn and the West Virginia Department of Transportation. The survey included an examination of three resources within the proposed project area.

Historic Structures Report and state-level recordation of the Marion County Children's Shelter, Fairmont, West Virginia, for HNTB and the West Virginia Department of Transportation. The report included a history of the Children's Shelter, its association with the WPA program, and its association with the history of Fairmont.

Historic Structures Report for the former *West Virginia State Penitentiary* in Moundsville, Marshall County, West Virginia, for the Moundsville Historic Landmark Commission and the Moundsville Economic Development Council. The report included a building history, conditions assessment, and code compliance study.

National Register nominations for eight historic properties located throughout, Berkeley County, West Virginia, for the Berkeley County Historic Landmarks Commission. The nomination project included research, writing, and defense of the nominations to the West Virginia State Historic Preservation Office Review Board.

National Register nominations for Camp Mad Anthony Wayne and Huntington Rotary Parks, located in and near Huntington, Cabell County, West Virginia, for the Greater Huntington Parks and Recreation District. The nomination project included research, writing, and defense of the nomination to the West Virginia State Historic Preservation Office Review Board.

National Register nomination for the Ranson City Hall, Ranson, West Virginia. The nomination included research, writing, presentation, and defense of the nomination to the West Virginia Archives and History Commission.



Comprehensive architectural survey of 72 historic resources in the *Gypsy Historic District*, Harrison County, West Virginia, for the Harrison County Historic Landmark Commission and the Harrison County Planning Commission. The survey included National Register boundary definition and recommendations and an historic context between 1750 and 1950.

Historic Architectural Survey for the *Raleigh Street Extension*, located within the *Martinsburg Bypass Corridor*, Martinsburg, Berkeley County, West Virginia, for the West Virginia Division of Highways. The survey included National Register boundary definition and an historic context for Martinsburg between 1669 and 1950.

Historic Architectural Survey for *9-mile Martinsburg Bypass Corridor*, Martinsburg, Berkeley County, West Virginia, for the West Virginia Division of Highways. The survey included National Register boundary definition and an historic context for Martinsburg between 1669 and 1950.

Historic structures survey and National Register nominations for 440 buildings in two historic districts in downtown Martinsburg, Berkeley County, West Virginia, for the Berkeley County Historic Landmarks Commission.

Survey Update and National Register evaluation of resources located within the proposed *Thurmond Bridge Replacement* project area in Thurmond, Fayette County, West Virginia, for the West Virginia Department of Transportation. The survey included an examination of previously-recorded historic structures, a survey of three additional historic resources, and preparation of an historic context for the area between 1850 and 1950.

Historic structures survey and National Register evaluation of an area west of Alderson, Greenbrier County, West Virginia, for the proposed *Muddy Creek Bridge Replacement* project for the West Virginia Department of Transportation. The survey included an examination of two historic resources located within the proposed project area and the preparation of an historic context for the area between 1670 and 1950.

Survey and National Register evaluation for historic cemeteries located within the *Tolsia Highway* study area in Wayne and Mingo Counties, WV, for Kimley-Horn and Associates and the Department of Transportation. The survey included locating, documenting, and determining National Register eligibility of historic cemeteries in the project area.

Historic structures survey and National Register evaluation of resources located within the proposed *Twelvepole Creek Bridge* project area near Kenova, Wayne County, West Virginia, for the West Virginia Department of Transportation. The survey included an examination and National Register eligibility determination of three historic resources as well as for two historic cemeteries, and an historic context for the area between 1750 and 1950.

Comprehensive architectural survey of 90 historic resources in the Spring Mills and North Mountain areas, Berkeley County, West Virginia, for the Berkeley County Historic Landmarks Commission. The survey included National Register boundary definition and recommendations and an historic context between 1750 and 1950.

Historic structures survey and National Register evaluation of resources located within the proposed *West Run Expressway* project area in Morgantown, Monongalia County, West Virginia, for Kimley-Horn and Associates and the West Virginia Department of Transportation. The survey included an examination of previously-surveyed historic resources, a survey of 37 additional historic resources, and an historic context for the area between 1700 and 1950.

Historic structures survey and National Register evaluation of resources located within the proposed *Melissa-Huntington Road* project area near Huntington, Cabell County, West Virginia, for the West Virginia Department of Transportation. The survey included examination of previously-recorded historic structures, a survey of 33 additional historic resources, and an historic context for the area between 1750 and 1950.

*Sabraton, West Virginia.* Developed preservation plan for adaptive reuse of *Sabraton School*, Monongalia County, West Virginia, for West Virginia University. The project required presentation of research findings and proposed uses to a community action group.

## **Florida**

Architectural survey and National Register and local historic register evaluations for 312 pre-1957 resources within the corporate limits of the Town of Bay Harbor Islands, Miami-Dade County, Florida, for the Town of Bay Harbor Islands. The survey project included completion of survey forms to be included in the Florida Master Site File electronic database and the preparation of a survey report with recommendations for individual and historic district designation, which is the first step in the Town's plan to better manage historical and architectural resources.

Architectural survey and National Register and local historic register evaluations (Phase IV) for 793 resources in the western, southern, and eastern sections of the City of Sarasota, Sarasota County, Florida, for the City of Sarasota Planning and Redevelopment Department. The Phase IV project included completion of survey forms to be included in the Florida Master Site File electronic database and the preparation of a survey report with recommendations for individual and historic district designation.

Architectural survey and National Register and local historic register evaluations for 144 resources in the City of Delray Beach, Palm Beach County, Florida, for the City of Delray Beach Planning and Zoning Department. The project included completion of survey forms to be entered in the Florida Master Site File electronic database, preparation of a survey report with mapping, illustrations, historic background research, and recommendations for individual and historic district designation.

Architectural survey and National Register and local historic register evaluations (Phase III) for 767 resources in the northern and southern sections of the City of Sarasota, Sarasota County, Florida, for the City of Sarasota Planning and Redevelopment Department. The Phase III project included completion of survey forms to be included in the Florida Master Site File electronic database and the preparation of a survey report with recommendations for individual and historic district designation.

Architectural survey and National Register and local historic register evaluations (Phase II) for 760 resources in the northern section of the City of Sarasota, Sarasota County, Florida, for the City of Sarasota Planning and Redevelopment Department. The Phase II project included completion of survey forms to be included in the Florida Master Site File electronic database, preparation of a survey report with recommendations for individual and historic district designation, and preparation of a nomination to the National Register of Historic Places for the Central Coconut Historic District.

Architectural survey and National Register and local historic register evaluations for 248 resources in Sarasota County, Florida, for Sarasota County. The project included completion of survey forms to be included in the Florida Master Site File electronic database, preparation of a survey report with recommendations for individual and historic district designation, and preparation of a nomination to the National Register of Historic Places for the Maine Colony Historic District.

Architectural survey and National Register and local historic register evaluations for 300+ resources in the unincorporated areas of the Florida Keys, Monroe County, Florida, for the Historic Florida Keys Foundation. The project included completion of survey forms to be included in the Florida Master Site File electronic database, as well as preparation of a survey report with recommendations for historic designation. Architectural survey and National Register and local historic register evaluations for 321 resources in the Brownsville Section of Pensacola, Escambia County, Florida, for the Escambia County Redevelopment Authority.

Historic structures survey and local historic register nominations for 1200+ buildings in four historic districts in Lake Worth, Palm Beach County, Florida, for the City of Lake Worth. The project included completion of survey forms to be included in the Florida Master Site File electronic database, as well as preparation of a nomination to the National Register of Historic Places for the 1949 Osborne School, the City's only historically African-American school building.

Historic Structures Survey for 102 buildings in Hollywood, Broward County, Florida, for the City of Hollywood. The project included completion of survey forms to be included in the Florida Master Site File electronic database, as well as preparation of a survey report with recommendations for historic designation.

#### **Maryland / Washington D.C.**

Historic structures survey and National Register evaluation of historic resources located within the viewshed of a proposed natural gas transmission line near Marshall Hall, Charles County, Maryland, to Lusby, Calvert County, Maryland, for DTI, Inc. The project included identification of the APE, a survey and NRHP evaluation of architectural resources, and an evaluation of potential visual effects from a proposed transmission line, storage facility, and access roads.

Development of Historic Resource Guide, *The Chesapeake & Ohio Canal*, for the National Park Service. The National Park Service uses the guide to assist researchers in locating information pertaining to the Chesapeake and Ohio Canal, especially its western terminus at Cumberland, Maryland.

#### **Indiana**

Historic structures survey and National Register evaluation of historic resources located within the viewshed of a proposed generating facility near New Carlisle, St. Joseph County, Indiana, for Allegheny Energy Supply Co., LLC, and Duke Engineering Co. The project included identification of the APE, a survey and NRHP evaluation of architectural resources, and an evaluation of potential visual effects from a proposed generating facility.

National Register nomination for the Geneva Downtown Historic District, Geneva, Adams County, Indiana, for the Town of Geneva and Geneva Proud. The nomination included research, writing, and defense of the nomination to the Indiana Department of Natural Resources-Division of Historic Preservation and Archaeology Review Board.

#### **Pennsylvania**

Pennsylvania Historic Bridge Recordation for Mossie Boulevard Bridge, located within the *SR 0048* highway project in Monroeville, Allegheny County, Pennsylvania, for the Pennsylvania Department of Transportation. The recordation included black-and-white photography and presentation of findings in a narrative report format for a 1930 highway bridge.

Historic structures survey and National Register evaluation of historic resources located within the proposed *SR 0208-Grove City Interchange* highway project near Grove City, Mercer County, Pennsylvania, for the Pennsylvania Department of Transportation. The survey included an examination of historic atlases and records of Mercer County and Springfield Township, and a survey of 50 historic resources, and preparation of an historic context between 1800 and 1950.

Historic structures survey and National Register evaluation of historic resources located within the proposed *Chalk Hill-Ohio-pyle Road/National Road* highway project in Chalk Hill, Fayette County, Pennsylvania, for the Pennsylvania Department of Transportation. The survey included an examination of historic atlases and records of the National Road, Fayette County, Wharton Township, a survey of eight historic resources, and preparation of an historic context between 1700 and 1950.

Historic structures survey and National Register evaluation of historic resources located within the proposed *Erie East Side Access* highway project in Erie, Erie County, Pennsylvania, for the Pennsylvania Department of Transportation. The survey included an examination of historic atlases and records of Harborcreek Township and a survey of three historic resources.

#### **New York**

Historic Structures Report for the Plum Island Light Station, Plum Island, New York, for the US Department of Agriculture. The report included a history of the Plum Island Light Station and comparisons with other historic light stations of Long Island Sound, a conditions assessment, and code compliance study.

# **Matthew G. Hyland**

*Architectural Historian*

## **Education**

2004, Ph.D. American Studies, College of William & Mary  
1995, M.A. American Studies, University of Wyoming  
1989, B.A. American Studies, University of Notre Dame

## **Areas of Specialization**

Conducting architectural resource surveys, cemetery surveys, Section 106 compliance-related surveys, National Register nominations, historic structures reports, and bridge recordations.

## **Selected Professional Experience**

### **West Virginia**

Background contextual research and land use history for one-block area of City of Charleston chosen for development of new Charleston Ballpark, as part of a Phase 1b Archaeological Survey, City of Charleston, West Virginia.

State-level historic recordation of historic highway bridge, including archival research, photography, and document preparation for the West Virginia Division of Culture and History-State Historic Preservation Office (WVSHPO), as part of the Wiggins Bridge Replacement Project, Summers County, West Virginia.

Background research, architectural and archaeological survey, and documentation report for Phase I Archaeological and Historic Resources Survey, Morgan District, National Energy Testing Laboratory Expansion Project, Monongalia County, West Virginia.

### **Virginia**

Historic structures survey and National Register evaluation of historic resources located within the viewshed of a proposed electricity transmission line near Jacksons Ferry, Wythe County, Virginia, for AEP, Inc. The project included identification of the APE, a survey and NRHP evaluation of architectural resources, and an evaluation of potential visual effects from a proposed transmission line and access roads.

Historic structures survey and National Register evaluation of historic resources located within the construction corridor of a proposed natural gas transmission line near Gordonsville, Orange County, Virginia, and New Market, Shenandoah County, Virginia for Columbia Natural Gas Company, Inc. The project included identification of the APE, a survey and NRHP evaluation of architectural resources, and an evaluation of potential visual effects from a proposed transmission line, warehouses, monitoring facilities, and access roads.

### **Maryland**

Historic structures survey and National Register evaluation of historic resources located within the viewshed of a proposed natural gas transmission line near Marshall Hall, Charles County, Maryland, and Lusby, Calvert County, Maryland, for DTI, Inc. The project included identification of the APE, a survey and NRHP evaluation of architectural resources, and an evaluation of potential visual effects from a proposed transmission line, storage facility, and access roads.

### **Pennsylvania**

National Register of Historic Places Evaluation and Establishment of Preliminary Standards of Integrity for architectural and historic resources across the Commonwealth of Pennsylvania, including historic

contexts for the Pennsylvania Turnpike, as part of an overall study conducted for the Pennsylvania Turnpike Commission, Pennsylvania.

Historic structures survey and National Register evaluation of historic resources located within the viewshed of a proposed natural gas transmission line near State College, Centre County, Pennsylvania, for DTI, Inc. The project included identification of the APE, a survey and NRHP evaluation of architectural resources, and an evaluation of potential visual effects from a proposed transmission line, compressor facility, and access roads.

Historic Resource Survey and Determination of Eligibility of architectural resources, including background research, preparation of historic context, and survey documentation, as conducted for PENNDOT for the South Valley Parkway Project, S.R. 3046, Section 301, Luzerne County, Pennsylvania.

Determination of Effects Addendum documentation for architectural and historic resources as part of the West Hickory Bridge Replacement (S.R. 0127, Section B00) project, conducted for PENNDOT in Forest County, Pennsylvania

Architectural and Historic Resources Survey and Determination of Effects for the U.S. Route 20/S.R. 0098, Section A00 Intersection Improvement Project, conducted for PENNDOT, Erie County, Pennsylvania.

#### **Delaware**

Historic Architectural Resources Survey and Determination of Eligibility, New Castle Hundred, Church Road (Wynnefield to S.R. 007) Improvements, New Castle County, Delaware.

Historic Architectural Resources Survey and Determination of Eligibility, New Castle Hundred, School Bell Road (S.R. 001 to U.S. 40) Improvements, New Castle County, Delaware

#### **New York**

Phase IA Archaeological and Historic Resource Survey, U.S. Route 9 (Margaret Street) over Dead Creek Bridge Reconstruction, Clinton County, New York.

#### **Florida**

Architectural survey and National Register and local historic register evaluations for 144 resources in the City of Delray Beach, Palm Beach County, Florida, for the City of Delray Beach Planning and Zoning Department. The project included completion of survey forms to be entered in the Florida Master Site File electronic database, preparation of a survey report with mapping, illustrations, historic background research, and recommendations for individual and historic district designation.

Architectural survey and National Register and local historic register evaluations (Phase III) for 767 resources the northern and southern sections of the City of Sarasota, Sarasota County, Florida, for the City of Sarasota Planning and Redevelopment Department. The Phase III project included completion of survey forms to be included in the Florida Master Site File electronic database and the preparation of a survey report with recommendations for individual and historic district designation.

Architectural survey and National Register and local historic register evaluations (Phase II) for 760 resources in the northern section of the City of Sarasota, Sarasota County, Florida, for the City of Sarasota Planning and Redevelopment Department. The Phase II project included completion of survey forms to be included in the Florida Master Site File electronic database, preparation of a survey report with recommendations for individual and historic district designation, and preparation of a nomination to the National Register of Historic Places for the Central Cocomanut Historic District.

Architectural survey and National Register and local historic register evaluations for 248 resources in Sarasota County, Florida, for Sarasota County. The project included completion of survey forms to be included in the Florida Master Site File electronic database, preparation of a survey report with recommendations for individual and historic district designation, and preparation of a nomination to the National Register of Historic Places for the Maine Colony Historic District.

## **Megan Lea Otten**

*Cultural Resources Specialist/Architectural Historian*

### **Education**

B.A. History, University of Pittsburgh, 2006, College of Arts and Sciences  
Minor: Administration of Justice

### **Certification**

Historic Preservation Certificate

### **Areas of Specialization**

Architectural history, historic preservation, Section 106 compliance, field survey and research

### **Affiliations**

Member, Alpha Delta Pi Sorority

### **Professional Experience**

- Survey of over 550 architectural and historical resources as part of local designation for six separate historic districts in the City of Coral Gables, Miami-Dade County, FL. Responsible for fieldwork, including photography, mapping, and resource detail description, as well as database management, FMSF preparation, and report preparation. Client: the City of Coral Gables, April-June 2007.
- Survey of 50 Historic and Architectural Resources as part of the Pennsylvania Turnpike Milepost 149-155.5 Total Reconstruction Project in Bedford County, Pennsylvania. Client: Pennsylvania Turnpike Commission, November 2006-January 2007.
- Survey of Historic Architectural Resources, Racket-Newberne Facility, Gilmer County, West Virginia, DTI-USA Project, for Dominion Transmission, Inc. November 2006.
- Survey of Historic Architectural Resources, Glade Run 138 kV Loop, Armstrong County, Pennsylvania, for Allegheny Power, November-December 2006.
- AEP Siting of the Equitable Gathering Project, Phase I, Floyd County, Kentucky, December 2006.

## 2—References

The following list contains references of GAI clients served in recent years by one or more members of the designated project team. The table also identifies the type of service provided.

Project Description/Location Scope of Services	Client / Address / Phone	Project Team Member(s)
Survey of 440 architectural resources and completion of NRHP nominations for the MMM&I Historic District and the Rosemont Historic District; National Register nominations for eight historic properties located throughout Berkeley County; survey of 90 architectural resources in rural Spring Mills and North Mountain survey area for the Berkeley County Historic Landmarks Commission.	Don C. Wood, Chairman Berkeley County Historic Landmarks Commission 126 E. Race Street Martinsburg, WV 25401 304.267.4713	Jared N. Tuk
National Register Nominations for resources within Camp Anthony Wayne, Wayne County, West Virginia, and Huntington Rotary Park Bridge, Cabell County, West Virginia. Resources include examples of rustic vernacular architecture constructed as part of Great Depression Work Relief programs	James L. McClelland Director Greater Huntington Park and Recreation District 210 11TH Street, Shop 1 Huntington, WV, 25701 304-696-5954 jjmc@ghprd.org	Jared N. Tuk
Phase IV Architectural Survey of 793 resources and potential National Register historic districts in southern and western sections of the City of Sarasota, Florida.	Harvey Høglund, Senior Planner City of Sarasota Planning and Redevelopment Department 1565 First Street, Room 202 Sarasota, FL 34236 941.954.4195 James.Høglund@sarasotagov.com	Jared N. Tuk Matthew G. Hyland