



EXPRESSION OF INTEREST

ARCHITECT/ENGINEERING SERVICES
LODGE EXPANSION AND PARK IMPROVEMENTS
CACAPON RESORT STATE PARK
RFQ. NO.: DNR209057
BERKELEY SPRINGS, WV

RECEIVED
08 DEC -3 AM 9:47

WEST VIRGINIA DIVISION OF NATURAL RESOURCES

DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
Building 15
2019 Washington Street, East
Charleston, WV 25305-0130

PURCHASING DIVISION
STATE OF WV

ENGINEERING & TESTING 2000, INC.

**5 FIRST STREET, WHITLOCK INDUSTRIAL PARK
P.O. BOX 1149
LEWISBURG, WEST VIRGINIA 24901
PHONE: (304) 645-4056 FAX: (304) 645-4489
email: et2000@suddenlinkmail.com**

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INTRODUCTION

Engineering & Testing 2000, Inc. (ET-2) is a consulting engineering firm located in Lewisburg, West Virginia. The principals and staff have been performing engineering and related work in this area for more than a combined 50 years.

Our consulting engineering services focus on civil, environmental, geotechnical engineering, in addition to hydrology, planning, surveying, geology, and asbestos management. Our laboratory performs analytical services such as overburden, soil, and concrete strength, along with engineering strength of soils and rock for foundation design, and quality control testing for the construction industry.

A staff of fourteen (14) employees offers expertise in their related fields and to the firm. Many have served in various capacities in private industry, federal government and state government. They have been selected on the basis of their qualifications and desire to work with our clients.

Our surveying equipment is some of the finest, and capable of producing Level 1 surveys. Our computer-aided design drafting (C.A.D.D.) System (computers) is capable of generating first quality reproducible engineering drawings. Our modern office equipment gives us the ability to operate in an efficient and cost saving manner.

ET-2 is a professional organization dedicated to providing our clients with first-rate service in meeting their many needs and requirements. This firm is convinced that through close association with our clients, the final product will certainly serve their needs.

QUALIFICATIONS and TECHNICAL EXPERTISE

Many parks in West Virginia must deal with the construction and expansion/improvements to facilities as well as issues of improving an existing water supply and waste water systems. The experience of ET-2 can provide answers and solutions to many problems and issues of wastewater collection and treatment system improvements.

ET-2 is qualified to undertake this work for the following reasons:

- ET-2 has a fully qualified professional and support staff located in our Lewisburg, West Virginia office.
- ET-2 has many years of experience working on a variety of potable water and sewer projects, including the Town of Ronceverte, Iaeger, Cowen PSD, Greenbrier PSD #1, Frametown PSD and numerous projects listed on the enclosed summary.
- ET-2 has been extensively involved with a number of City and PSDs potable water and sewer systems. We have experience in evaluating and applying for project funds, including the United States Environmental Protection Agency, Farmers Home Administration and Small Cities Block Grants from the Department of Housing and Urban Development.
- ET-2's staff is very familiar with the terrain, unique to West Virginia, because of our statewide project experience.

- Engineering & Testing 2000, Inc. shall provide the necessary professional engineering services to implement the recommendations for Cacapon Resort State Park, Lodge Expansion and Park Improvements.
- ET-2's professional engineering services include those necessary to effectively plan for the most effective and economical treatment technology, design of the collection and treatment systems and any other incidental and related improvements, procurement of necessary environmental permits, production of plans and specifications required to produce bidding documents, and construction administrative services if necessary and desired by the Division of Natural Resources.

Refer to Appendix A for a list of representative projects.

MANAGEMENT and STAFFING

ET-2 is committed to providing responsive, high quality engineering and consulting services to our clients. We continually strive to develop a professional staff and support group that can meet these needs consistent with satisfying the overall goals and objectives of our firm. We view this project as an important step in furthering our commitment. We believe that our broad knowledge of waste water systems and the overall regulatory process in West Virginia uniquely qualifies ET-2 to undertake this project for Division of Natural Resources.

In selecting the project and task assignments, we considered the following factors:

- Organizational structure, location and experience of our staff,
- Staff persons most experienced in funding procurement,
- Persons most experienced with the design and evaluation of sewer systems, and

- Persons knowledgeable in construction monitoring and inspection.

The following figure outlines the proposed management structure for the project.

A brief discussion of our staff member's experience is summarized below. Resumes of key individuals are included in Appendix B.

Bernard Holliday

Bernard Holliday will serve as Project Manager. Mr. Holliday has over twenty-four (24) years experience in Civil Engineering Project. He has successfully completed numerous sewer and water projects.

William L. Toney

William L. Toney, Jr. will serve as Project Engineer with over eighteen (18) years experience. Mr. Toney is a registered engineer and has been actively involved in numerous sewer and water projects.

APPENDIX A

ENGINEERING & TESTING 2000, INC.
PROJECTS

<u>PROJECT NAME AND LOCATION</u>	<u>DESCRIPTION</u>
Fairview Road Subdivision Lewisburg, WV	Water, Sewer and Underground Utilities for Subdivision with 130 Lots.
City of Ronceverte Ronceverte, WV	Inflow & Infiltration Study, Engineering Cost Estimate, Assist In Application for Funding.
City of Ronceverte Ronceverte, WV	Project Design, Contract and Bidding Documents, On-Site Inspection and Contract Administration. Sewer Line Replacement Academy St.
City of Ronceverte Ronceverte, WV	Project Design, Contract and Bidding Documents, On-Site Inspection and Contract Administration. Sewer Line Replacement East Edgar Ave. and Railroad Tracks.
City of Ronceverte Ronceverte, WV	Project Design, Contract and Bidding Documents, On-Site Inspection and Contract Administration. Sewer Line Replacement Rt. 219, Bottom of Ronceverte Hill.
Cacapon State Park Berkley Springs, WV	Water system and golf course. Manual irrigation and water supply With storage reservoirs (750,000) And controlled valve system. 38,000 feet water line varying from 2' to 8".
Northridge Properties, L.L.C. Lewisburg, WV	Water and sewer line extension, pump station design for commercial Development.

PROJECT LIST
(Continued)

<u>PROJECT NAME AND LOCATION</u>	<u>DESCRIPTION</u>
Brier Wood Estates Hinton, WV	Subdivision (75 lot) with complete water and sanitary system.
Greenbrier County Solid Waste Authority, Lewisburg, WV	3.2 mile forced 4" leachate line from Landfill to PSD #1 line.
Bluestone State Park Hinton, WV	Water and sewage system – 450 feet head from Public Service District With pressure reducing system.
Babcock State Park Danese, WV	Roads, water system and swimming pool with reservoirs in conjunction With Public Service District.
Cowen Public Service District Cowen, WV	Water and sewage system-reservoirs, pumping stations, and main lines With all laterals.
Marion County Fairmont, WV	Sewage and water feasibility study with Farmers Home Administration.
Stonewall Jackson Recreation Area U.S. Army Corps of Engineers Pittsburgh District.	Recreational design with all utilities utilities, water, sewage and electric.
Center Public Service District Pineville, WV	Design & construction of a 0.45MGD Sequencing Batch Reactor (SBR) Wastewater treatment facility Including rehabilitation of approx. 7 miles of existing sewer line.
North Bend State Park Cairo, WV	Campgrounds, lodge, and water system for entire recreation area. 18,000 feet of water line with pump station. Design and design review.

PROJECT LIST
(Continued)

<u>PROJECT NAME AND LOCATION</u>	<u>DESCRIPTION</u>
Twin Falls State Park Mullins, WV	Campground, picnic area with water and sewage systems. 12,000 feet Water line with multi-level reservoirs And staged pumping systems. Lift Stations for sewage and aerobic Treatment.
Frametown Public Service District Gassaway, WV	Water supply with multi-level reservoirs and staged pumping System.
Forest Park Subdivision Poca, WV	Sewage System for 164 homes.
Brier Hills Cross Lanes Nitro, WV	Utility layout; water, sewage, and electric with concrete roads and Curbing development for storm Sewers. Considered by Kanawha County Planning Commission as "well developed hillside subdivision".
Pipestem State Park Hinton, WV	Design review of various water and sewage systems including dam for water supply.
Lost Creek, West Milford Service Dist. West Milford, WV	Design of Public Service District extension of 8,500 feet.
Wildwood Subdivision Elkview, WV	Sewage system design.
Henderson River Approaches (Across Ohio River) Henderson, WV	Sewer and layout of utilities.

PROJECT LIST
(Continued)

<u>PROJECT NAME AND LOCATION</u>	<u>DESCRIPTION</u>
Hawks Nest State Park Ansted, WV	Water and sewage updating to conform to Health Department.
Coopers Rock State Forest Bruceeton Mills, WV	Water supply for visitations exceeding 10,000 on peak days.
Ghent 7 Corporation Ghent, WV	Complete layout design, land acquisition, right-of-ways, water, and sewer for a motel and restaurant complex; final mapping.
Lewisburg Manor Lewisburg, WV	Survey and land acquisition, foundation design, construction supervision, quality control testing, storm sewer design, and off-site sanitary sewer design for a four-story masonry apartment complex; final mapping.
Town of Iaeger Iaeger, WV	Sidewalks, streets, storm & sewer design and construction, inspections.
Evergreen Mobile Home Park Lewisburg, WV	Misc. Design – Sewer Plans
Pocahontas County Parks & Recreation Marlinton, WV	Water line design, specifications
Herb Montgomery Lewisburg, WV	Water line design, specifications
Country Club Estates Lewisburg, WV	Survey/Sewer Design, Specifications.
Suburban Construction Beaver, WV	Quality Control on Construction of Sewage Treatment Plant.

PROJECT LIST
(Continued)

<u>PROJECT NAME AND LOCATION</u>	<u>DESCRIPTION</u>
Flatwoods Canoe Run Sutton, WV	Engineering – Design Water Line Extension.
Appalachian Electronics Ronceverte, WV	Water & Sewer Line Design, Site Development, Design, Specifications, Inspection.
Brown's Mobile Home Park Flatwoods, WV	Water/Sewage.
Bostic Wholesale White Sulphur Springs, WV	Design Wastewater Containment
Davis Stuart School Lewisburg, WV	Water/Well/Treatment
Marlinton Motor Inn Marlinton, WV	Water/Sewage Treatment Design

APPENDIX B

WILLIAM L. TONEY, JR.
REGISTERED PROFESSIONAL ENGINEER/PRESIDENT

EDUCATION:

B.S., Mathematics, West Virginia Institute of Technology – 1983.
B.S., Civil Engineering, West Virginia Institute of Technology – 1988.

AREA OF EXPERTISE:

Performed Geotechnical Investigations, wastewater treatment and collection systems, foundation designs, structural steel inspections, bridge and roadway designs, concrete mix designs, groundwater investigations, including groundwater modeling, groundwater sampling and analysis. Developed HEC1, HEC2 and HEC-RAS hydrological surface water models. Conducted Phase I, II, and III site investigations and remediation of contaminated sites. Prepared residential and industrial site development plans including road utilities and landscaping plans.

SUMMARY OF EXPERIENCE:

Mr. Toney has over seventeen years experience in environmental and civil engineering, subsurface investigation, groundwater modeling, monitoring well installations, groundwater sampling, as well as building foundation, roads & bridges, and public and private works design.

PROFESSIONAL LICENSES AND REGISTRATION:

Registered Professional Engineer: West Virginia No. 11844, Virginia No. 24589, and Kentucky No. 21167, Pennsylvania No. PE055280-E Ohio No. E64389, and North Carolina No. 28242
Licensed Land Surveyor West Virginia No. 1308
Monitoring Well Driller Certification WV 00073
OSHA 40 HR Health & Safety Training

EMPLOYMENT HISTORY:

<u>1998 – Present</u>	President, Engineering & Testing 2000, Inc., Lewisburg, WV.
<u>1993 – 1998</u>	Brackenrich & Associates, Inc. Consulting Engineers, Lewisburg, WV
<u>1990-1993</u>	Almes & Associates, Inc., Consulting Engineers, Beckley, WV
<u>1988 –1990</u>	Joyce Engineering, Inc., Princeton, West Virginia.

BERNARD W. HOLLIDAY, JR.
SURVEYOR/DESIGN/SECRETARY-TREASURER

EDUCATION:

A.S., Forest Technology, Glenville State College, Glenville, WV 1970
Smoot High School, Smoot, West Virginia

AREAS OF EXPERTISE:

Project Management, Supervision of Construction Projects, Field Surveying for Construction, Boundary, Photo Control, Control Surveys and Topographic Surveys.

SUMMARY OF EXPERIENCE:

Mr. Holliday has over thirty years of experience in all aspects of surveying and is familiar with modern surveying instruments and GPS equipment. Responsible for QA/QC of Construction Projects such as Landfill Construction, Water and Sewer Projects. Supervision and Management of Multi-Surveying Projects.

CERTIFICATION/TRAINING:

Troxler Electronics Laboratories, Inc., Nuclear Testing Equipment.
WV Division of Highways Certified Compaction Technician. 1994

ORGANIZATIONS:

West Virginia Land Surveyors Association.

EMPLOYMENT HISTORY:

1998 - Present

Vice President, Engineering & Testing 2000, Inc.,
Lewisburg, WV. Survey Coordinator.

1977 - 1998

Brackenrich & Associates, Inc. Lewisburg-
Sutton, WV. Surveyor.

1972 - 1977

West Virginia Department of Natural Resources,
Charleston, WV. Instrument Man/Field Surveyor.



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
 DNR209057

PAGE
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ADDRESS CORRESPONDENCE TO ATTENTION OF
 FRANK WHITTAKER
 304-558-2316

RFQ COPY

TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF NATURAL RESOURCES
 PARKS & RECREATION SECTION
 BUILDING 3, ROOM 719
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0662 304-558-2775

DATE PRINTED 11/06/2008	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
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BID OPENING DATE: 12/09/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL EXPRESSION OF INTEREST THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION IF NATURAL RESOURCES, IS SOLICITING EXPRESSIONS OF INTEREST FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR LODGE EXPANSION AND PARK IMPROVEMENTS AT CACAPON RESORT STATE PARK LOCATED IN BERKELEY SPRINGS WV, PER THE ATTACHED SPECIFICATIONS. TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WEST VIRGINIA PURCHASING DIVISION VIA FAX AT 304-558-4115 OR VIS EMAIL AT FRANK.M.WHITTAKER@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS NOVEMBER 21, 2008 AT 3:00 PM. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY WILL BE ANSWERED BY ADDENDUM AFTER THE DEADLINE. QUESTIONS CONCERNING THE PROCESS BY WHICH A VENDOR MAY SUBMIT AN EXPRESSION OF INTEREST TO THE STATE OF WEST VIRGINIA ARE NOT CONSIDERED TECHNICAL QUESTIONS AND MAY BE SUBMITTED AT ANY TIME PRIOR TO THE BID OPENING DATE AND TIME. EXHIBIT 10 ADDENDUM ACKNOWLEDGEMENT I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William L. Toney</i>	TELEPHONE 304-645-4056	DATE 12-2-08
NAME President	PHONE 55-0757395	ADDRESS CHANGES TO BE NOTED ABOVE

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



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

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 DNR209057

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 804-558-2316

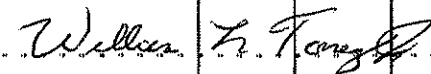
RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

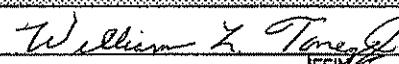
DIVISION OF NATURAL RESOURCES
 PARKS & RECREATION SECTION
 BUILDING 3, ROOM 719
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0662 304-558-2775

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
11/06/2008				

BID OPENING DATE: 12/09/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NOS. :						
NO. 1						
NO. 2						
NO. 3						
NO. 4						
NO. 5						
I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF THE BIDS.						
VENDOR MUST CLEARLY 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.						
 SIGNATURE						
..... Engineering & Testing 2000, Inc. COMPANY						
..... December 2, 2008 DATE						
REV. 11/96						
BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATI-						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

NATURE	TELEPHONE	DATE
	304-645-4056	12-2-08
LE President	FEIN 55-0757395	ADDRESS CHANGES TO BE NOTED ABOVE

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



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

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DIVISION OF NATURAL RESOURCES
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 BUILDING 3, ROOM 719
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0662 304-558-2775

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
11/06/2008				

BID OPENING DATE: 12/09/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UQP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>CALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>REV. 1/2005</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: 44</p> <p>REQ. NO.: DNR209057</p> <p>BID OPENING DATE: 12/09/08</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p>-----</p> <p>PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
NATURE	William L. Toney, Jr.	TELEPHONE 304-645-4056	DATE 12-2-08
President	FEIN 55-0757395	ADDRESS CHANGES TO BE NOTED ABOVE	

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



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
 DNR209057

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 4

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 FRANK WHITTAKER
 304-558-2316

RFQ COPY
 TYPE NAME/ADDRESS HERE

DIVISION OF NATURAL RESOURCES
 PARKS & RECREATION SECTION
 BUILDING 3, ROOM 719
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0662 304-558-2775

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
11/06/2008				

BID OPENING DATE: 12/09/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
CONCERNING THIS QUOTE:						

***** THIS IS THE END OF RFQ DNR209057 ***** TOTAL:						_____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *William K. Torrey* TELEPHONE: 304-645-4056 DATE: 12-2-08
 TITLE: President FEIN: 55-0757395 ADDRESS CHANGES TO BE NOTED ABOVE

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

Revised July 26, 2007

**EXPRESSION OF INTEREST
Cacapon Resort State Park
Lodge Expansion and Park Improvements
DNR209057**

Part 1 GENERAL INFORMATION

1.1 Purpose:

The Acquisition and Contract Administration Section of the Purchasing Division "State" is soliciting Expression(s) of Interest (EOI) for West Virginia Division of Natural Resources, Parks and Recreation Section, "Agency", from qualified firms to provide architectural/engineering services as defined in section two (2) and three (3).

1.2 Project:

The mission or purpose of the project described in sections 2 & 3 is to provide professional engineering services pursuant to the following objectives:

Provide necessary professional architectural and engineering and related services to plan and construct an expansion and improvements to the lodge, improvements to the golf course, and improvements to the water supply and waste water treatment systems at Cacapon State Park.

Provide necessary professional architectural and engineering services including those necessary to effectively plan and produce construction documents and specifications and other related services to complete the project.

1.3 Format: N/A

1.4 Inquiries:

Additional information inquiries regarding this EOI must be submitted in writing to the State Buyer with the exception of questions regarding proposal submission, which may be oral. The deadline for written inquiries is identified in the Schedule of Events, Section 1.16. All inquiries of specification clarification must be addressed to:

Frank Whittaker, Senior Buyer
Purchasing Division
P.O. Box 50130
Charleston, WV 25305-0130
Fax: (304) 558-4115

The firm, or anyone on the firm's behalf, is not permitted to make any contact whatsoever with any member of the evaluation committee. Violation may result in rejection of the EOI. The State Buyer named above is the sole contact for any and all inquiries after this EOI has been released.

1.5 Vendor Registration:

Firms participating in this process should complete and file a *Vendor Registration and Disclosure Statement* (Form WV-1) and remit the registration fee. Firm is not required to be a registered vendor in order to submit an EOI, but the **successful firm must register and pay the fee prior to the issuance of an actual contract.**

1.6 Oral Statements and Commitments:

Firm must clearly understand that any verbal representations made or assumed to be made during any oral discussions held between firm's representatives and any State personnel are **not binding**. Only the information issued in writing and added to the Expression of Interest specifications file by an official written addendum is binding.

1.7 Economy of Preparation:

EOI's should be prepared simply and economically, providing a straightforward, concise description of firm's abilities to satisfy the requirements of the EOI. Emphasis should be placed on completeness and clarity of content.

1.8 Labeling of the Sections: The response sections should be labeled for ease of evaluation.

1.9 Submission:

1.9.1 State law requires that the original expression shall be submitted to the Purchasing Division. All copies to the Purchasing Division must be submitted **prior to the date and time stipulated as the opening date**. All expressions will be date and time stamped on the Purchasing Division official time clock to verify time and date of receipt.

1.9.2 Firms mailing expressions should allow sufficient time for mail delivery to ensure timely arrival. The Purchasing Division **CANNOT** waive or excuse late receipt of an expression which is delayed and late for any reason according West Virginia State Code §5A-3-11. Any EOI received after the bid opening time and date will be immediately disqualified in accordance with State law and the Legislative Rule 148-CSR-1.

Submit:

One original plus (2) convenience copies to:
Purchasing Division
2019 Washington Street, East
P.O. Box 50130
Charleston, WV 25305-0130

The outside of the envelope or package(s) should be clearly marked:

Buyer: 44
Req#: DNR209057
Opening Date: 12/09/08
Opening Time: 1:30 PM

1.10 Rejection of Expressions:

The State shall select the best value solution according to §5G-1-3 of the West Virginia State Code. However, the State reserves the right to accept or reject any or all expressions and to reserve the right to withdraw this Expression of Interest at any time and for any reason. Submission of, or receipt by the State of Expressions confers no rights upon the firm nor obligates the State in any manner.

1.11 Incurring Costs:

The State and any of its employees or officers shall not be held liable for any expenses incurred by any firm responding to this EOI for expenses to prepare, deliver, or to attend the short-list interviews.

1.12 Addenda:

If it becomes necessary to revise any part of this EOI, an official written addendum will be issued by the State to all potential firms of record.

1.13 Independent Price Determination:

A contract will not be considered for award if the negotiated price was not arrived at independently without collusion, consultation, communication, or agreement as to any matter relating to prices with any competitor.

1.14 Price Quotations: No "price" or "fee" quotation is requested or permitted in the response.

1.15 Public Record:

1.15.1 Submissions are Public Record.

All documents submitted to the State Purchasing Division related to purchase orders/contracts are considered public records. All EOI's submitted by firms shall become public information and are available for inspection during normal official business hours in the Purchasing Division Records and Distribution center after the expressions have been opened.

1.15.2 Written Release of Information.

All public information may be released with or without a Freedom of Information request, however, only a written request will be acted upon with duplication fees paid in advance. Duplication fees shall apply to all requests for copies of any document. Currently the fees are \$0.50/page, or a minimum of \$10.00 per request, whichever ever is greater.

1.15.3 Risk of Disclosure.

The only exemptions to disclosure of information are listed in West Virginia Code §29B-1-4. Primarily, only trade secrets as submitted by a firm are the only exemption to public disclosure. The submission of any information to the State by a firm puts the risk of disclosure on the firm. The submission of any information to the State by a vendor puts the risk of disclosure on the vendor. The State does not guarantee non-disclosure of any information to the public.

1.16 Schedule of Events:

Release of the EOI	11/07/08
Firm's Written Questions Submission Deadline	11/21/08
Addendum Issued	12/01/08
Expressions of Interest Opening Date	12/09/08
Estimated Date for Interviews	TBD

1.17 Mandatory Prebid Conference:

N/A

1.18 Bond Requirements:

N/A

1.19 Purchasing Affidavit:

West Virginia State Code §5A-3-10a (3) (d) requires that all firms submit an Affidavit regarding any debt owed to the State and licensing and confidentiality certifications. The Affidavit must be signed and submitted prior to award. It is preferred that the Affidavit be submitted with the EOI.

PART 2

OPERATING ENVIRONMENT

2.1 Location: Agency is located at the following address:

West Virginian Division of Natural Resources
Parks and Recreation Section
1900 Kanawha Boulevard, East
Charleston, WV 25305

Facilities where work will be performed:

Cacapon Resort State Park
818 Cacapon Lodge Drive.
Berkeley Springs, WV 25411-3300

2.2 Background:

The Division of Natural Resources owns and operates Cacapon Resort State Park.

The Division of Natural Resources desires to provide the referenced improvements to the park. Professional services will be necessary to effectively plan, describe, and monitor the construction necessary to provide these improvements.

PART 3 PROCUREMENT SPECIFICATIONS

3.1 **General Requirements:**

Provide described services in accordance with current state law and other applicable state codes or regulations.

3.2 **Project Description:**

Provide professional engineering services pursuant to the following objectives:

Provide necessary professional architectural, engineering and related services to plan and construct an expansion and improvements to the lodge, improvements to the golf course, and improvements to the water supply and waste water treatment systems at Cacapon State Park.

The improvements to the lodge may include:

- 100 new guest rooms, room furnishings, necessary common space and elevator(s)
- A connecting corridor between the existing lodge and new facilities
- Additional parking and improvements to the existing parking lot
- Installation of a sprinkler system in the existing lodge to comply with current fire safety code requirements
- Fitness area, full service spa, and indoor swimming pool
- An expansion of the existing lodge dining room and kitchen facilities with related equipment improvements and replacements
- Improve the HVAC of the existing lodge
- Landscaped outdoor patio at the lodge overlooking the golf course
- All required furnishings to make these facilities functional

Improvements to the golf course may include:

- Renovation of the sand bunkers
- General drainage improvements

Improvements to the water supply system improvements may include:

- New groundwater wells and related controls
- New raw water line to the existing water treatment plant
- Upgrade existing water treatment plant to provide additional capacity

- Upgrade miscellaneous piping as necessary to connect to new wells

Improvements to the wastewater treatment system may include:

- Renovate or replace existing water treatment plant that serves the lodge

Provide necessary professional architectural and engineering services including those necessary to effectively plan and produce construction documents and specifications and other related services to complete the project.

3.3 Special Terms and Conditions:

3.3.1 *Bid and Performance Bonds:* N/A

3.3.2 *Insurance Requirements:* \$1,000,000 Professional Liability
Workers Compensation Certificate upon award

3.4 General Terms and Conditions:

By signing and submitting the EOI, the successful firm agrees to be bound by all the terms contained in Section Three (3) of this EOI.

3.4.1 *Conflict of Interest:*

Firm affirms that it, its officers or members or employees presently have no interest and shall not acquire any interest, direct or indirect which would conflict or compromise in any manner or degree with the performance or its services hereunder. The firm further covenants that in the performance of the contract, the firm shall periodically inquire of its officers, members and employees concerning such interests. Any such interests discovered shall be promptly presented in detail to the Agency.

3.4.2 *Prohibition Against Gratuities:*

Firm warrants that it has not employed any company or person other than a bona fide employee working solely for the firm or a company regularly employed as its marketing agent to solicit or secure the contract and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award of the contract. For breach or violation of this warranty, the State shall have the right to annul this contract without liability at its discretion, and/or to pursue any other remedies available under this contract or by law.

3.4.3 *Certifications Related to Lobbying:*

Firm certifies that no federal appropriated funds have been paid or will be paid, by or on behalf of the company or an employee thereof, to any person for purposes of influencing or attempting to influence an officer or employee of any Federal entity, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee or any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the firm shall complete and submit a disclosure form to report the lobbying.

Firm agrees that this language of certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this contract was made and entered into.

3.4.4 Vendor Relationship:

The relationship of the firm to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by the parties to this contract. The firm as an independent contractor is solely liable for the acts and omissions of its employees and agents.

Firm shall be responsible for selecting, supervising and compensating all individuals employed pursuant to the terms of this EOI and resulting contract. Neither the firm nor any employees or contractors of the firm shall be deemed to be employees of the State for any purposes whatsoever.

The Firm shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension or other deferred compensation plans, including but not limited to Workers' Compensation and Social Security obligations, and licensing fees, etc. and the filing of all necessary documents, forms and returns pertinent

to all of the foregoing.

The Firm shall hold harmless the State, and shall provide the State and Agency with a defense against all claims including but not limited to the foregoing payments, withholdings, contributions, taxes, social security taxes and employer income tax returns.

The firm shall not assign, convey, transfer or delegate any of its responsibilities and obligations under this contract to any person, corporation, partnership, association or entity without expressed written consent of the Agency.

3.4.5 *Indemnification:*

The firm agrees to indemnify, defend and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person or firm performing or supplying services, materials or supplies in connection with the performance of the contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the firm, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use or disposition of any data used under the contract in a manner not authorized by the contract, or by Federal or State statutes or regulations; (3) Any failure of the firm, its officers, employees or subcontractors to observe State and Federal laws, including but not limited to labor and wage laws.

3.4.6 *Contract Provisions:*

After the most qualified firm is identified, and fee negotiations are concluded, a formal contract document will be executed between the State and the firm. The order of precedence is the contract, the EOI and the firm's response to the EOI.

3.4.7 *Governing Law:*

This contract shall be governed by the laws of the State of West Virginia. The firm further agrees to comply with the Civil Rights Act of 1964 and all other applicable laws (Federal, State or Local Government) regulations.

3.4.8 *Compliance with Laws and Regulations:*

The firm shall procure all necessary permits and licenses to comply with all applicable laws, Federal, State or municipal, along with all regulations, and ordinances of any regulating body.

The firm shall pay any applicable sales, use, or personal property taxes arising out of this contract and the transactions contemplated thereby. Any other

taxes levied upon this contract, the transaction, or the equipment, or services delivered pursuant here to shall be borne by the contractor. It is clearly understood that the State of West Virginia is exempt from any taxes regarding performance of the scope of work of this contract.

3.4.9 *Subcontracts/Joint Ventures:*

The State will consider the firm to be the sole point of contact with regard to all contractual matters. The firm may, with the prior written consent of the State, enter into written subcontracts for performance of work under this contract; however, the firm is totally responsible for payment of all subcontractors.

3.4.10 *Term of Contract:*

This contract will be effective (date set upon award) and shall extend until the scope of work is complete or for one (1) consecutive twelve (12) month period. The contract may be renewed upon mutual consent for two (2) consecutive years one (1) year periods or until such reasonable time as may be necessary to obtain a new contract or to complete work.

3.4.11 *Non-Appropriation of Funds:*

If the Agency is not allotted funds in any succeeding fiscal year for the continued use of the service covered by this contract by the West Virginia Legislature, the Agency may terminate the contract at the end of the affected current fiscal period without further charge or penalty. The Agency shall give the firm written notice of such non-allocation of funds as soon as possible after the Agency receives notice. No penalty shall accrue to the Agency in the event this provision is exercised.

3.4.12 *Contract Termination:*

The State may terminate any contract resulting from this EOI immediately at any time the firm fails to carry out its responsibilities or to make substantial progress under the terms of this EOI and resulting contract. The State shall provide the firm with advance notice of performance conditions, which are endangering the contract's continuation. If after such notice the firm fails to remedy the conditions contained in the notice, within the time contained in the notice, the State shall issue the firm an order to cease and desist all work immediately.

The State shall be obligated only for services rendered and accepted prior to the date of the notice of termination. The contract may also be terminated upon mutual agreement of the parties with thirty (30) days prior notice.

3.4.13 *Changes:*

If changes to the original contract become necessary, a formal contract change

order will be required. Prior to any work being performed, the change must be negotiated and approved by the State, the Agency and the firm. An approved contract change order is defined as one approved by the Purchasing Division and approved as to form by the West Virginia Attorney General's Office prior to the effective date of such amendment. **NO CHANGE SHALL BE IMPLEMENTED BY THE FIRM UNTIL THE FIRM RECEIVES AN APPROVED WRITTEN CHANGE ORDER.**

3.4.14 *Invoices, Progress Payments, & Retainage:*

The Firm shall submit invoices, in arrears, to the Agency at the address on the face of the purchase order labeled "Invoice To" pursuant to the terms of the contract. Progress payments may be made at the option of the Agency based on percentage of work completed if so defined in the final contract. Any provision for progress payments must also include language for a minimum 10% retainage until the final deliverable is accepted.

If progress payments are permitted, firm is required to identify points in the work plan at which compensation would be appropriate. Progress reports must be submitted to Agency with the invoice detailing progress completed or any deliverables identified. Payment will be made only upon approval of acceptable progress or deliverables as documented in the firm's report. Invoices may not be submitted more than once monthly and State law forbids payment of invoices prior to receipt of services.

3.4.15 *Liquidated Damages:*

According to West Virginia State Code §5A-3-4(8), firm agrees that liquidated damages shall be imposed at the rate of \$100 per workday, for failure to provide deliverables at the agreed upon date identified in the final contract. This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue to any other additional remedy to which the State or Agency may have legal cause for action including further damages against the firm.

3.4.16 *Record Retention (Access & Confidentiality):*

Firm shall comply with all applicable Federal and State of West Virginia rules and regulations, and requirements governing the maintenance of documentation to verify any cost of services or commodities rendered under this contract by the firm. The firm shall maintain such records a minimum of five (5) years and make available all records to Agency personnel at firm's location during normal business hours upon written request by Agency within 10 days after receipt of the request.

Firm shall have access to private and confidential data maintained by Agency to the extent required for firm to carry out the duties and responsibilities defined in this contract. Firm agrees to maintain confidentiality and security of the data made available and shall indemnify and hold harmless the State and Agency against any and all claims brought by any party attributed to actions of breach of confidentiality by the firm, subcontractors, or individuals permitted access by the firm.

PART 4 EVALUATION & AWARD

4.1 Evaluation & Award Process:

- a) **Expressions of Interest will be evaluated and awarded in accordance with §5G-1-3 "Contracts for architectural and engineering services; selection process where total project costs are estimated to cost two hundred fifth thousand dollars or more."**

"In the procurement of architectural and engineering services for projects estimated to cost two hundred and fifty thousand dollars or more the director of purchasing shall encourage such firms engaged in the lawful practice of the profession to submit an expression of interest, which shall include a statement of qualifications, and performance data and may include anticipated concepts and proposed methods of approach to the project. All such jobs shall be announced by public notice published as a Class II legal advertisement in compliance with the provisions of article three [§59-3-1et seq.] A committee comprised of three to five representatives of the agency initiating the request shall evaluate the statements of qualifications and performance data and other material submitted by the interested firms and select three firms which in their opinion are the best qualified to perform the desired service. Interviews with each firm selected shall be conducted and the committee shall conduct discussions regarding anticipated concepts and the proposed methods of approach to the assignment. The committee shall then rank in order of preference no less than three professional firms deemed to be the most highly qualified to provide the services required, and shall commence scope of service and price negotiations with the highest qualified professional firm for architectural or engineering services or both. Should the agency be unable to negotiate a satisfactory contract with the professional firm considered to be the most qualified, at a fee determined to be fair and reasonable, price negotiations with the firm of second choice shall commence. Failing accord with the second most

qualified professional firm, the committee shall undertake price negotiations with the third most qualified professional firm. Should the agency be unable to negotiate a satisfactory contract with any of the selected professional firms, it shall select additional professional firms in order of their competence and qualifications and it shall continue negotiations in accordance with this section until an agreement is reached."

- b) The evaluation criteria and assigned point values are as follows:

Scoring Criteria

Category	Points
1. History and credentials of firm	40
2. History of completing similar projects	40
3. Oral Interview	20

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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 owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

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 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 is in compliance with the requirements as stated.

Vendor's Name: Engineering & Testing 2000, Inc.

Authorized Signature: _____ Date: 12-2-2008



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: DNR209057

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 FRANK WHITTAKER
 304-558-2316

*413105525 304-645-4056
 ENGINEERING & TESTING 2000 INC
 PO BOX 1149
 LEWISBURG WV 24901

DIVISION OF NATURAL RESOURCES
 PARKS & RECREATION SECTION
 BUILDING 3, ROOM 719
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0662 304-558-2775

DATE PRINTED	TERMS OF SALE	SHIP VIA	POB	FREIGHT TERMS
12/01/2008				

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
BID OPENING DATE: 12/09/2008 BID OPENING TIME 01:30PM ***** ADDENDUM NO. 1 ***** THIS ADDENDUM IS ISSUED TO PROVIDE THE ATTACHED VENDOR TECHNICAL QUESTIONS, AND AGENCY RESPONSES. BID OPENING DATE AND TIME REMAIN: 12/09/08 AT 1:30 PM						
0001	1	LS		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL						
***** THIS IS THE END OF RFQ DNR209057 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *William K. Torrey* TELEPHONE: 304-645-4056 DATE: 12-2-2008

TITLE: President FAX: 55-0757395 ADDRESS CHANGES TO BE NOTED ABOVE

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

Answers to questions received for DNR209057 are listed below: (answers are in bold)

Questions by Victor R. Greco

-In item 3.2 the project description mentions "provide necessary professional architectural, engineering services and related services to plan and construct an expansion..."

Does this indicate that the AE firm is to also consider a design build delivery or will the project be more traditional design, bid and construction administer the project?

Project is planned to be traditional design, bid and construct.

-In the past has there been a master plan and or preliminary planning been performed for the project (incl. cost estimates)? If so, is any of this documentation available for review?

No relative master plan exists. A copy of a recent study is attached that may provide additional information. This very preliminary study was performed by Woolpert, Inc and is dated December 13, 2007. It is not the basis on which future decisions, concerning this project will be made, nor is intended to include all improvements or renovations that may or may not be developed with the firm chosen to provide the professional services for which this EOI is advertised. All costs have been removed from the study. A budget for the construction of this project has not been determined.

-Is the fitness center, full service spa and indoor swimming pool included in the new addition or is this renovation of existing facilities or a combination?

This would be a new addition.

-In item 3.2 the project description mentions "improve the HVAC in the existing lodge". Is this a complete replacement of existing systems or will this be a partial replacement, partial renovation? If it is the latter what type of systems are in use (i.e. boiler heat, forced air, etc.)?

This will be determined with the chosen firm.

-will the kitchen renovation within the existing lodge be a complete or partial renovation?

This will be determined with the chosen firm.

Questions from The Benham Companies, LLC

When was the existing lodge constructed?

Approximately 1955

Have there been significant renovations?

Yes, a conference room was added in 1999 among other renovations.

Are construction drawings available?

Yes, documentation of the facility is through. Complete plans will be provided to the chosen firm. Attached are digital files of selected sheets of recent plans of the conference addition. They provide more than is necessary at this point to give an over view of the lodge. Note that not all improvements planned and indicated in the attached sheets were constructed.

What is the existing water supply demand?

See the attached Woolpert Study.

Has a new water supply study been completed?

No.

Have new water supply wells been sited?

No.

What is the existing wastewater treatment plant average daily flow?

Average flow is not known. Maximum permitted flow presently is 50,000gpd

Where does the treated wastewater effluent discharge?

Indian Run of Sleepy Creek

What is the expiration for the existing discharge permit?

5/13/09

What technology is presently used to treat the wastewater?

Extended Aeration

Questions from Chapman Technical Group

Regarding RFQ DNR209057, the Cacapon State Park project, what is the nature of the renovations to the golf course bunkers?

Most improvements to the Golf Course will be related to drainage.

Regarding RFQ DNR209057, the Cacapon State Park project, is the existing lodge design considered significant or historic? In designing the addition, is it desirable keep a similar architectural style, or is it more desirable to develop a completely different style for the existing lodge and addition?

The existing lodge is not on any list of historic structures. However, any planned addition will respect the existing Architecture and will be submitted for comment to SHPO and the Division of Culture and History.

Questions from Michelle Semanoff

Are we selecting furniture for the project?
That service may or may not be included in the scope of the services for this project and will be determined through negotiations with the firm.

Will a comprehensive Golf Course Master plan be developed to help describe the proposed improvements?
That service is not likely to be the result of this EOI

What is the square footage of the existing building?
Approximately 52,000 sqft.

Are there existing drawings and a floor plan? If so, can the floor plan be provided?
See attachments.

What is the construction budget?
There is not any money currently budgeted for the project, other than for A/E fees. A reasonable project budget will be developed with the chosen firm.

Will the expansion of the dining room be in the existing facility or will there be an addition?
That will be determined with the chosen firm.

What size pool is being proposed?
The pool size will be determined with the chosen firm. A pool was planned with the 1999 additions but not constructed.

What elements of a spa are you considering and how many customers should be accommodated?
This will be determined with the existing firm. A small spa was planned with the 1999 addition but not constructed. A larger spa offering more amenities will likely be planned with this project.

Questions from Grove & Dall'olio Architects

Will any of the existing rooms or cabins be renovated?
There are presently not renovations planned to the existing cabins or rooms with this project.

What is the schedule for the construction?

While these much needed improvements to Cacapon Resort State Park are not presently funded beyond those funds necessary to procure the A/E services, there is no present funding or schedule for construction.

Questions submitted by Gene Weissman

Is it possible to arrange a tour of the facility with the park staff prior to the Bid Opening Date? If so, can you please provide contact information.

You may visit the park at any time. No official tour will be conducted. Cacapon Resort State Park may be contacted via telephone at (304) 258-6691 for directions to the park. Specific information regarding this EOI is not available from the park.

Are there any additional details you can provide regarding the full service spa & fitness components of the project (i.e. size, program, etc.)?

Specifics of what will be provided with the full service spa will be determined with the chosen firm. However, we hope to provide massage therapy as well as facials and body treatments in addition to an exercise /fitness center.

Is the intent for the facility to remain in operation or partially in operation during construction?

The facility will remain in operation during the construction.

Related to No. 3 above, will the existing wastewater treatment facilities remain in operation during construction?

The existing wastewater treatment facilities must remain in operation during the construction.

Would it be possible to expand upon the portion of the scope described as improving the existing HVAC system in the existing lodge?

The existing lodge has a single pipe boiler/chiller system. We are interested in exploring methods to improve or upgrade this system with the chosen firm.

What is the current capacity of the existing water and wastewater treatment plants?

This is answered by an earlier question. The capacity is 50,000 gpd.

Is there a rough schedule of when the project will commence (design & construction)?

Design is funded presently. The construction is not funded at this time.

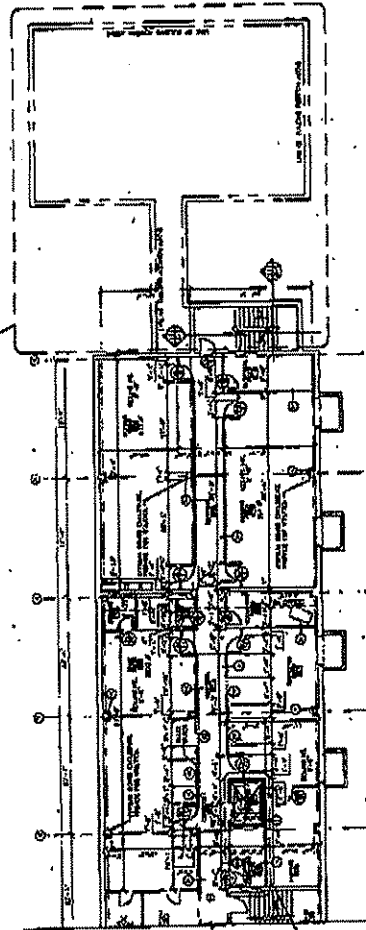


CONFERENCE CENTER
ADDITION TO THE
CACAPON STATE PARK LODGE
BENNETT BRUNGS WEST VIRGINIA

BASEMENT
FLOOR
PLAN

DATE	12/1/08
BY	...
SCALE	AS SHOWN
PROJECT NO.	...
CLIENT	...

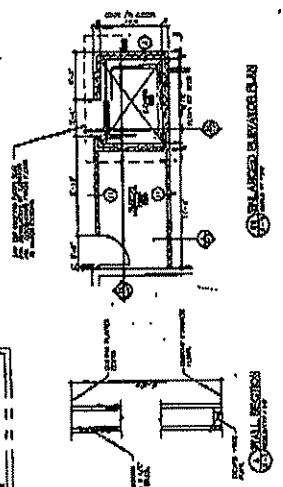
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- 2. FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.
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- 4. FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.
- 5. FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.



ROOM FINISH SCHEDULE

NO.	ROOM NAME	FINISH	QTY
1	MECHANICAL ROOM
2	ELECTRICAL ROOM
3	STAIR
4	STAIR
5	STAIR
6	STAIR
7	STAIR
8	STAIR
9	STAIR
10	STAIR
11	STAIR
12	STAIR
13	STAIR
14	STAIR
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100	STAIR

BASEMENT FLOOR PLAN



- 1. ALL FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.
- 2. FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.
- 3. FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.
- 4. FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.
- 5. FINISHES TO BE IN ACCORDANCE WITH THE SPECIFICATIONS.

CONFERENCE CENTER
ADDITON TO THE
CACAPON STATE PARK LODGE
BENKLEY SPRINGS WEST VIRGINIA



FIRST FLOOR PLAN

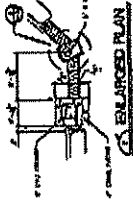
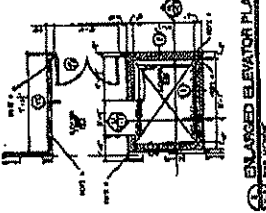
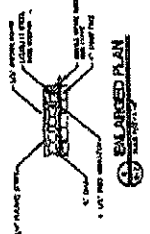
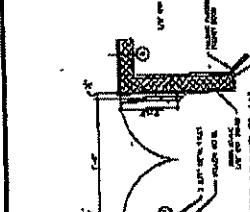
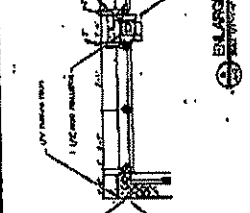
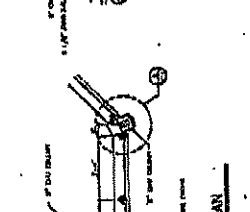
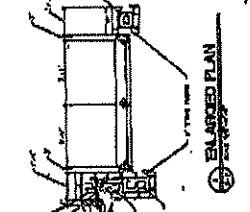
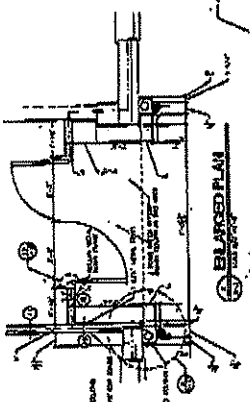
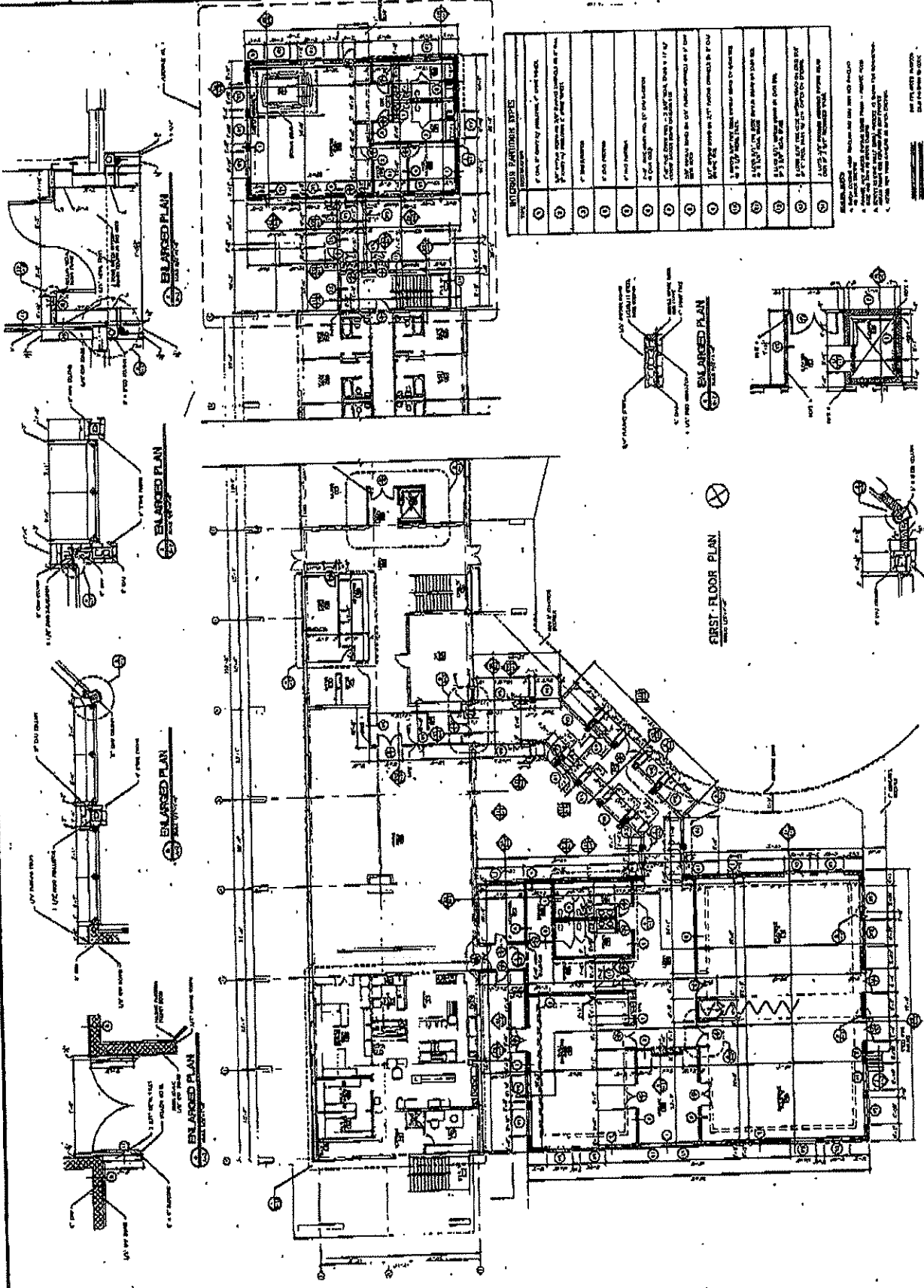
DATE	12/1/08
BY	...
CHECKED BY	...
SCALE	AS SHOWN
PROJECT	...

A-2

INTERIOR PARTITION TYPES	
TYPE	DESCRIPTION
1	6" CMU 1/2" GYPSUM BOARD ON BOTH SIDES
2	5/8" GYPSUM BOARD ON BOTH SIDES
3	5/8" GYPSUM BOARD ON ONE SIDE
4	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE
5	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE
6	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE WITH 1/2" GYPSUM BOARD ON INTERIOR SIDE
7	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE WITH 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE
8	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE WITH 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE AND 1/2" GYPSUM BOARD ON INTERIOR SIDE
9	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE WITH 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE AND 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE
10	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE WITH 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE AND 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE
11	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE WITH 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE AND 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE
12	5/8" GYPSUM BOARD ON ONE SIDE WITH 1/2" GYPSUM BOARD ON OTHER SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE WITH 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE AND 1/2" GYPSUM BOARD ON INTERIOR SIDE AND 1/2" GYPSUM BOARD ON EXTERIOR SIDE

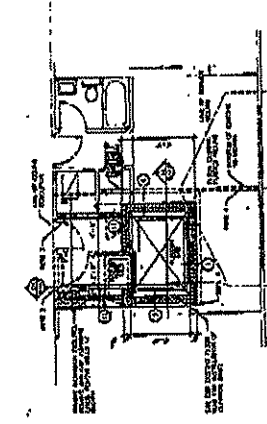
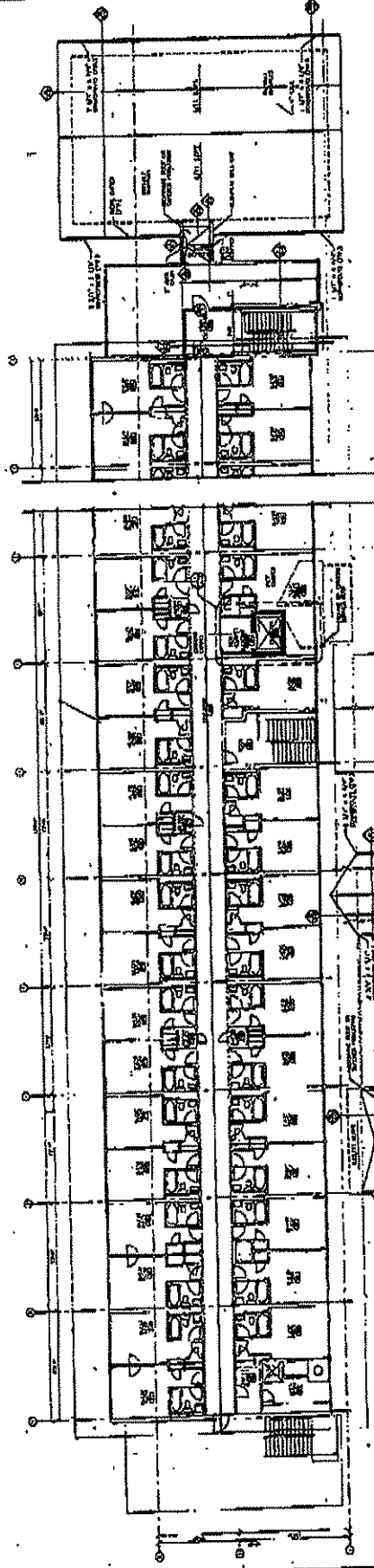
REVISIONS:

1. REVISIONS TO THE FIRST FLOOR PLAN TO ACCOMMODATE THE ADDITION OF THE CONFERENCE CENTER.
2. REVISIONS TO THE FIRST FLOOR PLAN TO ACCOMMODATE THE ADDITION OF THE CONFERENCE CENTER.
3. REVISIONS TO THE FIRST FLOOR PLAN TO ACCOMMODATE THE ADDITION OF THE CONFERENCE CENTER.
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12. REVISIONS TO THE FIRST FLOOR PLAN TO ACCOMMODATE THE ADDITION OF THE CONFERENCE CENTER.



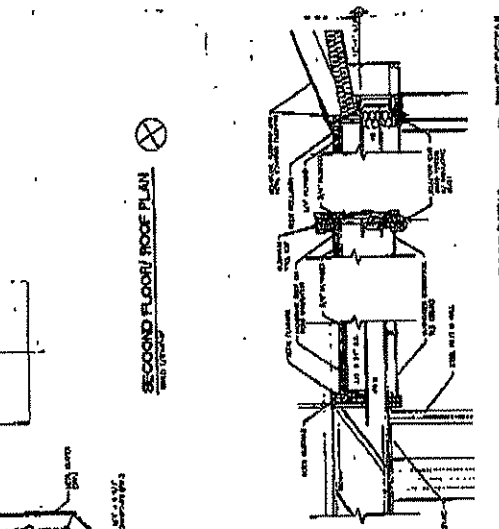


CONFERENCE CENTER
 ADDITION TO THE
 CACAPON STATE PARK LODGE
 BERRYLE STRONG WEST VIRGINIA



- 1. ALL WALLS TO BE CONCRETE BLOCK WITH 2" MIN. INSULATION.
- 2. ALL ROOFING TO BE ASPH/FLY SHingles.
- 3. ALL FLOORING TO BE 1/2" MIN. GYP BOARD OVER 1" MIN. INSULATION.
- 4. ALL CEILING TO BE 5/8" MIN. GYP BOARD.
- 5. ALL DOORS TO BE 1 3/4" MIN. SOLID CORE.
- 6. ALL WINDOWS TO BE 1/2" MIN. INSULATED GLASS UNITS.
- 7. ALL EXTERIOR FINISHES TO BE PER ARCHITECT'S SCHEDULE.
- 8. ALL INTERIOR FINISHES TO BE PER ARCHITECT'S SCHEDULE.
- 9. ALL MECHANICAL AND ELECTRICAL TO BE PER ARCHITECT'S SCHEDULE.
- 10. ALL PAINT TO BE PER ARCHITECT'S SCHEDULE.

SECOND FLOOR ROOF PLAN



ROOF DETAIL

ROOF DETAIL

ROOF DETAIL

ROOF DETAIL



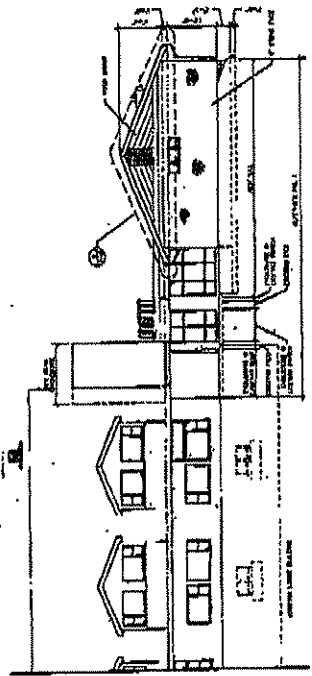
ZMI ARCHITECTURE
1000 MARKET STREET
SUITE 200
DURHAM, NC 27701
PHONE: 919.286.1000
WWW.ZMIARCHITECT.COM

CONFERENCE CENTER
ADDITION TO THE
CACAPON STATE PARK LODGE
BERKELEY BRANCH, WEST VIRGINIA

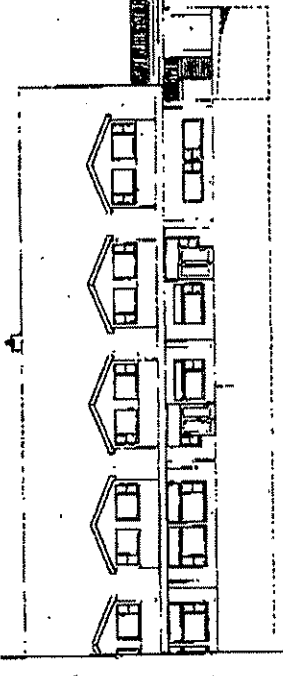
BUILDING
ELEVATION

DATE	BY	SCALE
10/17/08	JM	1/8" = 1'-0"

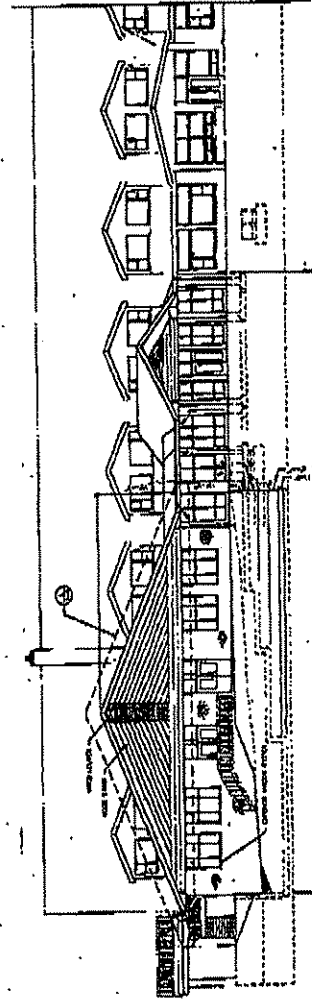
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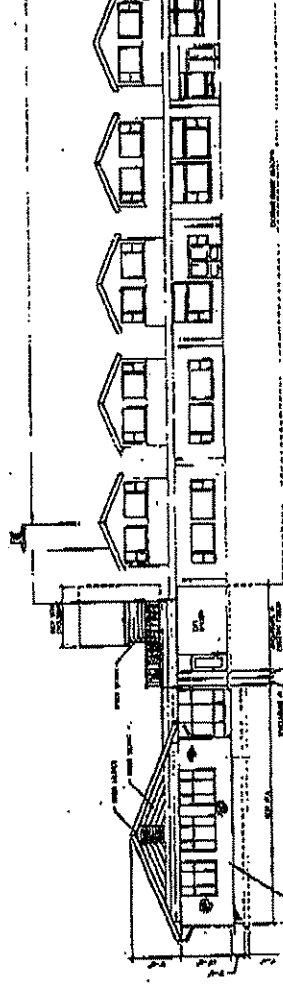
SOUTH ELEVATION



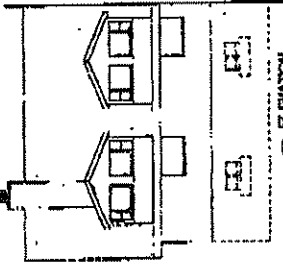
NORTH ELEVATION



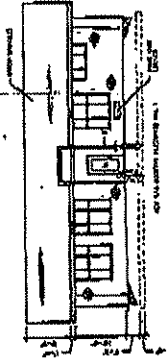
EAST ELEVATION



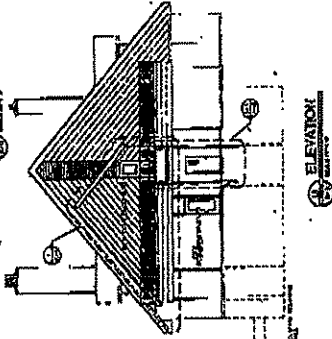
WEST ELEVATION



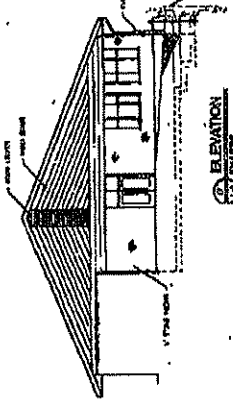
ELEVATION



ELEVATION



ELEVATION



ELEVATION

CACAPON RESORT STATE PARK

Berkley Springs, Morgan County, WV

Cost Analysis Report

Various Park Improvements

December 13, 2007

WOOLPERT, INC.
600 Sixth Avenue, Suite 2
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304.722.1505

Since Woolpert, Inc. has no control over the cost of labor, materials, equipment or services furnished by others, over contractors' methods of determining prices, or over competitive bidding or market conditions, Woolpert, Inc. cannot and does not guarantee that proposals, bids or actual construction costs will not vary from any cost indications which may be given as part of this assignment. Any indication of costs is made on the basis of Woolpert, Inc.'s experience and qualifications and represents its best judgment as an experienced and qualified professional A/E firm, familiar with the construction industry.

INTRODUCTION

The purpose of this report is to provide an evaluation of the probable costs for various improvements at Cacapon Resort State Park as requested by the West Virginia Department of Parks and Recreation. The improvements include addition of one hundred guest rooms at the Lodge along with upgrade of other lodge support facilities, improvements to the Golf Course greens, tees and sand bunkers, improvements to the Water Supply System and improvements to the Wastewater Treatment System in support of service for the increased lodging units.

Lodge Improvements

The Lodge improvements are intended to increase the number of lodging rooms available to take advantage of the recent addition of the modern conference room facilities. Other improvements are in support of the conference facilities as well as remodeling and improvements of the resort environment at the park. The following improvements are to be included in the project.

- One hundred guest rooms, common space and elevator. Eighty guest rooms will be basic rooms with approximately 350 square feet of room space and resort style room amenities. Twenty guest rooms will be suite rooms with approximately 400 square feet of room space and additional amenities.
- Connecting corridor between the existing lodge and the new facilities to provide transitional space between the facilities.
- One hundred car asphalt surface parking lot with curbs along with improvements to the existing parking lot.

Room furnishings for the one hundred new guest rooms consisting of two beds, desk, table, two chairs, bureau, refrigerator, microwave, television, night stands, drapery and closet.

Installation of sprinkler system piping in the existing lodge facilities to bring fire safety level up to state building code requirements.

Fitness area equipped with treadmills, aerobic machines, weights, hot tub, pool, massage room and sauna room.

Expanded dining room and kitchen providing additional seating capacity in the dining room along with additional floor space for the kitchen and a lounge adjacent to the dining room.

Upgrade the heating ventilation and air conditioning in the existing lodge by replacement of the stand-up air conditioning units.

- Replace, upgrade and improve the existing kitchen equipment and layout to accommodate the increased dining capacity.
- Outdoor patio equipped with decorative landscaping and furniture overlooking the golf course for use during suitable weather conditions.
- Tables, chairs serving tables to furnish the expanded dining room facilities.

Cost estimates for the proposed improvements are presented in the following table.

Cacapon Resort State Park
Lodge Addition And Improvements
Cost Estimate

Item	Cost
SITE WORK	
Mobilization	
Layout/Stake	
Erosion Control	
Site Utilities	
Site Grading	
Storm Drainage	
Parking/Drives	
Landscaping	
LODGE ADDITIONS/IMPROVEMENTS	
80 Standard Rooms/20 Suites	
Stair Towers	
Elevators	
Room Furnishings	
Corridor Liner	
Fitness Center	
Kitchen/Dining Expansion	
Kitchen Equipment Upgrade	
Grander Dining	
Existing Building Sprinklers	
Existing Building HVAC Upgrade	
Architect Discretionary Allowance	
Subtotal	
Bonding Insurance	
Design Fees	
Estimated Project Cost	

Golf Course Improvements

The Golf Course improvements are intended to upgrade the course to the quality level of a resort style course to increase the number of rounds played taking advantage of the enhancements to the lodge facilities. The following improvements are to be included in the project commensurate with a Robert Trent Jones styled course.

Renovate sand bunkers.

- Level teeing areas.

Renovate greens.

Drainage improvements.

Cost estimates for the proposed improvements are presented in the following table.

**Cacapon Resort State Park
Golf Course Improvements
Cost Estimate**

Item	Cost
Mobilization	
Layout/Stake	
Erosion Control	
Onsite Topsoil	
Rough Shaping	
Storm Drainage	
Golf Drainage	
Greens Replacement	
Tees Leveling/Shaping	
Bunkers Renovation	
Fine Grading	
Seedbed Prep	
Grassing - Seed/Sprigs	
Grassing - Sod	
Demolition Material Disposal	
Architect Discretionary Allowance	
Subtotal	
Bonding/Insurance	
Design Fees	
Estimated Project Cost	

Water Supply System Improvements

The Water Supply System improvements are intended to provide additional water sources to accommodate increased water usage associated with the increased number of lodging rooms, swimming pool, expanded dining facilities and increased golf course usage. The increased water usage associated with the new facilities is anticipated to be approximately 27,000 gallons per day.

The existing source for the park water supply is from two groundwater wells located along the North Fork of Indian Run. These two groundwater wells have been a dependable source of water to meet the existing needs of the park during recent years. Morgan County has changed. The other areas of the park where the dry wells have occurred have been determined to have been impacted by insufficient recharge area to replenish water bearing formations and therefore water tables have dropped within these areas. The water bearing formations and zones lying along the North Fork of Indian Run, however have a larger recharge area than do the locations of the dry wells, therefore it is anticipated that the area along the North Fork of Indian Run will be a sufficient and dependable source of water for current water needs and to supply the needs of the expanded facilities. No public water sources outside the park boundaries have sufficient capacity to meet the water needs of the park, therefore sources within the park will be utilized.

The existing water treatment plant has a total capacity of 230,000 gallons per day using the pressure filtration system. The maximum day usage from treatment plant records is approximately 69,000 gallons with plant operation occurring for 12.5 hours at a rate of 92 gallons per minute. The records indicate that August is the month of the year with the highest average daily usage which is approximately 36,400 gallons per day. Operation of the treatment plant for this August usage level occurs for 7.3 hours per day at an average rate of 83 gallons per minute. Based on these demands, the existing water treatment plant has sufficient capacity to meet current and expanded water needs.

The existing water storage tank located adjacent to the water treatment plant has a storage capacity of 125,000 gallons. Based on a total average daily usage of 63,400 gallons during the peak month for the existing facilities plus the proposed facilities, the water storage tank provides approximately two days storage capacity. Based on this storage capacity, the existing water storage tank has sufficient capacity to meet current and expanded water needs.

In order to conservatively meet the increased water demands without impacting the existing water sources at the two existing wells for the maximum day usage, it is anticipated that the additional 27,000 gallons per day demand can be met with additional well capacity of 40 gallons per minute operating at the 12.5 hours occurring on the peak day. It is anticipated that this additional capacity can be obtained from two additional wells located along the North Fork of Indian Run, one near the park entrance and a second within the area of the lower cabin area. Records from the wells in current use and from 1966 records of an abandoned well below the swimming lake indicate that a single screened well most likely would supply the additional capacity required, however a second additional well is considered to be appropriate for planning due to the inherent uncertainties of hydrogeologic uniformities.

The following improvements are to be included in the project.

- Two groundwater wells and controls.
- New raw water line to the existing water treatment plant.
- Upgrade of existing water treatment plant control system related to new wells.
- Upgrade miscellaneous piping related to new wells.

Cost estimates for the proposed improvements are presented in the following table.

Cacapon Resort State Park
Water System Improvements
Cost Estimate

Item	Cost
Mobilization	
Two Test Wells	
Two Groundwater Wells	
Two Well Pumps and Controls	
Treatment Plant Controls Upgrade	
Treatment Plant Piping Modifications	
Raw Water Line from Wells	
Subtotal	
Bonding/Insurance	
Design Fees	
Estimated Project Cost	

Wastewater Treatment System Improvements

The Wastewater Treatment System improvements are intended to provide additional treatment capacity to accommodate increased water usage associated with the increased number of lodging rooms, swimming pool, expanded dining facilities and increased golf course usage. The increased water usage associated with the new facilities is anticipated to be approximately 27,000 gallons per day. A 30,000 gallons per day packaged wastewater treatment plant similar to the existing wastewater treatment facilities is considered for analysis of costs.

The following improvements are to be included in the project.

- Modify existing flow splitter box to accommodate new treatment plant.
- New packaged wastewater treatment plant.
- Conversion of existing sludge drying beds to tertiary sand filters.
- New ultraviolet disinfection system.

Cost estimates for the proposed improvements are presented in the following table.

Cacapon Resort State Park
Wastewater System Improvements
Cost Estimate

Item	Cost
Mobilization	
Site Grading and Drainage	
Flow Splitter Box Modifications	
Packaged Wastewater Treatment Plant	
Convert Drying Beds to Sand Filters	
UV Disinfection Unit	
Yard Piping	
Electrical System Modifications	
Fencing	
Subtotal	
Bonding/Insurance	
Design Fees	
Estimated Project Cost	

Total Estimated Costs

Total Estimated Costs for the improvements evaluated during this cost analysis are summarized in the following table.

Cacapon Resort State Park
Park Improvements
Total Cost Estimate Summary

Item	Cost
Lodge Addition and Improvements	
Golf Course Renovation	
Water System Improvements	
Wastewater System Improvements	
Estimated Project Cost	