

501 Eagle Mountain Road  
Charleston, WV 25311  
(304) 342-7168  
(304) 342-7169 FAX  
s-s-eng@wvdsi.net

- ENGINEERS
- DESIGNERS
- SURVEYORS

- ENVIRONMENTAL
- MUNICIPAL WASTE
- INDUSTRIAL WASTE
- STORMWATER/SCP
- NPDES PERMITS
- CIVIL DESIGN
- LAND PLANNING
- LAND SURVEYS
- DIGITAL MAPS
- HYDROLOGY
- ENVIRONMENTAL SITE ASSESSMENT
- GPS/GIS
- CONSTRUCTION MANAGEMENT

June 11, 2012

Mr. Jim Rubenstein, Commissioner  
WV Division of Corrections  
1409 Greenbrier Street  
Charleston, WV 25311

Re: St. Marys Correctional Center  
Wastewater System and Structural  
Improvement Project  
St. Marys, WV

Dear Mr. Rubenstein:

We are pleased to submit one (1) original and six (6) copies of our professional engineering services proposal for the Wastewater System and Structural Improvement Project at the St. Marys Correctional Center in Pleasants County, WV.

S & S has planned, designed and managed construction of the water systems for the St. Marys Correctional Center, Anthony Correctional Center, as well as the WV Industrial Home for Youth in Salem, WV. S & S has also assisted the St. Marys Correctional Center in decommissioning of the wastewater treatment facilities and connection to the City of St. Marys' wastewater system. Therefore, we are very familiar with the St. Marys Correctional Center.

We have attended the mandatory pre-EOI meeting at St. Marys Correctional Center conducted by Mr. Philip Farley.

We would like to have an opportunity to present our detailed qualifications and answer any questions you may have.

Please call me at (304) 342-7168, if you have any questions or need further information.

RECEIVED

2012 JUN 15 PM 2:32

WV PURCHASING  
DIVISION

Very truly yours,

S & S ENGINEERS, INC.

Ashok M. Sanghavi, P.E., DEE, QEP  
President

Enclosures



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  
**COR61531**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**TARA LYLE**  
**304-558-2544**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**S & S Engineers, Inc.**  
**501 Eagle Mountain Road**  
**Charleston, WV25311**

**DIVISION OF CORRECTIONS**  
**ST. MARYS CORRECTIONAL CENTER**  
**(COLIN ANDERSON CENTER)**  
**STATE ROUTE 2**  
**ST. MARYS, WV**  
**26170**      **304-558-2036**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/20/2012				
BID OPENING DATE: 06/12/2012		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
001	1	JB		906-00-00-001		
<p>ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL</p> <p>EXPRESSION OF INTEREST (EOI)</p> <p>THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV DIVISION OF CORRECTIONS, IS SOLICITING EXPRESSIONS OF INTEREST FOR PROFESSIONAL ARCHITECTURAL ENGINEERING DESIGN SERVICES TO CORRECT VARIOUS ISSUES DEALING WITH A GREASE TRAP, MUFFIN MONSTER, STORM WATER LINES, SEWER LINES AND OTHER PROJECTS AT THE ST. MARYS CORRECTIONAL CENTER PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO TARA LYLE VIA MAIL AT THE ADDRESS SHOWN IN THE BODY OF THIS EOI, VIA FAX AT 304-558-4115, OR VIA EMAIL AT TARA.L.LYLE@WV.GOV.</p> <p>DEADLINE FOR ALL TECHNICAL QUESTIONS IS 05/23/2012 AT THE CLOSE OF BUSINESS. ANY TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY FORMAL ADDENDUM ISSUED BY THE PURCHASING DIVISION AFTER THE DEADLINE HAS LAPSED.</p> <p>MANDATORY PRE-BID</p> <p>A MANDATORY PRE-BID WILL BE HELD ON 05/15/2012 AT 10:30 AM AT THE ST. MARYS CORRECTIONAL CENTER. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT IN DISQUALIFICATION OF THE BID. NO ONE PERSON MAY</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Tara Lyle</i>	TELEPHONE 304-342-7168	DATE June 11, 2012
TITLE President	FEIN 55-0601971	ADDRESS CHANGES TO BE NOTED ABOVE

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



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 Department of Administration  
 Purchasing Division  
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DIVISION OF CORRECTIONS  
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 (COLIN ANDERSON CENTER)  
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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>REPRESENT MORE THAN ONE BIDDER.</p> <p>AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESEONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER.</p> <p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>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.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Tara Lyle</i>	TELEPHONE 304-342-7168	DATE June 11, 2012
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<p>ANY INDIVIDUAL SIGNING THIS BID IS CERTIFYING THAT:            (1) HE OR SHE IS AUTHORIZED BY THE BIDDER TO EXECUTE THE BID OR ANY DOCUMENTS RELATED THERETO ON BEHALF OF THE BIDDER, (2) THAT HE OR SHE IS AUTHORIZED TO BIND THE BIDDER IN A CONTRACTUAL RELATIONSHIP, AND (3) THAT THE BIDDER HAS PROPERLY REGISTERED WITH ANY STATE AGENCIES THAT MAY REQUIRE REGISTRATION.</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:-----TL/32-----</p> <p>RFQ. NO.:-----COR61531-----</p> <p>BID OPENING DATE:-----06/12/2012-----</p> <p>BID OPENING TIME:-----1:30 PM-----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *[Signature]* TELEPHONE 304-342-7168 DATE June 11, 2012  
 TITLE President FEIN 55-0601971 ADDRESS CHANGES TO BE NOTED ABOVE

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SUPPLIER

DIVISION OF CORRECTIONS  
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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT

PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY  
 TO CONTACT YOU REGARDING YOUR BID:  
 304-342-7169

CONTACT PERSON (PLEASE PRINT CLEARLY):  
 Ashok M. Sanghavi, P.E.

\*\*\*\*\* THIS IS THE END OF RFQ COR61531 \*\*\*\*\* TOTAL:

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Ashok M. Sanghavi</i>		TELEPHONE 304-342-7168	DATE June 11, 2012
TITLE President	FEIN 55-0601971	ADDRESS CHANGES TO BE NOTED ABOVE	

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VENDOR

\*709050404 304-342-7168  
 S&S ENGINEERS INC  
 501 EAGLE MOUNTAIN RD  
 CHARLESTON WV 25311

SHIP TO

DIVISION OF CORRECTIONS  
 ST. MARYS CORRECTIONAL CENTER  
 (COLIN ANDERSON CENTER)  
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 26170 304-558-2036

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05/31/2012						
BID OPENING DATE: 06/12/2012		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO 1						
1. QUESTIONS AND ANSWERS ARE ATTACHED.						
2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 1						
001	1	JB		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL						
***** THIS IS THE END OF RFQ COR61531 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *[Signature]* TELEPHONE: 304-342-7168 DATE: 6/11/12  
 TITLE: President FEIN: 55-0601971 ADDRESS CHANGES TO BE NOTED ABOVE

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

EXHIBIT 10

REQUISITION NO.: COR61531

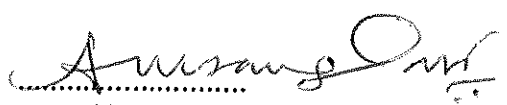
ADDENDUM ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.

ADDENDUM NO.'S:

- NO. 1 .....<sup>x</sup>
- 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 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

S & S Engineers, Inc.

COMPANY

6/11/12

DATE





. EXHIBIT 10

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NO. 1 .....

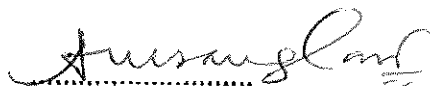
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SIGNATURE

S & S Engineers, Inc.

.....  
COMPANY

June 11, 2012

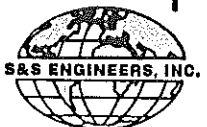
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DATE

**WEST VIRGINIA DIVISION OF CORRECTIONS  
1409 GREENBRIER STREET  
CHARLESTON, WV 25311**

**PROPOSAL  
FOR  
ST. MARYS CORRECTIONAL CENTER  
WASTEWATER SYSTEM IMPROVEMENT  
PLEASANTS COUNTY, WV**

**MAY 2012**

**S & S ENGINEERS, INC.  
501 EAGLE MOUNTAIN ROAD  
CHARLESTON, WV 25311  
(304) 342-7168  
(304) 342-7169 (FAX)  
Email: S-S-ENG@WVDSL.NET**



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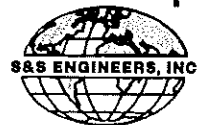
RESUMES OF KEY PERSONNEL

PROJECT EXPERIENCE

CLIENT REFERENCES



QUALIFICATIONS OF FIRM



## QUALIFICATIONS OF FIRM

### SERVICES

S & S Engineers, Inc., was formed in 1980 to provide consulting engineering and surveying services to government, industry, municipalities, commercial, and individuals.

S & S Engineers provides a wide variety of technical services in the following areas:

#### Engineering:

- Water Supply, Treatment, Storage, and Distribution Systems
- Wastewater Collection and Treatment Systems
- Industrial and Hazardous Waste Treatment Systems
- Environmental Site Assessments
- Storm Water NPDES Permit Services
- EPA and WVDEP Compliance Discharge Permits
- WVDEP 401 and USACE 404 Permit Services
- Solid Wastes Management and Landfill Designs
- Subdivision Design and Permit Applications
- Site Development Plans
- Earth Work Quantity Estimates
- Street Paving Design and Drainage Control
- Construction Management
- Technical Expert Testimony

#### Surveying:

- Aerial Mapping Control Surveys
- Topographic Mapping
- Rights-of-Way and Land Acquisition Maps
- GPS/GIS Services
- Loan and Refinancing Surveys
- Property Surveys
- Construction Stakeout
- Computer Mapping



S & S Engineers' office, with 4,100 sq. ft. area is conveniently located at the Yeager Airport Complex in Charleston, West Virginia. S & S uses the latest CAD software on computers and electronic distance measurement instruments to complete the work in a professional, timely and cost-effective manner.

The highly qualified staff consisting of engineers and land surveyors is supported by technicians, cad operators, construction inspectors, and office clerical staff.

Cost effective design and survey projects are processed using Autocad with Softdesk and Eagle Point software. Other software packages utilized are Haestad Flow Master, SCS TR55 Urban Hydrology, HEC-RAZ 4, WaterCAD, StormCAD, FlowMaster, Carlson Survey 2010, Word Perfect, CAD scanning conversion and various spread sheet applications.

The survey crew is equipped with Topcon APL 1 Robotics Total Station set and Nikon Total Station EDM with TDS/SMI Data Collectors. The instruments have a range of over 9,000 feet and storage capacity of +3,000 survey locations. S & S has provided GPS/RTK/GIS services since 1991 using Trimble, Ashtech and Magellan GPS equipment as an alternate to high cost long distance traverse with accurate results.

S & S has provided services on projects funded by the U.S. Environmental Protection Agency, HUD-Small Cities Block Grant, WV Infrastructure Council, WV Water Development Authority, Economic Development Administration, U.S. Corps of Engineers, USDA-Farmers Home Administration, Soil Conservation Service, Office of Surface Mining, U.S. Forest Service, America Recovery & Reinvestment Act, state and local government agencies as well as industry and private businesses.

#### STATES OF REGISTRATION

S & S Engineers, Inc. has Engineers and Surveyors registered in the following states:

West Virginia  
Kentucky

Ohio  
Virginia



SCOPE OF SERVICES



## ST. MARYS CORRECTIONAL CENTER WASTEWATER SYSTEM IMPROVEMENTS PROJECT

### GENERAL

The St. Marys Correctional Center (SMCC) is located on WV Route 2 north of City of St. Marys in Pleasants County, WV. The SMCC has a current inmate and staff population of approximately 700.

The City of St. Marys supplies drinking water and provides wastewater collection and treatment services.

The water distribution system within the SMCC was replaced in 2001. However, the wastewater system within the SMCC needs various improvements, as the wastewater system was built in the 1960s when it was known as Colin Anderson Center and operated by the WV Department of Health.

The WV Division of Corrections (DOC) wishes to address several issues dealing with grease, solids, and debris in sewers, infiltration & inflow, building settlement, etc. Our proposal to provide professional engineering services is in response to the expression of interest issued on April 20, 2012.

### S & S APPROACH

S & S is very familiar with the SMCC as we were sub-consultant to Silling & Associates for the water system replacement planning and design. In addition, we planned, designed, and overseen the construction of the wastewater collection system connection to the SMCC. We also prepared contract documents and assisted DOC in decommissioning of the wastewater plant at SMCC.

We attended the pre-RFQ meeting at SMCC on May 15, 2012. Based on this meeting and RFQ, we envision the following scope of work:

1. Install 2,000 gallon grease trap outside the kitchen.
2. Install a Muffin Monster comminutor to grind up large objects in the manhole outside of the perimeter security fence.
3. Separation of storm and sanitary sewers at Unit # 83.
4. Correction of northwest corner foundation settlement at Unit # 80.
5. Rehabilitation/internal lining or replacement of sewers to prevent soil and groundwater contamination.
6. Backflow preventers as required by Sanitary Survey performed by City of St. Marys.





Most of the above items are being addressed as a result of our evaluation of the SMCC's wastewater system performed when Mr. Rubenstein was the Warden at SMCC.

S & S has extensive experience in all of the above matters. Currently, we are carrying out a project in the City of St. Marys addressing similar items in their wastewater system.

We believe that a 2,000 gallon grease trap would be sufficient to handle the grease generated in the kitchen. A Model 30005 Muffin Monster should be installed in the last manhole at SMCC.

The separation of storm and sanitary sewers at Unit # 83 could be accomplished by keeping the existing sewers as the stormwater and installing new sanitary sewer.

The other existing sewers need to be cleaned and internally inspected by a TV/Camera system. A review of the videos would then determine whether relining, rehabilitation, and/or replacement would be required.

For Unit # 80 northwest building corner, geotechnical investigations will be carried out and then a course of remedial action will be defined.

We will design backflow preventers to meet the Cross-Connection Control Program of City of St. Marys and WV Bureau of Public Health.

## DESIGN PHASE

### 1. Define Existing Conditions

Assemble and evaluate data to eliminate conflicts and redundancy. All major decisions regarding data will be discussed with the DOC Officials, DEP, PSC, and the BPH. Important sources of data include, but are not limited to:

- WV Division of Corrections
- WV Bureau for Public Health
- WV Department of Environmental Protection
- City of St. Marys
- Soil Conservation Service
- U.S. Geological Service

### 2. Identify Needs

- Grease Trap
- Muffin Monster
- Storm & Sanitary Sewer Separation
- Foundation Settlement Correction
- Sanitary Sewers Rehabilitation



3. Preliminary Design

- Land surveys for mapping
- Geotechnical Investigations for foundation settlement cause
- Stormsewer, sanitary sewers, grease trap and foundation correction
- Preliminary cost estimates
- Preliminary review with the DOC Officials

4. Final Design

- Incorporate review comments from the DOC and BPH
- Prepare detailed plans and specifications and final design report in accordance with state and federal guidelines
- Prepare final cost estimates
- Secure permits from BPH and other agencies
- Prepare bid documents
- Conduct pre-bid conference
- Assist in advertising for bids, attend bid opening and assist in evaluation of bids with recommendations for awarding the construction of the project(s)

**CONSTRUCTION PHASE**

S & S will provide the following services during the construction phase of the project:

1. Administrative Services

- Assist and advise DOC in the preparation of construction contracts for signature(s).
- Issue a "Notice to Proceed" to the appropriate Contractor(s).
- Provide consultation and advise to the DOC during construction
- Preparation of elementary and supplementary sketches and/or drawings required to resolve problems arising from actual field conditions encountered.
- Review and approve shop drawings, diagrams, illustrations, brochures, catalog data, schedules, and samples, results of tests and inspections, other data which the contractor(s) is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the contract documents.
- Receive and review maintenance and operating instructions, schedules, guarantees, bond and certificates of inspections which are to be assembled by the contractor(s) in accordance with the contract documents.
- Review and approve requests for periodic and final payments to the contractor(s).
- Issue certificates of completion to the DOC for completed construction contracts.
- Review original drawings and provide to the DOC a digital copy on disk and two (2) sets of prints of "as-built" plans.

- Advise the DOC whether the project is capable of meeting the project performance standards.
- Provide engineering services during start-up of the facility.
- Provide training to DOC employees for the operation of the new facility.

2. Field Services

- A Qualified Design Professional will make periodic visits to the site to observe the progress and quality of the executed work, and determine, in general, if the work is proceeding in accordance with the contract documents. Efforts will be directed toward providing assurance to the Corrections that the completed project will conform to the requirements of the contract documents.
- Make general monthly construction progress reports to the DOC.
- Observe initial operation of the project, or any performance tests as required by the specifications.
- Make final inspection and report on the completed project.

SPECIAL SERVICES

1. Land Surveys

- Easements and right-of-way plat maps
- Verify existing aboveground and underground utilities
- Construction stakeout for proposed improvements

2. Technical Meetings

- Attend meetings with the DOC, BPH, etc.

PROJECT MANAGEMENT



## PROJECT MANAGEMENT

The project team will be made up of the following personnel, including the principal of the firm:

Ashok M. Sanghavi, P.E., DEE, QEP	President / Principal Engineer
Randy B. Crace, P.S.	Vice President / Prof. Surveyor
Jessie O. Parker, Jr., P.E.	Vice President / Prof. Engineer
Ryan M. Edmonds, EIT	Project Engineer
Brian Condron, SIT	Survey Party Chief
D. Matt Shelton	Engineering Technician
D. Brandon Crace	Engineering Tech/Const. Inspector
Andrew Remish	Construction Inspector
Michael Hubbard	Construction Inspector

The above team will also be supported by the other staff such as technicians, survey crew, a Autocad operator and a secretary.



RESUMES OF KEY PERSONNEL



## CURRICULUM VITAE

**ASHOK M. SANGHAVI, P.E., DEE, QEP**

**PRESIDENT**

### **SUMMARY**

Forty Two years of professional experience in environmental, water supply, wastewater, solid wastes management, civil and mining engineering fields. He has provided planning, design, construction management and technical expert testimony for environmental and general civil engineering projects. He has prepared Phase I environmental site assessments and carried out subsequent Phase II and Phase III remediation work. He has also prepared portions of environmental impact statements for highway projects. Having worked for state government, as well as private firms, he thoroughly understands both sides, which results in extremely satisfactory completion of a project. He has extensive knowledge of the state and federal water supply, and wastewater laws and regulations. In addition, he is fully familiar with federal/state grant and loan programs.

### **EXPERIENCE WITH FIRM**

**S & S Engineers, Inc.  
President**

As the president of the firm, he manages all the projects, assuring professional work and timely completion of work at reasonable fees. He has *hands on* experience in planning, design and construction management and troubleshooting activities in water supply, wastewater, and environmental fields. He has provided technical expert testimony in courts on drainage control, sediment control, wastewater discharges and environmental impacts. He has thorough knowledge of federal and state grant/loan programs.

### **PAST EXPERIENCE**

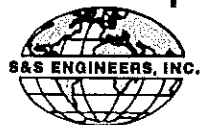
**West Virginia State Health Department**

**1) Acting Chief, Wastewater Division; 2) District Engineer; 3) Water Supply Engineer**

In various capacities, he has gained valuable experience related to water supplies from abandoned mines for small communities, wastewater treatment needs, assistance in planning and design of water and wastewater systems, governmental functions such as writing regulations, design standards, liaison with public, private groups and other agencies. He prepared "draft" design standards for wastewater systems which are now adopted by the State Health Board.

**Flaherty-Giavara Associates; New Haven, Connecticut  
Project Manager**

Experience includes planning and design of wastewater facilities, recreational facilities solid waste management plans and general environmental services.



**ACADEMIC  
BACKGROUND**

**M.S.C.E. (Major - Environmental Engineering) 1970**  
Partial course work for Ph.D.

**PROFESSIONAL  
REGISTRATION**

Registered Professional Engineer, West Virginia  
Registered Professional Engineer, Ohio  
Registered Professional Engineer, Kentucky  
Registered Professional Engineer, Virginia  
Diplomate, American Academy of Environmental Engineers  
Qualified Environmental Professional, IPEP

**PROFESSIONAL  
AFFILIATIONS**

Member, West Virginia Rural Water Association  
Member, Water Pollution Control Federation (President, WV Section,  
1987-88) (National Director 1989-92)  
Member, American Water Works Association

**AWARD**

Arthur Sidney Bedell Award, Water Environment Federation, (1993)





## CURRICULUM VITAE

RANDY BROOKS CRACE, P.S.

VICE PRESIDENT

### SUMMARY

Thirty Seven years of surveying and technical experience. Areas of concentration in boundary surveys, mapping, topography, subdivisions, annexations, right of ways, subdivision development, construction stakeout, solid waste disposal permits, aerial mapping controls, GPS-RTK survey control networks, oil and gas well locations, land development projects, wastewater collection systems, surface and underground mining permits, construction stakeout, hydrology, erosion and sediment control plans, stormwater retention systems, site grading plans, parking lot layout, WVDOH driveway permits, AutoCadd / Softdesk / Eagle Point / software programs, Geographic Information Systems, Phase I - ASTM environmental site assessment and expert witness testimony in surveying field.

### EXPERIENCE WITH FIRM

**S & S Engineers, Inc.**  
**Vice President**

Management of support staff on engineering and land surveying projects for EPA, HUD, WVDOH, industrial, commercial, and private development. Reporting directly to the president for project budgets, manpower estimates, staff assignments and contract management.

### EXPERIENCE WITH OTHER FIRMS

**Assistant Coordinator**

Assisted in the management of survey crews, processing and plotting of data by PC computer, and scheduling of the drafting with the department supervisor for EPA wastewater projects. Special assignments included compiling, processing, mapping and testimony for city boundary annexations.

**Surveyor**

Responsible for the professional services in mortgage loan inspections, oil & gas well locations and permits, construction layout and management on coal facilities, various engineering and land surveying assignments to the private sector.



### **Field Crew Supervisor**

Duties included engineering and layout on short span bridges, right of way maps, oil & gas well locations, mining permits, Department of Health permits, commercial site surveys and site planning, subdivision design of lots and utilities, engineering of roadways and bridge approaches, and basic surveying and mapping services to the general public.

### **Survey Crew Chief**

Direct field survey crew on engineering surveys for mining permits, quantity estimates, mountain top removals, alignment of overland belts, boundary locations, royalty line controls.

### **Engineering Technician**

Assisted the engineer on the preparation of surface and deep mine maps, coal property maps for investors, mining permit applications, mineral reserve estimates and geologic columns of core drilling.

### **U.S. Army - SP4 Honorable Discharge - 1974**

## **ACADEMIC BACKGROUND**

**MUCGS, Institute, WV**  
Attended graduate classes toward M.S., Major in  
Environmental Studies

**West Virginia State College, Institute, WV**  
BA, Major Industrial Technology, December 1989

**Cedar Lakes Conference Center, Ripley, WV**  
OSHA 40 Hour Hazardous Materials, July 1990

**AGC/WSDOT**  
Construction Site Erosion and Sediment Control Certification  
Spokane, WA, April 2005

**Environmental Site Assessment**  
Commercial Real Estate Certification  
ASTM E-1527 & E-1528, Phoenix, AZ October 2001  
ASTM E 1527-05 Phase I and USEPA AAI, Las Vegas, NV Oct. 2006

**West Virginia Department of Environmental Protection**  
Approved Person - Mining Permits 1986



**Putnam County Schools, Hurricane, WV**  
Real Estate Law, 90 Hour certificate, 1985

**ACSM Surveying Instrumentation and Coordinate Computation  
Certificate, 1978**

**U.S. Army Ordinance Center, Aberdeen, MD, 1972**  
Certificate in Fuel and Electrical Systems Repair

**Center College, Charleston, WV 1970**  
Technical Degree, Drafting

**PROFESSIONAL REGISTRATIONS** Professional Surveyor, West Virginia, 1982  
Professional Surveyor, Ohio, 1990  
Registered Surveyor, Kentucky, 1982

**PROFESSIONAL ASSOCIATIONS** Member, West Virginia Association of Land Surveyors  
Member, American Congress on Surveying & Mapping  
Member, National Society of Professional Surveyors  
Associate, American Institute Architects, WV



## CURRICULUM VITAE

JESSIE O. PARKER, JR., P.E.

VICE PRESIDENT

### SUMMARY

Nine years of civil engineering projects including water, wastewater, storm sewers, drainage calculations, grading plans, inspections, payment request approvals, quantity & cost estimates, having worked with Contractors, City & PSD personnel, private sector, regulatory and funding agencies, he is able to move the project in a professional, cost-effective and timely manner.

### EXPERIENCE WITH FIRM

Experience includes planning, design, and construction management for a variety of environmental and civil engineering projects. This encompasses line layout, hydraulic analysis, pump and booster station designs, plant layout and design, process design, specification writing, permitting, storm water and drainage control, and cost estimating, as well as management of all phases and details of the projects. He works closely with all involved parties to ensure timely, cost efficient, and successful projects. He has also written several preliminary engineering reports and environmental reports.

### ACADEMIC BACKGROUND

**WVU Institute of Technology, Montgomery, WV**  
B. S. Civil Engineering - 2002

**Marshall University, South Charleston, WV**  
M.S. Engineering - May 2006

### PROFESSIONAL REGISTRATION

Registered Professional Engineer, West Virginia

### PROFESSIONAL AFFILIATIONS

Member, Water Environment Federation  
Member, American Society of Civil Engineers



## CURRICULUM VITAE

**RYAN M. EDMONDS, EIT**

**PROJECT ENGINEER**

### **SUMMARY**

Six years of civil engineering projects including rural and urban site development, public and private roadways, subdivisions, water, wastewater, storm sewers, grading plans, drainage computations, soil erosion and sediment control, landscaping, and quantity cost estimates. He has provided planning, design, and construction management for residential, commercial and industrial development of general civil engineering projects.

### **EXPERIENCE WITH FIRM**

**S & S Engineers, Inc.  
Project Engineer**

Experience includes approval of contractor submittal requests and preparation of project Asset Management Plan.

### **EXPERIENCE WITH OTHER FIRM**

**Terra Engineering and Land Solutions, PC, Stuarts Draft, VA  
Design Engineer**

Experience includes planning, design, and construction management for various civil engineering development projects. The work associated includes but not limited to: site plan layout, topographic base mapping, boundary surveys, road design, storm water management for water quality and quantity, site grading, erosion and sediment control, specification writing, environmental permitting, earthen dam inspections, and cost estimation. Worked closely with clients, contractors, and regulatory agencies throughout all phases of the projects to ensure a cost effective and timely completion of each respective project.

### **ACADEMIC BACKGROUND**

**West Virginia University, Morgantown, WV  
B.S. Civil Engineering - 2003**

### **CERTIFICATION**

**WV EI Certificate #8769**



## CURRICULUM VITAE

**BRIAN J. CONDRON, SIT**

**SURVEY PARTY CHIEF**

### **SUMMARY**

Seventeen years of surveying experience with major emphasis on aerial photography control surveys, GPS control surveys, construction layout, earthwork projects, topographic mapping, location surveys and roadway surveying. Competent in the use of robotic and conventional total stations, data collectors, and Autocad drafting.

### **EXPERIENCE WITH FIRM**

**S & S Engineers, Inc.  
Survey Party Chief**

Duties include supervising survey crews, performing all stages of field work with various types of survey equipment including auto-tracking robotic total stations, conventional total stations, and control-grade GPS receivers. Responsible for project research, data collection survey note reduction, computations, and computer drafting. Involved with various WVDOH funded highway projects including horizontal and vertical controls, property surveys, right-of-way, construction layout and mapping.

### **PAST EXPERIENCE**

**Survey Party Chief**

Responsible for contacting clients and performing courthouse research. Supervised a rod person and operated a total station for rural boundary surveys. Managed up to a four person survey crew, coordinated surveys and client meetings, performed all stages of survey research, and used Autocad to generate plats.

**Instrument Operator**

Operated a total station for acreage and location surveys, operated a theodolite with EDM for boundary line surveys and supervised a rod person.

**Rod/Chain Person**

Operated rod for property line surveys, flood elevation certificates, land and coal stockpile topography projects. Cut cross section lines. Responsible for maintaining equipment.

### **ACADEMIC BACKGROUND**

**West Virginia Institute of Technology, Montgomery, WV**  
BS, Surveying Engineering Technology, May 1995.

**West Virginia Institute of Technology, Montgomery, WV**  
AS, Civil/Surveying Engineering Technology, May 1991

**Hurricane High School, Hurricane, WV**

Graduated in top 10 percent of class in Academics Program, June 1988.



## CURRICULUM VITAE

**D. MATT SHELTON**

**ENGINEERING TECHNICIAN /  
CONSTRUCTION INSPECTOR**

### **SUMMARY**

Experience in construction management, record keeping, quantity and payment reviews, inspection, site grading, and surveying. Having worked with general contractors, subcontractors, community representatives and residents, he has developed solid techniques to move the projects in a professional, cost-effective and timely manner.

### **EXPERIENCE WITH FIRM**

#### **S & S Engineers, Inc.**

Over six years experience as a Civil Engineering / Survey Technician or Inspector. Experienced in site grading, surveying, quantity surveys, building layout, water & sewer system design and construction inspection on civil engineering projects.

Experience as Engineering Technician includes design of pump stations, water & sewer lines, manholes, drainage calculations, and quantity estimates.

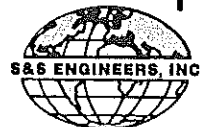
Experience as Survey Technician / Instrument man includes topographic surveys, construction stakeout for water & sewer systems and highways, building layout, cut sheets for sewer systems, GPS surveying for field control work, etc.

### **ACADEMIC BACKGROUND**

#### **WVU Institute of Technology**

A. S. Civil Engineering Technology - (December 2004)

B. S. Civil Engineering Technology - (May 2005)



## CURRICULUM VITAE

D. BRANDON CRACE

ENGINEERING TECHNICIAN /  
CONSTRUCTION INSPECTOR

### SUMMARY

Experience in construction management, record keeping, quantity and payment reviews, inspection, site grading, surveying, concrete testing and compaction testing. Having worked with general contractors, subcontractors, community representatives and residents, he has developed solid techniques to move the projects in a professional, cost-effective and timely manner.

### EXPERIENCE WITH FIRM

#### **S & S Engineers, Inc.**

Over three years experience as a construction inspector, survey rodman and AutoCAD technician. Construction experience includes the Town of Winfield and Nitro Regional Wastewater Utility wastewater system projects. Survey rodman experience includes: topographic surveys, construction stakeout for water and sewer systems, highway/roadway alignment layout, as-builts, and boundary surveys.

### EXPERIENCE WITH OTHER FIRM

#### **American Geotech, Inc.**

Over two years of training and experience in the geotechnical engineering field, working in both the public and private works sectors. Preparing geotechnical engineering recommendations pertaining to shallow and deep foundations (including and not limited to bearing capacity, floor-slab support, pavement design parameters, seismic evaluation), H-Pile retaining wall systems, preliminary geotechnical engineering studies, geotechnical feasibility studies, and drainage, damage, and evaluation studies. Project construction varied from single to multi-story buildings (timber and metal frame), parking garages, water and wastewater treatment facilities (clarifiers, grit chambers, settling basins, etc.), auger-cast pile foundation systems, and shallow (conventional and rigid) foundation systems. Completion of Phase I Environmental Site Assessments (ESA) following ASTM E-1507 and some exposure to Limited Phase II Site Assessments.

Over two years of experience as an engineering field technician. Responsibilities included various phases of quality control and quality assurance on numerous projects (schools, commercial buildings, warehouses, parking garages, and churches). Experience includes inspection of shallow foundation systems, compaction testing (soil, stone, and asphalt), concrete testing, visual rebar inspection, and GeoPier inspection, along with various laboratory testing procedures.





**ACADEMIC  
BACKGROUND**

**West Virginia University Institute of Technology**  
A.S. Civil Engineering Technology – December 2006  
B.S. Engineering Technology (Civil Emphasis) – May 2008

**Putnam County Technical Center**  
Drafting and Design Technology (540 Credit Hours)

**PROFESSIONAL  
ASSOCIATIONS**

West Virginia Department of Environmental Protection  
Certified Level II Stream Monitor  
OSHA: General Industrial Safety & Health (30 Hour)



## CURRICULUM VITAE

ANDREW L. REMISH

CONSTRUCTION INSPECTOR

### SUMMARY

Experience in construction management, record keeping, quantity and payment reviews, inspection, site grading, and surveying. Having worked with general contractors, subcontractors, community representatives and residents, he has developed solid techniques to move the projects in a professional, cost-effective and timely manner.

### EXPERIENCE WITH FIRM

**S & S Engineers, Inc.**

Employed as construction inspector for City of St. Marys Water & Sewer Lines Replacement Project - Phase I & II, and 0.525 mgd wastewater treatment plant. Duties include inspection of water and sewer lines, asphalt paving, pump station construction, water storage tank construction, keeping daily log books, maintain tap reports and as-builts, quantity estimates and pay requests.

### EXPERIENCE WITH OTHER FIRM

Blueprint reading, welding, pipe fitter, inspector, supervisor, field coordinator, purchasing materials and estimator, metal fabrication teaching at St. Marys vo-tech and WVU-Parkersburg.

### ACADEMIC BACKGROUND

**Marietta College**

Advancement of Arts & Science for Welding

High School Diploma



## CURRICULUM VITAE

MICHAEL HUBBARD

**ENGINEERING TECHNICIAN/  
CONSTRUCTION INSPECTOR**

### SUMMARY

Experience in design, grading plans, surveying, construction management, record keeping, quantity and payment reviews, inspection and surveying.

### EXPERIENCE WITH FIRM

#### **S & S Engineers, Inc.**

Employed as construction inspector for Yeager Airport's Wetland and Stream mitigation Project funded by Stimulus Package as a green project. Duties include construction inspection, keeping daily log books and as-builts.

Experience as Engineering Technician includes design of pump stations, water & sewer lines, manholes, drainage calculations, and quantity estimates.

Experience as Survey Technician / Instrument man includes topographic surveys, construction stakeout for water & sewer systems and highways, building layout, cut sheets for sewer systems, GPS surveying for field control work, etc.

### EXPERIENCE WITH OTHER FIRMS

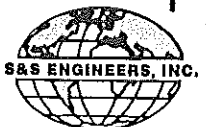
Summer Intern for WV Division of Aviation, helping mechanics, cleaning aircrafts, load and unload passengers.

Summer Intern for WV Division of Highways, Parkersburg District.

### ACADEMIC BACKGROUND

**Bridgemont Community & Technical College**  
A. S. Civil Engineering Technology  
A. S. Drafting & Design

Herbert Hoover High School Graduate



PROJECT EXPERIENCE



## WASTEWATER PROJECT EXPERIENCE

1. **City of St. Marys, Pleasants County, WV** - Planning, design, and construction management of water & sewer line replacements in several city blocks, one (1) water storage tank, street paving and related work. Total project cost \$ 7,740,000. Approximately \$450,000 leftover in budget - to be used to purchase equipment. Expected project completion of March 2013.
2. **Nitro Regional Wastewater Utility, Kanawha County, WV** - Planning, design, and construction management of an upgrade of the wastewater treatment plant's elevated headworks with two (2) new mechanical fine screens and Pista grit removal system, installation of two (2) new parshall flumes and flowmeters, construction of a new 80'x44' garage / maintenance building and replacement of Pump Station No. 7. Total project cost \$ 3,035,000. Approximately \$180,000 leftover in budget - used to purchase new billing software / hardware, two (2) flow meters, and a video inspection system. Project completed in January 2012.
3. **City of St. Marys, Pleasants County, WV** - Planning, design, and construction management of a new 0.525 mgd sequencing batch reactor (SBR) wastewater treatment plant. Total project cost \$ 5,125,000. Project completed in July 2011.
4. **Chelyan PSD, Kanawha County, WV** - Planning, design, and construction management of 6 miles of gravity sewer & force mains, two (2) pump stations and three (3) grinder pump stations for Winifrede Hollow. Total project cost \$ 5,370,000. Approximately \$450,000 leftover in budget - used to purchase sewer vacuum truck, skid steer, trailer, replacement of diffusers in Aeration Basin No. 1 & 2, renovation of old belt press building and conversion to laboratory. Project completed in June 2011.
5. **Town of Winfield, Putnam County, WV** - Planning, design, and construction management of the replacement of three (3) pump stations and force mains, upgrade of one pump station, gravity sewer replacement, and lagoons cleaning with land application of sludge on farmlands. Total project cost \$ 2,300,000. Approximately \$130,000 leftover in budget - used to purchase two (2) new lagoon aerators, four (4) spare pumps and two (2) emergency generators. Project completed in October 2010.
6. **City of St. Marys, Pleasants County, WV** - Planning, design, and construction management of water & sewer line replacements in 12 city blocks, two (2) water storage tanks, street paving and related work. Total project cost \$ 5,350,000. Leftover funds used to replace all water meters with RFID meters. Project completed in October 2010.

7. **Town of Sophia, Raleigh County, WV** - Planning, design, and construction management of 6.5 miles of sewer & force mains, one pump station and one grinder pump station. Total project cost of \$ 2,400,000. Approximately \$200,000 leftover in budget - used to install approximately one (1) mile of sewer & force mains and one pump station. Project completed in September 2008.
8. **Putnam Public Service District, Putnam County, WV** - Planning, design, and construction management of Kanawha Valley Sewer Project including 15 miles of sewer & force mains, 6 pump stations, 13 grinder pump stations, 6 emergency generators, master flowmeter, etc. Total project cost of \$7.2 million. Approximately \$700,000 leftover in budget - used to purchase TV/Camera inspection system, an excavator, and for the replacement of an existing pump station & one (1) mile of force main. Project completed in August 2007.
9. **City of St. Marys, Pleasants County, WV** - Planning, design, and construction management of sewer extensions, pump station upgrading and new pump station for connection to the St. Marys Correctional Center. Total project cost of \$1.6 million. Project completed in July 2007.
10. **Prichard PSD, Wayne County, WV** - Planning, design and construction management of wastewater collection system and 0.125 mgd wastewater treatment plant. Total project cost of \$2.2 million. Project completed in May 2007.
11. **Chelyan PSD, Kanawha County, WV** - Cabin Creek Sewer Extensions - 20 miles of sewer extensions and treatment plant upgrading. (Total Estimated Project cost - \$13 million). Phase I of this project was completed in August 2000 (\$5.8 million). Phase II involves sewer extensions and treatment plant upgrading from 0.815 mgd to 1.63 mgd. Project completed in November 2003. Approximately \$400,000 leftover in budget - used to install and construct a 1.5 meter belt filter press and building.
12. **Chelyan PSD, Kanawha County, WV** - 14 Miles of Sewer Extensions and Treatment Plant Upgrading: Project involved sewer extensions to Witcher Creek, Diamond, Quincy Center, Carroll Branch, and wastewater treatment plant expansion including 2 clarifiers, 0.7 meter belt filter press, and UV disinfection system. Total project cost of \$2.7 million. Project completed in May 1996.
13. **Charleston Sanitary Board, Kanawha County, WV** - Oakvale Road Sewer Extension: The project involved preliminary engineering report, design, and construction management of 1.5 miles of sewers and a pump station. Total project cost of \$350,000. Project completed in June 1997.
14. **Charleston Sanitary Board, Kanawha County, WV** - Filter Belt Press Installation: This project involved inspection services, start up and troubleshooting for a 2.0 meter filter belt press. Total project cost of \$800,000. Project completed in January 1998.

15. **Charleston Sanitary Board, Kanawha County, WV** - Construction inspection of installation of elastomeric check valves (12" through 54") on the combined sewer overflows outfalls.
16. **Enviro-Tank Clean, Inc. Belpre, Ohio** - Planning, design and construction management of an industrial wastewater treatment facility, construction management and operation assistance, and permit applications to Ohio EPA.
17. **Enviro Clean services, Wooster, OH** - Planning, design and construction management of 50 gpm industrial treatment facilities; 200,000 gallon pre-treatment tanks, metals removal, sludge processing facilities, assistance in obtaining permits from City of Wooster and Ohio EPA. Project completed in 1995.
18. **Town of Wytheville, VA** - New pre-treatment program for industrial wastes, wastewater sampling and analysis, review and approval of Pre -Treatment Program by Virginia Department of Environmental Quality - Southwestern Office. Yearly evaluation and assistance to Town in implementation of Program.
19. **Wythe County Water & Sewer, Wythville, VA** - Pre-Treatment program for industrial wastes, negotiations with industries for BOD, COD, TSS, metals limits, VADEQ approval of pre-treatment program, Assistance in budget preparation and industrial permit fee calculation.
20. **Green Valley - Glenwood PSD, Mercer County, WV** - Negotiations with WVDEP regarding sanitary sewer overflow compliance order. Modification of WVNPDDES to increase ammonia-nitrogen limit, and general consultation.
21. **Town of Fort Gay - Wastewater System Evaluation** - Negotiations with U. S. Department of Justice, WV Department of Health and Human Resources, WV Department of Environmental Protection, Tier I Evaluation Study of Wastewater System, funding applications & general consultation for water and wastewater systems.

CLIENT REFERENCES





## WASTEWATER CLIENT REFERENCES

1. Hon. Danny Barr, Mayor (304) 683-4456  
Town of Sophia  
P. O. Box 700  
Sophia, WV 25921-0700
2. Mr. David Howell, Chairperson (304) 595-2203  
Mr. Sam Hope, Manager  
Chelyan Public Service District  
P.O. Box 8  
Cabin Creek, WV 25035
3. Hon. Rose DeVaney, Mayor (304) 648-5246  
Town of Fort Gay  
P.O. Box 336  
Fort Gay, WV 25514
4. Hon. Rusty Casto, Mayor (304) 755-3669  
Mr. Danny Lewis, General Manager  
City of Nitro  
P.O. Box 607  
Nitro, WV 25143
5. Hon. Randy Barrett, Mayor (304) 586-2122  
Mr. Bill Harper, Plant Operator  
Town of Winfield  
One Main Street  
Winfield, WV 25213
6. Mr. Rick Phillips, City Manager (304) 684-2401  
City of St. Marys  
418 Second Street  
St. Marys, WV 26170
7. Mr. Vance Ash (304) 652-6361  
City of Sistersville  
200 Diamond Street  
Sistersville, WV 26175
8. Hon. William Fox, Mayor (304) 337-8581  
City of Paden City  
208 W. Main Street  
Paden City, WV 26159
9. Hon. Sonny Newman, Mayor (304) 659-2145  
Town of Pullman  
RR 1, Box 16B  
Pullman, WV 26421

