



May 2, 2016

Department of Administration
Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

Attn: Crystal Rink
Buyer

**Re: Request for Quotation
CRFQ ADJ160000021
Invasive Species Inventory & Assessment and
Update of Plant Community Mapping Data on Camp Dawson Army Training Site
Kingwood, Preston County, West Virginia**

Dear Ms. Rink:

ASC Group, Inc. is pleased to have the opportunity to submit our response to the Request for Quotation for the above referenced RFQ.

We have extensive experience conducting ecological resource surveys including in West Virginia. If you have any questions or require additional information, please feel free to contact Mr. Stuart Jennings at 614-268-2514, ext. 3447 or sjennings@ascgroup.net.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shaune M. Skinner'.

Shaune M. Skinner
President

SMS/dk

Enclosures

05/03/16 10:28:36
WV Purchasing Division

NATIONAL HEADQUARTERS 800 Freeway Drive N, Suite 101 • Columbus, OH 43229 • 614.268.2514 phone • 614.268.7881 fax

REGIONAL OFFICES: Cleveland, OH • Harrisburg, PA • Pittsburgh, PA • Indianapolis, IN • Huntington, WV

ASCGROUP.NET



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

State of West Virginia
 Request for Quotation

Proc Folder: 205124

Doc Description: INVASIVE SPECIES SURVEY- CAMP DAWSON

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2016-04-01	2016-04-28 13:30:00	CRFQ 0603 ADJ1600000021	1

BID CLERK

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

VENDOR

Vendor Name, Address and Telephone Number:

ASC Group, Inc.
 800 Freeway Drive North
 Suite 101
 Columbus, OH 43229
 614-268-2514

FOR INFORMATION CONTACT THE BUYER

Crystal Rink
 (304) 558-2402
 crystal.g.rink@wv.gov

Signature X

FEIN # 31-1167506

DATE 5/2/2016

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

ADDITIONAL INFORMATION:

THE STATE OF WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA ARMY NATIONAL GUARD'S CAMP DAWSON ARMY TRAINING SITE'S ENVIROMENTAL OFFICE, IS SOLICITING BIDS TO ESTABLISH A CONTRACT FOR THE ONE-TIME PURCHASE FOR ALL PROFESSIONAL, TECHNICAL, PERSONNEL, LABOR, FACILITIES, EQUIPMENT, MATERIALS, TRANSPORTATION, AND SUPPLIES NEEDED FOR AN INVASIVE SPECIES INVENTORY AND ASSESSMENT AND UPDATE OF THE PLANT COMMUNITY MAPPING AT CAMP DAWSON PER THE ATTACHED.

DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR CHARLESTON WV25311 US		BHP TO FACILITY MAINTENANCE MANAGER CAMP DAWSON ARMY TRAINING SITE 240 ARMY RD KINGWOOD WV 26537-1077 US	
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Invasive Species Survey-Camp Dawson	1		\$38,174.31	\$38,174.31

Comm Code	Manufacturer	Specification	Model #
77111507			

Extended Description :

Invasive Species Survey Inventory and Assessment, and Update of the Plant Community Mapping Data per the attached specifications.

EVENTS:

Line	Event	Event Date
1	VENDOR QUESTION DEADLINE	2016-04-15

ADJ1600000021	Document Phase Draft	Document Description INVASIVE SPECIES SURVEY- CAMP DAWSON	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

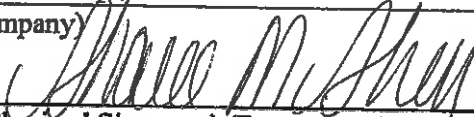
See attached document(s) for additional Terms and Conditions

CERTIFICATION AND SIGNATURE PAGE

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

ASC Group, Inc.

(Company)



(Authorized Signature) (Representative Name, Title)

Shaune M. Skinner/President

614-268-2514/fax: 614-268-7881

(Phone Number) (Fax Number) (Date)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: ADJ160000021

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

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

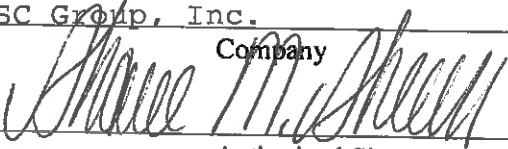
Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

ASC Group, Inc.

Company


Authorized Signature
5/2/16

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012



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

State of West Virginia
 Request for Quotation

Proc Folder: 205124

Doc Description: ADDENDUM 1 INVASIVE SPECIES SURVEY- CAMP DAWSON

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2016-04-04	2016-04-28 13:30:00	CRFQ 0603 ADJ1600000021	2

BID RECEIVING LOCATION

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

VENDOR

Vendor Name, Address and Telephone Number:

ASC Group, Inc.
 300 Freeway Drive North
 Suite 101
 Columbus, Ohio 43229
 614-268-2514

FOR INFORMATION CONTACT THE BUYER

Crystal Rink
 (304) 558-2402
 crystal.g.rink@wv.gov

Signature X

FEIN # 31-1167506

DATE

5/2/11

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ADDITIONAL INFORMATION:

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INVOICE TO		SHIP TO	
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR CHARLESTON WV25311 US		FACILITY MAINTENANCE MANAGER CAMP DAWSON ARMY TRAINING SITE 240 ARMY RD KINGWOOD WV 26537-1077 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
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Comm Code	Manufacturer	Specification	Model #
77111507			

Extended Description :

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SCHEDULE OF EVENTS

Line	Event	Event Date
1	VENDOR QUESTION DEADLINE	2016-04-15

ADJ1600000021	Document Phase Draft	Document Description ADDENDUM 1 INVASIVE SPECIES SURVEY- CAMP DAWSON	Page 3 of 3
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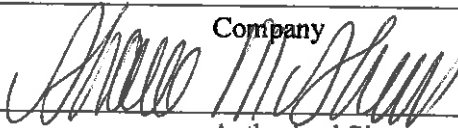
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ASC Group, Inc.

Company


Authorized Signature

5/2/16
Date

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

Revised 6/8/2012



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

**State of West Virginia
 Request for Quotation**

Proc Folder: 205124

Doc Description: ADDENDUM 2 INVASIVE SPECIES SURVEY- CAMP DAWSON

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2016-04-26	2016-05-04 13:30:00	CRFQ 0603 ADJ1600000021	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Name, Address and Telephone Number:

ASC Group, Inc.
 800 Freeway Drive North
 Suite 101
 Columbus, Ohio 43229
 614-268-2514

FOR INFORMATION CONTACT THE BUYER

Crystal Rink
 (304) 558-2402
 crystal.g.rink@wv.gov

Signature X

FEIN # 31-1167506

DATE

5/2/16

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INVOICE TO		SHIP TO	
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR		FACILITY MAINTENANCE MANAGER CAMP DAWSON ARMY TRAINING SITE 240 ARMY RD	
CHARLESTON	WV25311	KINGWOOD	WV 26537-1077
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
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Line	Event	Event Date
1	VENDOR QUESTION DEADLINE	2016-04-15

ADJ16C0000021	Document Phase Final	Document Description ADDENDUM 2 INVASIVE SPECIES SURVEY- CAMP DAWSON	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

REQUEST FOR QUOTATION
CRFQ ADJ160000021
Invasive Species Inventory & Assessment, Update of Plant Community Mapping Data on
Camp Dawson Army Training Site
Kingwood, WV (Preston Co.)

11. MISCELLANEOUS:

11.1. Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Elsie Immel-Blei
Telephone Number: 614-268-2514 Ext. 3548
Fax Number: 614-268-7881
Email Address: eimmel-blei@ascgroup.net

EXHIBIT A
CRFQ # ADJ160000021

ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY TO CONDUCT AN INVASIVE SPECIES INVENTORY AND ASSESSMENT AND TO UPDATE PLANT COMMUNITY MAPPING DATA, ON CAMP DAWSON ARMY TRAINING SITE AT KINGWOOD, WV

BID FORM

The undersigned, hereafter called the Bidder, being familiar with and understanding the bidding documents; and being familiar with the required qualifications and the mandatory requirements of the Project with regards to the deliverables and associated timelines, hereby proposes to furnish labor, material, equipment, supplies, and transportation to perform the work as described in the bidding documents

BIDDERS COMPANY NAME: ASC Group, Inc.

VENDOR ADDRESS: 800 Freeway Drive North

Suite 101

Columbus, Ohio 43229

TELEPHONE: 614-268-2514

FAX NUMBER: 614-268-7881

E-MAIL ADDRESS: sskinner@ascgroup.net

CONTRACT TOTAL BID:

Thirty-Eight Thousand, One Hundred and Seventy-Four Dollars and Thirty-
(\$38,174.31) *** (Contract bid to be written in words and numbers.) One Cents

The contract will be awarded to the Bidder with the lowest contract total bid meeting all of the specifications. Bidder understands that to the extent allowed by the West Virginia Code, the OWNER reserves the right to waive any informality or irregularity in any bid, or bids, and to reject any and all bids in whole or in part; to reject a bid not accompanied by the required bid security or by other data required by the bidding documents; to reject any conditions of the bid by the Bidder that is any way inconsistent with the requirements, terms, and conditions of the bidding documents; or to reject a bid that is in any way incomplete or irregular.

Failure to use this bid form may result in bid disqualification.

SIGNATURE: 

DATE: 5/2/16

NAME: Shaune M. Skinner

(Please Print)

TITLE: President

State of West Virginia
VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with *West Virginia Code, §5A-3-37*. (Does not apply to construction contracts). *West Virginia Code, §5A-3-37*, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. **Application is made for 2.5% vendor preference for the reason checked:**

Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,

2. **Application is made for 2.5% vendor preference for the reason checked:**

Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

3. **Application is made for 2.5% vendor preference for the reason checked:**

Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

4. **Application is made for 5% vendor preference for the reason checked:**

Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,

5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**

Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,

6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**

Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code §5A-3-59* and *West Virginia Code of State Rules*.**

Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code, §61-5-3*), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: ASC GROUP, INC.

Signed: Edi Jammal, VP

Date: 4/27/16

Title: VICE PRESIDENT

STATE OF WEST VIRGINIA
Purchasing Division
PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

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

DEFINITIONS:

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

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: ASC Group, Inc.
Authorized Signature: [Signature] Date: 5/2/16

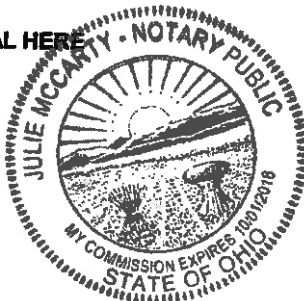
State of Ohio

County of Franklin to-wit:

Taken, subscribed, and sworn to before me this 2nd day of May, 2016

My Commission expires 10/1, 2018

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]
Purchasing Affidavit (Revised 07/01/2012)

**INVASIVE SPECIES SURVEY INVENTORY AND ASSESSMENT,
AND UPDATE OF THE PLANT COMMUNITY MAPPING DATA
SOLICITATION NO. CRFQ 0603 ADJ1600000021
CAMP DAWSON ARMY NATIONAL GUARD TRAINING SITE
KINGWOOD, PRESTON COUNTY, WEST VIRGINIA
ASC GROUP, INC.**

CONSULTANT: State of West Virginia Purchasing Division
DATE: 5/2/2016
Overhead Percentage 124.11%
2016 Rates

Task - Description	Hourly Rate	Total Hours	Labor Costs	Over Head	Net Fee	Total Costs
A. COORDINATION						
Project Manager	\$54.29	1	\$54.29	\$67.38	\$15.02	\$136.69
Senior Ecologist	\$33.11	12	\$397.32	\$493.11	\$109.91	\$1,000.34
Project Coordinator	\$36.63	1	\$36.63	\$45.46	\$10.13	\$92.22
SUBTOTAL A						\$1,229.25
B. PREWORK MEETING AND SUMMER SURVEY WORK PLAN PROPOSAL						
Senior Ecologist (Prewrite Meeting)	\$33.11	10	\$331.10	\$410.93	\$91.59	\$833.62
Senior Ecologist (Work Plan Development)	\$33.11	10	\$331.10	\$410.93	\$91.59	\$833.62
SUBTOTAL B						\$1,667.24
C. PREWORK MEETING EXPENSES						
Mileage: 480 miles @ .54/mile						\$259.20
Meals: \$30.00/day x 1 day x 1 person						\$30.00
SUBTOTAL C						\$289.20
D. SURVEY FIELDWORK (MOB/DEMOB)						
Senior Ecologist	\$33.11	120	\$3,973.20	\$4,931.14	\$1,099.05	\$10,003.39
Ecologist	\$23.11	120	\$2,773.20	\$3,441.82	\$767.11	\$6,982.13
SUBTOTAL D						\$16,985.52
E. EXPENSES						
Mileage: 1,500 miles @ .54/mile						\$810.00
Meals: \$30.00/day x 15 days x 2 persons						\$900.00
Lodging: \$89.00 + 12% tax = \$99.68 per room x 2 rooms x 12 nights						\$2,392.32
Supplies						\$150.00
SUBTOTAL E						\$4,252.32
F. REPORT REPARATION						
Project Manager	\$54.29	1	\$54.29	\$67.38	\$15.02	\$136.69
Principal Ecologist	\$41.14	8	\$329.12	\$408.47	\$91.04	\$828.63
Senior Ecologist	\$33.11	50	\$1,655.50	\$2,054.64	\$457.94	\$4,168.08
Ecologist	\$23.11	90	\$2,079.90	\$2,581.36	\$575.34	\$5,236.60
Technical Editor	\$35.25	10	\$352.50	\$437.49	\$97.51	\$887.50
Word Processor	\$22.31	10	\$223.10	\$276.89	\$61.71	\$561.70
Cartographer	\$28.16	24	\$675.84	\$838.79	\$186.95	\$1,701.58
SUBTOTAL F						\$13,520.78
G. REPORT PRODUCTION: 2 draft copies, 1 electronic; 3 final copies, 1 electronic						
Photocopying						\$200.00
Supplies						\$5.00
Document Shipping						\$25.00
SUBTOTAL G						\$230.00
		1 of 1 467	\$13,267.09	\$16,465.79	\$3,669.91	
TOTAL (A-G)						\$38,174.31



**TECHNICAL PROPOSAL
INVASIVE SPECIES SURVEY INVENTORY AND ASSESSMENT,
AND UPDATE OF THE PLANT COMMUNITY MAPPING DATA
SOLICITATION NO. CRFQ 0603 ADJ160000021
CAMP DAWSON ARMY NATIONAL GUARD TRAINING SITE
KINGWOOD, PRESTON COUNTY, WEST VIRGINIA**

**ASC GROUP, INC.
PREPARATION DATE: MAY 2, 2016**

PROJECT UNDERSTANDING

The West Virginia Purchasing Division on behalf of the West Virginia Army National Guard's (WVARNG) Camp Dawson Army Training Site's Environmental Office (Camp Dawson) has requested an Invasive Species Inventory and Assessment, and Update of the Plant Community Mapping Data at Camp Dawson, in Preston County, West Virginia. Camp Dawson Collective Training Areas (CDCTA) is required to collect and document a natural resource baseline for the facility under the Sikes Act (16 USC 670a et seq.), Army Regulation (AR) 200-3, and Department of Defense Instruction 4715.3. Data related to the flora and fauna, including threatened and endangered species are critical for effective management of the natural resources.

The survey and assessment of the CDCTA tracts is a part of a larger effort of the WVARNG's Invasive Species Eradication Plan (ISEP) developed in 2005 with the goal of reducing proliferation and dominance of invasive species and allow for preservation and restoration of native forest vegetation of greater ecological and economical value. Camp Dawson is also responsible for maintaining GIS data compliance with the National Guard Bureau (NGB) Quality Assurance Plans (QAP). Within this QAP, all species of special concern, such as endangered, rare and invasive, must be documented. Currently, only 275.8 acres of newly developed land will be subjected to survey and assessment. The remaining community data at Camp Dawson has been captured and will need to be reformatted according the NGB QAP.

The CDCTA is located near Kingwood, in Preston County, West Virginia. The CDCTA is comprised of four distinct tracts, encompassing 3,797 acres. The tracts include the Pringle Tract (1,632 acres), Briary Tract (1,251 acres), Camp Dawson Cantonment Area (410 acres), and the Volkstone Tract (504 acres) and contain fragmented forest with numerous habitat types. Tracts may include upland and bottomland forests, disturbed riparian zones, open meadows (from reclaimed strip mines), successional shrub land, ephemeral and emergent wetlands, and developed areas.

The objectives of the project are:

- Conduct a survey and assessment of the invasive species on 652 acres within the Volkstone and Cantonment Areas associated with Camp Dawson.
- Visit prior surveyed locations at the facility where previously documented extant occurrences, historical occurrences, of known federal and state listed plants species occur.
- Document any new occurrences identified in the field of federal and state listed plants species of special concern within the newly developed areas in addition to the Volkstone and Cantonment Areas associated with Camp Dawson
- Survey the approximately 275.8 acres of the newly developed areas of Camp Dawson and integrate into existing vegetative community data.
- Update all current and new vegetative community data including existing and new invasive species survey data to conform to the National Vegetation Classification System (NVCS) in accordance with the NGB Quality Assurance Plan.
- Produce a digital map of the plant communities at Camp Dawson and a digital map based on analysis of the invasive species survey and assessment.

All survey work will be conducted during the summer survey season on all specified areas. An electronic copy of the current Integrated Natural Resources Management Plan, GIS data and all relevant survey reports will be provided by Camp Dawson Environmental (CDE). The current National Guard Bureau Quality Assurance Plan outlining the spatial data requirements will be provided.

PERFORMANCE WORK STATEMENT TASKS/CRITICAL SUBTASKS

Pre-work Meeting and Plan of Work

Prior to beginning work, ASC Group, Inc.'s (ASC) Project Manager (PM) will meet with the CDE personnel to coordinate field survey, gather background materials and develop an outline for the work plan. ASC will prepare a summer survey work plan proposal for the project, defining methodologies to be employed; how data will be collected, stored and analyzed; how the results will be reported; provide a complete breakdown of costs; and develop a proposed schedule for all work submission of deliverables.

Digital Recordation:

A GPS will be employed to take detailed readings of the location of identified vegetation resources. All GPS data will be presented using the NAD83 datum and will be provided to CDE in GIS as a shapefile.

In the event that any unexpected conditions and/or resources are encountered during survey; consultation with the COR will be conducted to develop an appropriate testing and recordation protocol.

Facilities:

The work and field services associated with the execution of task orders requested by CDE will be conducted and operated through the West Virginia Office of ASC located at Hurricane, West Virginia. ASC maintains appropriate four-wheel or all-wheel drive field vehicles, digital mapping devices, and an experienced staff equipped with appropriate safety gear.

ASC works in a cloud environment, linking experts and resources among our Corporate Headquarters in Columbus, Ohio and all branch offices. This capability reduces paperwork, and enhances our response and performance capabilities company wide. Our integrated project data base system permits real time performance and progress evaluation by monitoring multiple projects and work in progress in live time.

Report Preparation

ASC will prepare and submit a draft Invasive Species Inventory and Assessment and a draft Update of Plant Community Mapping Data. ASC will work closely with the WVARNG personnel, as necessary while preparing the documents. WVARNG personnel will review and provide comments and/or revisions.

ASC will prepare and submit a Final Invasive Species Inventory and Assessment and a Final Update of Plant Community Mapping Data. The final documents will address and be revised under consultation with the WVARNG. All photographs, field notes, reports, maps, and other data generated by ASC will be submitted to the WVARNG at the end of the project.

ASC has been proactive in delineating a core process for report processing and a quality assurance and quality control nine (9) point process and checklist to ensure that reports are accurate and well written.

Schedule

Performance of all task orders shall begin after the issuance of the Notice to Proceed at the pre-work meeting.

Deliverables:

ASC will provide a start-up letter and attached approved plan of work within thirty (30) days of official contact award.

- Progress Reports: Progress Reports shall be submitted weekly or upon request.
- Summer Survey: Shall be completed no later than August 15, 2016.
- CDE Review: Review will be conducted after the receipt of any draft report, plan or other documents. Draft survey report will be submitted no later than September 15, 2016. The CDE will return draft documents with comments and required changes.
- Final Documentation: Shall be completed and delivered to the CDE no later than November 15, 2016.

Quality Control Plan Report: Shall be submitted with the final documentation.

Project Sponsor Responsibilities:

- The CDE will provide ASC with one set of USGS topographic maps;
- The CDE will provide ASC with accurate shape files delineating survey areas;
- The CDE will permit ASC to review any relevant information regarding ecological and historical inventory data, environmental data, aerial photographs, maps, GLO plats, land acquisition files, land management plans, etc.

Contractor Responsibilities:

- ASC will provide resource grade GPS unit (at least one unit);
- ASC will provide GIS program capable of producing hard-copy mapping and geospatial data (shapefiles).

CAPABILITY TO PERFORM (STAFFING)

ASC is a Woman Owned Small Business with 30 years of experience in cultural and environmental resources consulting. The company has offices in Columbus and Cleveland, Ohio; Indianapolis, Indiana; Hurricane, West Virginia; Pittsburgh and Harrisburg, Pennsylvania; and Grand Ledge, Michigan. ASC has been in business since 1986 and has completed more than 3,000 projects. The staff assigned to this contract have direct experience in the ecological resources of West Virginia.

ASC has a successful track record working with Federal agencies including the Forest Service, US Army Corps of Engineers, US Air Force, US Army, US Navy, National Guard, US Department of Energy, and others with compliance needs under the National Environmental Policy Act (NEPA). ASC has completed botanical surveys within the Allegheny National Forest, Monongahela National Forest, and Hoosier National Forest. In addition, ASC was awarded and successfully completed heritage resources surveys under an IDIQ contract for the Wayne National Forest from 1990 to 2014. ASC's staff is experienced in resource documentation and meeting the detailed requirements under the stewardship of our Federal Agency clients, navigating the terrain, and producing the required results. ASC routinely performs Ecological Surveys on State Department of Transportation projects within environments that are disturbed or that have a dominance of invasive species. Additionally, our experience also includes performing unique botanical surveys in ecologically sensitive habitats.

ASC personnel includes two US Fish and Wildlife Service (USFWS) certified botanists experienced in performing surveys for Running Buffalo Clover (*Trifolium stoloniferum*); a federally endangered species which appears as previously identified at CDCTA. Our botanical search capabilities also includes utilizing GIS to run Geodatabase queries on the unique habitat criteria of endangered species to isolate areas with a higher than average probability of presence.

ASC has five (5) full-time ecological employees who share a combined 85 years of field experience performing botanical surveys, wetland delineations, project management, and other ecological related tasks on large and small scale projects. ASC has adequate time and staff available to conduct the work as required. Therefore, we are confident that this project, or future projects, will have no impact to our present or projected workload. ASC staff also includes three full-time experienced GIS technicians.

ASC owns the technical and non-technical equipment necessary to meet the needs of Camp Dawson in addition to various other projects, both large and small. ASC owns six vehicles dedicated to field work, two equipped with four-wheel drive capabilities and four with all-wheel drive capabilities. Field equipment includes multiple Trimble Geo7x GPS units, digital cameras, and dedicated GIS stations in our office.

ASC follows a Quality Control Plan for all projects. The Plan establishes a 9-point process. The Plan is periodically reviewed and updated to address the dynamic nature and complexity of cultural and environmental resource management projects (Appendix A).

QUALIFICATIONS AND EXPERIENCE OF PERSONNEL

Resumes for the key personnel to be assigned to these projects are included.

Project Manager (PM):	Andrew Campbell
Principal Ecologist:	Len Mikles
Senior Ecologist:	Stuart Jennings
Ecological Technician:	Josh Roy

In addition to these key staff members, ASC has a full, experienced support staff, skilled field technicians and analysts from which to draw to ensure that required tasks from billing to staging work efforts are completed in a timely and efficient manner.

APPENDIX A: Quality Control Plan



ASC GROUP, INC. PROJECT QUALITY CONTROL PLAN

Updated: March 2016

ASC follows a Quality Control Plan (Plan) for all projects. The Plan establishes a nine (9)-point process. The Plan is periodically reviewed and updated to address the dynamic nature and complexity of cultural and environmental resource management projects.

POINT 1: Quality Control Officer

ASC's Quality Control Officer (QCO), Rae Norris Sprague, ensures that all items outlined in this Plan are adhered to and implemented by ASC project personnel.

POINT 2: Communications

ASC applies practices outlined in its Communication Plan (CP). Complementing the CP is a project team contact list that the QCO generates with the assistance of ASC project personnel before fieldwork begins. The contact list identifies key people from each company and agency working on the project. The contact list includes the agency reviewer(s), if known, the prime project manager or contact, ASC's project manager, and ASC's principal investigator(s). (Attachment A)

POINT 3: Education and Training

Project personnel have the requisite education for their discipline. They receive training from agencies pertaining to new regulatory requirements and updates on processes for completing NEPA documents and NHPA/Section106 documentation. They also receive training from professional organizations on new data collection and analysis methodologies, and on safety issues. They receive training from ASC on internal procedures for data collection, analysis, report production, and safety.

POINT 4: Internal Project Meetings

After receiving notice to proceed, ASC has an internal kickoff meeting attended by the project manager, principal investigator(s), field director(s), if practicable, the person collecting the background data, the QCO, and others as determined by the project manager. The project scope, schedule, research design, reporting methods and requirements, and other pertinent issues are discussed. Additional meetings are held as needed to discuss and disseminate important project information.

POINT 5: Data Collection

On a weekly basis, the principal investigator(s) review the quality and clarity of data collected in the field, digital photographs, maps, and other items documenting the week's field and/or laboratory work, including the background research, preparation of inventory forms, and curation tasks. Inconsistencies in project documentation or questions arising during the review are addressed prior to the commencement of the following week's work. For projects with fieldwork that is less than one week in duration, the principal investigator(s) or field director(s) check field data records before leaving the field. All ASC data collection forms are standardized.

POINT 6: Report Production

Draft reports are reviewed by the principal investigator and/or project manager for content, clarity, and conformance with the scope of work. Draft reports are then reviewed by the technical editor for proofreading, consistency with reporting standards and guidelines, and the editor coordinates administrative tasks associated with report production. Draft reports are submitted to the client for review and approval.

POINT 7: Report Revisions

When revisions to a draft report are requested, ASC addresses the revisions in a Report Comment and Action Form that is submitted with the revised report. The form includes the reviewer's comment and the page number where the comment is addressed in the revised report. This helps ensure that all comments are addressed and enables the reviewer to focus only on the revised portions of the report.

POINT 8: Post-Project Meetings

At the completion of projects, ASC conducts an in-house meeting attended by the project manager, principal investigator(s), QCO, field director(s), and other ASC personnel as necessary to discuss problems/issues during the project and how they were resolved. Another post-project meeting is held between the project manager, principal investigator(s), and financial officer to compare the final cost versus the proposed costs.

POINT 9: Lessons Learned

ASC has quarterly meetings with all relevant project personnel to report on lessons learned during the previous quarter. Senior managers and the QCO meet annually to discuss changes in regulations or requirements over the past year.

Attachment A
Project Team Contact List

Project Team Contact List

Name	Company	Project Assistance	Phone	Email
Annette Ericksen	ASC	WV Regional Manager	681-233-4044	agericksen@ascgroup.net
Andrew Campbell	ASC	Project Manager	614-268-2514 ext. 3550	acampbell@ascgroup.net
Debbie King	ASC	Project Coordinator	614-268-2514 ext. 3544	dgagliano@ascgroup.net
Len Mikles	ASC	Principal Ecologist	614-268-2514 ext. 3558	lmikles@ascgroup.net
Stuart Jennings	ASC	Senior Ecologist	614-268-2514 ext. 3447	sjennings@ascgroup.net
Josh Roy	ASC	Ecological Technician	614-268-2514 ext. 3557	jroy@ascgroup.net
Tina Hartman	ASC	GIS/Cartography	614-268-2514 ext. 3551	thartman@ascgroup.net
Rae Norris Sprague	ASC	Technical Editor	440-845-7590	rnsprague@ascgroup.net

STAFF AND COMPANY QUALIFICATIONS



CULTURAL AND ENVIRONMENTAL CONSULTANTS



Len B. Mikles
Principal Ecologist
ASC Group, Inc.
800 Freeway Drive North, Suite 101
Columbus, Ohio 43229
(614) 268-2514 ext. 3558
lmikles@ascgroup.net

CERTIFICATION:

Professional Wetland Scientist # [REDACTED]
Certified Ecologist: Ecological Society of America/2010
Ohio Department of Natural Resources/Qualified to Conduct Surveys on Group 1 Streams/2014
United States Department of the Interior-Fish and Wildlife Service, Ecological Services: Qualified Running Buffalo Clover Surveyor/2012
Ohio Department of Natural Resources/Freshwater Mussel Survey Certification/2016
United States Department of the Interior-Fish and Wildlife Service, West Virginia, Federally Listed Species Surveyor: Running Buffalo Clover (*Trifolium stoloniferum*); Small Whorled Pogonia (*Isotria medeoloides*); Virginia Spiraea (*Spiraea virginiana*)/2016

EDUCATION:

1996, BS, University of Michigan, Natural Resources Ecology & Management

PROFESSIONAL TRAINING:

ODOT: Ecological Training; Waterway Permits Training; Categorical Exclusion Training; Purpose and Need Training; CE On-Line Form Training; NEPA Refresher; Section 106 Training; Section 4F/6F Training; Environmental Site Assessment Training; Project Development Process Training

INDOT: NEPA Categorical Exclusions (Indiana Categorical Exclusion Process); NEPA and the Indiana Transportation Decision Making Process; NEPA Refresher

OTHER:

U.S. Army Corps of Engineers: Wetland Delineation Certification Training Program; *Ohio EPA:* QHEI/Biocriteria Training; *Ohio EPA:* Ohio Rapid Assessment Method (ORAM) for Wetlands v. 5.0 Training *The Olentangy River Wetland Research Park/The Ohio State University:* Creation and Restoration of Wetlands Course; *Ohio EPA:* Primary Headwater Habitat (HHEI) Training, *Illinois Soil Classifiers Association:* Using the Midwest Interim Regional Supplement for Wetland Delineation; *Lourdes College:* Grasses, Sedges & Rushes Workshop; *US Dept. of the Interior-Fish and Wildlife Service:* Qualified Running Buffalo Clover Surveyors

OTHER TRAINING:

National Wildfire Coordination Board's S-130/S190 Firefighter Training and Behavior Certification of Training.

EMPLOYMENT HISTORY:

1997-1998, SDI Consultants, Ltd./V3 Consultants, Ltd., Environmental Scientist
1999-2000, Raisanen & Associates, Inc., Wetland Scientist
2000-2001, Conservation Design Forum, Inc., Field Botanist
2004-Present, ASC Group, Inc., Senior Ecologist/Principal Ecologist

EXPERIENCE:

As a *Principal Ecologist* with ASC Group, Inc., Mr. Mikles' primary responsibilities include conducting wetland delineations, assessments (ORAM), and ecological surveys. Mr. Mikles typically prepares reports that include wetland delineations/determinations, Red Flag Reviews, MOA, Level 1 and Level 2 as well as Waterway Impact reports in accordance with the 2014 ODOT Ecological Manual. During the ecological surveys, Mr.

Mikles conducts threatened and endangered species and habitat surveys, stream assessments (HHEI & QHEI) and aquatic community sampling, collects select water chemistry data and compiles floristic inventories. Mr. Mikles prepares Section 404/401 permit applications and coordinates with the appropriate agencies for obtaining appropriate permits. Mr. Mikles also manages wetland mitigation monitoring projects. His role involves collecting the appropriate site data, reporting, making recommendations for fulfillment of permit requirements and agency coordination. In addition, Mr. Mikles serves as the lead botanist for many of the company's projects. Some of the projects he has worked on include a rare and invasive plant survey for Monongahela National Forest and floristic inventories for park sites owned by the City of Dublin, Ohio. Mr. Mikles has identified many new threatened and endangered species locations that are new for the State of Ohio.

RELATED EXPERIENCE:

2003-2009 Ohio Department of Natural Resources, Natural Areas and Preserves, Columbus, Ohio
Field Botanist Volunteer – Conducted botanical inventories and surveys for threatened and endangered plant species.

1996 (Internship): Lake County Forest Preserve District/The Nature Conservancy, Grayslake, Illinois
Field Botanist Intern – assisted with the design and implementation of sampling methodologies for vegetation data collection; collected baseline vegetation data and created a database for the District's preserves; analyzed site transect data using the Swink and Wilhelm, Floristic Quality Assessment (FQA) computer program and wrote technical reports that are currently used to monitor changes in vegetation, evaluate and establish restoration and management priorities as well as classify plant communities; conducted floristic inventories; mapped and monitored threatened and endangered plant species; performed ecological restoration activities.

WEST VIRGINIA EXPERIENCE:

2006 *Sensitive and Invasive Plant Survey: Horseshoe Project Area, Monongahela National Forest, West Virginia.* Co-authored with Landon McKinney. Submitted to USDA Forest Service, Elkins, West Virginia.

2008 *Wetland Delineation and Threatened and Endangered Species Survey Report for the Proposed Talcott Park Development Project, Talcott, Summers County, West Virginia.* Submitted to E.L. Robinson Engineering, Charleston, West Virginia.

NATIONAL GUARD EXPERIENCE:

2005 *Wetland Delineation Report, Marysville Readiness Center, Marysville, Union County, Ohio.* Co-authored with Gary Thornhill, PhD. Submitted to Ohio Army National Guard, Columbus, Ohio.

2005 *Wetland Delineation Report, Delaware Readiness Center, Delaware Township, Delaware County, Ohio.* Co-authored with Gary Thornhill, PhD. Submitted to the Ohio Army National Guard, Columbus, Ohio.

2006 *Wetland Delineation Report for MK-19 Range at the Ravenna Training and Logistics Site, Portage County, Ohio.* Co-authored with Landon E. McKinney. Submitted to Ohio Army National Guard, Newton Falls, Ohio.

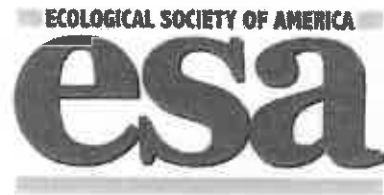
SELECTED RELEVANT ENVIRONMENTAL REPORTS (OHIO):

2006 *Wetland Determination and Threatened and Endangered Species Survey Report, Greif 138 kV Extension, Liberty Township, Delaware County, Ohio.* Submitted to American Electric Power, Gahanna, Ohio.

2006 *Wetland Delineation and Threatened and Endangered Species Survey Report, Don Marquis Loop #2, Scioto Township, Pike County, Ohio.* Submitted to American Electric Power, Gahanna, Ohio.

- 2007 *Wetland Determination and Threatened and Endangered Species Survey Report for the Polaris Parkway Parcel Development Project, Orange Township, Delaware County, Ohio.* Submitted to Kabil Associates, Inc., Columbus, Ohio.
- 2007 *Wetland Delineation and Threatened and Endangered Species Survey Report for the Port Columbus International Airport, Columbus, Franklin County, Ohio.* Co-authored with Landon McKinney. Submitted to Landrum & Brown, Inc., Cincinnati, Ohio.
- 2007 *Threatened and Endangered Species Literature Review for the Solon North Huntington Detention Basin Study Area in Solon, Cuyahoga County, Ohio.* Submitted to Brown & Caldwell Ohio, LLC, Middleburg Heights, Ohio.
- 2007 *State Threatened Eastern Featherbells (*Stenanthium gramineum*) Survey for the SR 245 Reconstruction Project (Des. No. 8824805) Harrison Township, Spencer County, Indiana.* Submitted to Janssen & Spaans Engineering, Inc., Indianapolis, Indiana.
- 2008 *Wetland Delineation and Threatened and Endangered Species Report for a Proposed Connector Road in Monroe Township, Knox County, Ohio.* Submitted to Richland Engineering Limited, Mansfield, Ohio.
- 2008 *Threatened and Endangered Species Survey Report, Turkey Run Parcels, Mifflin Township, Franklin County, Ohio.* Submitted to Gresham Smith & Partners, Columbus, Ohio.
- 2008 *Running Buffalo Clover Habitat Survey for the Proposed Scottown Cell Tower Project.* Submitted to C&S Companies, Cleveland, Ohio.
- 2009 *Running Buffalo Clover Survey for the Proposed Ironton Health Care Campus, Ironton, Lawrence County, Ohio.* Submitted to URS Corporation, Columbus, Ohio.
- 2009 *Wetland Delineation and Listed Species Report for the Otto Armleder Park, Phase II Trail Connection, Columbia Township, Hamilton County, Ohio.* Submitted to M-E Companies, Cincinnati, Ohio.
- 2009 *Stream, Wetland, and Listed Species Report for the MEG-124-56.02 Proposed Waste Sites in Olive Township, Meigs County, Ohio.* Submitted to George J. Igel & Company, Inc., Columbus, Ohio.
- 2011 *Wetland Delineation and Threatened and Endangered Species Report for the CSO 30-Area 2 Study Area in Cincinnati, Hamilton County, Ohio.* Submitted to Stantec Consulting Services, Inc., Cincinnati, Ohio.
- 2011 *Threatened and Endangered Species Summary for the Proposed Hollenback Launch Ramp Located in Berlin Township, Delaware County, Ohio.* Submitted to Poggemeyer Design Group, Bowling Green, Ohio.
- 2011 *Wetland Delineation and Threatened and Endangered Species Report for the Proposed Werk-Westbourne Enhanced High Rate Treatment (EHRT) Facility in Green Township, Hamilton County, Ohio.* Submitted to Black & Veatch, Cincinnati, Ohio.
- 2011 *Threatened and Endangered Species Survey Report for the Federally Endangered Small Whorled Pogonia (*Isotria medeoloides*) for the Preferred Alternative of the Portsmouth Bypass SCI-823-0.00/6.81 (PID 19415), Scioto County, Ohio.* Co-authored with Jason M. Earley. Submitted to HDR Engineering, Inc., Cincinnati, Ohio.

- 2011 *Threatened and Endangered Species Survey Report for the Federally Endangered Running Buffalo Clover (*Trifolium stoloniferum*) for the Preferred Alternative of the Portsmouth Bypass SCI-823-0.00/6.81 (PID 19415), Scioto County, Ohio.* Co-authored with Jason M. Earley. Submitted to HDR Engineering, Inc., Cincinnati, Ohio.
- 2012 *Wetland Delineation, Threatened and Endangered Species Survey, and Habitat Assessment Report for Burke Lakefront Airport, Cleveland, Cuyahoga County, Ohio.* Submitted to Landrum & Brown, Inc., Cincinnati, Ohio.
- 2014 *Wetland Delineation and Threatened and Endangered Species Report for the Proposed Springfield Erie Interceptor Express Sewer Project in Springfield Township, Clark County, Ohio.* Submitted to Black & Veatch, Columbus, Ohio.
- 2015 *Wetland Delineation and Threatened and Endangered Species Report for the Proposed Consolidated Rental Car Facility (CONRAC) at Port Columbus International Airport in Columbus, Franklin County, Ohio.* Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2015 *Wetland Delineation and Threatened and Endangered Species Report for the Proposed Bridgeway Hangar Development at Port Columbus International Airport in Columbus, Franklin County, Ohio.* Co-authored with Stuart Jennings. Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2016 *Level 1 Ecological Survey Report for the HAR-235-9.60 Drainage Project (PID 98988), Marion Township, Hardin County, Ohio.* Submitted to Ohio Department of Transportation-District 1, Lima, Ohio.
- 2016 *Level 2 Ecological Survey Report for the LUC-20A-3.55/4.55 Roundabouts Project (PID No. 94407), Swanton Township, Lucas County, Ohio.* Submitted to DGL Consulting Engineers, LLC, Maumee, Ohio.
- 2016 *Level 1 Ecological Survey Report for the BUT-Hamilton Pedestrian Bridge Replacements Project (PID No. 99904), Hanover and Fairfield Townships, Butler County, Ohio.* Submitted to Strand Associates, Inc., Cincinnati, Ohio.
- 2016 *Wetland Delineation Report for Port Columbus International Airport in Columbus, Franklin County, Ohio.* Co-authored with Joshua Roy and Stuart Jennings. Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2016 *Level 1 Ecological Survey Report, RIC-CR048-7.44 (PID 96345), Richland County, Ohio.* Submitted to Richland Engineering, Limited, Mansfield, Ohio.



The Ecological Society of America

Founded 1915

*The Ecological Society of America,
upon recommendation of the
Board of Professional Certification, hereby certifies that*

Len Mikles

meets the requirements as a certified

Ecologist

and is governed by the Society's Code of Ethics.

*Certified by the Ecological Society of America from
June 1, 2015 through June 30, 2020*

Janet MacFell

Chair, Board of Professional Certification

William D. Long

President, Ecological Society of America

**Individuals Qualified to Conduct Surveys for
Federally Listed Plant Species in West Virginia
Updated February 2016**

<p>Michael Baker Jr., Inc. 5088 West Washington St. Second Floor Charleston, WV 25313</p> <p>Andrew Gould 304-769-2146 agould@mbakercorp.com (RBC)</p>	<p>Tetra Tech, Inc. 803 Quarrier Street, Suite 400 Charleston, WV 25301</p> <p>John Beckman 304-414-0054 x103 john.beckman@tetrattech.com (HARP, NEB, SBRC, VS)</p>
<p>AllStar Ecology, LLC 1582 Meadowdale Rd. Fairmont, WV 26554 Toll-free: 866-213-2666 Office: 304-816-3490</p> <p>Greg Short Jr. Senior Project Manager/Owner 304-216-5690 greg@allstarecology.com (NEB, RBC, SBRC, SWP, VS)</p> <p>Dylan Fowler 304-376-2744 dylan@allstarecology.com (RBC, SWP, VS)</p> <p>Justin DeVault 304-614-3919 Justin@allstarecology.com (RBC, SWP, VS)</p>	<p>Markosky Engineering Group, Inc. 3689 Route 711 Ligonier, PA 15655 Office: 724-238-4138</p> <p>Jason Harkcom 724-454-3228 jharkcom@markosky.com (RBC, SWP)</p> <p>Amanda Barnhart 724-238-4138 albarnhart@markosky.com (RBC, SWP)</p>

* This list includes *individuals* who have been found to be qualified to conduct surveys for federally listed and rare plants in West Virginia. This list may not include all individuals qualified to conduct such surveys. Inclusion of names on this list does not constitute endorsement by the West Virginia Division of Natural Resources (WVDNR), the U.S. Fish and Wildlife Service (USFWS), nor any other government agency. Other contractors may be used, but should first submit information demonstrating that they are qualified to conduct surveys for the target plant species. Submit resume and qualifications to P. J. Harmon, Endangered Species and Natural Heritage Botanist, WVDNR, Elkins Operation Center, P.O. Box 67, Elkins, WV 26241. (Paul.J.Harmon@wv.gov) The species that each individual is qualified to conduct surveys for is listed in parenthesis after their name. Abbreviations are as follows: RBC - Running Buffalo Clover (*Trifolium stoloniferum*); SWP - Small-whorled Pogonia (*Isotria medeoloides*); VS - Virginia Spiraea (*Spiraea virginiana*); SBRC- Shale Barren Rock Cress (*Arabis serotina*); NEB - Northeastern Bulrush (*Scirpus ancistrochaetus*); HARP - Harperella (*Ptilimnium nodosum*).

**Individuals Qualified to Conduct Surveys for
Federally Listed Plant Species in West Virginia
Updated February 2016**

<p>Environmental Solutions & Innovations, Inc. 4525 Este Ave. Cincinnati, OH 45232</p> <p>Lawrence Brewer 513-451-1777 lbrewer@envsi.com (NEB, RBC, SBRC, SWP, VS)</p>	<p>POWER Engineers 11733 Chesterdale Rd. Cincinnati, OH 45246</p> <p>Todd Chadwell 513-817-7655 Todd.chadwell@powereng.com (RBC, SWP, VS)</p>
<p>C. Mark Bowers 279 Orr Road West Newton, PA. 15089 724-454-4012 monarda55@gmail.com (NEB, RBC, SWP, VS)</p>	<p>Loree Speedy 279 Orr Road West Newton, PA 15089 724-518-6022 loreespeedy@gmail.com (RBC, SWP, VS)</p>
<p>Civil & Environmental Consultants, Inc. 333 Baldwin Road Pittsburgh, PA 15205-1751 Toll-free: 800-365-2324 Office: 412-429-2324</p> <p>Joseph A. Isaac Office: 412-249-2289 Mobile: 412-400-9887 jisaac@cecinc.com (RBC, SWP, VS)</p> <p>David J. Quatchak 412-275-2960 dquatchak@cecinc.com (RBC, VS, SWP)</p>	<p>Stantec – Cincinnati Office 11687 Lebanon Road Cincinnati, Ohio 45241-2012 513-842-8200</p> <p>Joey Seamands Joey.Seamands@stantec.com (RBC, SWP, VS)</p> <p>Daniel Godec daniel.godec@stantec.com (RBC)</p> <p>Michael de Villiers michael.devilliers@stantec.com (RBC)</p>

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**Individuals Qualified to Conduct Surveys for
Federally Listed Plant Species in West Virginia
Updated February 2016**

<p>Stantec - Columbus Office 1500 Lake Shore Drive Suite 100 Columbus, OH 43204-3800</p> <p>Michelle Kearns 614-486-4383 michelle.kearns@stantec.com (RBC)</p>	<p>Redwing Ecological Services, Inc. 1139 South Fourth Street Louisville, KY 40203</p> <p>Laura Darnell 502-625-3009 ldarnell@redwingeco.com (RBC, SWP, VS)</p>
<p>Stantec - Louisville Office 10509 Timberwood Circle Suite 100, Louisville, KY 40223-5308 502-212-5000</p> <p>James Kiser James.Kiser@stantec.com (RBC, SWP, VS)</p> <p>Wes Cunningham wes.cunningham@stantec.com (RBC)</p>	<p>GAI Consultants, Inc. 300 Summers Street, Suite 1100 Charleston, WV 25301</p> <p>Alex Cook Project Environmental Specialist 681-245-8875 alex.cook@gaiconsultants.com (RBC)</p>

* This list includes *individuals* who have been found to be qualified to conduct surveys for federally listed and rare plants in West Virginia. This list may not include all individuals qualified to conduct such surveys. Inclusion of names on this list does not constitute endorsement by the West Virginia Division of Natural Resources (WVDNR), the U.S. Fish and Wildlife Service (USFWS), nor any other government agency. Other contractors may be used, but should first submit information demonstrating that they are qualified to conduct surveys for the target plant species. Submit resume and qualifications to P. J. Harmon, Endangered Species and Natural Heritage Botanist, WVDNR, Elkins Operation Center, P.O. Box 67, Elkins, WV 26241. (Paul.J.Harmon@wv.gov) The species that each individual is qualified to conduct surveys for is listed in parenthesis after their name. Abbreviations are as follows: RBC - Running Buffalo Clover (*Trifolium stoloniferum*); SWP - Small-whorled Pogonia (*Isotria medeoloides*); VS - Virginia Spiraea (*Spiraea virginiana*); SBRC- Shale Barren Rock Cress (*Arabis serotina*); NEB - Northeastern Bulrush (*Scirpus ancistrochaetus*); HARP - Harperella (*Ptilimnium nodosum*).

**Individuals Qualified to Conduct Surveys for
Federally Listed Plant Species in West Virginia
Updated February 2016**

<p>Copperhead Environmental Consulting, Inc. 11641 Richmond Rd. P.O. Box 73 Paint Lick, KY 40461 859-925-9012</p> <p>Austin Prater, Botanist aprater@copperheadconsulting.com (RBC, SWP, VS)</p> <p>Steven Brewer, Plant Ecologist/Botanist swbrewer@copperheadconsulting.com (RBC, SWP, VS)</p>	<p>Tetra Tech, Inc. 661 Andersen Drive Foster Plaza No. 7 Pittsburgh, PA 15220 412-920-8338</p> <p>Korey McCluskey Wetland/Environmental Scientist IV 419-235-3584 Korey.McCluskey@tetrattech.com (RBC, SWP, VS)</p>
<p>Lisa Smith E-Concepts, LLC 286 Stonelyonestome Rd. Stahlstown, PA 15687 Office: 724-593-5220 Cell: 724-493-4026 wildflower@gmail.com (RBC, SWP, VA)</p>	<p>ASC Group, Inc. 800 Freeway Drive, N. Suite 101 Columbus, OH 43229</p> <p>Len Mikles 614-268-2514 ext. 3558 lmikles@ascgroup.net (RBC, SWP, VS)</p>
<p>Kashmira Asnani Hull & Associates 6397 Emerald Parkway, Suite 200 Dublin, OH 43106 614-793-8777 kasnani@hullinc.com (RBC)</p>	

* This list includes *individuals* who have been found to be qualified to conduct surveys for federally listed and rare plants in West Virginia. This list may not include all individuals qualified to conduct such surveys. Inclusion of names on this list does not constitute endorsement by the West Virginia Division of Natural Resources (WVDNR), the U.S. Fish and Wildlife Service (USFWS), nor any other government agency. Other contractors may be used, but should first submit information demonstrating that they are qualified to conduct surveys for the target plant species. Submit resume and qualifications to P. J. Harmon, Endangered Species and Natural Heritage Botanist, WVDNR, Elkins Operation Center, P.O. Box 67, Elkins, WV 26241. (Paul.J.Harmon@wv.gov) The species that each individual is qualified to conduct surveys for is listed in parenthesis after their name. Abbreviations are as follows: RBC - Running Buffalo Clover (*Trifolium stoloniferum*); SWP - Small-whorled Pogonia (*Isotria medeoloides*); VS - Virginia Spiraea (*Spiraea virginiana*); SBRC- Shale Barren Rock Cress (*Arabis serotina*); NEB - Northeastern Bulrush (*Scirpus ancistrochaetus*); HARP - Harperella (*Ptilimnium nodosum*).



United States Department of the Interior

FISH AND WILDLIFE SERVICE

Ecological Services
 4625 Morse Road, Suite 104
 Columbus, Ohio 43230
 (614) 416-8993 / FAX (614) 416-8994
 October 16, 2012

Qualified Running Buffalo Clover Surveyors*

<p>Kashmira Asnani Stantec 1500 Lake Shore Drive, Suite 100 Columbus, OH 43204 (614) 486-4383</p>	<p>Dave Bell BHE 11733 Chesterdale Road Cincinnati, OH 45246 (513) 255-4707</p>
<p>Michael de Villiers Stantec 1848 Summit Road Cincinnati, OH 45237 (513) 619-6463</p>	<p>Jason Earley ASC Group Inc. 800 Freeway Drive North, Suite 101 Columbus, OH 43229 (614) 787-3454</p>
<p>Karen Fields Parsons 2443 Crowne Point Drive Cincinnati, OH 45241 (513) 552-7016</p>	<p>Daniel Godec Civil & Environmental Consultants, Inc. 4274 Glendale Milford Road Cincinnati, OH 45242 (513) 985-0226</p>
<p>Warren High AMEC Environment & Infrastructure 4460 Lake Forest Drive, Suite 200 Cincinnati, OH 45242 (513) 588-1405</p>	<p>Robert Hook CH2M Hill One South Main Street, Suite 1100 Dayton, OH 45402 (937) 220-2967</p>
<p>James Kiser Stantec Consulting Services, Inc. 10509 Timberwood Circle, Suite 100 Louisville, KY 40223 (502) 396-3199</p>	<p>Joshua Kubitz ASC Group Inc. 800 Freeway Drive North, Suite 101 Columbus, OH 43229 (614) 268-2514 ext. 3447</p>
<p>Robert Madej Stantec Consulting Services, Inc. 1500 Lake Shore Drive, Suite 100 Columbus, OH 43204 (614) 486-4383</p>	<p>Landon McKinney Civil & Environmental Consultants, Inc. 8740 Orion Place, Suite 100 Columbus, OH 43240 (614) 310-0178</p>
<p>Len Mikles ASC Group Inc. 800 Freeway Drive North, Suite 101 Columbus, OH 43229 (614) 787-3454</p>	<p>Rick Paul ASC Group Inc. 800 Freeway Drive N., Suite 101 Columbus, OH 43229 (614) 268-2514 ext. 3557</p>
<p>Jennifer Pyzoha Warf AMEC Earth & Environmental, Inc. 659 High Street, Suite 201 Worthington, OH 43085 (614) 430-0487</p>	<p>Rob Repasky 488 Crestline Avenue, Suite 2 Cincinnati, OH 45231 (513) 505-5737</p>



*Society of Wetland Scientists
Professional Certification Program, Inc.*

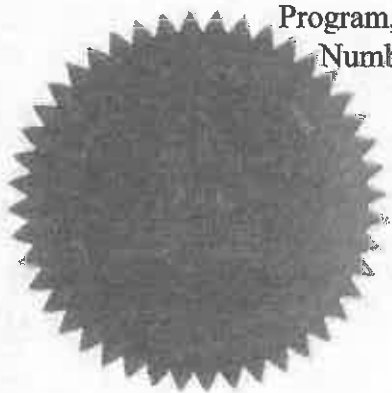
renews the designation

Professional Wetland Scientist

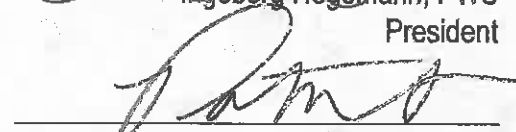
For

Len Mikles

In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Renewal Program, and verified by the Society's Certification Renewal Review Panel. Professional Wetland Scientist Number [REDACTED] issued on 5/31/2008 and recertified on 3/16/2013. Due to recertify again by 5/31/2018.




Ingeborg Hegemann, PWS
President


Pat Frost, PWS
Certification Renewal Chair



Stuart Jennings
Senior Ecologist
ASC Group, Inc.
800 Freeway Drive North, Suite 101
Columbus, Ohio 43229
(614) 268-2514 ext. 3447
sjennings@ascgroup.net

CERTIFICATION:

Professional Wetland Scientist [REDACTED] 2009
U.S. Fish and Wildlife Service: Running Buffalo Clover/2006
Ohio Department of Natural Resources/Qualified to Conduct Surveys on Group 1 Streams/2016
Ohio Department of Natural Resources/Freshwater Mussel Survey Certification/2016

EDUCATION:

1997, BS, Marshall University, Huntington, West Virginia, Botany
2001, MA, Marshall University, Huntington, West Virginia, Biology

PROFESSIONAL TRAINING:

ODOT: Section 4(f) Training; Project Development Process (PDP); Categorical Exclusion Training; Section 106/National Register Eligibility Training; Managing the Environmental and Project Development Process; Waterways Permits Training; Ecological Training/Sections 4f and 6f Training

OTHER: Bowlby & Associates, Inc.: Traffic Noise Fundamentals; Ohio EPA Qualitative Habitat Evaluation Index (QHEI) Training; Ohio Rapid Assessment Method for Wetlands v.5. Training; Ohio EPA Headwater Habitat Evaluation Index Training; Bowlby & Associates, Inc.: Federal Highways Administration Traffic Noise Model 2.1; The U.S. Fish and Wildlife Endangered Species Consultation in Ohio Workshop; U.S. Fish and Wildlife Service Certification for Running Buffalo Clover; U.S. Army Corps of Engineers: 38-hour Wetland Delineation and Management Training; Ohio EPA – VIBI – Wetland Biocriteria Training; Ohio LTAP Basic Survey Training; Ohio LTAP Basic Plan Reading; OEPA-Successfully Navigating Reporting, Permits, and Inspections; Commonwealth of Pennsylvania – Annual Oil and Gas Industry Training; PEC Premier: Safeland USA; OSHA-40 hour HAZWOPER; Red Cross – First Aid & CPR, and AED; Safe Driving Course – Smith System – Defensive Driving; SafeX: Health, Safety and Environmental Training Program

EMPLOYMENT HISTORY:

1997, U.S. Army Waterways Experiment Station, Vicksburg, Mississippi, Biological Technician
1998, SoBran, Inc. (U.S. EPA), Cincinnati, Ohio, Aquatic Biologist
2001-2004, CH2M Hill, Dublin, Ohio, Environmental Transportation Planner
2005-2007, Woolpert, Inc., Dayton, Ohio, Project Manager/Ecologist
2012-2013, Hull and Associates, Inc., Dublin, Ohio, Project Manager/Ecologist
2008-2015, CTL, Engineering, Inc., Columbus, Ohio, Senior Wetland/Environmental Scientist
2015-Present, ASC Group, Inc., Senior Ecologist

EXPERIENCE:

As a Senior Ecologist with ASC Group, Inc. (ASC), Mr. Jennings responsibilities include conducting wetland delineations, assessments (ORAM), and ecological surveys. Wetland delineations/determinations, Red Flag Reviews, Level 1 ESR, and Level 2 and 3 ESR report preparation, as well as Waterway Impact reports in accordance with the ODOT (2014) Ecological Manual. Mr. Jennings also performs ecological surveys, and conducts threatened and endangered species, habitat surveys, stream assessments (HHEI and QHEI) and aquatic community sampling, collects select water chemistry data, and compiles floristic inventories. In addition to working on ODOT projects, Mr. Jennings works with private development clients in meeting critical project deadlines by way of wetland delineations, preparing and coordinating Section 404/401 permit applications, and agency coordination. Mr. Jennings is experienced in mitigation monitoring, mitigation design,

and coordination with the Interagency Review Team on Mitigation Banking pursuits. A Professional Wetland Scientist (PWS) and an experienced botanist, he serves as technical support to ASC's Lead Botanist on many of the company's projects. Mr. Jennings experience also includes NEPA documentation experience in ecological and other planning-related issues including highway noise analysis, socioeconomic, and environmental justice data analysis.

RELATED EXPERIENCE WITH OTHER FIRMS:

Ecological Surveys, Delineation, and Mitigation:

Barnesville Waterline Threatened and Endangered Species Consultation-Various, Ohio. Submitted a habitat assessment for the proposed Barnesville Waterline. The proposed waterline is 12 miles long and a 200-ft buffer was delineated around the line to ensure that no ecological damage would be done.

Wright State Preliminary Jurisdictional Waters Delineation and Ecological Species Habitat Assessment-Green County, Ohio. Performed the above stated works for the development of a new maintenance facility and a salt barn to be shared by the Ohio Department of Transportation and Wright State University. During the Delineation, two areas of concern were addressed as possible Jurisdictional Waters and two areas were cleared of concern. Following the Delineation, an Ecological Species Habitat Assessment was conducted in the surrounding area due to the inadvertent destruction of multiple trees. This assessment was conducted to understand the Indiana Bat's current local habitat conditions.

Endangered Species Habitat Assessment (Indiana Bat)-Clermont County, Ohio. Performed an Endangered Species Habitat Assessment for the federally endangered Indiana Bat (*Myotis sodalis*). The Endangered Species Habitat Assessment was performed in accordance with the Client's due diligence where a proposed wireless communication tower and access path were to be located. Determined the habitat was not conducive for Indiana Bat.

Endangered Species Habitat Assessment (Running Buffalo Clover)-Boone County, Kentucky. Performed an Endangered Species Habitat Assessment for the federally endangered Running Buffalo Clover (*Trifolium stoloniferum*). The Endangered Species Habitat Assessment was performed in accordance with the Client's due diligence where a proposed wireless communication tower and access path were to be located.

Vegetation (Invasive Species) Monitoring; Native Species Installation (Stream Mitigation), Van Wert County, Ohio. Provided vegetation monitoring of an 8-acre stream mitigation project for the City of Van Wert. Per the permit conditions, installed over 1,950 woody species within the stream mitigation site. Monitoring of invasive species to maintain critical permit parameters.

Portsmouth Bypass, Scioto County, Ohio

Ecological Survey-This project involved creating 18 miles of new highway to circumvent the City of Portsmouth. An interesting challenge to this project was the topography of the region and because of this geology, it was imperative to accurately show the ephemeral, intermittent, perennial streams and wetlands within the ecological survey area. ArcGIS proved to be an essential tool in mapping and planning this project. Worked with a senior ecologist in gathering terrestrial, wetland, plant, reptile, amphibian, avian, and other biological data over a period of several months.

Threatened and Endangered Survey. Assisted senior ecologist in targeting (using ArcGIS) specific locations along the preferred roadway alternatives with respect to unique soils and environmental constraints in for the federal endangered small whorled pogonia and Virginia spirea. ArcGIS and GPS were relied upon to help navigate to these remote locations in the project area.

Endangered Species Habitat Surveys Communication Tower Sites, Various Ohio and Kentucky Counties. Performed Habitat Surveys for Threatened and Endangered species (Indiana Bat, Running Buffalo Clover, and more) as part of the sighting and NEPA requirements for new communication cellular towers. In addition, provided site specific Section 7 coordination between the Client and the USFWS.

Aqua View Estates (Phase IV) Wetland Delineation, Mercer County, Ohio. Provided wetland delineation consulting services for a 68.5-acre proposed housing development along Grand Lake St. Mary's south of Grand Lake St. Mary's State Park and east of Prairie Creek.

Wetland Delineation-471-Acre Jobs-Ready Site, Wapakoneta, Auglaize County, Ohio. Provided wetland delineation consulting services to a 471-acre Jobs-Ready-Site for the Wapakoneta Area Economic Development Council.

Wetland and Stream Delineations (proposed natural gas lines), Greene County, Pennsylvania. Provided wetland delineations and stream assessments along several miles of proposed natural gas-line for gas companies tapping into the Marcellus Shale gas formation.

Wetland Delineations (Seibenthaler Housing Development), Greene County, Ohio. Provided ecological and stream assessment as well as, wetland determinations and delineations for a 270 acre housing development site adjacent to the sensitive Beaver Creek Wetlands nature preserve.

Permitting:

Nationwide Permitting-Variou Counties, Ohio and West Virginia. Mr. Jennings has constructed and developed many Pre-Construction Notifications (PCN) to the U.S. Army Corp of Engineers (USACE). Knowledge and understanding how the USACE requests PCN is critical in keeping projects on track and keeping the USACE moving on PCN submittals. The majority of Nationwide Permits Mr. Jennings has submitted includes Nationwide Permit 3, 12, 14, 29 and 39 and others.

Environmental Assessments and Permitting:

Middle Bass Island Environmental Assessment-Ottawa County, Ohio. Assisted senior ecologist in delineating wetland boundaries within Ohio Department of Natural Resources Lake Erie recreational park development and marina with respect to specific environmental constraints, including the federally endangered Lake Erie Water Snake. ArcGIS and GPS were relied upon to help identify, delineate, and navigate these locations on the island. Provided CAD support and mapping for wetland delineation document and participated in developing the environmental assessment.

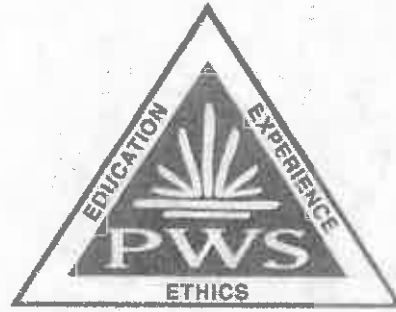
Economic Development Projects:

Middletown Economic Development Project, Butler County, Ohio. Provided stream assessment, wetland determination, and ecological data for a 900 acre economic development project for the City of Middletown.

ASC GROUP, INC. ENVIRONMENTAL REPORTS:

- 2015 *Literature Review and Site Assessment for the Portsmouth Proposed Borrow and Waste Areas, Flatwoods Access Road, Jefferson Township, Scioto County, Ohio.* Submitted to Stone Environmental Engineering & Science, Inc., Westerville, Ohio.
- 2015 *Wetland Delineation Report for Port Columbus International Airport in Columbus, Franklin County, Ohio.* Co-authored with Len Mikles and Joshua Roy. Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2015 *Threatened and Endangered Species Habitat Survey for the DEL-CR215-0.00 Panhandle Road Bridge Replacement Project, City of Delaware, Delaware County, Ohio.* Submitted to DLZ, Cleveland, Ohio.
- 2015 *Environmental Site Assessment Screening Report for the PAU-637-8.63 Ditch Layover Project (PID 92450) Jackson Township, Paulding County, Ohio.* Submitted to Ohio Department of Transportation – District 1, Lima, Ohio.
- 2015 *Purpose and Need Statement for the PAU-637-8.63 Ditch Layover Project (PID 92450) Jackson Township, Paulding County, Ohio.* Submitted to Ohio Department of Transportation – District 1, Lima, Ohio.

- 2015 *Wetland Delineation Report for the Zahns Corner Industrial Park Project in the City of Waverly, Pike County, Ohio.* Submitted to Wastren Advantage, Inc., Piketon, Ohio.
- 2015 *Wetland Delineation and Threatened and Endangered Species Report for the Proposed Bridgeway Hangar Development at Port Columbus International Airport in Columbus, Franklin County, Ohio.* Co-authored with Len Mikles. Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2015 *Level 1 Ecological Survey Report, UNI-004-17.26/20.54 (PID 86211), Union County, Ohio.* Submitted to Kohli & Kaliher Associates, Inc., Lima, Ohio.
- 2015 *Pre-Construction Notification Application for the Department of Army Permit for the Proposed WYA-US 30-20.40 Culvert Replacement Project (PID 101626) in Wyandot County, Ohio.* Submitted to Ohio Department of Transportation-District 1, Lima, Ohio.
- 2016 *Section 404 Pre-Construction Notification Application for the Department of Army Permit for the Proposed Bridgeway Hangar Development Project at Port Columbus International Airport in Columbus, Franklin County, Ohio.* Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2016 *Level 1 Ecological Survey Report (Ecological MOA) for the PAU-637-8.63 Ditch Layover Project (PID 92450) Jackson Township, Paulding County, Ohio.* Submitted to Ohio Department of Transportation – District 1, Lima, Ohio.
- 2016 *Pre-Construction Notification Application for the Department of Army Permit for the Proposed WYA-US 23/SR 15-22.80/2.64 Bridge Removal/Culvert Replacement Project (PID 83672), Wyandot County, Ohio.* Submitted to Ohio Department of Transportation-District 1, Lima, Ohio.
- 2016 *CUY-Highland Road (County Road 47) Bridge No. 156 (00.13) Rehabilitation over Euclid Creek (PID 89039), Cuyahoga County, Ohio Waiver Request for Salmonid Stream Work-Permit ID#:2013-01212).* Submitted to Parsons Brinckerhoff, Cleveland, Ohio.
- 2016 *CUY-Highland Road (County Road 47) Bridge No. 157 (00.31) Rehabilitation over Euclid Creek (PID 89039), Cuyahoga County, Ohio Waiver Request for Salmonid Stream Work-Permit ID#:2013-01213).* Submitted to Parsons Brinckerhoff, Cleveland, Ohio.
- 2016 *CUY-Highland Road (County Road 47) Bridge No. 158 (00.54) Rehabilitation over Euclid Creek (PID 89039), Cuyahoga County, Ohio Waiver Request for Salmonid Stream Work-Permit ID#:2013-01214).* Submitted to Parsons Brinckerhoff, Cleveland, Ohio.
- 2016 *CUY-Highland Road (County Road 47) Bridge No. 226 (00.64) Rehabilitation over Euclid Creek (PID 89039), Cuyahoga County, Ohio Waiver Request for Salmonid Stream Work-Permit ID#:2013-01215).* Submitted to Parsons Brinckerhoff, Cleveland, Ohio.
- 2016 *Application for Section 401 Regional General Permit IDEM Form 51937 (R4/05-15) US-224 over Branch of Maple Creek; US-224 over Maple Creek; and US-224 over Kohne Ditch #1 (Des. Nos. 1296161; 1296168; and 1296169) Wells and Adam Counties, Indiana.* Submitted to Engineering Resources, Inc., Fort Wayne, Indiana.
- 2016 *Application for Section 401 Regional General Permit IDEM Form 51937 (R3/08-08) Avon Avenue-Roadway Bridge over CSX Railroad Construction and Realignment of Lakeshore Drive Project, Washington Township, Town of Avon, Hendricks County, Indiana.* Submitted to Donohue/Herceg, South Bend, Indiana.



***Society of Wetland Scientists
Professional Certification Program, Inc.***

renews the designation

Professional Wetland Scientist

For

Stuart Jennings, M.A.

In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Renewal Program, and verified by the Society's Certification Renewal Review Panel. Professional Wetland Scientist Number 1925 issued on 4/16/2009 and recertified on 6/12/2014. Due to recertify again by 4/16/2019.



Robert D. Shannon PhD., PWS
President

Pat Frost, PWS
Certification Renewal Chair



Joshua D. Roy
Ecological Technician
ASC Group, Inc.
800 Freeway Drive North, Suite 101
Columbus, Ohio 43229
(614) 268-2514
jroy@ascgroup.net

CERTIFICATION:

Ohio Department of Natural Resources/Qualified to Conduct Surveys on Group 1 Streams/2016
Ohio Department of Natural Resources/Freshwater Mussel Survey Certification/2016

EDUCATION:

2006, AS, Bidwell Training Center, Chemical Laboratory Technician
2010, BS, Point Park University, Biotechnology
2012, Graduate Classes, University of Pittsburgh Graduate School of Public Health: Human Genetics, Immunology, Biostatistics and Computational Genomics

PROFESSIONAL TRAINING:

ODOT: Sections 4f and 6f Training; Categorical Exclusion Training

EMPLOYMENT HISTORY:

2007-2010, Point Park University, Ecology Department, Chemical Laboratory Assistant
2010-2012, University of Pittsburgh-Center for Vaccine Research, Research Specialist III
2012-2013, PACE Analytical Services-Wet Chemistry Division, Chemical Analyst
2015-Present, ASC Group, Inc., Ecologist

EXPERIENCE:

Mr. Roy has experience conducting wetland delineations, species identification, EPA compliant chemical analysis of water and soil samples (titration based pH testing and probe monitoring, detection and quantification of chlorine and ammonia using light absorption spectrometry, color analysis on the chromium-platinum scale, quantification of the energy content of a material using bomb calorimetry, detection and quantification of phenolic compounds), biological analysis of water samples (BOD/cBOD), incubation and identification of microbiological organisms including coliform analysis for water quality, and the identification of plant and lichen species utilizing chemical analysis and crystallography as secondary avenues of identification. He also has experience working as a research specialist in a BSL3+ containment laboratory working with highly pathogenic diseases, small animals, tissue culture, and molecular lab work involving DNA cloning and analysis, and the development of novel vaccines.

OTHER RELEVANT EXPERIENCE:

Field Technician, Allegheny Land Trust, May 2007-August 2010

- Assisted with the rehabilitation of a wetland from a former mining site, while the EPA established a series of collection and filtration basins to redirect ferric run off and to capture the mineral waste to protect the local ecosystem and to gather a mineral resource to be sold for the production of cosmetic products. This involved displacing the invasive and non-wetland species and restoring a balanced ecosystem in order to raise the habitat quality of this wetland.

RELEVANT SKILLS:

Chemical Analysis

- Processing water, soil and biological samples to identify the compounds within them to comply with EPA testing standards.

Wetland Delineation

- Identifying species and distinguishing wetland from upland species, identifying reducing soil conditions, identifying wetland habitats based on aquatic conditions.

Other Relevant Skills

- Introductory knowledge of state/federal permit procedures in several jurisdictions within the United States.

PUBLICATIONS:

- 2010 "Lichen Abundance and Diversity as an Indicator of Larger Changes in Biodiversity in Western Pennsylvania." Point Park Undergraduate Research Journal. Spring 2010.
- 2011 Opdyke et al, "A Study of Epiphytic Lichen Communities in Urban and Rural Environments in Southwestern Pennsylvania." Journal of the Pennsylvania Academy of the Sciences, 85(4): 151-158, 2011.

ASC GROUP, INC. ENVIRONMENTAL REPORTS:

- 2015 *LAW-775 Borrow Area Evaluation, ODOT Project 1401532, Mason Township, Lawrence County, Ohio.* Co-authored with Annette Ericksen, PhD. Submitted to LMS Construction, Bellaire, Ohio.
- 2015 *Ohio EPA General Isolated Wetland Permit Application (Level One Review) for the Winchester Pike at Bixby Road/Brice Road Intersection (PID 82404), Columbus, Franklin County, Ohio.* Submitted to DLZ Ohio, Inc., Columbus, Ohio.
- 2015 *Wetland Delineation Report for Port Columbus International Airport in Columbus, Franklin County, Ohio.* Co-authored with Len Mikles and Stuart Jennings. Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2015 *Section 4(f)/6(f) Determination Form for Recreational Properties, STA-US 62-24.90 Intersection Improvement and Realignment Project, Canton, Ohio.* Submitted to DLZ, Inc., Columbus, Ohio.
- 2015 *Application for IDNR Construction in a Floodway Permit IDNR Form 42946 (R6/02-05) LaSalle Trail Extension Project, Clay Township, St. Joseph County, Indiana.* Submitted to Lawson-Fisher Associates, P.C., South Bend, Indiana.
- 2015 *Red Flag Investigation, State Road 46 over Laughery Creek, Ray Township, Franklin County, Indiana (Des. No. 1296697).* Submitted to Strand Associates, Inc., Columbus, Indiana.
- 2016 *Wetland Delineation Report for Port Columbus International Airport in Columbus, Franklin County, Ohio.* Co-authored with Len Mikles and Stuart Jennings. Submitted to Landrum & Brown, Cincinnati, Ohio.
- 2016 *Water Quality Analysis for the D12 GES in Montville and Parkman Townships, Geauga County, Ohio.* Submitted to American Structurepoint, Inc., Columbus, Ohio.
- 2016 *Application for Section 401 Regional General Permit IDEM Form 51937 (R4/05-15) for the Proposed SR 116 Small Structure Replacement Project (Des No. 1296156), Lancaster Township, Wells County, Indiana.* Submitted to Engineering Resources, Inc. Fort Wayne, Indiana.
- 2016 *Application for Section 401 Regional General Permit IDEM Form 51937 (R4/05-15) for the Proposed SR 101 Small Structure Replacement over Coburn Ditch (Des No. 1296153), Spencer Township, DeKalb County, Indiana.* Submitted to Engineering Resources, Inc. Fort Wayne, Indiana.

- 2016 *Pre-Construction Notification for Section 401 Water Quality Certification for the Proposed US 20 Pavement Project in Michigan City, LaPorte County, Indiana (Des. No. 0500480). Submitted to Lawson-Fisher Associates P.C., South Bend, Indiana.*
- 2016 *Red Flag Investigation (DES. No. 0800155), SR 56 over Green Valley Creek Bridge Replacement Project, Craig Township, Switzerland County, Indiana. Submitted to Strand Associates, Inc., Columbus, Indiana.*

Customer Satisfaction

Hill, Marc (Fluor B&W) in reference to a Department of Energy project:

"We want to thank "you" for all of your support, guidance, professionalism, and most of all patience; I have the utmost respect for you, and the ASC Group, and I will continue to keep you in mind when opportunities present themselves at PORTS. Look forward to working with you again."

Dr. Jan Ferguson, Wright Patterson Air Force Base
In reference to a project in Green County, Ohio.

"We found the report to be excellent, in keeping with what we have come to expect from ASC Group."



Phase I ESA of a post office property in Logan County, Ohio for the FDIC.



Photographic documentation of the old control tower at the Rickenbacker Airport.

Contact Information

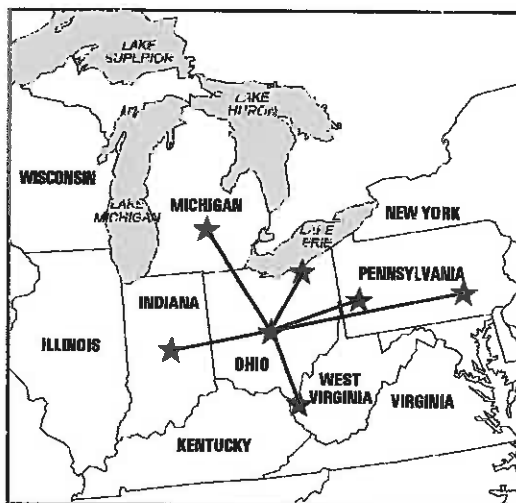
ASC Group, Inc.

800 Freeway Drive North, Suite 101
Columbus, Ohio 43229



614.268.2514, ext. 3540
sskinner@ascgroup.net

Shaune Skinner, President



Regional Office Locations

Indianapolis, IN
Lansing, MI
Cleveland, OH
Harrisburg, PA
Pittsburgh, PA
Huntington, WV

www.ascgroup.net

Federal Clients

General Services Administration
27 Awards

National Park Service
4 Awards

USDA, Forest Service
Allegheny National Forest
5 Awards
Hoosier National Forest
10 Awards
Monongahela National Forest
1 Award
Wayne National Forest
12 Awards

US Army Corps of Engineers
Huntington District
5 Awards
Louisville District
3 Awards
Pittsburgh District
11 Awards

**US Departments of Army and Air Force,
National Guard Bureau**
15 Awards
US Air Force
14 Awards
US Navy
2 Awards

US Department of Energy
10 Awards

US Environmental Protection Agency
1 Award

US Postal Service
5 Awards



Cultural and Environmental Resources Consultants



Feature excavation at a Phase II Archaeological Assessment, Pike County, Ohio for the Dept of Energy.

Federal Work

30 Years of Service

Who we are...

- Cultural and Environmental Resources Consultants
- Specializing in Archaeology, Architectural History, Ecology and Environmental Services
- Woman-Owned Small Business
- 30 years in business
- Multiple offices in the Midwest

Why you need us...

Is your project:

- ✓ Federally funded?
- ✓ Impacting streams or wetlands?

Does your project:

- ✓ Need permit from a federal agency?
- ✓ Have potential to impact hazardous materials?
- ✓ Require NEPA documentation?

NAIC Codes:

- 541620 Environmental Consulting Services
- 541712 Research and Development in Physical, Engineering and Life Sciences
- 541720 Research and Development in the Social Sciences and Humanities
- 541690 Other Scientific and Tech Consulting Services
- 541310 Architectural Services

Services Include:

- Cultural Resources Literature Review
- Phase I, Phase II, and Phase III Archaeological Investigations
- Phase I and Phase II Historical/Architectural Investigations
- Phase I and Phase II Environmental Site Assessments
- Noise and Air Quality Analysis
- Asbestos and Lead Surveys
- Environmental Document Preparation
- Wetland Services
- Terrestrial and Aquatic Habitat Surveys
- Threatened & Endangered Species Surveys
- Federal and State Waterway Permits



Federally Endangered Running Buffalo Clover found in the Monongahela National Forest.



Services Provided:

- *Rare & Invasive Plant Survey*
 - *Mapping locations of sensitive & invasive plant species*
 - *Use of GPS technology for documenting survey routes*
 - *Stand floristic inventories*

Client: USDA Forest Service
 Monongahela National Forest
 200 Sycamore Street
 Elkins, West Virginia 26241
 304.636.1800, Ext. 169
 Contact: Kent Karriker

Project Name: Horseshoe Project Area:
 Monongahela National Forest,

Project Type: Rare and Invasive Plant Survey

Contract Amount: \$15,789.00

Dates of Work: 2006

Description: ASC Group was contracted by Monongahela National Forest to conduct a sensitive and invasive plant survey in Preston and Tucker counties, Monongahela National Forest (MNF), West Virginia.



Wooded stand investigated for sensitive and invasive plant species within the Horseshoe Project Area, Monongahela National Forest, West Virginia

The intent was to survey specific stands for the presence of plants that are on the Region 9 Regional Forester's Threatened, Endangered and Sensitive Species (TES) list for the Monongahela National Forest. This contract also included a survey for plants on the Forest's non-native invasive species (NNIS) list. The specific areas included in the survey were identified by MNF; they were areas where ground-disturbing activities, such as new roads, timber harvest, trail construction, or wildlife habitat projects, were scheduled to take place.

The project area covered portions of nine compartments involving forty-two wooded stands varying in age and composition. ASC Group's ecologists traversed rough terrain to examine each stand. Travel routes typically crossed drainages and side ridges to provide good coverage. In all, ASC Group's ecologists surveyed approximately 1,500 acres of forested habitat.

ASC was responsible for reporting the conditions found within the stand, regardless of the presence or absence of TES plant species. Data forms were completed for each area documenting the presence of sensitive and invasive plants, erosional features, evidence of herbivory, rock outcrops and ledges, large areas of blowdown, and presence of old roads within the stand. In addition, a comprehensive list of herbaceous, vine, tree seedling, and shrub species found during the survey was recorded on separate data sheets. Routes of travel through each stand as well as sensitive and invasive plant locations were logged using GPS technology. A map was produced and provided to the MNF. No TES species were identified during the survey; however, numerous NNIS locations were identified and mapped.



Services Provided:

- *Wetland Delineation & Assessment (ORAM)*

Client: Ohio Army National Guard
Ravenna Training & Logistics Site
1438 State Route 534 SW
Newton Falls, Ohio 44444
614.336.6568
Contact: Timothy M. Morgan, CF

Project Name: Wetland Delineation for the MK-19
Range at the Ravenna Training and
Logistics Site, Portage County, Ohio

Project Type: Wetland Delineation

Contract Amount: \$16,968.00

Date of Work: 2005

Description: ASC Group, Inc., under contract with the Ohio Army National Guard (OHARNG) conducted a wetland delineation on approximately 440 acres of the former Winklepeck Burning Grounds at the Ravenna Training and Logistics Site (RTLS) for the development of a MK-19 40mm Grenade Machinegun Range.



Streamside emergent wetland delineated within the Ohio Army National Guard, Ravenna Training & Logistics Site.

Preparation for the project included a thorough review of all appropriate references including USGS topographic quadrangles, U.S. Fish and Wildlife Service's National Wetland Inventory (NWI) maps, and the USDA, SCS county soil survey.

Wetlands were delineated according to the Corps of Engineers Wetland Delineation Manual (Environmental Laboratory 1987). Wetlands were identified according to the routine determination method outlined in Section D of the manual. The wetland functional quality was assessed using the Ohio Rapid Assessment Method (ORAM) version 5.0. The wetland was assigned a category according to the most recent ORAM score calibration. The boundaries of all wetlands were marked with flagging and were recorded using a Trimble Pro XRS global positioning system (GPS). Unexploded ordinance (UXO) avoidance support was provided for approximately 300 acres investigated within the Burning Grounds.

Besides wetlands, this survey identified jurisdictional streams, i.e., tributaries that possessed a defined channel and streambed as defined by the ordinary high water mark. Each jurisdictional stream was evaluated to determine whether it qualified as a primary headwater habitat (PHWH) stream as defined by the Ohio Environmental Protection Agency (OEPA 2002).

ASC Group's ecologists delineated a total of 47 wetlands, totaling approximately 11.38 acres, and one jurisdictional stream. Of the wetlands identified in the project area, there were 9.12 acres of Category 1 wetlands and 0.94 acres of Category 2 wetlands and 1.32 acres of wetlands that fell within the gray zone for Category 2 or 3 classification. The jurisdictional stream identified in the project area was an un-named tributary of Sand Creek.



Services Provided:

- *Level 2 Ecological Survey*
- *Waterway Permit Package*

Client: DLZ
6121 Huntley Road
Columbus, Ohio 43229
614.888.0040
Contact: Manoj Sethi, P.E.

Lead Agency: Ohio Department of Transportation

Project Name: SCI-823 Portsmouth Bypass Project

Project Type: Road Construction

Date of Work: 2012–2014

Contract Amount: \$72,367.88



Proposed location of the Portsmouth Bypass.

Description: In 2012, ASC Group, Inc. (ASC) was contracted by DLZ to update the ecological documentation for Construction Phases 2 and 3 of the Preferred Alternative of the Portsmouth Bypass Project (SCI-823-0.00) in Scioto County, Ohio (PID 19415). Due to the time elapsed from the initial ecological survey, the original surveys were outdated and in need of reevaluation. In addition to the ecological reevaluation, ASC was contracted complete the waterway permits for the project.

As part of this project, biologists and ecologists from ASC conducted an ecological survey of Construction Phases 2 and 3 of the Preferred Alternative for the Portsmouth Bypass. During the survey of the approximately 13-mile corridor, ASC delineated and assessed the quality of 37 jurisdictional and 3 isolated wetlands that occupied a total area of approximately 7.32 acres. During the ecological survey, ASC delineated more than 69,150 ft of jurisdictional stream channel and conducted QHEI and HHEI assessments on each of the 125 individual streams.

ASC biologists and ecologists also conducted a Threatened and Endangered Species Survey for state and federally listed species whose habitat overlapped the 26-mile corridor of the Preferred Alternative for the Portsmouth Bypass. After extensive coordination with the US Fish and Wildlife Service (USFWS) it was determined that ASC would focus their survey effort to determine the presence of the federally endangered running buffalo clover (*Trifolium stoloniferum*) and the federally threatened small whorled pogonia (*Isotria medeoloides*) over the entire 13-mile corridor. After an extensive survey and additional coordination with ODOT and the USFWS, it was determined that the Portsmouth Bypass *may affect, but is not likely to adversely affect* these federally listed species. Several state-listed species were identified during the survey of the Preferred Alternative and included the state endangered southern monkshood (*Aconitum uncinatum*) and primrose-leaved violet (*Viola primulifolia*), and the state potentially threatened American chestnut (*Castanea dentata*).

ASC was also contracted to complete the Waterway Permit Package (including an individual 404, individual 401, and an Ohio EPA Isolated Application) for the proposed project. During the permitting process impacts were minimized and refined to 67,535 feet of jurisdictional stream impact, 6.538 acres of jurisdictional wetland impact, and 0.047 acre of isolated wetland impact.



Services Provided:

- *Ecological Survey*
- *Wetland Delineation*
- *Threatened and Endangered Species Survey*
- *Habitat Assessment*

Client: Landrum & Brown
11279 Carnell Park Drive
Cincinnati, Ohio 45242
513.530.1246
Contact: Chris Babb, PE

Project Name: Burke Lakefront Airport

Project Type: Airport

Contract Amount: \$17,769.00

Dates of Work: July 2012



View of an artificially flooded wetland, looking southwest

Description: ASC Group, Inc., under contract with Landrum & Brown, Inc., conducted an ecological survey within the Burke Lakefront Airport, located in Cleveland, Cuyahoga County, Ohio. The survey also included wetland determinations and delineations, a habitat assessment, and a survey for threatened and endangered species. Four specific areas were evaluated for wetlands and stream the survey. They included portions of the airport designated for runway expansion and access road improvements. The habitat assessment and threatened and endangered species survey was completed for the entire airport facility.

Five wetlands, occupying 0.312 acre, were delineated. All wetlands were determined to be Category 1 wetlands and were provisionally considered non-jurisdictional.

The habitat assessment and threatened and endangered species survey was completed for the entire airport. The majority of the airport consisted of mowed lawn with scattered areas of disturbed wetlands and wasteground. The Ohio Department of Natural Resources found no records for any federally listed species within a 1-mile radius of the current project area and no federally listed species were observed in the airport during the habitat assessment.

The Department of Natural Resources found three records for state listed species within a 1-mile radius of the current project area. A record for the state endangered upland sand piper is recorded within the airport facility. None of these species were observed during the habitat assessment. One state species of special interest, the ruddy duck (*Oxyura jamaicensis*), was observed at the airport. Two individuals were observed in a wetland located in the northeastern portion of the airport.

FACILITIES CAPABILITIES

OFFICE, LABORATORY, AND WAREHOUSE SPACE: The principal office and warehouse of ASC Group, Inc., are housed within 10,000 sq ft located at 800 Freeway Drive North, Suite 101 in Columbus, Ohio. There are 19 offices, a lithic laboratory, and an artifact-processing laboratory, a storage room for equipment, a conference room, and a curation preparation room. The Cleveland office consists of 1,623 sq ft located at 7123 Pearl Road, Suite 107, Middleburg Heights. The Indiana office, located at 9376 Castlegate Drive, Indianapolis, consists of 2,542 sq ft, including six offices, a conference room/library, and a warehouse with wet and dry laboratory space. There are two offices in Pennsylvania: the Harrisburg office at 801 East Park Drive, Suite 102, Harrisburg; and the Pittsburgh office at 121 Orchard Drive, Pittsburgh. The West Virginia office is located at 3520 Teays Valley Road, Suite 5, Hurricane. The Michigan office is located at 9880 Looking Glass Brook Drive, Grand Ledge.

LIBRARY: The library contains more than 5,000 items including: 800 periodicals; 20 videos; over 2,000 survey reports; and 2,500 reference books.

NUMBER OF COMPANY OPERATED VEHICLES: ASC has eight vehicles. The fleet includes: Honda Pilot (1); Buick Enclave (1); sedan (1); Ford Explorers (3) and Chevrolet Suburbans (2). Six of the vehicles are four-wheel-drive or all-wheel-drive.

COMPUTER CAPABILITIES: ASC is networked, including the capacity to be accessed remotely from the satellite offices. The network has 24 workstations at the main ASC office in Columbus. Additionally, ASC has 11 laptops available for employees. Printing capabilities are via black and white laser printers (9); color laser printers (1), and black and white (2) and color (2) copier/printers.

The following computer software is in use at ASC Group, Inc.: MS Windows 7 (professional and home), MS Windows 8, MS Windows 10, MS Office 2013, Word, Excel, Outlook, Powerpoint; electronic state historic and prehistoric site forms; Freehand MX; Photoshop; Arc View; AutoCAD; Surfer; GPS Pathfinder 5.6; and SMI Transfer98 version 3.

CAMERA EQUIPMENT: Large-format camera equipment including: (1) Omega View 45E Box Camera; (1) 210mm F5.6 Caltar Lens with lens cover and shutter cord; (1) 90mm F8 Schneider Lens with lens cover and shutter cord; (1) camera case for camera and lens; (1) Bogen 3035 tripod with head; (1) Bogen tripod carrying case; (1) Gossen Luna pro digital meter; (1) Voss 27x30 changing bag; (1) 40" white/silver reflector; (10) fidelity film holders; (4) Smith Victor A120 12" lights; Smith Victor A50 5" lights; (4) Bogen 8 ft. light stands; (2) Bogen super clamps; (1) 10 m measuring stick with carrying case; (1) camera loupe. To prevent glare during artifact photography: Norman convertible photographic umbrellas. ASC also has digital cameras and various 35 mm cameras for use in the field.

SURVEYING EQUIPMENT: TOPCON GTS-3C Total Station, TOPCON GTS-239W with TDS Recon data collector, Lietz Model 115 Transit; Rolatape Measure Master Wheel, Sokkra SCT6 total station with TDS Recon data, and six Trimble Geo7X.

FIELD EQUIPMENT: ASC is fully equipped with all the field equipment necessary to undertake all levels of cultural resources surveys, including cameras; shovels; hand screens; standing screens; hoes; tool kits; soil corers; mattocks; spud bars; machetes; rakes; 50 meter tapes; Munsell color charts.

Ecological field equipment includes a Sportyak mounted electrofishing unit that features a Honda Pow'r Gard pulsating generator that can be equipped with a long-handled dip net as well as a long-line dip net; aquatic and invertebrate seines and dip nets; YSI 556 Multi-Probe System; live well with lid; aquatic ecology references.

COMPARATIVE COLLECTIONS:

Lithic Sourcing: Comparative collections of lithic material from 31 known and provenienced sources.

Faunal Collections: Comparative collections of donated archaeological and modern mammalian, avian, reptile, and amphibian specimens from the Midwest.

Historic Artifacts: Typology collections encompassing many nineteenth and twentieth century ceramic ware types and decoration types, glass bottle manufacturing types, bottle finish types, and other miscellaneous ceramic, glass, and metal items.

OTHER: tent (1); weatherports (2); sets of mechanical calipers (3); balances (2); Munsell color charts (8). Slides of a variety of domestic and industrial historical archaeological sites and artifacts are maintained for slide presentations, as are slide projectors and screens.

CARTOGRAPHY/LAB FACILITIES:

1. Computer systems:

- a. 1 - Pentium IV w/Windows XP Pro
 - DVD reader/writer
 - CDRW
- b. Powermac G4 workstation
 - CD/CDRW drive
 - Iomega ZIP-250 drive
- c. 2 - i5 w/Windows 7
 - DVD reader/writer

2. Peripherals and printers:

- a. Leaf Lumina digital camera
 - 3380 X 2253 pixel resolution
 - 24-bit color
- b. Microtek Scanmaker 9800 XL
 - 12 x 17 inch large-format scanner
- c. Hewlett Packard LaserJet 4V/4MV printer
 - Postscript Level 2
 - 11 x 17 capability
- d. Hewlett Packard 5500 Color LaserJet printer
 - 11 x 17 capability
- e. Cannon IPF8000 (44 inch color plotter)

3. Software:

- a. Windows.
 - MS Office 2007 Standard
 - Windows XP Pro
 - Macromedia Freehand MX
 - Adobe Photoshop CS 4
 - AutoCAD Release 2013
 - AutoCAD Raster Design 2013
 - Surfer version 8.05
 - CorelDRAW! 6.0
 - WordPerfect 7.0
 - Microsoft Publisher 2000
 - MrSID Viewer
 - Arc GIS 10/Arc Map 10
 - Spatial Analyst 10
 - Pathfinder 5.0
- b. Macintosh.
 - MacOS 10.3
 - Macromedia Freehand MX
 - Adobe Photoshop 7.0
 - Adobe Illustrator 6.0
 - NIH Image 2.6
 - Fractal Design Painter 4.0
 - ClarisWorks 4.0

DUPLICATION CAPABILITY:

ASC's Columbus, Ohio office has two networked copiers, including a Canon Color ImageRUNNER C5185 System capable of 51 color pages per minute with a stapler stacker finisher. This multifunction machine has multiple size paper drawer feeds capable of images up to 11 by 17 inches. The Cannon has a 80 gb internal memory and is connected to the computer network, allowing direct color laser-quality document printing and assembly, and document scanning. The machine functions as a printer capable of making high-quality color or black and white graphics and photographs. The second copier is a Sharp MX-M503N Digital Imager capable of copying 45 pages per minute with a stapler stacker finisher capable of sorting more than 20 documents. This machine also has multiple-size paper drawer feeds and makes high-quality copies of graphics and photographs and can be used as a color or black and white scanner.

CERTIFICATE OF INSURANCE

Date
April 27, 2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the Certificate Holder is an ADDITIONAL INSURED, the policy or policies must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this Certificate does not confer rights to the Certificate Holder in lieu of such endorsement(s).

PRODUCER: R. H. Cooper & Company, LLC and The Keenan Agency, Inc. P. O. Box 462 Dublin, Ohio 43017-0462	CONTACT NAME: Robert H. Cooper, Jr., C.I.C., C.R.M. TELEPHONE: 614-761-8808 FACSIMILE: 614-761-8808 EMAIL ADDRESS: rhcooperjr@rhcooperandcompany.com
NAMED INSURED: ASC Group, Inc. 800 Freeway Drive North, Suite 101 Columbus, Ohio 43229	INSURER A: CINCINNATI INSURANCE COMPANY INSURER B: OLD REPUBLIC INSURANCE COMPANY INSURER C: INSURER D:


CERTIFICATE NO:

REVISION NO.

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE ABOVE NAMED INSURED FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH POLICIES. THE AGGREGATE LIMIT OF LIABILITY SHOWN IS SUBJECT TO BEING REDUCED BY PAID CLAIMS.

INS CO.	TYPE OF INSURANCE	AI	SW	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS OF LIABILITY
A	GENERAL LIABILITY x Commercial General Liability Occurrence Form General Aggregate Applies Per Location	Y	Y	EPP0378186	03-16-16	03-16-17	Each Occurrence Damage to Rented Premises \$ 500,000 Medical Expense \$ 10,000 Personal & Advertising Injury \$1,000,000 General Aggregate \$2,000,000 Completed Operations / Products Aggregate \$2,000,000
A	AUTOMOBILE LIABILITY x Any Auto, Hired and Non- Owned	Y	Y	EPP0378186	03-16-16	03-16-17	Combined Single Limit \$1,000,000
A	UMBRELLA LIABILITY x Occurrence Form	Y	Y	EPP0378186	03-16-16	03-16-17	Each Occurrence \$2,000,000 Aggregate \$2,000,000 Retention \$ 0
A	WORKERS COMPENSATION & EMPLOYERS LIABILITY Covered States (PA, IN, MI, WV)	N	Y	EWC0378189	03-16-16	03-16-17	STATUTORY LIMITS: E.L. - Ea. Acc. / P.L. / Employee \$1,000,000
A	'OHIO STOP GAP'	N	Y	EPP0378186	03-16-16	03-16-17	OTHER ('Ohio Stop Gap'): E.L. - Ea. Acc. / P.L. / Employee \$1,000,000
B	PROFESSIONAL LIABILITY	N	N	ALT72778	03-16-16	03-16-17	Each Claim \$2,000,000 Policy Aggregate \$2,000,000

As noted above and when required by written contract, the client of the Certificate Holder will be considered an additional insured and a waiver of subrogation (SW) will apply in accordance with policy terms and conditions prior to a loss. When also required by written contract, the General Liability and Automobile Liability insurance will be considered primary, with the Umbrella following the form of the underlying policies, and said insurance will be non-contributory to any insurance provided by any additional insured. Separately, the Ohio Department of Insurance issued Bulletin 2009-08 which strongly discourages the issuance of any Certificate of Insurance with information which could purport to alter or amend coverage; such as, the reference to any Project or Contract Number and a notice of cancellation or of changes in coverage, whether material or otherwise, which could purport to alter or amend the policy(s) terms and conditions. The Producer will endeavor to provide, though, an advanced thirty (30) day notice of cancellation.

CERTIFICATE HOLDER: ASC Group, Inc. 800 Freeway Drive North, Suite 101 Columbus, Ohio 43229	If any of the above described insurance policies are cancelled before the expiration date, notice will be delivered in accordance with policy provisions. <div style="text-align: right;">  Producer </div>
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