



## EXPRESSION OF INTEREST

Design and Engineering Services  
for

West Virginia Department of Agriculture

**Food Warehouse Electrical Upgrades  
Ripley, West Virginia**

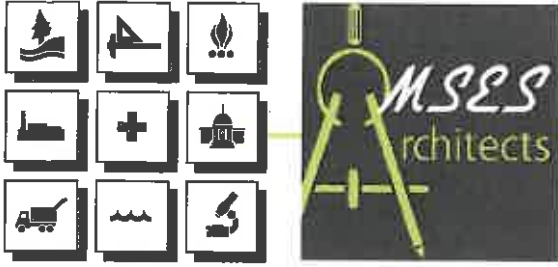
**CEOI No.: AGR1800000002**

**March 8, 2018**

03/08/18 09:44:11  
WV Purchasing Division

MSES Consultants, Inc / MSES Architects  
1000 Green River Drive  
Suite 200  
Fairmont, WV 26554  
Phone: 304.366.9700  
Email: [info@mSESarchitects.com](mailto:info@mSESarchitects.com)





1000 Green River Drive, Suite 200 • Fairmont, WV 26554  
p: 304.366.9700 • f: 304.366.2788

March 7, 2018

Mr. Guy Nisbet  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

Re: CEOI 1400 AGR1800000002  
Engineering Services  
Food Warehouse Electrical Upgrades  
Ripley, West Virginia

Dear Mr. Nisbet,

MSES Consultants, Inc./Architects is pleased to submit our expression of interest in providing professional services to the West Virginia Department of Agriculture for Engineering Designs for Electrical Service Upgrades to the Agency's Food Distribution Program Warehouse in Ripley, Jackson County, West Virginia.

MSES Architects, located in Fairmont, is a division of MSES Consultants, Inc. MSES is a multi-disciplinary firm that has served both private and public clients throughout West Virginia since 1976. Over the years, we have opened offices in Fairmont, Huntington, and Beckley, WV, as well as Indiana PA. MSES' experienced team of design professionals provide a full-service team capable of producing a successful project to meet your design and budgetary needs.

As you will see on the following pages, our team has provided professional electrical design services for a variety of projects involving renovations of electrical systems in existing buildings and the construction of new systems. MSES is particularly well suited to perform projects such as these due to the diverse talents of the full service project team. Our clients are especially pleased with our attention to detail, our skills in estimating and budgeting, and our follow-up assistance during and after construction.

We encourage you to discuss our past experience with the clients listed in our reference section of this EOI. Our current project load enables us to start working on your project upon contract award. We would appreciate the opportunity to meet you and discuss how we can provide you with professional services needed for a successful project. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads 'David L. Skeen'.

David L. Skeen, P.E. Senior Project  
Engineer MSES Consultants / Architects



MSES Consultants and MSES Architects are located in Fairmont, West Virginia. We are a multi-disciplinary firm which was founded in 1976. Since that time our firm has been providing quality services to private and public clients throughout West Virginia and surrounding states. We are a full-service organization providing engineering, design, architectural, surveying and environmental services with a current professional staff of over 50, making us one of the largest West Virginia-owned and diversified A/E consulting firms in the state of West Virginia.

The MSES professional staff is exceptionally knowledgeable of local, state and federal Life Safety and Building Codes, Energy Codes and Accessibility compliance. In addition, we are keenly aware of the many challenges and problems that may be inherent to the design process. The benefits of our experience and diligence are perhaps most effectively demonstrated by our large number of long term clients. For many, we have provided continuing services for multiple projects for over 30 years.

We have extensive experience in the designing of and project management of building renovations, additions, and new construction. Our knowledge of local, state and federal regulations is beneficial to the client because our team can ensure that their facility not only meets but also exceeds these standards.

Rather than work from a predetermined approach, we strive to create environments that are a thoughtful response to their program mission, physical setting and functional purpose. A guiding principle of MSES is that each project reflects the specific needs of its owner. Our mission is to plan, design and manage the new construction and renovation of buildings and their interiors in order to promote productivity, enhance the quality of life of users and visitors and contribute value to the environment. We believe good design is the physical expression of sound ideas, imagination and creativity.

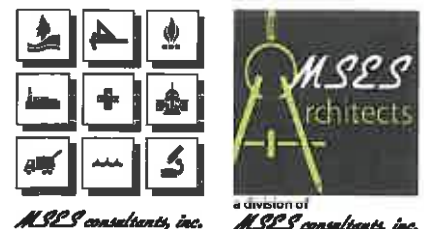
### OUR STANDARDS FOR SUCCESSFUL PROJECTS

MSES has a stellar reputation among owners, regulators, and contractors for producing and managing successful projects. This reputation is founded upon our extensive architectural, engineering, life safety, and code compliance experience, our knowledge of applicable regulations, and our ability to develop corrective solutions which satisfy regulatory requirements in a cost effective manner. We are proud of our accomplishments and our ever-growing roster of satisfied repeat clients attests to our continued commitment to quality, dedication, and service.

MSES has completed more than 15,000 assignments to date with our focus on building construction, renovation, auditing, and project management since our founding in 1976. Our projects have involved site selection studies, funding assistance, building repairs/renovations, inspections, geotechnical investigations, assessments and reviews, environmental sampling and analysis, property evaluations and appraisals throughout West Virginia, Ohio, and Pennsylvania. MSES is sought after by many public and private clients for construction and renovation projects due to the breadth of our technical and professional services, the efficiency of our operations, and our unique status as a single source consultant for all the services required to successfully complete our clients' projects.

### MSES ARCHITECTS AND BUILDING CONSTRUCTION AND RENOVATIONS

Since 1978, MSES's engineering services have been distributed nearly equally between the construction of new facilities and the renovation of existing structures. Our expertise has gained MSES a distinguished reputation with commercial, industrial, and manufacturing firms, municipalities, State Agencies, the School Building Authority, county boards of education, the state's colleges and universities, and other entities as a noted leader in this field. Our extensive experience has yielded a specialized, efficient project approach, in which we incorporate the most up-to-date technologies for all aspects of the project. This promotes the development of modern facilities within existing structures, while preserving the character of the existing buildings and providing an enhanced environment in which to work, all accomplished within a cost effective, affordable budget. With the combination of our diversity and our 42 years of professional experience, MSES truly lives up to its reputation as a full service provider of architectural, engineering, auditing, design and environmental services.



**TECHNICAL EXPERTISE**

A strong team of complementary professionals is essential for success in today's complex planning, auditing, design, repairs, modifications, facility upgrades and building process. For this reason, the MSES Team is committed to the principle of multi-disciplinary teamwork. By assembling all disciplines within our organization, our clients benefit from a single point of responsibility, fixed accountability, efficient coordination, and effective communications. Together, our qualified staff has combined to provide the services listed below.

**PLANNING**

- Feasibility Studies
- Site Analysis, Evaluation, and Selection
- Code Reviews
- Master Planning
- Strategic Planning
- Land Use Planning
- Sustainable/Green Designs

**FUNDING ASSISTANCE**

- School Building Authority
- NEEDS, MIP, Emergency
- 3% Projects - Vocational / Technical
- School Access Safety Funding
- School Construction Bonds
- School Levy Funding
- QZAB Funding
- Lease/Purchase
- US Economic Development Authority Funding

**ENGINEERING**

- Soils/Geotechnical
- Structural/Structural Repairs/Modifications
- Roofs
- Electrical/Power/Substations
- Mechanical/HVAC
- Civil
- Water Systems
- Lighting
- Life Safety/Fire
- Food Service
- Audio Visual
- Telecommunications
- Technology/Computer
- Energy Management
- Security
- Construction Inspection
- Project Management

**ENVIRONMENTAL/GREEN DESIGNS**

- Groundwater Recharge
- Stormwater Capture and Re-Use
- Wetland Mitigation
- Energy Conservation
- Waste Minimization and Recycling
- Project Siting to Utilize Existing Resources

**ENVIRONMENTAL/SAFETY**

- Asbestos
- Lead Based Paint
- Indoor Air Quality
- Bacteria and Fungi
- Sampling/Testing/Monitoring
- Abatement

**LANDSCAPE ARCHITECTURE**

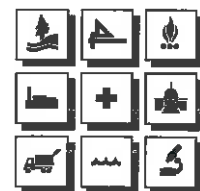
- Site Evaluation
- Site Development
- Planning and Horticulture Design
- Security
- Lighting
- Specialty Services
- Project Management
- Cost Estimating

**HISTORIC PRESERVATION**

- Historic Architectural Surveys
- Historic Properties Inventory
- Archival and Deed Research
- Historic Structure Reports
- HABS/HAER Recordation
- Historic District and Landscape Surveys
- Preservation Plans
- Adaptive Reuse Plans
- Environmental Hazards Review
- National Register Evaluations and Nominations

**SPECIALTY SERVICES**

- Project Management
- Cost Estimating
- Critical Path Scheduling
- Value Engineering
- Administration of the Bidding Process
- Administration and Monitoring of
- Construction Contract



MSES consultants, inc.



a division of  
MSES consultants, inc.





At MSES, our Number One objective is to provide our clients with a finished product that meets their functional needs, is provided on time and within budget, and is something they can rely upon for years to come. We take pride in our attention to detail and our ability to listen to the client so we fully understand their needs. MSES believes in the "Expanded Team" approach and that open and honest communication is the key to a project's success. This results in a willingness to cooperate and generates trust and respect among team members. This approach applies to the client/designer relationship as well as the relationship of the contractor to the project team. We think that quality projects result from well-planned designs and continuous coordination between all parties from beginning to end.

During the design phase, we coordinate information between our firm and the Owner and other design professionals to provide for an open and timely flow of information. We gather information on the construction of the building, types of use, type of occupant, present equipment and anticipated future equipment. Also, discussions are held with the client to establish the project budget for mechanical and electrical needs and work. The type of electrical system selected takes all these factors into account. Our design philosophy is to design a system that is as simple as possible, but no simpler. It's a given that the systems must meet code and fire safety requirements and provide a satisfactory level of comfort and utility. The designer strives to achieve this with the optimum balance of energy efficiency, first cost and operating cost considerations.

We produce project documents that are clear in appearance and intent. We believe in specifications being specific and drawings leaving no doubt as to the contract requirements. Equipment requirements are thoroughly described so that the specifications can be adhered to when alternate equipment is submitted.

During the bidding process, we encourage questions if needed to clarify the intent. Then any clarifications are documented by addendum. We will assist throughout the bidding process and with selection of the contractor. During the construction phase, we keep close contact with the client and contractors. Lines of communication are discussed early on. Shop drawings are carefully examined. They are not approved unless there is satisfactory information to serve as a final project record document.

MSES will observe the construction at sufficient intervals to determine that the work is being done in general conformance with the drawings and specification. We encourage input from the general contractor and subcontractors to foresee potential problems. We work with involved parties in an assertive but respectful manner to achieve a satisfactory solution. At the end of the project, we work with the Owner, client and contractor to close out the project and documenting completion of the work in accordance with the contract documents. We see that all record documents are compiled and delivered to the Owner. We are always available to address operational problems that may arise after the building systems are placed into service.

We have been told that our commitment to our clients is second to none, and we believe that the Department of Agriculture will be extremely pleased with the outcome of your project. We encourage you to contact the references listed in our Expression of Interest to learn more about our team of professionals and how we can help create a successful project for you.

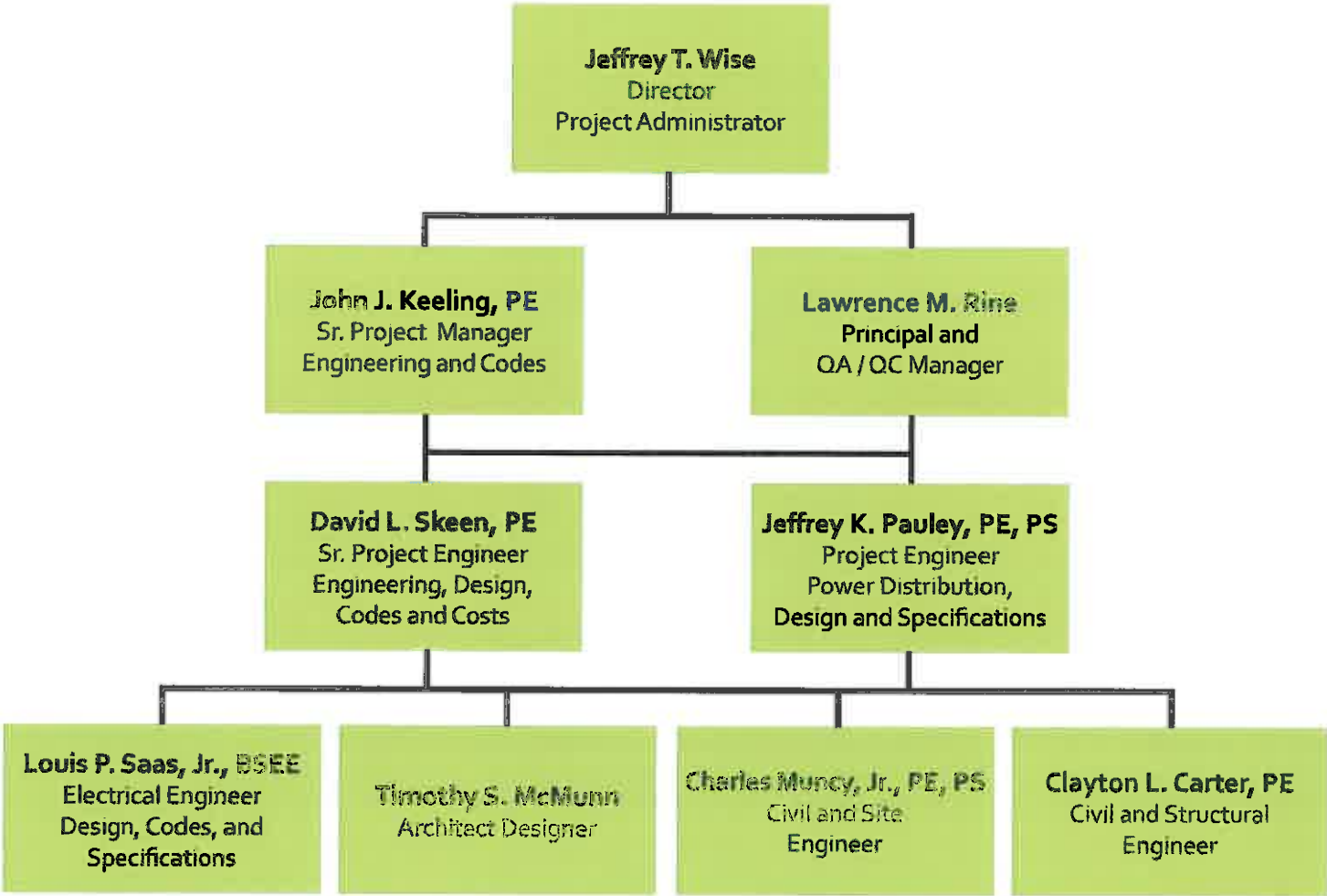




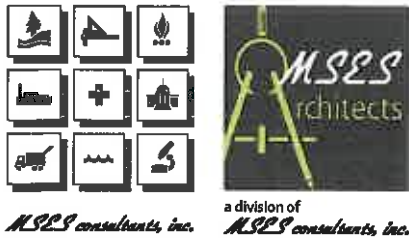


WEST VIRGINIA DEPARTMENT AGRICULTURE  
FOOD WAREHOUSE ELECTRICAL UPGRADES  
RIPLEY, WEST VIRGINIA

PROJECT ORGANIZATION



MSES presents a full service approach for your project. Our team has the proven capacity to provide all of the needed resources to develop, design and oversee this project under one Agreement with all the resources needed from MSES in-house staff. Mr. David L. Skeen, PE will be the Project Manager for this very important project and will be the WV Department of Agriculture’s point of contact.



**Jeffrey T. Wise**

Director, Project Administration

**Years of Experience with MSES: 21      Years of Experience with Other Firms: 15**

## Education

B. S. Mining Engineering, West Virginia University, 1981

## Professional Registrations/Certifications

West Virginia Real Estate License

## Past Work History

Hope Gas, Inc.

CNG Transmission Corporation

U. S. Steel Corporation

## Experience Summary

- |   |  |
|---|--|
| <input type="checkbox"/> Regulatory Interaction                               | <input type="checkbox"/> Phase I & II Investigation    |
| <input type="checkbox"/> Sampling/Laboratory Programs                         | <input type="checkbox"/> Data Base Systems             |
| <input type="checkbox"/> Life Safety Codes                                    | <input type="checkbox"/> Health & Safety Programs      |
| <input type="checkbox"/> Specification Development                            | <input type="checkbox"/> Job Costing                   |
| <input type="checkbox"/> Property Evaluation                                  | <input type="checkbox"/> Site Surveys                  |
| <input type="checkbox"/> Mapping  | <input type="checkbox"/> QA/QC Inspection & Compliance |
| <input type="checkbox"/> Economic Feasibility                                 | <input type="checkbox"/> Land Planning                 |
| <input type="checkbox"/> Site Development                                     | <input type="checkbox"/> Brownfields Specialist        |
| <input type="checkbox"/> Site Utilities                                       | <input type="checkbox"/> Water/Wastewater Systems      |
| <input type="checkbox"/> Erosion and Sediment Planning                        | <input type="checkbox"/> Stormwater                    |
| <input type="checkbox"/> Code Compliance                                      | <input type="checkbox"/> Appraisals                    |
| <input type="checkbox"/> Market Analysis                                      | <input type="checkbox"/> Commercial/Retail Development |
| <input type="checkbox"/> Risk Assessment/Analysis                             |  |
| <input type="checkbox"/> Project Management (Partial List of Projects)        |  |
| ▪ Upper Kanawha Valley Development Authority - Office Complex, Montgomery, WV |  |
| ▪ Wheeling Jesuit University Science/Computer Teaching Center, Wheeling, WV   |  |
| ▪ WVU Life Sciences Building, Morgantown, WV                                  |  |
| ▪ WVU President's House, Morgantown, WV                                       |  |
| ▪ Stonewall Jackson Lake State Park Lodge and Conference Center, Roanoke, WV  |  |
| ▪ Veterans Square Parking Garage, Fairmont, WV                                |  |
| ▪ Fairmont State College Athletic Complex Lighting, Fairmont, WV              |  |
| ▪ Erickson All Sports Athletic Complex, Parkersburg, WV                       |  |
| ▪ Hazelton Prison, FBOP, Hazelton, WV (Civil Planning)                        |  |
| ▪ VA Medical Center, Clinical Space, Clarksburg, WV                           |  |
| ▪ CDC/NIOSH North Parking, Morgantown, WV                                     |  |
| ▪ Ripley High School, Ripley, WV  |  |
| ▪ Robert L. Bland Middle School, Weston, WV                                   |  |
| ▪ Marion County Schools, 4 School Additions, Fairmont, WV                     |  |
| ▪ Lewis County Schools, Countywide School Improvement Bond, Weston, WV        |  |
| ▪ 120 Bed VA Nursing Home, Clarksburg, WV                                     |  |
| ▪ DHHR - State Office Complex, Clarksburg, WV                                 |  |
| ▪ City of Ripley - Municipal Building, Ripley, WV                             |  |

# PROFESSIONAL VITAE

**John J. Keeling, P.E., C.I.H., C.S.P., Q.E.P., L.R.S.**

Principal and Project Manager

**Years of Experience with MSES: 29      Years of Experience with Other Firms: 15**  
**Education**

B. S. Civil Engineering, University of Kentucky, 1974

## Professional Registrations/Certifications

Registered Professional Engineer - West Virginia, Kentucky, and Maryland  
Certified Industrial Hygienist - American Board of Industrial Hygiene  
Certified Safety Professional - Board of Certified Safety Professionals  
Qualified Environmental Professional - Institute of Professional Environmental Practice  
Licensed Remediation Specialist - West Virginia  
Certified Visible Emissions Observer - USEPA  
Licensed Asbestos Inspector/Management Planner/Clearance Air Monitor - WVBOH  
Certified Code Official & Building Plans Code Reviewer - West Virginia State  
Fire Marshall

## Professional Organizations

American Society of Safety Engineers  
American Industrial Hygiene Association  
Air and Waste Management Association  
Harrison County SARA Title III Local Emergency Planning Committee - Chairman  
West Virginia Chapter of Air and Waste Management Association - Former Chairperson  
Fairmont State University, Technology Advisory Committee Member

## Experience Summary

- |  |   |
|--|---|
| <input type="checkbox"/> Job Costing                         | <input type="checkbox"/> Air Emission Regulatory Compliance |
| <input type="checkbox"/> Management                          | <input type="checkbox"/> NPDES Permitting                   |
| <input type="checkbox"/> Earth Sciences                      | <input type="checkbox"/> Waste Management/Minimization      |
| <input type="checkbox"/> Risk Assessment/Analysis            | <input type="checkbox"/> Hazardous Waste Management         |
| <input type="checkbox"/> Regulatory Interaction              | <input type="checkbox"/> Air Emission Modeling              |
| <input type="checkbox"/> Economic Feasibility                | <input type="checkbox"/> Asbestos Assessment                |
| <input type="checkbox"/> Phase I/II Investigation            | <input type="checkbox"/> Lead Base Paint Assessment         |
| <input type="checkbox"/> Remediation (Design and Permitting) | <input type="checkbox"/> NORM Assessment                    |
| <input type="checkbox"/> RCRA Waste Units                    | <input type="checkbox"/> Brownfields Specialist             |
| <input type="checkbox"/> Drilling Programs                   | <input type="checkbox"/> Health & Safety                    |
| <input type="checkbox"/> Bioremediation                      | <input type="checkbox"/> Noise Assessment                   |
| <input type="checkbox"/> Geographic and Hydrologic Studies   | <input type="checkbox"/> Hydrologic and Hydraulic Analysis  |
| <input type="checkbox"/> Sampling/Laboratory Programs        | <input type="checkbox"/> SARA Title III                     |
| <input type="checkbox"/> Air Permitting                      | <input type="checkbox"/> Specification Development          |
| <input type="checkbox"/> Indoor Air Quality                  | <input type="checkbox"/> Earth Sciences                     |
| <input type="checkbox"/> Code Compliance                     | <input type="checkbox"/> Groundwater Protection Plans       |
| <input type="checkbox"/> Environmental/Architectural Support | <input type="checkbox"/> E-911 Systems                      |
| <input type="checkbox"/> GIS Systems                         | <input type="checkbox"/> HEC - RAS & SEDCAD Modeling        |
| <input type="checkbox"/> Flood Routing/Flood Plain Analysis  | <input type="checkbox"/> Hydrostatic Test Waters            |
| <input type="checkbox"/> Impoundments                        | <input type="checkbox"/> Permitting · Compliance            |
| Siting · Design · Construction                               | <input type="checkbox"/> Impoundments                       |
| <input type="checkbox"/> SPCC Plan                           | Earth · Lined · Concrete                                    |
| <input type="checkbox"/> E&S Plan and Stormwater             | <input type="checkbox"/> Spill Response                     |
| <input type="checkbox"/> UST · AST Tanks                     | <input type="checkbox"/> Cathodic Protection Systems        |
| Siting · Permitting · Inspections · Registration             |   |

MSES



# PROFESSIONAL VITAE

**David L. Skeen, P.E.**

Senior Project Engineer

**Years of Experience with MSES: 30      Years of Experience with Other Firms: 13**

## Education

Chemical Engineering Studies, Virginia Polytechnic Institute and State University  
B. S. Mechanical Engineering, West Virginia State College, 1974  
B. S. Mathematics, Marshall University, 1975

## Professional Registrations/Certifications

Professional Engineer - West Virginia, Ohio, Pennsylvania, Maryland, and Kentucky  
U. S. Green Building Council - LEED Accredited Professional

## Professional Organizations

Association of Energy Engineers  
American Society of Heating, Refrigeration, Air Conditioning Engineers  
National Society of Professional Engineers  
West Virginia Society of Professional Engineers - Past State President

## Past Work History

James E. Moore and Associates  
John D. Meyers and Associates  
Marshall University  
Paul E. Cook Engineers

## Experience Summary

- |  |  |
|--|--|
| <input type="checkbox"/> Project Management              | <input type="checkbox"/> Regulatory Interaction            |
| <input type="checkbox"/> Data Base Systems               | <input type="checkbox"/> Computer Modeling                 |
| <input type="checkbox"/> Indoor Air Quality              | <input type="checkbox"/> Life Safety Codes                 |
| <input type="checkbox"/> Noise Assessment                | <input type="checkbox"/> Health & Safety Programs          |
| <input type="checkbox"/> Specification Development       | <input type="checkbox"/> Training Programs                 |
| <input type="checkbox"/> Job Costing                     | <input type="checkbox"/> Economic Feasibility              |
| <input type="checkbox"/> Emergency Generator             | <input type="checkbox"/> National Electric Code Compliance |
| <input type="checkbox"/> CAD/Intergraph/CAM              | <input type="checkbox"/> Firewater Systems                 |
| <input type="checkbox"/> HVAC                            | <input type="checkbox"/> Energy Management Systems/Audits  |
| <input type="checkbox"/> Boiler System (Hot Water/Steam) | <input type="checkbox"/> Specialty Ventilation Systems     |
| <input type="checkbox"/> Code Compliance                 | <input type="checkbox"/> Architectural Support/Mechanical  |
| <input type="checkbox"/> Green Building                  | <input type="checkbox"/> Energy Audits/Conservation        |
| <input type="checkbox"/> Lighting and Power Distribution | <input type="checkbox"/> Heating System Economics          |



# PROFESSIONAL VITAE

**Jeffrey K. Pauley, P.E., P.S.**  
Engineering Coordinator

**Years of Experience with MSES: 20      Years of Experience with Other Firms: 7**

## Education

B. S., Electrical Engineering, Tennessee Tech University, 1988

## Professional Registrations/Certifications

Registered Professional Engineer - West Virginia, Ohio, New York, Pennsylvania,  
Maryland, Virginia, North Carolina, and District of Columbia  
Professional Surveyor - West Virginia  
Licensed State of West Virginia Master Electrician

## Professional Organizations

National Society of Professional Engineers  
Member Harrison County BOCA Appeals Board  
NACE International

## Past Work History

Allegheny Power Company

## Experience Summary

- |  |  |
|--|--|
| <input type="checkbox"/> Project Management                  | <input type="checkbox"/> Regulatory Interaction            |
| <input type="checkbox"/> Data Base Systems                   | <input type="checkbox"/> Computer Modeling                 |
| <input type="checkbox"/> Life Safety Codes                   | <input type="checkbox"/> Specification Development         |
| <input type="checkbox"/> Job Costing                         | <input type="checkbox"/> QA/QC Inspection & Compliance     |
| <input type="checkbox"/> Economic Feasibility                | <input type="checkbox"/> Lighting                          |
| <input type="checkbox"/> Power Systems                       | <input type="checkbox"/> Fire Alarm Systems                |
| <input type="checkbox"/> Telecommunications/Computer Systems | <input type="checkbox"/> Emergency Generator               |
| <input type="checkbox"/> Power Distribution                  | <input type="checkbox"/> National Electric Code Compliance |
| <input type="checkbox"/> Code Compliance                     | <input type="checkbox"/> Architectural Support/Electrical  |
| <input type="checkbox"/> Site Surveys                        | <input type="checkbox"/> Mapping                           |
| <input type="checkbox"/> Site Development                    | <input type="checkbox"/> Site Utilities                    |
| <input type="checkbox"/> Cathodic Protection Design/Testing  | <input type="checkbox"/> AC Mitigation Design/Testing      |
| <input type="checkbox"/> GPS Surveys                         | <input type="checkbox"/> Close Interval Surveys            |





# PROFESSIONAL VITAE

**Louis P. Saas, Jr.**

Project Engineer

**Years of Experience with MSES: 20      Years of Experience with Other Firms: 27**

## Education

- B. S. Electrical Engineering - West Virginia Institute of Technology - 1971
- A. S. Electronic Engineering- (International Correspondence School (ICS) - 1989

## Professional Registrations/Certifications

Master Electrician's License - State of West Virginia

## Professional Organizations

Institute of Electrical Electronic Engineers (IEEE)

## Past Work History

Equitable Gas Co./Equitrans, L.P.

## Experience Summary

- |  |  |
|--|--|
| <input type="checkbox"/> Project Management                  | <input type="checkbox"/> Regulatory Interaction              |
| <input type="checkbox"/> Brownfields                         | <input type="checkbox"/> Noise Assessment                    |
| <input type="checkbox"/> Database Systems                    | <input type="checkbox"/> Waste Management/Minimization       |
| <input type="checkbox"/> Computer Modeling                   | <input type="checkbox"/> Life Safety Codes                   |
| <input type="checkbox"/> RCRA Waste Units                    | <input type="checkbox"/> Risk Assessment/Analysis            |
| <input type="checkbox"/> Remediation (Design and Permitting) | <input type="checkbox"/> Job Costing                         |
| <input type="checkbox"/> Economic Feasibility                | <input type="checkbox"/> Property Evaluation                 |
| <input type="checkbox"/> Design (Stations, M&R, Pipeline)    | <input type="checkbox"/> Specification Development           |
| <input type="checkbox"/> Code Compliance                     | <input type="checkbox"/> QA/QC Compliance                    |
| <input type="checkbox"/> Training Programs                   | <input type="checkbox"/> Sampling Programs                   |
| <input type="checkbox"/> Gas System                          | <input type="checkbox"/> AC Mitigation Design/Testing        |
| <input type="checkbox"/> Cathodic Protection Design/Testing  | <input type="checkbox"/> Environmental/Architectural Support |





# PROFESSIONAL VITAE

**Timothy S. McMunn**

Architect (Intern)

**Years of Experience with MSES: 14      Years of Experience with Other Firms: 11**

## Education

B. S., Architecture, University of Kentucky, 1992

## Professional Registrations/Certifications

Completed 6 of 9 Sections of Architect Registration

## Past Work History

Omni Associates Architects  
Stuart-McMunn Company  
Alpha Associates, Inc.  
Gandee & Partners, Inc.

## Experience Summary

### Educational

Fairmont Senior High School Cafeteria - Fairmont, West Virginia

Jacke's Run Elementary/Early Head Start - Morgantown, West Virginia

Buckhannon-Upshur Middle School Masonry Restoration & Cleaning - Buckhannon, WV

### Commercial

Mylan Pharmaceuticals - Morgantown, West Virginia

Greer Building Addition - Morgantown, West Virginia

Middletown Mall Parking Lot Master Plan - Fairmont, West Virginia

U. S. Cellular Offices - Morgantown, West Virginia

Guardhouse - GE Specialty Chemicals - Morgantown, West Virginia

### Government

Gilmer Federal Correctional Facility - Glenville, West Virginia

West Virginia Army National Guard Eleanor Maintenance Facility and Readiness Center -  
Eleanor, West Virginia

West Virginia Lottery Redemption Center - Fairmont, West Virginia

WVU Hospitals Gamma Knife - Morgantown, West Virginia



# PROFESSIONAL VITAE

Charles H. "Sam" Muncy, Jr., P.S., P.E., MSCE

Senior Project Manager

**Years of Experience with MSES: 27      Years of Experience with Other Firms: 16**

## Education

- B. S. Civil Engineering, West Virginia University, 1974
- M. S. Civil Engineering, West Virginia University, 1983

## Professional Registrations/Certifications

- Registered Professional Engineer - West Virginia, Pennsylvania, Florida, North Carolina, Ohio, and Virginia
- Professional Surveyor - West Virginia
- Certified Compaction Technician - West Virginia Department of Highways
- Radiation Safety Officer - NRC
- Licensed Remediation Specialist - New York, Ohio, West Virginia
- Certified Monitoring Well Designer and Installer - WVDEP
- Certified Landfill Manager - SWANA
- Geosynthetic Accreditation Institute - Clay & Geo Synthetic Liners
- Florida Real Estate License
- Operator Qualification - USDOT

## Professional Organizations

- American Society of Civil Engineers
- Solid Waste Association of North America
- Barbour County, WV Solid Waste Authority - Past Member
- Gundule Liner Seminars and Workshops

## Past Work History

- Joyce Engineering
- Harman Construction, Inc.
- Southern Ohio Coal Company
- American Electric Power Service Corporation
- Mountain State Surveying

## Experience Summary

- Project Management
- Regulatory Interaction
- Remediation (Design & Permitting)
- Sampling/Laboratory Programs
- Computer Modeling (H&H Studies)
- Specification Development
- Property Evaluation
- Mapping
- Economic Feasibility Investigation
- Soils Engineering
- Storm Routing Studies
- Spill Response
- SPCC Plans
- Site Development
- Roadway/Highway
- Bioremediation
- Erosion & Sediment Planning
- Waste Management/Minimization
- Code Compliance
- SEDCAD Computer Modeling
- Hydrologic and Hydraulic Analysis
- Impoundments\ Designs
  - Freshwater · Waste · Leachate · Slurry
- UST · AST Tanks
  - Siting · Permitting · Inspections · Registration
- Risk Assessment/Analysis
- Phase I & II Investigation
- RCRA Waste Units
- Data Base Systems
- Life Safety Codes
- Job Costing
- Site Surveys
- QA/QC Inspection & Compliance
- Structural
- Earth Sciences
- Geographic and Hydrologic Analysis
- Groundwater Protection Plans
- Land Planning
- Subsurface Investigation
- NPDES Permitting
- Stormwater Management
- Civil/Architectural Support
- Structural/Architectural Support
- HEC-RAS Computer Modeling
- GPS/GIS Surveys and Mapping
- Impoundment Inspections
  - Liner · Leak Detection · Stability



MSES

## Lawrence M. Rine

Principal and Quality Assurance/Quality Control Manager

**Years of Experience with MSES: 41      Years of Experience with Other Firms: 14**

### Education

- B. S. Mechanical Engineering, West Virginia Institute of Technology 1969
- B. S. Mining Engineering, West Virginia Institute of Technology 1970
- Masters Study, Environmental Engineering, Cornell University 1973

### Professional Registrations/Certifications

- Certified Monitoring Well Designer and Installer - WVDEP
- Licensed West Virginia Underground Storage Tank Closure/Installation Specialist
- Class I Certified Public Water Supply Operator, West Virginia
- Class II Certified Wastewater Treatment Plant Operator, West Virginia
- Certified Commercial Applicator, West Virginia and Pennsylvania
- Radiation Safety Officer - NRC
- Certified Asbestos Inspector/Manager/Planner/Clearance Air Monitor - WVBOH
- Licensed Remediation Specialist - WVDEP
- Certified Mineral Appraiser - U. S. Army Corps of Engineers
- Member State School Building Authority - Indoor Air Quality Committee
- Geosynthetic Accreditation Institute - Clay & Geo Synthetic Liners

### Professional Organizations

- West Virginia Independent Oil and Gas Association (Environmental Committee Member)
- Virginia Independent Oil and Gas Association (Association's Outstanding Member, 1990)
- Pennsylvania Independent Oil and Gas Association
- National Society of Professional Engineers
- West Virginia Society of Professional Engineers, T. Moore Jackson Chapter
- West Virginia Surface Mine and Reclamation Association

### Past Work History

- CNG Transmission Corporation

### Experience Summary

- |  |  |
|--|--|
| <input type="checkbox"/> Job Costing                         | <input type="checkbox"/> Waste Management/Minimization   |
| <input type="checkbox"/> Management                          | <input type="checkbox"/> Hazardous Waste Management      |
| <input type="checkbox"/> Groundwater Modeling/Monitoring     | <input type="checkbox"/> Asbestos Assessment             |
| <input type="checkbox"/> Earth Sciences                      | <input type="checkbox"/> Lead Base Paint Assessment      |
| <input type="checkbox"/> Risk Assessment/Analysis            | <input type="checkbox"/> NORM Assessment                 |
| <input type="checkbox"/> Regulatory Interaction              | <input type="checkbox"/> Brownfields Specialist          |
| <input type="checkbox"/> Economic Feasibility                | <input type="checkbox"/> Mapping                         |
| <input type="checkbox"/> Phase I/II Investigation            | <input type="checkbox"/> Noise Assessment                |
| <input type="checkbox"/> Remediation (Design and Permitting) | <input type="checkbox"/> SARA Title III                  |
| <input type="checkbox"/> RCRA Waste Units                    | <input type="checkbox"/> Specification Development       |
| <input type="checkbox"/> Drilling Programs                   | <input type="checkbox"/> Environmental Impact Statements |
| <input type="checkbox"/> Bioremediation                      | <input type="checkbox"/> Data Processing                 |
| <input type="checkbox"/> Sampling/Laboratory Programs        | <input type="checkbox"/> Public Mtg. & Proj. Explanation |
| <input type="checkbox"/> Property Evaluations                | <input type="checkbox"/> QA/QC Inspection & Compliance   |
| <input type="checkbox"/> NPDES Permitting                    | <input type="checkbox"/> Architectural Support           |
| <input type="checkbox"/> Municipal Engineering               | <input type="checkbox"/> Radon                           |
| <input type="checkbox"/> Code Compliance                     | <input type="checkbox"/> Water/Wastewater Systems        |
| <input type="checkbox"/> E-911 Systems                       | <input type="checkbox"/> GIS Systems/Data Management     |
| <input type="checkbox"/> Flood Modeling                      | <input type="checkbox"/> FEMA Mapping                    |
| <input type="checkbox"/> Stormwater Management               | <input type="checkbox"/> E&S Planning                    |





# CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers  
having verified the person in responsible charge is registered in  
West Virginia as a professional engineer for the noted firm, hereby certifies*

**MSES CONSULTANTS, INC.**

**C01012-00**

**Engineer in Responsible Charge: JOHN J KEELING - WV PE 009003**

*has complied with section §30-13-17 of the West Virginia Code governing  
the issuance of a Certificate of Authorization. The Board hereby notifies you of its  
certification with issuance of this Certification of Authorization for the period of:*

**January 1, 2018 - December 31, 2019**

*providing for the practice of engineering services in the State of West Virginia.*

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,  
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF  
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA  
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

BOARD PRESIDENT

WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS



*Certificate of Authorization*



**MSES Consultants, Inc.**

Fairmont, West Virginia

**CERTIFICATE OF AUTHORIZATION # 18-5552**

This certificate is issued by the West Virginia Board of Professional Surveyors in accordance with *W.Va. Code §30-13A-20*  
The person or organization identified on this certificate is licensed to conduct professional surveying and mapping services  
in the State of West Virginia for the period

**January 1, 2018 through December 31, 2018**

*This certificate is not transferrable and must be displayed at the office location for which issued.*

In witness whereof I have put my hand, this 4<sup>th</sup> day of January, 2018

R. Michael Shepp, P.S., Chairman

James T. Rayburn, P.S., Member

**2018**



Nelson B. Douglass, P.E., P.S., Secretary

Sefton R. Stewart, P.S., Member


Douglas C. McElwee, Esq., Public Member



# West Virginia State Board of Registration for Professional Engineers *Licensure Verification*

## Search: Results

For additional detail, click on the Individual or Company Name

Name	Address	City	State	Zip	License #	Status	Expiration
KEELING, JOHN J	20 PHEASANT DRIVE	FAIRMONT	WV	26554		Active	12/31/2018

Page 1 of 1

**West Virginia State Board of Registration for Professional Engineers**  
300 Capitol Street - Suite 910, Charleston, West Virginia 25301  
(304) 558-3554 | [info@wvpebd.org](mailto:info@wvpebd.org)

# West Virginia State Board of Registration for Professional Engineers *Licensure Verification*

## Search: Results

For additional detail, click on the Individual or Company Name

Name	Address	City	State	Zip	License #	Status	Expiration
SKEEN, DAVID L	313 WEST 12TH AVENUE	HUNTINGTON	WV	25701	██████████	Active	12/31/2018

Page 1 of 1

**West Virginia State Board of Registration for Professional Engineers**  
300 Capitol Street - Suite 910, Charleston, West Virginia 25301  
(304) 558-3554 | info@wvpebd.org

# West Virginia State Board of Registration for Professional Engineers *Licensure Verification*

## Search: Results

For additional detail, click on the Individual or Company Name

Name	Address	City	State	Zip	License #	Status	Expiration
PAULEY, JEFFREY K	122 MAPLEWOOD ESTATES	SCOTT DEPOT	WV	25560	██████████	Active	12/31/2018

Page 1 of 1

**West Virginia State Board of Registration for Professional Engineers**  
300 Capitol Street - Suite 910, Charleston, West Virginia 25301  
(304) 558-3554 | [info@wvpebd.org](mailto:info@wvpebd.org)

# West Virginia State Board of Registration for Professional Engineers *Licensure Verification*

## Search: Results

For additional detail, click on the Individual or Company Name

Name	Address	City	State	Zip	License #	Status	Expiration
MUNCY, CHARLES H, JR	609 WEST MAIN STREET	CLARKSBURG	WV	26301	██████████	Active	12/31/2018

Page 1 of 1

**West Virginia State Board of Registration for Professional Engineers**  
300 Capitol Street - Suite 910, Charleston, West Virginia 25301  
(304) 558-3554 | [info@wvpebd.org](mailto:info@wvpebd.org)

# West Virginia State Board of Registration for Professional Engineers *Licensure Verification*

## Search: Results

For additional detail, click on the Individual or Company Name

Name	Address	City	State	Zip	License #	Status	Expiration
CARTER, CLAYTON L	PO BOX 1694	ELKINS	WV	26241	████████	Active	12/31/2018

Page 1 of 1

**West Virginia State Board of Registration for Professional Engineers**  
300 Capitol Street - Suite 910, Charleston, West Virginia 25301  
(304) 558-3554 | [info@wvpebd.org](mailto:info@wvpebd.org)





**State of West Virginia Department of Agriculture**

**Food Storage Warehouse Electrical Upgrades**

**ACS Cumberland Warehouse**  
**Location: Cumberland, Pennsylvania**

Client: Gerrick Electric Company  
Contact: Jim Gatian, 304-291-8114  
Project under construction

Description: Incoming power, power design, power distribution and grow lighting for plant growing and processing facility. Service was 1200 amps at 277/480 volt, three phase.

**Grant Avenue Apartments**  
**Location: Morgantown, West Virginia**

Client: Gerrick Electric Company  
Contact: Jim Gatian, 304-291-8114  
Completed: June 2015

Description: Lighting and power design for five story student housing facility. Service was 3000 amps, 120/208 volt, three phase.

**Raleigh County Regional Airport Emergency Generator**  
**Location: Beckley, West Virginia**

Client: Chapman Technical Group  
Contact: Joe Bird, 304-727-5501  
Completed: 2007

Description: Design of 650 KW emergency generator to serve existing airport terminal building and fire service building included a new 1600 main switch and transfer switch.

**Unlimited Futures Inc., Food Production Incubator**  
**Location: Huntington, West Virginia**

Client: Edward Tucker Architects  
Contact: Phoebe Patton Randolph, 304-697-4990  
Completed: 2005

Description: Design of lighting and power systems for the facility, including power design for three full commercial kitchens and five walk-in refrigeration units served by one low temperature refrigeration system and one high temperature refrigeration system.

**FEDEX Warehouse and Distribution Center**  
**Location: Charleston, West Virginia**

Client: GLS Electric, Inc.  
Contact: Randy Hamilton, 740-377-9696  
Completed: March 2012

Description: Design of lighting and power systems for 90,000 square foot facility. Service was 800 amps, 277/480 volt, three phase.



**Fairmont East Middle School Renovation**  
**Location: Fairmont, West Virginia**

Client: Marion County Board of Education  
 Contact: Gary Price, Superintendent, 304-367-2107  
 Completed: December 2011

Description: Design of lighting, power and fire alarm systems for new 60,000 square foot middle school including food storage and preparation facilities. Service was 1600 amps at 277/480 volt, three phase.

**Fort Gay Agricultural Hub**  
**Location: Fort Gay, West Virginia**

Client: Edward Tucker Architects  
 Contact: Phoebe Patton Randolph, 304-697-4990  
 Completed: January 2018

Description: Design of power and lighting for 3400 square foot preparation and storage facility for local produce with four walk-in refrigeration units.

**State of WV Capitol Complex HVAC Renovations**  
**Location: Charleston, West Virginia**

Client: Johnson Controls, Inc.  
 Contact: Aaron Allred, 304-755-4353  
 Completed: 2007

Description: Design of upgrades to electrical distribution equipment and design of feeders to serve new chillers, boilers and pumps.

**Advance Graphite Materials, LLC**  
**(Formerly GraphTech International)**  
**Location: Anmoore, West Virginia**

Client: Advance Graphite Materials, LLC  
 Contact: William Williams, 304-624-1331  
 Project Timing: This was a four-year contract beginning in 2014 with a March 2018 completion.

Description: The Advance Graphite Materials, LLC Anmoore facility is a 100 acre carbon graphite manufacturing plant utilizing electrical arc furnaces to melt and form the graphite products.

MSES conducted a total plant electrical system review with identified system upgrades. With upgrades completed, a total electrical system power transformer output review and related short circuit / arc flash study was conducted for a fully integrated synthetic graphite manufacturing operation. All primary service electrical system diagrams were updated, breaker settings selected, and arc flash labels prepared. The electrical system is a 46,000 KVA system.





**WV Department of Education**  
 Dr. James B. Phares, Former State Superintendent  
 304/614-7657 or [jbphares@yahoo.com](mailto:jbphares@yahoo.com)

**Fayette County Board of Education**  
 Mr. Terry George, Superintendent  
 111 Fayette Ave.  
 Fayetteville, WV 25840  
[tgeorge@k12.wv.us](mailto:tgeorge@k12.wv.us)

**West Virginia Division of Culture and History  
 State Historic Preservation Office**  
 Ms. Susan Pierce, Director  
 The Cultural Center, Capitol Complex  
 1900 Kanawha Boulevard, East  
 Charleston, WV 25305  
 304/558-0240, Ext. 711

**MVB Bank, Inc.**  
 John Schirripa, President & CEO  
 1000 Johnson Avenue  
 Bridgeport, WV 26330  
 304.842.6700

**Stockmeier Urethanes USA, Inc.**  
 Christian Martinkat, President  
 20 Columbia Boulevard  
 Clarksburg, WV 26301  
 304/624-7002

**Ritchie County Commission**  
 Mr. Samuel Rogers, President  
 115 East Main Street, Room 201  
 Harrisville, WV 26326  
 304/266-1935 or [samuelrogers459@gmail.com](mailto:samuelrogers459@gmail.com)

**Marion County Board of Education**  
 Mr. Gary Price, Superintendent  
 200 Gaston Avenue  
 Fairmont, WV 26554  
 304/367-2107 or [gprice@k12.wv.us](mailto:gprice@k12.wv.us)

**The Historic Waldomore**  
 Ms. Jill Rafter, Librarian  
 Clarksburg-Harrison Public Library  
 404 West Pike Street  
 Clarksburg, WV 26301  
 304/627-2236 or [jill.rafter@clark.lib.wv.us](mailto:jill.rafter@clark.lib.wv.us)



REQUIRED FORMS- COMPLETED AND SIGNED



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

State of West Virginia  
 Centralized Expression of Interest  
 02 — Architect/Engr

Proc Folder: 418818

Doc Description: Agriculture Food Warehouse Electrical Engineering Service

Proc Type: Central Contract - Fixed Amt

Date issued	Solicitation Closes	Solicitation No	Version
2018-02-09	2018-03-08 13:30:00	CEOI 1400 AGR1800000002	1

**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:

MSES Consultants, Inc. - MSES Architects  
 1000 Green River Road  
 Suite 200  
 Fairmont, WV 26554  
 304.366.9700

**FOR INFORMATION CONTACT THE BUYER**

Guy Nisbet  
 (304) 558-2596  
 guy.l.nisbet@wv.gov

Signature X

FEIN #

55-0637279

DATE March 8, 2018

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

**Expression of Interest**  
 (Agriculture Food Warehouse Electrical Service Project)

The West Virginia Purchasing Division is soliciting Expression of Interest for the Agency, The West Virginia Department of Agriculture from qualified firms to provide professional architectural/engineering services for electrical upgrades to the Agency's Food Warehouse per the attached bid requirements, the Expression of Interest, and the Terms and Conditions as attached hereto.

PROCUREMENT OFFICER 304-558-2221 AGRICULTURE DEPARTMENT OF ADMINISTRATIVE SERVICES 1900 KANAWHA BLVD E CHARLESTON WV25305-0173 US	AUTHORIZED RECEIVER 304-558-3200 AGRICULTURE DEPARTMENT OF EXECUTIVE DIVISION 217 GUS R DOUGLAS LN, BLDG 1 RM 100 CHARLESTON WV 25312 US
--	---

Line	Comm Ln Desc	Qty	Unit Issue
1	Engineering Services		

Comm Code	Manufacturer	Specification	Model #
81000000			

**Extended Description :**  
 Engineering Services

AGR1800000002	<b>Document Phase</b> Draft	<b>Document Description</b> Agriculture Food Warehouse Electrical Engineering Service	<b>Page 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CEOI 1400 AGR180000002**

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

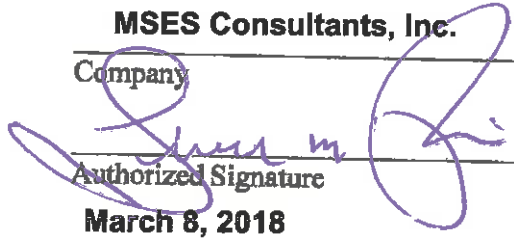
**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**  
*(Check the box next to each addendum received)*

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

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

**MSES Consultants, Inc.**  
 \_\_\_\_\_  
 Company

  
 \_\_\_\_\_  
 Authorized Signature

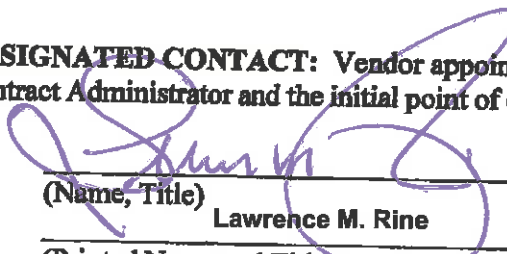
**March 8, 2018**  
 \_\_\_\_\_  
 Date

**Lawrence M. Rine**

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

**No addendum issued for this solicitation: CEOI 1400 AGR180000002**

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

 Project Principal

(Name, Title) Lawrence M. Rine Project Principal

(Printed Name and Title)

1000 Green River Drive, Fairmont, WV 26554

(Address)

304.366.9700 / 304.366.2788

(Phone Number) / (Fax Number)

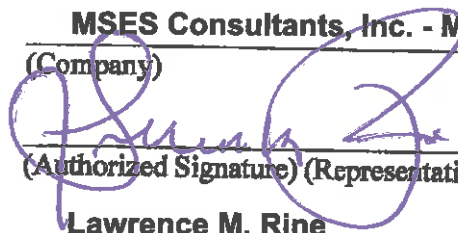
larry@msesinc.com

(email address)

**CERTIFICATION AND SIGNATURE:** 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.

MSES Consultants, Inc. - MSES Architects

(Company)

 Project Principal

(Authorized Signature) (Representative Name, Title)

Lawrence M. Rine Project Principal

(Printed Name and Title of Authorized Representative)

March 8, 2018

(Date)

304.366.9700 / 304.366.2788

(Phone Number) (Fax Number)

## West Virginia Ethics Commission



### Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$100,000 or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

**"Business entity"** means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation.

**"Interested party" or "Interested parties"** means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

**"State agency"** means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the contracting state agency prior to contract award and to complete another form within 30 days of contract completion or termination.

*This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: [ethics@wv.gov](mailto:ethics@wv.gov); website: [www.ethics.wv.gov](http://www.ethics.wv.gov).*

West Virginia Ethics Commission  
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: MSES Consultants, Inc. Address: 1000 Green River Drive, Suite 200  
Fairmont, WV 26554

Authorized Agent: Lawrence M. Rine Address: 1000 Green River Drive, Suite 200,  
Fairmont, WV 26554

Contract Number: \_\_\_\_\_ Contract Description: \_\_\_\_\_

Governmental agency awarding contract: West Virginia Department of Agriculture

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract

Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

Check here if none, otherwise list entity/individual names below.

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

Check here if none, otherwise list entity/individual names below.

Signature: [Handwritten Signature]

Date Signed: MARCH 8, 2019

**Notary Verification**

State of West Virginia, County of Harrison:

I, Donna L. Barnes, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 8th day of March, 2019.

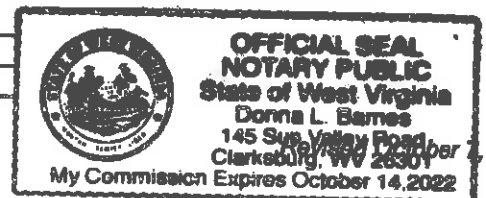
Donna L. Barnes  
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_



STATE OF WEST VIRGINIA  
Purchasing Division  
**PURCHASING AFFIDAVIT**

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** 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 § 23-26-2, 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: MSES Consultants, Inc.

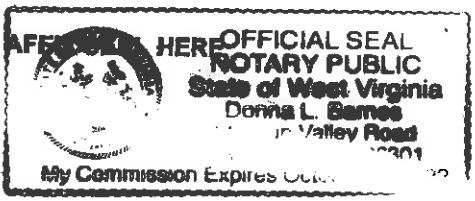
Authorized Signature: [Signature] Date: March 8, 2018

State of West Virginia

County of Marion, to-wit:

Taken, subscribed, and sworn to before me this 8th day of March, 2018.

My Commission expires October 14, 2022.



NOTARY PUBLIC Donna L Barnes