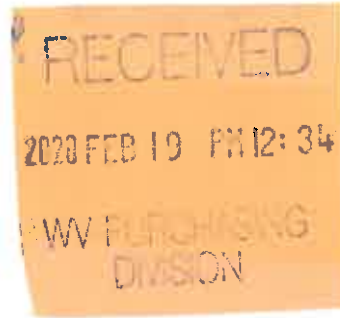


February 19, 2020



507 Richland Ave, Suite 201
Athens, OH 45701
740.447.5000

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

Re: A/E Service's for DNR
Public Shooting Range Improvements &
Lead Management Plan
CEOI 0310 DNR2000000005

Dear Mr. Nisbet:

We are pleased to submit our proposal for providing professional engineering services for the above referenced project.

S & S Engineers, Inc. (S & S) is a highly qualified and experienced civil / environmental engineering firm providing services for municipal, federal, state, industrial and commercial clients throughout the State of West Virginia.

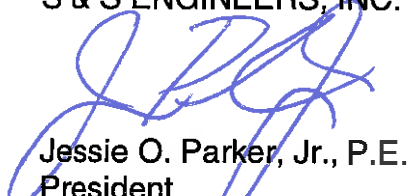
For over 40 years S & S has a history of completing projects on time, under budget and without any successful litigation against us or our client, a record no other firm can match in West Virginia.

We would appreciate an opportunity to present our detailed qualifications at a mutually convenient date and time.

Please call if you have any questions or need further information.

Very Truly Yours,

S & S ENGINEERS, INC.



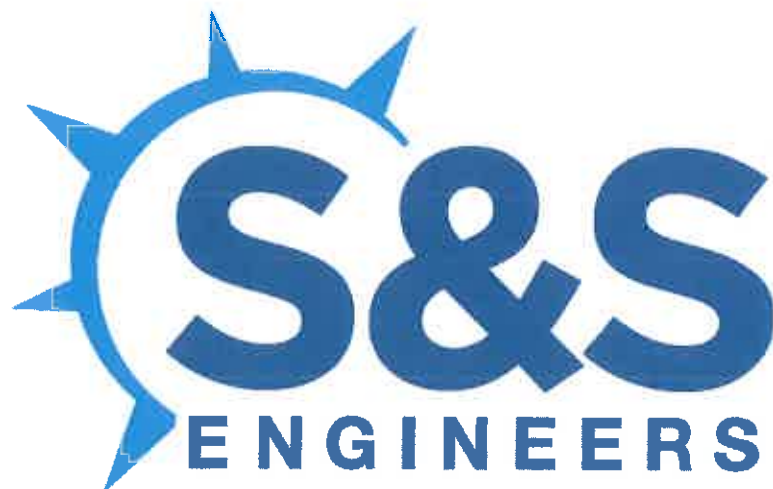
Jessie O. Parker, Jr., P.E.
President
Email: jop@s-s-eng.com

Enclosure

**WEST VIRGINIA DIVISION OF NATURAL RESOURCES
PARKS & RECREATION
324 FOURTH AVENUE
SOUTH CHARLESTON, WV 25303**

**PROPOSAL FOR
WV DIVISION OF NATURAL RESOURCES
PUBLIC SHOOTING RANGE IMPROVEMENTS &
LEAD MANAGEMENT PLAN PROJECT
CEOI 0310 DNR2000000005**

FEBRUARY 2020



**501 EAGLE MOUNTAIN ROAD
CHARLESTON, WV 25311
(304) 342-7168**

**507 RICHLAND AVENUE, SUITE 201
ATHENS, OH 45701
(740) 447-5000**

**(304) 342-7169 (FAX)
www.s-s-eng.com**

**WEST VIRGINIA DIVISION OF NATURAL RESOURCES
PARKS & RECREATION**

**PUBLIC SHOOTING RANGE IMPROVEMENTS &
LEAD MANAGEMENT PLAN PROJECT**

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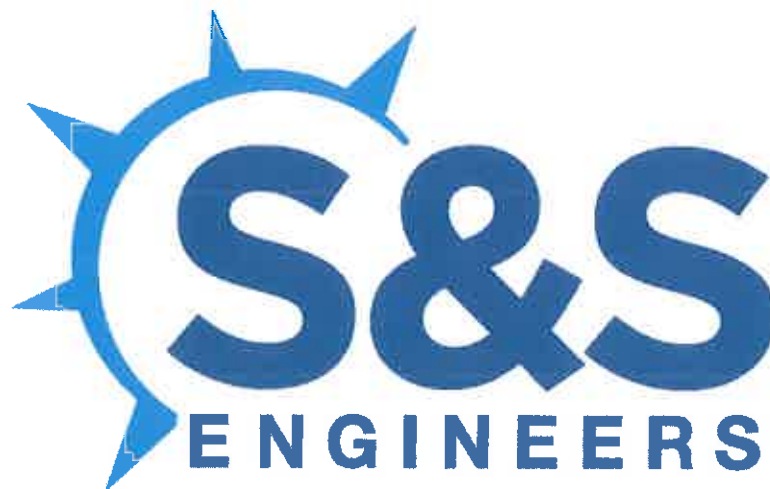
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**WEST VIRGINIA DIVISION OF NATURAL RESOURCES
PARKS & RECREATION**

**PUBLIC SHOOTING RANGE IMPROVEMENTS &
LEAD MANAGEMENT PLAN PROJECT**

EXPRESSION OF INTEREST

S & S Engineers, Inc. (S & S) is pleased to express our interest in providing engineering services to the WV Division of Natural Resources (DNR) for the proposed project. Established in 1980 in Charleston, WV, S & S is a West Virginia based civil / environmental engineering firm and is noted for design excellence and client focus. Our team's integrated design approach and commitment to design quality will help to ensure the quality of services that we will provide to the project. Below, please find additional qualifications that make our team uniquely qualified to assist you with your project:

S & S has experience in the development of similar projects throughout West Virginia and has a history of providing high quality design services throughout West Virginia, Kentucky, Ohio, Virginia or North Carolina. This quality has been recognized by the quantity of our repeat clients. S & S will use our engineering abilities and extensive design experience to the DNR's advantage.

As President of the firm, Mr. Jessie O. Parker, Jr., P.E. will lead the project effort for the DNR. Mr. Parker has a Bachelor of Science in Civil Engineering from WVU Institute of Technology and a Master of Science in Engineering from Marshall University. Mr. Parker will be assisted by Mr. Michael Yandrich, P.E., Mr. Ashok Sanghavi, P.E., DEE, QEP, Mr. Randy Crace, P.S. and Mr. Matt Shelton as required to implement the project, as well as the entire staff at S & S.

S & S has the training, experience, and multi-discipline support to meet the needs of our clients. Due to our smaller size, we can mobilize quickly. We have an excellent working knowledge of the project type in question, and can deliver high quality, personalized and professional services. We would like to thank you for this opportunity and if S & S can be of service to you in this matter, please don't hesitate to contact us at (304) 342-7168.

PROFILE OF THE FIRM

S & S was founded in 1980 in Charleston, West Virginia and since the inception of the firm, S & S has successfully provided an integrated approach to projects for our clients. S & S provides professional services to facility owners and operators, architects, and contractors throughout West Virginia, Kentucky, Ohio, Virginia and North Carolina. S & S services range through all facets of civil engineering design as well as construction administration and project management.

S & S remains committed to the ideal of providing high quality, client focused, design solutions that meet budget and schedule requirements. This commitment to quality has been recognized through the long-term client relationships that we have developed.

S & S has the qualified professionals available to provide services throughout the duration of a project from the initial planning phases through construction completion and beyond.

S & S utilizes the abilities of designers with many years of experience in their area of expertise, teamed with younger designers on a "best resource for the project approach". We also provide project management services at levels ranging from general oversight to complete project delivery through all phases of design and construction. Our personnel have worked in both the private and public sector and are familiar with many methods of project delivery.

S & S has developed the following philosophy to guide the performance of its services:

- Provide superlative design services to our clients in new construction, improvements, and daily operations.
- Perform work in a timely, accurate and professional manner.
- Present multiple alternatives and solutions whenever possible.
- Work with our clients to control project costs.
- Be a technical sounding board for our clients in all situations.
- Strive to maintain professional competency through continuing education and training.

S & S utilizes a practical application approach to all projects throughout the design process to provide a well-rounded result. This methodology emphasizes the best overall solution, meeting all the client's needs, instead of just the best technical solution. We believe our small size provides a distinct advantage to our clients and affords us the freedom to easily team with the clients to achieve the overall best possible result.

STATEMENT OF QUALIFICATIONS

GENERAL

The WV Division of Natural Resources (DNR) owns 29 public shooting ranges throughout West Virginia. The primary goal is to evaluate each site, design improvements and develop a lead management plan.

Our proposal is in response to an advertisement to provide engineering services such as design, construction and inspection for the project. Professional services for the project will include, but not be limited to, the evaluation of the existing facilities and the inclusion of the necessary improvements into the preliminary engineering report, design, construction administration / management, and permitting services.

S & S APPROACH

S & S Engineers, Inc. (S & S) has a tremendous amount of experience in the development of similar projects throughout the State of West Virginia.

S & S is a highly qualified and experienced civil / environmental engineering firm. S & S has provided similar services to state, municipalities, public service districts, industries and the private sector for 40 years.

S & S has provided civil design services to the DNR for several projects, such as design services to the DNR for Canaan Valley Resort State Park, Coopers Rock State Park, Bluestone State Park's Meador Campground and Kanawha State Forest Campground, as well as the design for the replacement of the Tygart Lake State Park Pump Station No. 3. All projects were carried out within time and allocated budget amounts.

S & S keeps clients informed at every step of the project. Telephone calls, written communication by letter, emails or text messages are provided on a daily or weekly basis throughout all the phases of the projects. In addition, meetings are held with clients at the office and/or on-site to review the projects.

QUALIFICATIONS & EXPERIENCE

- a. Our first step will be to meet with DNR personnel and review existing plans, data and other materials to evaluate a plan that can be implemented in a manner with minimum interruption and to keep existing facilities in operation.

We will review the preliminary design with DNR personnel and incorporate their comments in the final design. We will then assist DNR in filing stormwater permit with DEP.

Once DNR advertises the project for bid, we will conduct a pre-bid meeting with contractors and answer their questions in the form of an addendum. Upon bid award, we will also conduct a pre-construction meeting with the selected contractor and review all material submittals prior to beginning construction. If desired, we will provide periodic resident inspection and then certify project completion. We will furnish as-built drawings to DNR.

- b. S & S has a proven history of completing similar projects within budget as our experience in preparing estimates are accurate. S & S has set quality control built-in to all projects, which have consistently kept projects under budget with minimal to no change order requests during construction.

S & S has a history with DNR and other clients across the state meeting the owner's budget and schedule. Our most recent example is at Tygart Lake State Park where we provided engineering for the replacement of Pump Station No. 3.

- c. As with the budget above, S & S also has a proven history of completing similar projects on time and is also due to the built-in quality control on all projects. S & S will coordinate scheduling, from design to construction with DNR to establish a realistic and firm timeline for the project.

S & S is proud of its 40-year record to complete all projects under budget, within time frame, and without any successful litigation against the firm or our clients. This is due to the personal and professional attention given by the principals of the firm at every step of the project. In-house quality control is exercised by peer review of all documents, keeping up with current cost trends in estimating costs, construction techniques and materials of construction. S & S provides full time resident inspection and a weekly site visit by a registered professional engineer to further assure timely completion of the projects.

- d. S & S has the experience and expertise to complete this project. We currently have three (3) registered professional engineers, a professional surveyor, a project manager, two (2) junior engineers and an engineering technician that contribute to all facets of a project as required by our clients.

S & S was founded in 1980 in Charleston and since the inception of the firm, S & S has successfully provided an integrated approach to projects for our clients. S & S provides professional services to facility owners and operators, architects, and contractors throughout West Virginia, Kentucky, Ohio, Virginia and North Carolina. S & S services range through all facets of civil engineering design as well as construction administration and project management.

Our typical annual workload includes approximately three to five Municipal type engineering projects in various stages from design to construction. By carefully managing projects, S & S can begin working on the project for DNR immediately.

Attached are the Qualifications of the Firm, Project Management with Resumes of Key Personnel and a partial Project Experience list for your review.

QUALIFICATIONS OF THE FIRM

SERVICES

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

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

Engineering:

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

Surveying:

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

S & S' office is conveniently located at the Yeager Airport Complex in Charleston, West Virginia. S & S uses the latest CAD software on computers, electronic distance measurement instruments and GPS/GNSS receivers to complete the work in a professional, timely and cost-effective manner.

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

Cost effective design and survey projects are processed using AutoCAD, Bentley and Carlson software. Other software packages utilized are Haestad Flow Master, SCS TR55 Urban Hydrology, WaterCAD, StormCAD, Sewer CAD, FlowMaster, Carlson Survey 2010, Word Perfect, Microsoft Office and CAD scanning conversion.

The survey crew is equipped with GeoMax Robotics Total Station set, Nikon Total Station EDM with TDS/SMI Data Collectors, Ashtech RTK GPS/GNSS receivers and Topcon GRS-1 L1/L2 GPS/GNSS receivers linked to WVDOT Virtual Reference Station Network. S & S has provided GPS/RTK/GIS services since 1991 using Trimble, Ashtech and Topcon GPS/GNSS equipment as an alternate to high cost long distance traverse with accurate results.

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

S & S is a registered vendor with the State of West Virginia and maintains a cost accounting system which is capable of segregating and identifying accumulation costs for each job under cost type projects. All work is performed under the direct supervision of a licensed engineer or surveyor and no subcontracting is anticipated.

STATES OF REGISTRATION

S & S holds a valid Certificate of Authorization to practice as Engineers and Surveyors in the following states:

- West Virginia
- Ohio
- Kentucky
- Virginia (Engineering Only)
- North Carolina (Engineering Only)

PROJECT MANAGEMENT

With over 100 years of combined professional experience, the project team will be made up of the following personnel, including the principal of the firm:

Jessie O. Parker, Jr., P.E. Email: jop@s-s-eng.com	President / Principal Engineer
Michael J. Yandrich, P.E., M.S. Email: mjy@s-s-eng.com	Senior Engineer
Ashok M. Sanghavi, P.E., DEE, QEP Email: a.sanghavi@s-s-eng.com	Senior Engineer
Randy B. Crace, P.S. Email: r.crace@s-s-eng.com	Senior Surveyor
D. Matt Shelton Email: dms@s-s-eng.com	Project Manager / Engineering Technician
Aaron Huston Email: abh@s-s-eng.com	Junior Engineer
Daniel Craigo Email: ddc@s-s-eng.com	Junior Engineer
Robert Cuthbert Email: rdc@s-s-eng.com	GIS Analyst
Michael Hubbard Email: mjh@s-s-eng.com	Survey Crew Chief / Construction Inspector
D. Wesley Whitt Email: dww@s-s-eng.com	Project Representative

The above team will also be supported by the other staff.

RESUMES OF KEY PERSONNEL

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

Mr. Parker began his career at S & S in 2003 working on a variety of environmental projects throughout West Virginia, Kentucky, Ohio and Virginia. Mr. Parker has served in the capacity of Engineer, Project Manager, and Principal in Charge for a variety of projects at S & S. This experience includes environmental, water supply, wastewater, storm water and drainage projects. Mr. Parker's responsibilities include planning, design and construction administration. Mr. Parker also has experience in grading plans, construction management, payment request approvals, quantity & cost estimates, and has worked with City, Town & PSD personnel, regulatory and funding agencies, as well as contractors.

Mr. Parker has proven to move projects forward in a professional, cost-effective and timely manner. Has extensive knowledge of the state and federal water supply, and wastewater laws and regulations and is very familiar with federal and state grant and loan programs.

Academic Background: **WVU Institute of Technology, Montgomery, WV**
B.S. Civil Engineering – December 2002

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

Environmental Site Assessment
Commercial Real Estate Certification – Dec. 2016
ASTM E-1527 & E-1528
Las Vegas, NV

Professional Registration: PE 2008, West Virginia – [REDACTED]
PE 2014, Ohio – [REDACTED]
PE 2014, Kentucky – [REDACTED]
PE 2015, Virginia – [REDACTED]
PE 2018, North Carolina – [REDACTED]

Professional History: **S & S Engineers, Inc., April 2003 to Present**

Professional Affiliations: Water Environment Federation
American Water Works Association
American Society of Civil Engineers
Society of American Military Engineers
West Virginia Rural Water Association

MICHAEL J. YANDRICH, P.E., M.S., SENIOR ENGINEER

Mr. Yandrich has extensive experience with water and wastewater projects working with clients from conceptual design through construction. Mr. Yandrich provides civil engineering design and oversight for the completion of plans and technical specifications for water and wastewater projects, along with permitting, cost estimates, and construction administration. Mr. Yandrich's duties include hydrologic and hydraulic analysis and design, storm water management, construction inspection, shop drawing review, project scheduling, coordination, budget management, client interaction, and project team coordination. Mr. Yandrich completes engineering calculations, studies, plans, reports, and data analysis, and he coordinates construction projects, including interim and final inspections, to determine compliance with applicable laws, regulations, and specifications.

Mr. Yandrich began his career with the State of Ohio Environmental Protection Agency working as an inspector, permit writer, and plan reviewer for a variety of hazardous waste, air pollution, water, and wastewater projects. Since leaving employment with the State of Ohio, Mr. Yandrich has worked on projects including renewable energy/electrical, structural, water, and wastewater.

Mr. Yandrich's professional and technical knowledge has led to successful water and wastewater construction and rehabilitation projects for both public and private clients. He has a working relationship with multiple municipalities around Ohio and West Virginia as well as state and local agencies to facilitate coordination and effective design and successful construction.

Academic Background:

The Ohio State University, Columbus, OH

B.S. Civil Engineering – May 1995

M.S. Civil Engineering – December 2006

Professional Registration:

PE 2000, Ohio – [REDACTED]

PE 2014, West Virginia – [REDACTED]

Professional History:

S & S Engineers, Inc., October 2019 to Present

Triad Engineering, January 2014 to September 2019

Dovetail Solar and Wind, September 2010 to November 2013

Ohio EPA, June 1995 to September 2010

Professional Affiliations:

American Society of Civil Engineers

ASHOK M. SANGHAVI, P.E., DEE, QEP, SENIOR ENGINEER

Over forty-six years of professional experience in civil engineering fields such as environmental, water supply, wastewater, solid wastes management, drainage, and mining. Has provided planning, design, construction management and technical expert testimony for environmental and general civil engineering projects. Has prepared Phase I environmental site assessments and carried out subsequent Phase II and Phase III remediation work. Has prepared environmental impact statements for state and federal highway projects.

Having worked for the private industry as well as state government, he thoroughly understands both sides. Has extensive knowledge of the state and federal water supply, and wastewater laws and regulations and is also very familiar with federal and state grant and loan programs.

Academic Background: **West Virginia University, Morgantown, WV**
M.S. Civil Engineering – 1970
Partial course work for Ph.D.

Professional Registration: PE 1972, West Virginia – 6177
Diplomate, American Academy of
Environmental Engineers
Qualified Environmental Professional, IPEP

Professional History: **S & S Engineers, Inc., April 1980 to Present**

West Virginia State Health Department
1) Acting Chief, Wastewater Division; 2) District
Engineer; 3) Water Supply Engineer

Flaherty-Giavara Associates; New Haven,
Connecticut

Professional Affiliations: West Virginia Rural Water Association
American Water Works Association
Water Environment Federation (President, WV
Section, 1987-88) (National Director 1989-92)

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

RANDY B. CRACE, P.S., SENIOR SURVEYOR

Mr. Crace began his career at S & S in 1983 working on a variety of surveying and engineering projects. Areas of concentration in boundary surveys, mapping, topography, subdivisions, annexations, right of ways, subdivision development, construction stakeout, aerial mapping controls, GPS-RTK survey control networks, oil and gas well locations, surface and underground mining permits, construction stakeout, hydrology, erosion and sediment control plans, storm water retention systems, site grading plans, parking lot layout, WVDOH driveway permits, Cad software programs, Geographic Information Systems, Phase I - ASTM environmental site assessment and expert witness testimony in the surveying field.

Academic Background:

MUCGS, Institute, WV

Partial course work toward M.S. in Environmental Studies

West Virginia State College, Institute, WV

B.A. Industrial Technology – December 1989

Environmental Site Assessment

Commercial Real Estate Certification

ASTM E-1527 & E-1528 – October 2001

ASTM E 1527-05 Phase I and USEPA AAI – October 2006

ACSM Surveying Instrumentation and Coordinate Computation Certificate, 1978

Center College, Charleston, WV

Technical Degree, Drafting – 1970

Professional Registrations:

PS 1982, West Virginia – [REDACTED]

PS 1982, Kentucky – [REDACTED]

PS 1990, Ohio – [REDACTED]

Professional History:

S & S Engineers, Inc., January 1983 to Present

Converse Surveying

U.S. Army - SP4, Honorable Discharge - 1974

Professional Affiliations:

West Virginia Association of Land Surveyors

American Congress on Surveying & Mapping

National Society of Professional Surveyors

American Institute of Architects, WV

D. MATT SHELTON, PROJECT MANAGER

Mr. Shelton began his career at S & S in 2004 working in civil engineering fields such as site development, water supply, wastewater, storm water and drainage. Also has experience in surveying, construction management, record keeping, quantity and payment reviews, inspection and site grading. Having worked with general contractors, subcontractors, community representatives and residents, he has developed solid techniques to move the projects in a professional, cost-effective and timely manner.

Academic Background:

WVU Institute of Technology, Montgomery, WV
A.S. Civil Engineering Technology – December 2004
B.S. Civil Engineering Technology – May 2005

Environmental Site Assessment

Commercial Real Estate Certification – Dec. 2016
ASTM E-1527 & E-1528
Las Vegas, NV

Professional History:

S & S Engineers, Inc., July 2004 to Present

Experienced in site grading, surveying, quantity surveys, building layout, water & sewer system design and construction inspection on civil engineering projects.

Experience as Engineering Technician includes design of water line extensions, water booster stations, water storage tanks, wastewater pump stations, sewer line extensions, manholes, drainage calculations, and preparation of quantity and cost estimates.

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

Professional Affiliations:

Water Environment Federation

AARON B. HUSTON, JUNIOR ENGINEER

Mr. Huston began his career at S & S in 2019 working on a variety of projects throughout West Virginia. Mr. Huston has served in the capacity of Junior Engineer by assisting Senior Engineers and Professional Surveyors for a variety of projects at S & S Engineers. This experience includes reviewing and revising Stormwater Pollution Protection Plans, Groundwater Protection Plans, Spill Prevention Control and Countermeasure Plans, and developing site and topographic maps using Civil 3D. Mr. Huston also has experience in land surveying by GPS and Robotic means and developing site layouts using Carlson Survey.

Academic Background: **West Virginia University, Morgantown, WV**
B.S. Civil Engineering – May 2019

Professional History: **S & S Engineers, Inc., September 2019 to Present**

DANIEL D. CRAIGO, JUNIOR ENGINEER

Mr. Craigo began his career at S & S in September 2019 focusing on projects throughout West Virginia. Mr. Craigo has served in the capacity of Junior Engineer and assists the Project Manager and Senior Engineer in a variety of projects for S & S Engineers. This experience includes erosion and sediment control, water supply, wastewater, and hydrologic study. Mr. Craigo also has experience in construction management, SWPPP inspections, drainage design, site civil, and pipe networks.

Academic Background: **Marshall University, Huntington, WV**
B.S. Engineering – May 2019

Professional History: **Triad Engineering, April 2018 to September 2019**

S & S Engineers, Inc., September 2019 to Present

Professional Affiliations: **American Society of Civil Engineers**

ROBERT D. CUTHBERT, III, GIS ANALYST

Mr. Cuthbert began his career at S & S Engineers in April 2019 as a GIS Analyst to set up and work on various GIS projects as the science becomes more relevant to civil engineering. Mr. Cuthbert has experience creating city-scale datasets, managing new data entries, creating professional-grade maps, and surveying for municipalities and small-scale projects. This experience includes wastewater mapping, project site mapping, and organizing survey data for use in GIS and CAD applications.

Mr. Cuthbert plans to expand the use of GIS within S & S to assist with surveying, project planning and design, and large-scale datasets.

Academic Background: **West Virginia University, Morgantown, WV**
B.A. Geography (Emphasis: GIS) – December 2018

Professional History: **S & S Engineers, Inc., September 2019 to Present**

MICHAEL J. HUBBARD, SURVEY CREW CHIEF / CONSTRUCTION INSPECTOR

Over nine years of experience in design, grading plans, surveying, construction management, record keeping, quantity and payment reviews, inspection and surveying.

Academic Background: **Bridgemont Community & Technical College, Montgomery, WV**
A.S. Drafting & Design – May 2009
A.S. Civil Engineering Technology – May 2010

Professional History: **S & S Engineers, Inc., August 2010 to Present**
Experience as Engineering Technician includes design of wastewater pump stations, water & sewer line extensions, and preparation of quantity estimates.

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

Provided construction inspection for numerous water and sewer projects. Duties include construction inspection, keeping daily logbooks and maintaining a set of as-built drawings.

DAVID W. WHITT, PROJECT REPRESENTATIVE

Mr. Whitt began his career when he enlisted into the army on Nov 15, 2012 as a heavy equipment operator. After his deployment to Afghanistan in 2014, Mr. Whitt was promoted to Sergeant in two (2) years of enlisting. This promotion required Mr. Whitt to perform site preparation for upcoming construction projects, communicate with civilian site managers and contactors to ensure work met all specifications. Mr. Whitt also examined site conditions and conducted soil analysis, provided guidance to less-experienced operators on operating techniques, procedures and operator maintenance, directed design, installation and testing of equipment ensuring satisfactory and timely completion of tasks within budget.

After being discharged from the Army in early 2019, Mr. Whitt began working for S & S Engineers. In the short time with S & S, Mr. Whitt has assisted in survey work to widen his experience inside the engineering field.

Academic Background:

U.S. Army

Basic Training – March 2013

Horizontal Construction Engineer – July 2013 (9 weeks)

Basic Leaders Development Course – April 2016

Hazmat Familiarization and Safety Certified – May 2016

40 Hour Alcohol and Substance Abuse Leader – November 2017

Military Achievements:

U.S. Army

4 Army Achievement medals

Made Commandants List at Basic Leader Course (Top 20%)

Selected to oversee the renovation of a civilian shooting range

Promoted to a leadership position within two (2) years of enlistment

Selected as the leader of nine (9) soldiers for a 3-day expedition that consisted of overcoming many obstacles. Placed top 10 out of 60 teams.

Professional History:

U.S. Army November 2012 to March 2019

S & S Engineers, Inc., May 2019 to Present

SITE DEVELOPMENT EXPERIENCE

1. Kanawha County Commission

Planning, design and construction management of flood mitigation work in Coonskin Park due to the flooding that occurred in June 2016.



2. Yeager Emergency Stormsewer and Airport Road Stormwater Project

Surveying, planning, design, permit application and construction management of 250 LF of stormsewer replacement, rock level spreader and lean grout fill of failing stormsewer on Airport Road.



3. Plateau Oaks Apartments, Oak Hill, WV

Survey and Site/Civil Design including grading, drainage, utilities, parking lot, access road, sidewalks and curbing



4. Candlewood Suites, Logan, WV

Survey and Site/Civil Design including grading, drainage, utilities, parking lot, access road, sidewalks and curbing



5. Holiday Inn Express, South Charleston, WV

Survey and Site/Civil Design including grading, drainage, utilities, parking lot, sidewalks and curbing



6. Wendy's Restaurant, Prestonsburg, KY

Survey and Site/Civil Design including grading, drainage, utilities, parking lot, sidewalks and curbing



7. Taco Bell Restaurant, Prestonsburg, KY

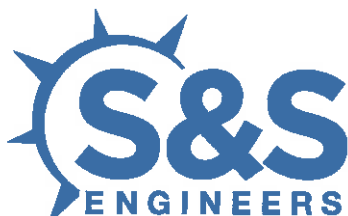
Survey and Site/Civil Design including grading, drainage, utilities, parking lot, sidewalks and curbing



CLIENT REFERENCES

1. Hon. Kent Carper, President (304) 357-0109
Kanawha County Commission
Kanawha County Courthouse
409 Virginia Street, East
Charleston, WV 25301
2. Mr. Nick Keller, Airport Director (304) 344-8034
Central WV Regional Airport Authority
Yeager Airport
100 Airport Road, Suite 175
Charleston, WV 25311
3. Mr. John Elliot, President / Owner (304) 344-1623
American Medical Facilities Management
240 Capitol Street, Suite 500
Charleston, WV 25301
4. Mr. Philip K. Farley, II (304) 558-2036
Director of Engineering & Construction
WV Division of Corrections
617 Leon Sullivan Way
Charleston, WV 25301
5. Mr. Brad Leslie (304) 558-4025
WV Division of Natural Resources
324 Fourth Avenue
South Charleston, WV 25303
6. Hon. Bill Rice, Mayor (304) 652-6361
City of Sistersville
200 Diamond Street
Sistersville, WV 26175
7. Hon. Joetta Hatfield, Mayor (304) 648-5246
Town of Fort Gay
P.O. Box 336
Fort Gay, WV 25514

APPENDIX A
REQUIRED ATTACHMENTS





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: 679661

Doc Description: A/E Services for DNR Lead Management Plan Project

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2020-01-21	2020-02-19 13:30:00	CEOI 0310 DNR2000000005	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:

S & S Engineers, Inc.
501 Eagle Mountain Road
Charleston, WV 25311
 (304) 342-7168
 jop@s-s-eng.com

FOR INFORMATION CONTACT THE BUYER

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

Signature X

FEIN # 55-0601971

DATE 02/19/2020

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

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.

Jessie O. Parker, Jr., P.E., President

(Name, Title)

Jessie O. Parker, Jr., P.E., President

(Printed Name and Title)

501 Eagle Mountain Road, Charleston, WV 25311

(Address)

(304) 342-7168 / (304) 342-7169

(Phone Number) / (Fax Number)

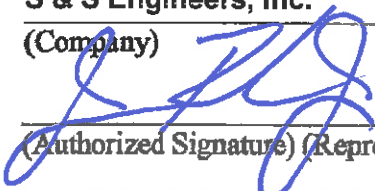
jop@s-s-eng.com

(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.

S & S Engineers, Inc.

(Company)



, President

(Authorized Signature) (Representative Name, Title)

Jessie O. Parker, Jr., P.E., President

(Printed Name and Title of Authorized Representative)

2/19/2020

(Date)

(304) 342-7168 / (304) 342-7169

(Phone Number) (Fax Number)

**ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:**

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.

S & S Engineers, Inc.

Company

Authorized Signature

2/19/2020

Date

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

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts
(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: S & S Engineers, Inc. Address: 501 Eagle Mountain Road
Charleston, WV 25311

Name of Authorized Agent: Jessie O. Parker, Jr., P.E. Address:

Contract Number: CEOI 0310 DNR20-05 Contract Description: Lead Management Plan Project

Governmental agency awarding contract: WV Division of Natural Resources

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

Signature: [Handwritten Signature] Date Signed: 2/19/2020

Notary Verification

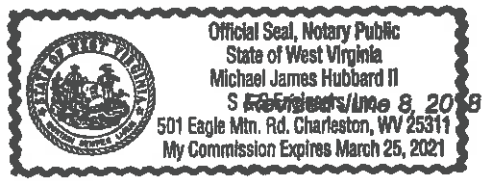
State of West Virginia, County of Kanawha

I, Jessie O. Parker, Jr., 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 19 day of February, 2020.

[Handwritten Signature] 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 § 23-2c-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: (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: S & S Engineers, Inc.

Authorized Signature: [Signature] Date: 2/19/2020

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 19 day of February, 2020

My Commission expires March 25, 2021.

[Signature]

AFFIX SEAL HERE



NOTARY PUBLIC