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Header 1

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Procurement Folder: 920571


Procurement Type: Central Contract - Fixed Amt

Vendor ID: 000000173443 

Legal Name: POTESA & ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 09/28/2021 

Response Time: 10:36

Responded By User ID: Potesta 

First Name: Dana

Last Name: Burns

Email: clracer@potesta.com

Phone: 3043421400

SO Doc Code: CEOI

SO Dept: 0310

SO Doc ID: DNR2200000005

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Status: Closed

Solicitation Description: A/E Svcs-New Campground at  
 Cass Scenic Railroad State Park

Total of Header Attachments: 1

Total of All Attachments: 1





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

State of West Virginia  
Solicitation Response

**Proc Folder:** 920571  
**Solicitation Description:** A/E Svcs-New Campground at Cass Scenic Railroad State Park  
**Proc Type:** Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2021-09-28 13:30	SR 0310 ESR09282100000002134	1

**VENDOR**  
000000173443  
POTESTA & ASSOCIATES INC

**Solicitation Number:** CEOI 0310 DNR2200000005  
**Total Bid:** 0  
**Response Date:** 2021-09-28  
**Response Time:** 10:36:13  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**

Joseph E Hager III  
(304) 558-2306  
joseph.e.hageriii@wv.gov

Vendor Signature X	FEIN#	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Civil engineering				0.00

Comm Code	Manufacturer	Specification	Model #
81101500			

Commodity Line Comments:

Extended Description:

Architectural/engineering services and contract administration for new campground facilities at Cass Scenic Railroad State Park.

# Qualifications for Engineering and Architectural Services

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Prepared by



Prepared for:



## A/E Services New Campground at Cass Scenic Railroad State Park



Offices in:

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### **Charleston**

7012 MacCorkle Avenue, SE  
Charleston, WV 25304  
(304) 342-1400

### **Morgantown**

125 Lakeview Drive  
Morgantown, WV 26508  
(304) 225-2245

### **Winchester**

15 South Braddock Street  
Winchester, VA 22601  
(540) 450-0180



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## Engineers and Environmental Consultants

125 Lakeview Drive, Morgantown, WV 26508 • (304) 225-2245 • [www.potesta.com](http://www.potesta.com)

September 28, 2021

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

Subject: Request for Qualifications for Engineering and Architectural Services  
New Campground at Cass Scenic Railroad State Park  
Project No. 0102-21-0304

Dear Mr. Hager:

Potesta & Associates, Inc. (POTESTA) appreciates the opportunity to submit qualifications the West Virginia Division of Natural Resources (WVDNR). POTESTA is well qualified to provide engineering, and other related professional services to design, specify and provide construction contract administration services for the construction of approximately 100 Campsites and related facilities at Cass Scenic Railroad State Park in Pocahontas County, West Virginia. POTESTA understands all environmental permitting will be included in the scope of services for the desired campground and related facilities including the development of all necessary utilities and amenities.

POTESTA understands the project goals and objectives include:

1. Review existing plans and conditions as well as the operation of the facility and evaluate while communicating effectively with the owner to determine a plan that can be implemented in a manner that will minimize disruption to concurrent operation of the facility and meet all objectives.
2. As a portion of this process outlined in Objective 1, provide all necessary services to design the facilities described in this EOI in a manner that is consistent with The Division of Natural Resources needs, objectives, current law, and current code; while following the plan to design and execute the project within the project budget.
3. Provide Construction Contract Administration Services with competent professionals that ensures the project is constructed and functions as designed.

POTESTA has teamed with Natural By Design, LLC (NBD) which is owned by Michael Blackburn a Landscape Architect who has been serving Central West Virginia and the surrounding areas since 2007. Since 2001, Mr. Blackburn has specialized in conceptual design, visualization, and integration of built and natural environments.

We believe our teams technical expertise, project approach, and cost structure will offer WVDNR several distinct benefits on this project. Advantages include a high level of communication and responsiveness, reliability, quality, and cost efficiency, that when combined with Mr. Blackburn's vision for the campground will result in an exemplary product. We see the success of this project as a key step forward in enhancing Cass Scenic Railroad State Park's recreational and economic development resources, as well as further enhancing the community that our employees live, work, and play in.

**POTESTA & ASSOCIATES, INC.**

Charleston, West Virginia • Morgantown, West Virginia • Winchester, Virginia

Mr. Josh Hager  
September 28, 2021  
Page 2

In summary, POTESTA will provide a project team with the experience, track record, local knowledge, and project familiarity to reliably deliver this project on time and within budget. We are ready to begin work as soon as a notice of award is issued.

Once again, we appreciate the opportunity to submit this proposal and we look forward to continuing to work with the WVDNR on this important project.

Sincerely,

POTESTA & ASSOCIATES, INC.



David B. Sharp, P.E.  
Branch Manager

125 Lakeview Drive  
Morgantown, WV 26508  
O: (304) 225-2245  
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dsharp@potesta.com

DBS/tak

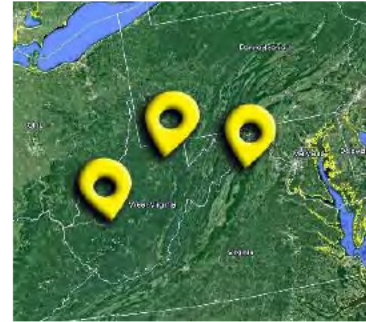


## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.1 CORPORATE PROFILE

Potesta & Associates, Inc. (POTESTA), founded in 1997, is an engineering and environmental consulting firm providing professional services to deliver innovative, cost-effective solutions to complex problems. Our firm is multi-disciplinary and has a diversified practice covering engineering (civil, chemical, environmental, geotechnical, and mechanical), permitting, site characterization and remediation, and general environmental consulting. Civil/site, geotechnical, and water resources engineering are areas of extensive expertise at POTESTA.



We have worked on numerous recreational engineering projects throughout West Virginia. These projects include but are not limited to: parking, campground, and trail enhancement projects; stream restoration; WVDEP Abandoned Mine Lands (AML) funded economic development, reclamation, and drinking water projects; site grading and stormwater plans for a variety of recreational, commercial, and residential developments; and a variety of infrastructure and construction projects that require state and federal permitting. Our 13 registered professional engineers have over 300 years of combined experience and are supported by a large group of engineers, scientists, designers, surveyors, and technicians. Regulatory liaison and environmental compliance are areas of exceptional strength for POTESTA.

Our firm is managed by two principals driving POTESTA forward with their experience and emphasis on exceeding expectations. Ronald R. Potesta, President, has served as the Director and Deputy Director of West Virginia's Department of Natural Resources (WVDNR) which, during his tenure housed all of the environmental regulatory programs. The agency at that time encompassed state environmental regulatory programs, wildlife management and law enforcement. Dana L. Burns, P.E., Vice President, has more than 42 years' experience with civil, geotechnical, mining and environmental engineering projects. Mr. Burns, P.E., P.S., has managed numerous multi-discipline projects and understands the importance of client communication and the internal coordination of various disciplines on a project. He has been Principal-in-Charge on the numerous projects POTESTA has completed for Marshall University.



*Ronald R. Potesta*

POTESTA's staff is committed to delivering innovative, cost-effective solutions to meet our client's complex requirements. The firm's environmental department consists of biologists, geologists, chemists, environmental scientists and environmental engineers, many with advanced degrees (Masters and Ph.D. level). POTESTA's engineering department includes civil, geological, geotechnical, environmental, mining and mechanical engineers. Our registered professional engineers are supported by a capable team of engineers, designers, and surveyors.



*Dana L. Burns*



## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.1 CORPORATE PROFILE (CONT.)

POTESTA offers the following professional services.

- **Land Use & Natural Resource Planning**
- **Site Design & Planning**
- **404 Permit Preparation & Negotiation**
- Acid Mine Drainage Control
- Asbestos Inspection
- Benthic and Biological Studies
- **CADD Services** (*AutoCAD 2019, Various Software Design Packages, Digitizing & Plotting*)
- Chemical Engineering
- **Civil Engineering**
- Clean Air Act Compliance
- Voluntary Remediation Program (VRP)
- **Construction Monitoring**
- Corporate Environmental Management
- Design of Slurry Impoundments & Refuse Disposal Sites
- Dewatering Plans
- **Environmental Engineering**
- **Environmental Impact Studies**
- **Environmental Site Assessments**
- Environmental Audits
- **Environmental Engineering**
- **Erosion & Sedimentation Control Plans**
- Expert Witness & Litigation Support
- Feasibility Studies
- Foundation Design
- **Geological Services**
- Geomorphic Assessment & Stream Restoration
- **Geotechnical Engineering**
- Ground & Surface Water Sampling
- Groundwater Investigation & Remediation
- Groundwater Protection Plans
- Hazardous Waste Management
- **Hydrologic & Hydraulic Evaluations**
- In-Situ / Ex-Situ Biostimulation & Bioaugmentation
- Landfill Design / Land Use & Natural Resource Planning
- Landfill Closure Plans
- Mining Engineering
- **Multimedia Sampling** (*Air, Fly Ash, Rock, Soil, Water*)
- **Permitting** (*Air, FERC, Fly Ash Haulback, Mining, NPDES, ACOE, Quarry / Solid & Hazardous Waste*)
- Pollution Prevention & Waste Minimization Planning
- Post Reclamation Land Uses
- Pre-Blast & Pre-Subsidence Surveys
- **Preparation of Construction Documents** (*Calculations Brief, Construction Drawings, Contractor's Bid Sheet, Engineer's Cost Estimate, QA/QC Manual & Technical Specifications*)
- Reclamation Design & Planning
- Reclamation Liability Assessments
- Regulatory Liaison Services
- **Risk-Based Environmental Assessment**
- SARA Title III, TIER II / Form R Inventory & Reporting
- Sewer Line Design
- Site Characterization & Remediation Planning
- Soil Science & Agronomy
- Spill Prevention Control & Countermeasure Plans
- Stabilization & Closure of Waste Impoundments
- **Stormwater Management & Permitting**
- Stream Benthic Macro-Invertebrate Surveys & Toxicity Evaluations
- Subsidence Studies
- Subsurface Explorations
- Surface & Groundwater Monitoring, Statistical Analysis & Reporting
- **Surveying** (*Traditional & Global Positioning System*)
- UST Closure & Site Remediation
- UST Installation Monitoring
- **Waste Facility Permitting & Design**
- Waste Disposal Design
- **Water Line Design**
- **Water & Wastewater Treatment Design**
- **Wetland Investigation / Delineation Mitigation Design & Monitoring**

## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.2 TECHNICAL EXPERTISE AND PROJECT APPROACH

POTESTA has completed numerous recreational development projects involving geotechnical, civil, structural, geological, hydrological, and reclamation engineering; land use planning; stream and water restoration; hydrology/geology; and post reclamation land uses. We also have open ended statewide contracts with various state agencies. In addition, we have the preeminent staff in West Virginia and Virginia for addressing issues regarding geotechnical/earthwork design, environmental permitting, and AML contracts. As a result, POTESTA will provide the required expertise to complete this project in a timely, economical, and efficient manner.

POTESTA has completed a variety of site development projects with design aspects surrounding camp sites, public access, parking, facilities, stormwater design, utility design (drinking water, power/telecom, etc.), geotechnical evaluation and design, design and permitting for natural stream/pond projects including those within the floodplain, environmental sampling, endangered species investigations, reclamation designs for WVDEP AML, and detention pond designs.

The following describes our team's technical approach and expertise as it relates to the new 100 site campground at Cass Scenic Railroad State Park:

#### 1: Surveying and Field Work

- POTESTA proposes to utilize our own survey crews on this project. POTESTA will perform the surveying required for this contract using in house personnel. POTESTA has three licensed professional surveyors with over 50 years of combined surveying experience.
- Our surveyors are equipped with modern surveying instruments and are experienced in all aspects of surveying such as topographic mapping, boundary and property surveys, and construction surveys for layout of work, record drawings, and quantity measurements.
- POTESTA also has the environmental field crews to catalog and delineate the protected species and aquatic resources on the site that may require permitting, mitigation, or protection during construction.





## Section 2.0 FIRM HISTORY & DESCRIPTION

### 2: Geotechnical Evaluation

- POTESta will attend an initial planning meeting with the client, conduct preliminary site reconnaissance, and develop a recommended exploration program.
- POTESta will create an efficient boring plan to allow us to prepare a stable and cost-effective grading plan.
- POTESta's staff is very familiar with terrain ranging from plateaus to mountains. West Virginia encompasses rugged terrain, which presents unique challenges and hazards to mitigate threats. Our vast experience in our region has resulted in innovative approaches to the various challenges that the topography and geology present.
- POTESta will provide field engineers and geologists who are knowledgeable using the latest technologies subsurface explorations, monitoring well and piezometer installations, foundation design recommendations, slope stability analysis, retaining walls, and remedial designs as they relate to construction, mining, waste disposal, environmental remediation, and other projects.
- Our knowledge of the proper procedures and familiarity with local conditions allows office and field personnel to adjust the exploration plan if unanticipated field conditions are found.



### 3: Environmental Review and Consultation (Voluntary Remediation Program, VRP)

- If needed, POTESta has a deep staff of experienced environmental and remediation staff to help evaluate existing environmental conditions and work with regulatory agencies (e.g. WVDEP VRP) to create a path forward for regulatory compliance.
- It is important that this be done prior to site design to understand the implications for site planning and construction budget.

### 4: Master Planning and Preliminary Site Design

- Based on the site conditions, limitations, and information (e.g. geotechnical data, flood plain boundaries, existing site drainage features) gathered by POTESta, our team will develop a master plan for the camp ground that executes WVDNR's vision.



## Section 2.0 FIRM HISTORY & DESCRIPTION



- The master plan and preliminary site design will identify current and future land-use for both green spaces and paved areas of the site.
- NBD will create a landscaping/planting plan that accentuates green space and prioritizes use of native plant species.
- Our 3D site model allows us to simulate the turning radius of large vehicles (e.g. school buses) to create a workable and efficient parking layout.
- It is during this phase that we prepare an estimate of construction costs, review this with WVDNR, and ensure we are meeting the financial constraints of the project.
- Before proceeding to permitting and final design, POTESta and NBD will review the preliminary site design with WVDNR and make revisions based on your input.

### 5: Permitting

- POTESta is one of West Virginia's eminent environmental consulting firms. Our relationship with regulatory agency staff and familiarity with their procedures will allow us to efficiently prepare the various permit approvals needed for the construction of this project.
- Following WVDNR's approval of the preliminary site design, POTESta will proceed with preparing the required permit applications for this project.
- Following agency review and comment period, POTESta will implement any required changes and prepare the project for final design.

### 6: Final Design

- The final design phase consists of preparing final sealed construction drawings, specifications, and contract documents to allow for the project to move to the bidding and construction phase.
- POTESta's staff has extensive experience creating construction drawings and specifications for WVDNR projects.



### 7: Bidding and Construction

- POTESta has a refined process for taking publicly funded projects to bid and seeing them through construction. We will provide clear and robust contract documents to aid WVDNR in the bidding process and provide support services throughout the construction process.
- Our network and reputation in the construction industry will ensure that WVDNR has a competitive bidding process and meets all regulatory guidelines.
- We also have the construction inspection staff and experience to provide for "boots on the ground" physical inspection of the contractor's work and quality control.
- Once again, our experience with WVDNR projects makes us familiar with the process for contractor payment applications, distribution of payment, and the final inspection process. This will ensure that all parties are kept informed and satisfied throughout the construction phase.



## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROJECT TEAM



**Mr. Dana L. Burns, P.E., Vice President** will serve as principal-in-charge for this project. As such, he will direct POTESta's staff, answer questions, address problems encountered and review the project budget. Mr. Burns has over 40 years of experience with civil and environmental engineering projects, including working on projects funded by Small Cities Block Grant, United States Department of Agriculture RUS, AML, United States Department of Commerce - Economic Development Administration, Infrastructure Council, and others. This experience includes serving as a project manager for various sanitary sewer projects, industrial wastewater projects, and water supply system extensions. In addition to providing technical guidance throughout the project, Mr. Burns will be responsible for maintaining the schedule and budget for the project.



**Mr. David B. Sharp, P.E.**, will serve as the **Project Manager**. Mr. Sharp is the Branch Manager of POTESta's Morgantown office. He is a registered professional engineer in West Virginia, Maryland, Pennsylvania, Ohio, and Kentucky. Mr. Sharp has over 25 years of experience with engineering and environmental consulting projects throughout the region. Mr. Sharp obtained his bachelor's and master's degrees from West Virginia University and has spent a large part of his career involved with geotechnical engineering and construction observation/management projects. He has worked on and managed numerous projects involving landslide investigation and repair projects, mine permitting, mine reclamation, acid mine drainage, hydrology, and many other components that would typically be encountered on an abandoned mine reclamation project. Many of these projects have included preliminary planning and assessments, as well as geotechnical engineering, assessments of potential treatment technologies, and preparation of bidding and construction documents.



**Mr. Tim Rice** will serve as the **Alternate Project Manager** and the primary contact for this project. Mr. Rice has over 38 years of full-time experience and has worked on nearly 80 different AML projects for West Virginia, Maryland, Ohio, and Pennsylvania. He has worked on stream sealing projects for West Virginia, Maryland, Ohio and Pennsylvania, where the goal was to minimize stream losses due to mine subsidence. His AML experience includes abandoned surface and deep mine reclamation; mine portal and shaft closures; hydraulic and hydrologic design/evaluation; remining explorations; mine refuse and deep mine fire abatement and extinguishing plans; subsidence explorations and mitigation plans; hazardous waste abatement plans; water feasibility studies and water system design; construction observation and management plans; natural stream restoration projects; geotechnical explorations; slope stability analyses; preparation of construction drawings, specifications and engineers estimates; and directing both pre-bid and pre-construction meetings. Mr. Rice is familiar with management of subcontractors, as well as managing staff and equipment needs for the design team.

## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROJECT TEAM (CONT.)



**Mr. Everett Mulkeen, P.E., Staff Engineer** at POTESTA, will serve as **Lead Design Engineer** for this project. He has a bachelor's and a master's degree in civil engineering and has over 8 years of civil engineering experience, with a focus on water/wastewater infrastructure, civil site design, and geotechnical engineering. He has experience ranging from water resource projects, WVDEP AML economic development projects, commercial and residential site development, ADA compliant access design, to construction field monitoring. He is currently preparing engineering plans for multiple WVDEP AML projects in Preston County and around West Virginia. He has completed projects that require both complex technical design and multi-faceted permit applications. For this project, he will provide technical expertise on aspects such as stormwater infrastructure, grading design, utility design, and permit applications.



**Mr. Christopher Grose, L.R.S., Senior Engineering Associate**, has over 30 years of experience and will serve as **Geotechnical Engineer** for this project. His areas of expertise include geological/geotechnical explorations, surface/subsurface hydrology, hydrogeology, and landslide causation analysis/stability modeling/failed slope restoration. Mr. Grose's experience includes the design and evaluation of geotechnical explorations related to bridges, culverts, earth retention structures, slope stability and engineered fill construction. Mr. Grose currently oversees aspects of geotechnical work at POTESTA in their Charleston, West Virginia office and has worked on WVDEP AML and VRP projects since 1990. Mr. Grose will evaluate slope stability issues with respect to regraded coal refuse, landslide abatement, or other steep slope applications.



**Mr. Mark Kiser, P.E., L.R.S.**, will serve as **Senior Environmental Engineer** as needed for this project. Mr. Kiser has served as a project manager/project engineer for VRP projects in West Virginia. Mr. Kiser has over 36 years of engineering experience and has worked on over 75 different AML projects for WVDEP. His AML experience includes abandoned surface and deep mine reclamation; mine portal and shaft closures; hydraulic and hydrologic design/evaluation; landslide investigation and stabilization; remining explorations; mine refuse fire abatement and extinguishing plans; subsidence explorations and stabilization plans; water feasibility studies and water system design; construction observation and management plans; natural stream restoration projects; geotechnical explorations; slope stability analyses; preparation of construction drawings, specifications and engineers estimates; and directing both pre-bid and pre-construction meetings. Mr. Kiser is familiar with management of subcontractors, as well as managing staff and equipment needs for the design team.

### Section 2.0 FIRM HISTORY & DESCRIPTION



**Ms. Jessica Yeager, MS, Senior Scientist**, is an aquatic biologist and toxicologist with 26 years of experience in evaluating the effects of anthropogenic activities on aquatic communities. She reviews and prepares environmental assessments, biological assessments and other environmental impact studies, as well as environmental permits for energy and industrial clients. Ms. Yeager is proficient in incorporation of GIS in project development and has worked as a project manager for T&E and SHPO coordination/consultation. Other specialties include developing impact assessments for planned disturbances and accidental releases, establishing and implementing recovery plans for streams and rivers, supervising the field personnel conducting impact assessments, designing benthic macroinvertebrate and fish studies for permitting needs, biological assessments of federally threatened and endangered species, and advising clients on issues pertaining to the Endangered Species Act, CWA, and the National Environmental Policy Act. Ms. Yeager is a certified wetland soil scientist, botanist, and hydrologist with field experience in Kentucky, Virginia and West Virginia. Ms. Yeager is also a recognized forensic delineation professional. She has completed numerous environmental studies for large energy projects.



### Natural By Design



**Mike Blackburn, Owner**, will serve as **Landscape Architect and Designer** for this project. Mr. Blackburn offers WVDNR over 20 years of experience and has been providing planning and design solutions for Central West Virginia and the surrounding areas since 2007. Mr. Blackburn specializes in conceptual design, visualization, and integration of built and natural environments. He has served as President of West Virginia Land Trust since 2019 providing Landscape Architect and Trail Technician services. He has designed, built, and managed construction projects on various Land Trust properties with a special emphasis on signage, parking, and trails. Mr. Blackburn supervises volunteer crews during trail construction events to ensure high quality outdoor experiences. As a Visiting Instructor at West Virginia University, he developed curriculum for and taught Computer Applications in Landscape Architecture (LARC 223), Construction Materials and Methods (LARC 231), Planting Design (LARC 261), Design Studio 3 (LARC 351) and Natural System Design (LARC 360). Mr. Blackburn developed a Masterplan for the USDA Forest Service Office in Morgantown, WV. The Master Plan objectives were to Update landscape design to support the Forest Service ideals for sustainable landscapes. Solutions included a native planting plan, green infrastructure, bioswale improvements, and allowances for ease of landscape maintenance.



## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.5 PROFESSIONAL STAFF RESUMES



#### DAVID B. SHARP, P.E.

Branch Manager/Senior Engineer/Project Manager

##### EDUCATION

M.S., Civil Engineering,  
1995, West Virginia  
University

B.S., Civil Engineering,  
1993, West Virginia  
University

##### EMPLOYMENT HISTORY

2003-Present	Potesta & Associates, Inc.
2000-2003	CTL Engineering, Inc.
1997-2000	Potesta & Associates, Inc.
1994-1997	Terradon Corporation

##### PROFESSIONAL REGISTRATIONS

Engineer – West Virginia, Virginia, Ohio

##### PROFESSIONAL CERTIFICATIONS

Engineer – West Virginia, Pennsylvania, Maryland,  
Ohio, and Kentucky

##### AREAS OF SPECIALIZATION

Involved with many aspects of civil engineering with a special interest in the geotechnical/environmental aspects. Responsibilities have included projects involving Civil/Site Design; Geotechnical Design, Solid Waste Management Facility Design, including geosynthetic applications; hydrologic and hydraulic design; transportation/highway projects, including geotechnical and right-of-way plans; and municipal water and wastewater projects.

##### PROFESSIONAL EXPERIENCE

###### Civil/Site Design

Project Manager/Engineer on numerous projects involving most aspects of site development. Involvement has included civil/site design, geotechnical aspects, hydrology/hydraulics, permitting, erosion/sediment control/permitting, etc.

- Davis & Elkins College Plaza Improvement – Elkins, WV
- University Place Parking Garage – Morgantown, WV
- Sunnyside Commons Student Housing Project (included 5 multi-story buildings, 268 parking spaces, and 43,000 sq. ft. of retaining walls)
- Coombs Farm Residential Development – Morgantown, WV
- Morgan Point Residential Subdivision – Morgantown, WV
- Town of Granville Boat Ramp Project – Granville, WV
- West Run Student Housing (1,000 bed student housing Project) – Morgantown, WV
- Copper Beech Student Housing (1,000 bed student housing project) – Morgantown, WV
- Summit at Cheat Lake Residential Development – Morgantown, WV
- Summit at Greystone Residential Development – Morgantown, WV
- Sleepy Hollow Residential Development – Morgantown, WV
- Shiloh Residential Development – Morgantown, WV
- Summerfield Residential Development – Morgantown, WV
- Mayfield Estates Residential Development – Morgantown, WV
- Cheat Landing Residential Development – Morgantown, WV
- Churchill Village Complex – Morgantown, WV
- Trinity Christian School Football Field – Morgantown, WV
- WVU Beechhurst Parking Lot – Morgantown, WV
- Numerous Marcellus Well Pad Sites for Various Clients – Northern WV

###### Geotechnical

Engineer responsible for performing subsurface investigations, preparation of geotechnical reports, coordinating laboratory analysis programs,

## Section 2.0 FIRM HISTORY & DESCRIPTION



David B. Sharp, P.E., Page 2

providing recommendations for lateral earth pressures, bearing capacities, modulus of subgrade reactions, settlements, and construction specifications for multi-story structures. Foundations considered have included steel H-piles, auger-cast piles, drilled piers, spread footings, and mat foundations:

- Davis & Elkins College Myles Center Addition – Elkins, WV
- Davis & Elkins College Harper McNeeley Waterproofing – Elkins, WV
- Copper Beech Student Housing (included 31 buildings, parking areas, and 11,250 linear feet of retaining walls) – Morgantown, WV
- Sunnyside Commons Student Housing (included three multi-story buildings, parking, and 43,000 sq. ft. of retaining walls) – Morgantown, WV
- Cheat Lake Elementary School Building Addition – Monongalia County, WV
- WVARNG Camp Dawson Fueling System – Kingwood, WV
- MEPCO Dock Expansion Project – Morgantown, WV
- West Run Student Housing (includes 16 buildings, parking areas, and 50,000 sq. ft. of retaining walls) – Morgantown, WV
- Morgantown Waterfront Marina – Morgantown, WV

Responsible for the coordination of subsurface investigation, laboratory testing program, slope stability analysis, and preparation design documents associated with the repair of landslide at various site throughout West Virginia. Representative designs have included soldier beam and lagging retaining walls, gabion basket retaining walls, segmental block retaining walls, rock toe keys and buttresses, and drainage improvements.

Involved with the layout of the boring plan, staking borings in the field, preparation of the boring contract documents, soliciting bids, awarding drilling contracts, monitoring of drilling operations, coordination of laboratory testing programs, preparation of boring diagrams, and preparation of subsurface exploration report foundation recommendations and slope reviews for various West Virginia Department of Transportation Projects.

### Expert Witness

Served as Expert Witness in numerous cases involving geotechnical, earthwork construction, and/or drainage issues. Many of these cases involved a review of available information, development of professional opinions, issuance of an expert report, depositions, and expert testimony.

### Construction Monitoring

Project Manager/Engineer for construction observation and testing on numerous construction projects. These projects involved earthwork testing utilizing a nuclear density gauge and other test methods during earthwork placement and compaction. Many projects also included concrete testing including slump, comprehensive strength, air entrainment and/or floor flatness testing.

Manager responsible for equipping and staffing a fully operational soils and concrete material testing laboratory to be used in support of construction observation projects. The laboratory was validated by the U.S. ACE to perform approximately 45 ASTM test methods. Representative test methods included standard and modified proctors, Atterburg limits, grain size determination, aggregate sieve analysis, specific gravity, organic matter, lightweight particles, soil classification, compressive strength, and moisture content determinations. Establishment of the laboratory included the preparation of a site-specific quality systems manual in accordance with ASTM.

### Sewer Lines and WWTPs

Project Manager/Engineer on numerous public utility projects, such as sanitary sewer collection/treatment, as well as combined sewer/storm water improvements.

### Water Lines, Water Storage Tanks, and Water Treatment Plants

Project Manager/Engineer on numerous public utility projects involving potable water supply. Most of the projects included the technical design, assistance with funding applications, preparation of technical specifications and construction documents, assistance with bidding documents, and construction observation/administration.

## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)



#### TIMOTHY RICE

##### Senior Engineer

##### EDUCATION

B.S., Civil Engineering,  
1982, West Virginia  
University

Harrison County Planning Commission – Project Manager responsible for the coordination and design of Phases 1 – 3 of the Rail Trail Project in Harrison County, West Virginia. Project included engineering design, modeling, permitting, and construction observation services.

Lake Floyd Homeowners – Senior Engineer on dredging project for remediation of lake sedimentation at Lake Floyd in Harrison County, West Virginia. Project includes wetland and stream delineations, Section 404 Permitting, sediment disposal area design, and coordination of the most cost-effective method for construction.

Mills Group – Project Manager for civil site design project at Davis and Elkins College in Elkins, West Virginia for the site development and permitting associated with a proposed amphitheater on campus.

American Campus Communities – Project Manager for civil/site portion of Sunnyside Commons Student Housing project at West Virginia University, Morgantown, West Virginia. Project includes geotechnical investigations, surveying, permitting, construction specifications, design drawings, city planning and zoning, project coordination, and construction observation.

Town of Granville – Project Manager for various engineering projects including surveying, street repaving, stormwater system evaluation, camera surveys, traffic studies, and mapping projects.

##### Construction Monitoring

Project Manager/Senior Engineer with an understanding of construction observation and testing, including concrete, mortar, grout, soils compaction, bearing capacity, bolt torque, and fireproofing testing on public, private and government construction projects.

Kingwood Landfill - Project Manager for construction administration and testing for the WVDEP Landfill Closure Assistance Program (LCAP) project at the Kingwood Landfill.

##### EMPLOYMENT HISTORY

2014-Present	Potesta & Associates, Inc.
2006-2014	Hatch Mott MacDonald
1987-2006	CTL Engineering
1978-1987	George E. Pigott & Associates

##### PROFESSIONAL REGISTRATIONS

Engineer in Training – West Virginia

##### TRAINING/RELEVANT COURSE WORK

Natural Stream Channel Design Levels I-IV

##### AREAS OF SPECIALIZATION

Diversified experience with civil, environmental, surveying, and geotechnical engineering projects for public, state, and private clients with an emphasis on project management and coordination of engineering services and environmental services, to include: permitting and compliance, hydraulic and hydrological analysis, slope stability analysis, geotechnical design, Phase I Environmental Site Assessments, stormwater management, municipal water and sewer design, civil site design, water resources analysis/design, natural gas production well pads and roads, and construction monitoring/observation.

##### PROFESSIONAL EXPERIENCE

##### Civil/Site Design

Project Manager/Senior Engineer with experience on numerous civil/site design projects involving various aspects of site development, permitting, and design of residential, commercial, and public development projects.



## Section 2.0 FIRM HISTORY & DESCRIPTION



Timothy Rice, Page 2

Camp Dawson – Quality Control Manager during the construction phase of the Student Training Facility at Camp Dawson, Kingwood, West Virginia. The project included all quality control and construction monitoring for the six-building facility along the airstrip at Camp Dawson.

American Campus Communities – Project Manager responsible for the coordination, scheduling, and reporting of the construction monitoring and testing on the Sunnyside Commons Student Housing project at WVU, Morgantown, West Virginia.

### **Stream/Wetland Delineation, Permitting and Mitigation**

Dominion Transmission, Inc., Post Wetland Monitoring and Reporting – Project Manager responsible for the oversight of the post wetland monitoring services for five FERC-certified projects sites in West Virginia and Pennsylvania for three years to measure the revegetation success of wetlands impacted during the construction of natural gas pipeline in the area.

Cabot Oil & Gas – Project engineer on Superior Modular Site responsible for U.S. ACE 401 permitting, WV Public Lands permit, and WVDNR Stream Enhancement plan utilizing Natural Stream Design techniques.

J.F. Allen Company, Stream Restoration – Project Engineer for WVDEP permitting associated with a stream restoration plan utilizing natural stream design technique in Bowden, West Virginia.

### **Abandoned Mine Lands**

Project Manager/Senior Engineer for 80 abandoned mine lands projects in West Virginia, Maryland, Ohio, and Pennsylvania. These projects include reclamation design, mine fire and burning refuse pile extinguishment, impoundments, slope stability, mine sealing, acid mine drainage abatement, subsidence investigations and stabilization plans, landslides, water feasibility studies, and watershed studies.

West Virginia Department of Environmental Protection, Pendleton Creek Strip, Thomas, Tucker County, West Virginia - Project Manager for reclamation design and stream remediation of an

abandoned surface mine. Geosynthetic liners and Natural Stream Design techniques were used to prevent headwater base flows from entering an abandoned deep mine through mine voids and subsidence features. Existing wetlands were protected utilizing staged culvert and low water crossings. This project also included ARRI reforestation techniques and riparian habitat replacement.

West Virginia Department of Environmental Protection, Blackwater River Beaver Creek Treatment Project – Project Manager for the rehabilitation of an existing concrete dam, the installation of rotating drums, and a limestone slurry treatment facility on the Blackwater River in Tucker County, West Virginia. This was a cooperative project with WVDEP and WVDNR and has been recognized by “Trout Unlimited” and “Outdoor Life”. This project has successfully transformed a formerly dead section of the Blackwater River into a high-quality trout fishery and was recognized by the US Department of Interior, Office of Surface Mining, as the 1999 Appalachian Region Award Winner.

### **Mining**

Project Manager for surface and deep mining activities associated with coal and aggregate mining facilities. Projects include civil site design, geotechnical, surveying, environmental compliance, permitting, stream monitoring, and mitigation services.

Shannopin Materials, LLC, Shannopin Dock Site, Dilliner – Project Manager responsible for the PADEP permitting necessary for the re-opening of an abandoned stockpile area, dock site, and rail load-out facility in Greene County, Pennsylvania.

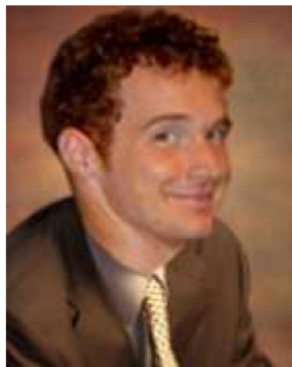
### **Water Lines, Water Storage Tanks, and Water Treatment Plants**

Preston County Public Service District No.1, Nine County Roads Waterline Extension Project – Project Director responsible for the coordination and oversight of a waterline extension project in Arthurdale, Preston County, West Virginia. Project included permitting, design, bidding, and construction coordination.

## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)



#### EVERETT E. MULKEEN, P.E.

Staff Engineer

##### EDUCATION

M.S., Civil /  
Environmental  
Engineering, 2012,  
Carnegie Mellon  
University

B.S., Civil Engineering,  
2010, West Virginia  
University

##### EMPLOYMENT HISTORY

2013-Present Potesta & Associates, Inc.  
2010-2011 WVU/U.S. DOE NETL

##### PROFESSIONAL REGISTRATIONS

Engineer – West Virginia, Maryland, and  
Pennsylvania

##### PROFESSIONAL CERTIFICATIONS

Troxler Moisture – Density Gauge

##### PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

##### HONORS

- Summa Cum Laude (M.S.)
- Magna Cum Laude (B.S.)

##### AREAS OF SPECIALIZATION

Stormwater management design and permitting;  
water/wastewater treatment systems; drinking water  
system improvements; source water protection  
plans; geotechnical evaluations; and permitting.

##### PROFESSIONAL EXPERIENCE

###### Stormwater Management Design

Friends of Deckers Creek – Develop a  
management plan to inventory, evaluate, and  
reduce pollutant loads in lower Deckers Creek from  
stormwater runoff impacts, including evaluating  
twenty (20) Combined Sewer Overflows (CSOs)  
and other fecal coliform sources.

American Campus Communities, Sunnyside  
Commons – hydrological evaluation and hydraulic  
design of 6 acres student housing development,  
including stormwater collection and conveyance  
design, underground stormwater detention system  
and stormwater quality treatment system to meet  
City of Morgantown's MS4 requirements.

Glenmark Holding, LLC, Greenbag Road  
Commercial Development – Hydrological  
evaluation/hydraulic design of 3 acres commercial  
development, including stormwater  
collection/conveyance design, underground  
stormwater detention system, and stormwater  
quality treatment system to meet City of  
Morgantown's MS4 requirements.

Shadow Creek Acres Residential Development –  
Stormwater collection/conveyance design,  
including underground detention system for 20+  
acres residential development.

Morgan Pointe Residential Development –  
Stormwater collection/conveyance design for 20+  
acres residential development.

Jefferson County Visitors Bureau Center –  
Stormwater collection/detention system on <1-acre  
site renovation.

###### Source Water Protection Plans

WVDHHR BPH - Preparation of source water  
protection plans (SWPPs) for nineteen (19) Surface  
Water Influenced Groundwater (SWIG) drinking  
water utilities in the Ohio River Valley of West  
Virginia. Project included development of GIS-  
based mapping of the Source Water Protection  
Area (SWPA) and Potential Sources of Significant  
Contamination (PSSC); forming a source water  
protection team comprised of local stakeholders;  
prioritizing PSSCs and developing managements  
strategies; leading source water protection  
meetings; preparation of final SWPP; presenting  
the SWPP at a public forum. In addition,  
Contingency Plans and Single Source Feasibility  
Studies were completed for each water system.



## Section 2.0 FIRM HISTORY & DESCRIPTION



Everett Mulkeen, P.E., Page 2

Region VI Planning & Development Council – Preparation of source water protection plans (SWPPs) for eight drinking water utilities in Northern WV. Project included development of GIS-based mapping of the Source Water Protection Area (SWPA) and Potential Sources of Significant Contamination (PSSC); forming a source water protection team comprised of local stakeholders; prioritizing PSSCs and developing management strategies; leading source water protection meetings; preparation of final SWPP; presenting the SWPP at a public forum.

### Sewer Lines and WWTPs

Performed plant troubleshooting, permitting, and system upgrade design for operational municipal wastewater plant to increase capacity from 1.8 MGD to 2.5 MGD peak flow.

Secondary clarifier sizing and design, RAS pump station improvements, Orbal Aeration unit improvements, headworks modification and improvements, UV disinfection unit sizing and design, pump sizing, hydro-pneumatic tank sizing and piping design, flow metering/monitoring system design, pipe and valve sizing/layout, incorporation of variable frequency drive pumps (VFD) into existing plant pump system, hydraulic analysis, and geotechnical analysis/ recommendations for concrete clarifier basin.

Responsible for permitting, hydraulic design/analysis, and geotechnical exploration/ recommendations for multiple installations of wastewater effluent diffusers at chemical manufacturing facilities.

### NPDES Industrial/Municipal Permitting

National Pollutant Discharge Elimination System (NPDES) mixing/modeling report, mussel survey, safety/health plan, permitting, and approval submittals to WVDEP, USACE, WVSHPO, PLC, USDA, and CSX transportation.

### Geotechnical

CA Ventures, WVU Housing – Completion of eight test borings, associated laboratory testing, and geotechnical recommendations for a combined shallow and deep foundation system for a proposed 13-story student housing project in downtown Morgantown, West Virginia.

American Campus Communities, Sunnyside Commons – Completion of 23 test borings, associated laboratory testing, geotechnical recommendations, civil site design, surveying, and construction phase geotechnical consulting/testing for a 5.4 Acres high-density student housing project in downtown Morgantown, West Virginia.

Glenmark Holding, LLC, Greenbag Road Development – Completion of four borings, laboratory testing, geotechnical recommendations, civil site design, surveying, stakeout, and construction consulting on a commercial development in Morgantown, West Virginia.

EQT, Harrison County HDD – Completion of four borings, associated laboratory testing, and geotechnical recommendations for a proposed horizontal directional drill project underneath the West Fork River in Harrison Co., West Virginia.

MEPCO, 4West AWT Plant Geotechnical – Completion of five borings, laboratory testing, geotechnical recommendations, and foundation analysis for a proposed reverse osmosis treatment plant at the 4West Deep Mine near Mount Morris, Pennsylvania.

Stone Energy, Weekly Pad – Completion of several subsurface borings, laboratory testing, geotechnical recommendations, and installation of an inclinometer to monitor slope stability/ movement at a natural gas well pad in Wetzel Co., West Virginia.

Greer Industries, Cheat River Quarry – Completion of several subsurface borings, laboratory testing, geotechnical recommendations, civil site design, and construction monitoring/testing for the landslide repair and drainage improvements at a limestone mine/quarry in Preston Co., West Virginia.

Huntington Sanitary Board, North Edgemont Road Landslide – Completed subsurface exploration, installation of six inclinometers to monitor the slope stability and overall movement of the slope, laboratory test/inclinometer data evaluation, as well as worked with the Huntington Sanitary Board and community to evaluate possible stabilization options.

## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)



#### CHAD A. GRIFFITH, P.E.

**Staff Engineer**

##### **EDUCATION**

B.S., Civil  
Engineering, 2004,  
West Virginia  
University

##### **EMPLOYMENT**

##### **HISTORY**

2007-Present Potesta & Associates, Inc.  
2004-2007 Thrasher Engineering

##### **PROFESSIONAL REGISTRATIONS**

Professional Engineer – West Virginia

##### **PROFESSIONAL CERTIFICATIONS**

- Troxler Nuclear Density Equipment
- WVDEP Approved Pre-Blast Surveyor
- Radiation Safety Officer

##### **AREAS OF SPECIALIZATION**

Surface mine application Article 3 (coal) and Article 4 (quarry) permitting, mining related NPDES permits, mining related bonding phase releases, prospecting permits, residential and commercial site layout, road design, geotechnical engineering, civil/site design, stormwater management, stormwater/NPDES permitting, construction monitoring, hydrology, and other areas of civil engineering.

##### **PROFESSIONAL EXPERIENCE**

###### **Mining**

Oversaw and performed the tasks involved in creating West Virginia Department of Environmental Protection (WVDEP) Surface Mining Applications for Article 3 Coal and Article 4 Quarry

Permits and worked through the WVDEP review system to gain the permits. Oversaw and performed the tasks involved in creating the associated WVDEP National Pollutant Discharge Elimination System (NPDES) permit applications. Other Permit types completed were Site Prospecting Permits, Existing Permit Revisions and Modifications, Bond Phase Releases, and Post-Permit Certifications. Tasks involved include but were not limited to mine site layout, coal crop estimation, hydrological calculations, earthwork calculations, environmental evaluations, land use evaluations, US Fish and Wildlife applications, State Historic Preservation Office applications, geological evaluations and calculations, road design, ground water pollution prevention plans, pre-blast canvassing and surveys, and map generation.

###### **Civil/Site Design**

Performed conceptual and final site designs which requiring roadways, erosion and sediment control, storm water drainage and management West Virginia Department of Environmental Protection (WVDEP) construction storm water permits, West Virginia Division of Highways (WVDOH) entrance permits, water line, sanitary sewer line and pump design for multiple commercial and residential developments.

###### **Geotechnical**

Oversaw subsurface investigations including, but not limited to, drilling, lab test coordination, layout of boring locations, soil and rock classifications, and preparation of final Geotechnical report and recommendations.

###### **Construction Monitoring**

Performed construction observation for ongoing construction projects. Tasks included but were not limited to compaction testing, bearing capacity testing, moisture level testing, construction method observation for site development, utility line placement, pond construction, retaining walls, etc.



## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)

#### JEREMI J. STAWOVY, E.I.T.

##### Staff Engineer

##### EDUCATION

M.S., Civil / Environmental Engineering, 2011,  
West Virginia University

B.S. Civil/Environmental Engineering, 2009,  
West Virginia University

##### EMPLOYMENT HISTORY

2013-Present Potesta & Associates, Inc.  
2012-2013 Sci-Tek Consultants, Inc.  
2009-2012 West Virginia University  
Geotechnical Department  
1993-2009 Quality Construction, Quality  
Crane Service, and Sons

##### PROFESSIONAL REGISTRATIONS

Engineer-in-Training – West Virginia

##### PROFESSIONAL CERTIFICATIONS

- Troxler Moisture – Density Gauge
- OSHA Hazardous Waste Operations and  
Emergency Response Training – 40-hour

##### TRAINING/RELEVANT COURSE WORK

- Pennsylvania One Call Web Ticket Entry  
Training
- Engineers Society of Western Pennsylvania  
– Simply Smart Writing Tools Training

##### AREAS OF SPECIALIZATION

Involved with many aspects of Civil Engineering including Civil Site Design, Permitting, Construction Monitoring, Laboratory Testing, and Construction with a special interest in the Geotechnical/Environmental aspects.

##### PROFESSIONAL EXPERIENCE

###### Geotechnical

Responsibilities have included Geotechnical evaluations including management of subsurface

explorations, settlement analysis, slope stability modeling, foundation analysis, landslide repairs, well pad construction, roadway improvements/repairs, and commercial/residential construction.

###### Civil/Site Design

Performed conceptual and final site designs which requiring roadways, erosion and sediment control, stormwater drainage and management West Virginia Department of Environmental Protection (WVDEP) construction stormwater permits, West Virginia Division of Highways (WVDOT) entrance permits, water line, sanitary sewer line and pump design for multiple commercial and residential developments.

###### Construction Observation

Performed construction observation for ongoing construction projects. Tasks included but were not limited to compaction testing, bearing capacity testing, moisture level testing, construction method observation for site development, utility line placement, pond construction, and retaining walls.

###### Sewer Lines and WWTP

Engineer on numerous public utility projects such as sanitary sewer collection/treatment, as well as combined sewer/storm water improvements.

###### Laboratory Testing

Responsible for soils lab at West Virginia University under a graduate research assistantship. Managed all testing and teaching of laboratory classes in accordance with ASTM standards. Installation and startup verification testing of modern GEOTAC testing equipment and software. Geotechnical laboratory research testing for the coal and gas industry.

###### Additional Experience

Construction – Responsible for project management, safety management, preparing bids, purchase orders, and material delivery

## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)



#### CHRISTOPHER A. GROSE, L.R.S.

##### Senior Engineering Associate

##### EDUCATION

M.S., Geological Engineering, 1990, University of Missouri-Rolla

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

design, landslide causation studies, foundation system design, surface/subsurface hydrogeology, ground subsidence, contaminant transport and groundwater flow modeling. Planning, design, and permitting of natural gas production well pads and access roads. Geological study of hazardous waste remediation sites, CERCLA/SARA, RI, and FS report compilation, geological and geotechnical aspects of siting and design of municipal and industrial waste landfills.

##### EMPLOYMENT HISTORY

1997-Present Potesta & Associates, Inc.  
 1994-1997 Terradon Corporation  
 1990-1994 GAI Consultants, Inc.  
 1989-1990 University of Missouri-Rolla  
 1989 Triad Engineering Consultants (summer)  
 1988 West Virginia Institute of Technology  
 1983-1988 Clint Bryan & Associates Architects (summers)

##### PROFESSIONAL REGISTRATIONS

Licensed Remediation Specialist – West Virginia

##### PROFESSIONAL CERTIFICATIONS

- Hazardous Waste Site Operations and Superfund Worker Protection Training
- American Red Cross Standard First Aid and CPR
- Troxler Moisture-Density Gauge

##### PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers
- Association of Engineering Geologists
- Society of America Military Engineers

##### AREAS OF SPECIALIZATION

Geological/Geotechnical engineering related to subsurface exploration studies, soil and rock slope

##### PROFESSIONAL EXPERIENCE

###### Civil/Site Design

Civil/Site design included slope stability of both cut and fill slopes in soil and rock for various well production pads in northeastern West Virginia associated with natural gas production in the Marcellus well field. Work consisted of the management of a design engineering team including ground survey crews to development site topographic base mapping, coordination with client regarding land ownership, access roadway alignments, site drainage control, and number/location of production wells. Additional work also included gathering and midstream transmission pipeline locations. The scope of services for these projects also included the preparation of permit documents and attachments and submittal to the WV Department of Environmental Protection-Office of Oil and Gas.

###### Roadway Design

Geotechnical engineer for various bridge and highway projects including:

- North Bridgeport Bypass
- McDowell County Schools
- Corridor H
- Dundon Bridge
- Sulphur Springs Bridge Replacement
- Smith Creek Bridge

**Section 2.0 FIRM HISTORY & DESCRIPTION**

Christopher A. Grose, L.R.S., Page 2

- Martha Truss Bridge
- Martha Concrete Girder Bridge Replacement
- Dry Run Interchange
- I-81 Upgrade
- Platinum Drive
- Kenna Ridge Business Industrial Park/Access Road

**Geotechnical**

Completion of numerous subsurface exploration studies for active soil slope landslide failures associated with the development of natural gas production well pads and access roads. Work included the layout, surveying, and logging of subsurface borings to determine the depth and extent of the slope failures. Following collection of soil/rock samples, materials were tested for characteristic and strength properties. Following testing efforts, the failed slopes were modeled using computer-based slope stability design models to determine a stable configuration including the addition of rock buttresses, toe keys, underdrains, mid-slope keys, etc. Final stabilization plans were then prepared for the client allowing bidding and selection of a repair and stabilization contractor to perform the work.

**Abandoned Mine Lands**

WVDEP Abandoned Mine Lands and Reclamation – Preparation of Phase I and II water studies throughout the state of West Virginia. Work items included interview of area residents to determine major quality and quantity problems, field and records research to determine the location of known pre-law mining activity (which could potentially affect groundwater quality), collection of groundwater samples, and design of water distribution facilities.

**Oil and Gas**

Columbia Gas Transmission Corporation – Design of stream relocation plans including preparation and coordination of applicable environmental permits. The relocation was required due to an adjacent gas pipeline near the stream.

**Mining**

West Virginia Division of Environmental Protection—Engineering evaluations, including collection and analysis of core samples, for possible subsidence-related fracturing of several areas potentially affected by mining subsidence.

**Landfills/Solid Waste/Waste Disposal**

WVDEP Closure Assistance Program – Design of final landfill closure for abandoned solid waste facility. Design included diversion and collection channels, cap design, leachate collection system, and 150,000-gallon leachate storage tank in Montgomery, West Virginia.

**Storage Tanks**

West Virginia Division of Natural Resources – Underground storage tank contamination study in Jesse, West Virginia. Delineation of a subsurface hydrocarbon contamination plume as well as possible flow direction to determine potential receptors.

**Groundwater**

Operation and maintenance of several groundwater remediation systems including pump and treat and sparge systems for a large chemical manufacturer in Nitro, West Virginia. The pump and treat technology is designed to recover kerosene in one instance and TCE in another. Both systems are safety oriented and are fully automatic. The sparge system is a study/field test to determine the impact that oxygen injection will have on the degradation of phenolic compounds existing in the groundwater.

**ESAs (Phase I and II)**

Responsible for the design and implementation of drilling and sampling programs for several Phase I and Phase II environmental assessments.



## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)



#### D. MARK KISER, P.E., L.R.S.

**Chief Engineer, Licensed Remediation Specialist**

##### EDUCATION

B.S., Civil Engineering,  
1984, West Virginia  
University

##### PROFESSIONAL EXPERIENCE

###### Civil/ Site Design

Ridgeline, Inc./Cabela's – Retained by developer and Cabela's to provide civil engineering design services for a new Cabela's store in Charleston, West Virginia.

City of Charleston – Feasibility study for the replacement of the CSX Ramp in Charleston, West Virginia.

###### Abandoned Mine Lands

West Virginia Division of Environmental Protection Abandoned Mine Lands (WVDEP AML) Reclamation – Project engineer/project manager for open-end contract from 1988 through 1995. Continued after 1995 with AML projects for WVDEP AML including reclamation designs, preparation of plans, specifications, bid documents, and permitting.

###### Environmental Assessments & Impact Statements

Rhone-Poulenc AG Company – Management and oversight of environmental assessment to identify any liabilities or soil/water degradation for a proposed industrial solid waste landfill. Investigation included drilling, sampling, monitoring well sampling, site reconnaissance, and historic records research to establish baseline soils and groundwater conditions. Results presented in a report.

West Virginia Division of Highways – Environmental Assessment for a 1.25-mile proposed four-lane divided highway in Bridgeport, West Virginia.

##### EMPLOYMENT HISTORY

1997-Present Potesta & Associates, Inc.  
1995-1997 Terradon Corporation  
1984-1995 GAI Consultants

##### PROFESSIONAL REGISTRATION

Professional Engineer – West Virginia  
Licensed Remediation Specialist – West Virginia

##### PROFESSIONAL CERTIFICATION

- Hazardous Waste Site Operations and Superfund
- Worker Protection Training, 40-Hour Training
- Supervisory Training and Annual Refreshers
- Troxler Nuclear Densometer Certification

##### SERVICE ON BOARDS AND COMMISSIONS

Commissioner – Sissonville Public Service District

##### AREAS OF SPECIALIZATION

Environmental assessments, environmental sampling and remedial programs, conceptual and final designs for chemical, utility, and municipal solid waste disposal sites, including liner systems, leachate management systems, stormwater management systems, operational plans and capping/closure systems, abandoned mine land reclamation projects, sludge stabilization and basin/pond closure projects, environmental permitting, hydrologic and hydraulic analyses, quality assurance/quality control monitoring.

## **Section 2.0 FIRM HISTORY & DESCRIPTION**



**D. Mark Kiser, P.E., L.R.S., Page 2**

West Virginia Division of Highways – Environmental Impact Statement (EIS) for proposed Route 19 upgrade from Summersville, West Virginia to Interstate 79 in Braxton County, West Virginia. Project included evaluation of three alternatives over approximately 25-mile length. Responsibilities included hazardous waste section collection of general data used by other scientists, field reviews, and public meeting participation.

Assessment of environmental and reclamation liabilities associated with over 40 surface mine permits in West Virginia. Evaluation included PCB concerns, reclamation costs, underground and aboveground storage tanks, and acid mine drainage.

### **Landfills/Solid Waste/Waste Disposal**

DuPont Washington Works – Project Manager responsible for design, preparation of construction documents, and construction quality assurance monitoring for a 6.2-acre expansion of a piggyback of a leachate collection system at an industrial waste landfill.

Project manager/engineer for the West Virginia Division of Environmental Protection's landfill closure assistance program for 1997 through 2002. Responsible for conceptual design, field investigation, construction drawings, specifications, permit applications, etc., for the following projects:

- Wyoming County Landfill
- Jackson County Landfill
- Kanawha Western Landfill
- Monongalia County Sanitary Landfill
- Fayette County Landfill
- Fleming Sanitary Landfill

### **Stormwater**

Stormwater drainage plans for site development projects including pre- and post- development discharges, design of sediment control devices, preparation of stormwater general permit application, and consulting for numerous construction projects in West Virginia.

Developed stormwater management plans, including calculation of peak runoff rates, storm volumes, and design of stormwater management devices including culverts, ditches, sumps, ponds, principal pipe spillways, and emergency spillways for the following projects:

- Site development projects including commercial, retail, and industrial sites ranging from ¼ acre to more than 100 acres.
- Abandoned mine lands reclamation projects, including landslides, refuse piles, slurry ponds, and subsidence control projects.
- Commercial and industrial waste landfill projects.
- Roadway design projects.
- Other projects involving the disturbance of the ground surface.

### **Water Lines, Water Storage Tanks, and Water Treatment Plants**

WVDEP-AML – Detailed design and preparation of construction drawings, specifications, contractor's bid sheet, and engineer's cost estimate for six-mile water line extension including fire protection. Included in project were 90,000-gallon water tank, booster station, and pressure relief valves. Extension tied into Norton Harding Jimtown PSD System and served town of Cassity in Randolph County.

Design for waterline extension projects including preparation of construction drawings, specifications, and engineer's cost estimates for the West Virginia Division of Environmental Protection, Office of Abandoned Mine Lands and Reclamation.

- Cassity Fork Waterline
- Beaver Creek Waterline Extension
- Godby Branch Waterline Extension

### **Stream/Wetland Delineation, Permitting, and Mitigation**

Columbia Gas Transmission Corp – Design of stream stabilization and restoration plan for a section of East Fork of Queer Creek in Hocking County, Ohio. Project included obtaining 401/404 certification and preparation of a detailed construction plan.

## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)



#### JESSICA L. YEAGER

##### Senior Scientist

##### EDUCATION

M.S., Biology  
(Emphasis in Aquatic  
Ecology and  
Toxicology), Virginia  
Polytechnic Institute  
and State University

B.S.,

Biology/Chemistry, Fairmont State College

##### EMPLOYMENT HISTORY

2000-Present	Potesta & Associates, Inc.
1998-2000	Biological Monitoring, Inc.
1995-1998	Virginia Tech
1994-1995	Center for Environmental and Hazardous Materials Studies

##### PROFESSIONAL CERTIFICATIONS

- Certified Hydric Soil Investigator
- Certified Wetland Botanist
- Certified Wetland Delineator
- Certified Wetland Hydrologist
- State of West Virginia Office of Miners' Health, Safety & Training Class 32 Safety Sensitive Personnel

##### TRAINING/RELEVANT COURSE WORK

- River Morphology and Applications, Wildland Hydrology
- Applied Fluvial Geomorphology, Wildland Hydrology
- Methods for Stream Assessment and Analysis, WVU
- Introduction to Natural Stream Channel Design, WVU
- Advanced Stream Design, WVU

- Fluvial Geomorphology, WVU
- Developing Wetland Water Budgets, Swamp School

##### PROFESSIONAL AFFILIATIONS

- Society of Freshwater Scientist
- Society of Environmental Toxicology and Chemistry
- Association of State Wetland Managers

##### AREAS OF SPECIALIZATION

Clean Water Act (CWA) permitting, compliance, including water pollution control permitting and regulatory compliance, stream and wetland delineation, and permitting (including mitigation and restoration plans), state water quality regulations, threatened and endangered species compliance, cultural and historic resource coordination, development of large scale environmental risk assessments, environmental assessments, biological assessments, environmental impact studies and other National Environmental Policy Act (NEPA) documents (noise, cumulative impacts, aesthetics), development of biological studies, toxicity evaluations, and preparation of environmental documents for non-environmental regulatory agencies, including the Public Service Commission.

##### PROFESSIONAL EXPERIENCE

Stream/Wetland Delineation, Permitting, and Mitigation

Served as project manager and senior scientist for multiple CWA permitting tasks covering Section 401, 402, and 404 compliances.

Prepared permit packages for stream and wetland impacts for United States Army Corps of Engineers individual and general Department of the Army authorizations, State (401) Water Quality Certification, and Public Lands Corporations.



**Section 2.0 FIRM HISTORY & DESCRIPTION****Jessica L. Yeager., Page 2**

Supervised and assisted in the preparation of mitigation plans and associated restoration plans, as well as environmental information documents for large scale surface disturbances.

Prepared large adaptive management plans that are compliant with Department of the Interior (DOI) recommendations.

Supervised and prepared projects that determine stream status (perennial, intermittent, or ephemeral) utilizing benthic and stream channel indicators (wetland and stream delineations) in Maryland, West Virginia, Kentucky, and Virginia. Projects have included the determination of jurisdictional streams and wetlands in atypical field conditions, as well as after-the-fact stream/wetland impacts utilizing site specific data as well as interpretation of historical data using ArcGIS.

Acted as an agent for applicants during negotiations with agency personnel. Typically, issues addressed are associated with impact determination and NEPA compliance (cultural resources, threatened and endangered species, land use, cumulative impacts, and aesthetics.)

Familiar with most Federal protocols utilized for the assessment of impacts to "waters of the U.S." Prepared the banking documents (prospectus, banking instrument, etc.) for the first mitigation banking program for stream and wetland credits in West Virginia.

Supervise, evaluate and report mitigation success using applicable performance standards for CWA Sect. 404 permitting.

**Surface Water Sampling**

Supervised multiple water quality monitoring programs. Projects have included oversight and management of sampling teams for pre-construction baseline, routine and special study water quality monitoring projects including non-traditional monitoring techniques such as sediment respiration. Many of the projects have included a database management and compliance component.

**Risk Assessment**

Completed large scale risk assessment in watersheds in Kentucky, West Virginia, and

Virginia for associated with impacts to waters. Assessments included the use of biological monitoring (fish and benthic macroinvertebrates (including mussels)), acute and chronic toxicity testing, sediment toxicity testing, juvenile mussel toxicity testing, entrainment studies, water quality monitoring, water quality modeling, and specialized sediment sampling which included both physical and chemical characterizations. These projects have required large scale data integration, database management with an ArcGIS component.

**Threatened/Endangered Species**

Completed biological assessments for mussel species in the Kanawha and Gauley Rivers, as well as a document similar to a biological assessment for the Big Sandy River watershed. Completed biological assessments for bat species in West Virginia for various clients. Prepared appropriate documentation for Section 7 consultations with the United States Fish and Wildlife Service for various regulated entities.

**Environmental Assessments/Impact Statements**

Preparation and submittal of environmental information documents submitted to regulatory agencies for the development of the agency's environmental assessments. Topics addressed included: fish and wildlife resources; surface and groundwater, endangered species, noise, viewshed and aesthetics, traffic, floodplains, conservation, flooding, navigation, recreation, safety, environmental justice, socioeconomics, and other general environmental concerns. Development of alternative analyses including: a federal highways project which required a supplemental EIS; several large-scale mining operations whose alternatives included various mining methodologies (underground mining, highwall mining, etc.) as well as post mining land uses. Prepared and submitted environmental assessments for federal regulatory agencies as third-party contractor. Prepared, reviewed and commented on Draft Environmental Impact Statements and for various federal agencies as third-party contractor. Completed assessments for federal agencies to determine the need for supplemental environmental documents.



## Section 2.0 FIRM HISTORY & DESCRIPTION



### 2.3 PROFESSIONAL STAFF RESUMES (CONT.)

# Michael Blackburn – *Curriculum Vitae*

---

## Education

1997 – 2001

Ball State University

Muncie, IN

### **Master's Degree in Landscape Architecture**

Relevant Courses: History of Landscape Architecture, Computer Applications (CAD and GIS), Planting Design, Park & Open Space Design, Community Design, Site Engineering, and Design Communications.

1993 -1997

Purdue University

W. Lafayette, IN

### **Bachelor of Science in Forestry**

Relevant Courses: Dendrology, Wildlife Ecology, Forest Ecology, Forest Policy, Surveying, Remote Sensing, GIS, Intro to Art and Design, Web Design, and Small Group Communication.

## Experience

03/2019 - Present

West Virginia Land Trust

Morgantown, WV

### **Landscape Architect and Trail Technician**

I design, build, and manage construction projects on various Land Trust properties with a special emphasis on signage, parking and trails. I also work closely with supervising volunteer crews during trail construction events to ensure high quality outdoor experiences.

2006 - Present

Natural By Design, LLC

Morgantown, WV

### **Owner / Founder**

I currently run a small landscape architectural design firm. I mostly do conceptual design and planting design work in and around the northern WV and southwestern PA.

2006 – 2015

West Virginia University

Morgantown, WV

### **Visiting Instructor**

I developed the curriculum for and taught Computer Applications in Landscape Architecture (LARC 223), Construction Materials and Methods (LARC 231), Planting Design (LARC 261), Design Studio 3 (LARC 351) and Natural System Design (LARC 360).



## Natural By Design

## Section 2.0 FIRM HISTORY & DESCRIPTION



### Michael Blackburn – page 2

---

02/2002 – 03/2005

Becket and Raeder, Inc.

Ann Arbor, MI

#### **Project Landscape Architect**

My primary responsibilities were producing construction drawing packages for a diverse range of project types that include schools, universities, parks, and trails. All of which require the use of CAD software and close communication with the project team. I was involved in the preparation of conceptual drawings and presentation graphics where we utilize ArcView GIS and the Adobe Creative Suite of software products. I also performed routine system backups and provided application support for firm employees.

10/2001 – 12/2002

William Guman & Associates

Colorado Springs, CO

#### **Landscape Architect**

I designed residential and commercial developments, produced the necessary documentation to receive local government approvals, and developed construction-drawing packages. This work involved project management with multiple consultants and agency officials. In addition to my duties as a Landscape Architect, I performed maintenance and support of the office computer network and updated the firm website.

05/2000 – 08/2000

National Park Service

Porter, IN

#### **Landscape Architect Intern**

I interned at the Indiana Dunes National Lakeshore where I created a draft concept master plan for the Goodfellow Environmental Learning Center. Other responsibilities included updating the park maintenance plan and standard detail sheets in AutoCAD.

#### **References**

Dan Connolly, RLA

(416) 999-4807

#### **Ontario Parks Department**

82 Olive Ave.

Toronto, Ontario, M6G 1V1

[ddconnolly@rogers.com](mailto:ddconnolly@rogers.com)

Bill Guman, RLA

(719) 633-9700

#### **William Guman and Associates, Ltd.**

731 North Weber Street

Colorado Springs, CO 80903

[bill@guman.net](mailto:bill@guman.net)



## Natural By Design

### 3.0 RELEVANT EXPERIENCE



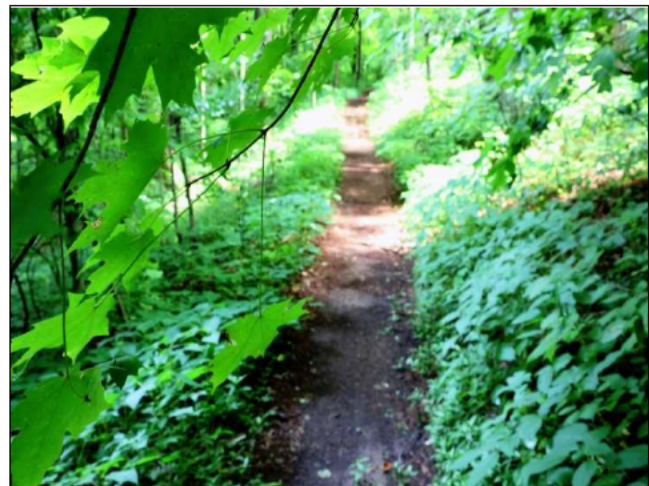
#### WALLACE HARTMAN NATURE PRESERVE

*Kanawha County Parks & Recreation Commission  
Charleston, West Virginia*

POTESTA was retained by the Kanawha County Parks & Recreation Commission (KCPRC) to develop a trail master plan for the newest greenspace within the Charleston city limits. This 52-acre parcel was donated to KCPRC in 2001. A conservation easement for the property was also donated to the West Virginia Land Trust (WVLT). The easement permanently protects the natural, scenic and recreational values of the preserve.



As part of the trail master plan all the existing trails were located using a GPS survey unit. The GPS information was incorporated within the base mapping. This effort allowed for accurately locating the trails in relation to the property lines. From this effort, more than half of the proposed trail system already existed onsite. The master plan creates a trail system ranging from a series of short hikes to the possibility of a loop system over 2 miles long. Each trail segment has some significant site features such as rock outcrops, streams, and waterfalls or nice vistas.



Three trailheads are envisioned, as well as possible expansion of the preserve. Phasing and cost opinions were also provided.



### 3.0 RELEVANT EXPERIENCE

## HAWKS NEST MUSEUM ADA ACCESS AND PARKING AREA IMPROVEMENTS

*Mills Group, LLC*

*State Route 60 near Ansted, West Virginia*

POTESTA was retained by Mills Group, LLC (Mills Group) for engineering consulting services for the proposed Hawks Nest Museum project located on State Route 60 near Ansted, West Virginia. Project tasks included topographic surveying and civil/site design for the two new proposed ADA access points on the northeast side of the building and upgrading the existing parking area.

The topographic survey included the generation of a topographic map with 1-foot contour intervals. POTESTA established horizontal and vertical control at the site and performed conventional surveying. POTESTA located visible existing utilities as they pertain to the property. POTESTA provided a hard copy of the topographic survey, as well as an electronic file in AutoCAD format.



POTESTA performed the civil/site design for the proposed two additional ADA access points. The topographic mapping and site survey were used to prepare construction-level design drawings associated with the additional ADA access.



### 3.0 RELEVANT EXPERIENCE



#### MCDONNELL CENTER PARKING LOT

*Davis & Elkins College*

*Elkins, Randolph County, West Virginia*

POTESTA was retained by Davis & Elkins College for engineering consulting services associated with redesigning the existing McDonnell Center Parking Lot at Davis & Elkins College in Elkins, Randolph County, West Virginia. The renovations of the parking area included new parking stalls and driving lanes, as well as extensions of the parking area to increase capacity.

POTESTA's civil site design for this parking lot renovation included the following:

- Utilization of topographic mapping and site surveys previously prepared by POTESTA to generate construction-level design drawings including a site grading plan, demolition plan, erosion and sediment control plan, stormwater plan, and supplementary detail drawings.
- Sizing and locations of the storm water collection system, drop inlets, buried pipes, and discharge protection.
- Preparation of detailed drawings for drop inlets, pipe profiles, trench details, sidewalk details, pavement sections (with stone base and pavement thicknesses), curbs, and erosion and sediment control details.

POTESTA's construction administration services for this project included:

- Providing a senior engineer or staff engineer to visit the site during construction.
- Issuing construction observation report documenting the activities being conducted during the site visits.
- Reviewing shop drawing submittals and providing comments as necessary.
- Reviewing pay applications that included site work components.





## 3.0 RELEVANT EXPERIENCE

### 3.1 GREEN SPACE, RECREATION, & COMMUNITY ACCESS DESIGN (CONT.)

#### DAVIS & ELKINS COLLEGE MYLES PLAZA

*Mills Group, LLC*

*Elkins, Randolph County, West Virginia*

POTESTA was retained by Mills Group, LLC for engineering consulting services associated with the proposed Myles Plaza at Davis & Elkins College in Elkins, Randolph County, West Virginia. The project included renovations of the area around and adjacent to Robbins Chapel to include parking lots, new sidewalks, hardscapes, and green spaces. The project also included a new featured entry to Hermanson Campus Center, as well as a roof extension between Hermanson Campus Center, Harper-McNeeley Auditorium, and Myles Center for the Arts.

POTESTA's engineering and geotechnical services for this project included the following:

- Providing geotechnical recommendations regarding the suitability of the site for construction of the proposed plaza and roof structure.
- Coordinating private utility locating services using geophysical methods including electromagnetic scanning and ground penetrating radar. This provide the horizontal designation of buried utilities.
- Utilization of topographic mapping and site surveys prepared by POTESTA to generate construction-level design drawings including a site grading plan, demolition plan, erosion and sediment control plan, stormwater plan, and supplementary detail drawings.
- Sizing and locations of the storm water collection system including, but not limited to, drop inlets, buried pipes, and discharge protection.
- Preparation of detail drawings for drop inlets, pipe profiles, trench details, sidewalk details, pavement sections (with stone base and pavement thicknesses), curbs, and erosion and sediment control details.





### 3.0 RELEVANT EXPERIENCE



#### J. G. BRADLEY CAMPGROUND REMEDICATION AND REDEVELOPMENT

*West Virginia Department of Environmental Protection  
Office of Environmental Remediation  
Dundon, West Virginia*

POTESTA was contracted by the WVDEP, Office of Environmental Remediation to complete an environmental site assessment (ESA), risk assessment, remediation feasibility study, and to develop a remediation work plan in accordance with the Voluntary Remediation Program (VRP) guidelines.

The J. G. Bradley Campground Project was an effort by the Central Appalachian Empowerment Zone (CAEZ) to improve a lowland portion of property adjacent to Buffalo Creek near Dundon, West Virginia. The site was operated as a former rail facility from the early 1900s through the mid-1960s. The West Virginia Department of Transportation, Division of Highways (WVDOT) planned to use the site as a waste area for fill generated during the construction of the new Dundon Bridge in 2006-2007. POTESTA incorporated the placement of the fill into the remedial design for the site.



The ESA consisted of advancing and sampling 26 soil borings, installing monitoring wells, performing groundwater monitoring, performing surface water and sediment sampling, and preparation of an ESA report.

POTESTA then performed an Ecological and Human Health Risk Assessment to evaluate impacts to potential receptors. Based on the Risk Assessment and the contaminants of concern for this site, POTESTA developed a Remediation Feasibility Study and developed a Remediation Work Plan in accordance with VRP guidelines. POTESTA worked closely with WVDEP representatives and communicated with CAEZ to develop a remediation plan that could be implemented with minimal costs and would fit into the plans to develop the site as a campground.

### 3.0 RELEVANT EXPERIENCE

#### DAVIS CREEK TRAIL ASSESSMENT AND PRIORITIZATION PROJECT

*Kanawha State Forest Foundation  
Charleston, West Virginia*

POTESTA was retained by the Kanawha State Forest Foundation to assess the current conditions of the Davis Creek Trail located within the Kanawha State Forest, prioritize segments of the trail, and establish remedial options to bring the trail back to the pinnacle trail that is once was.

The Davis Creek Trail is approximately a 1.9-mile trail within the 9,300-acre forest. The trail has many access points and links up to various amenities, such as shelters, picnic areas, playgrounds, Ellison Pond, and the park's swimming pool.

POTESTA reviewed the existing conditions of the trail for various deterioration parameters based on tread and condition, erosion issues, gradient, and cross slope. After the site reconnaissance was completed, trail segments were assigned an assessment rating of good, moderate, or severe. Remediation options were assigned to each condition and cost engineer's cost estimates were developed for the construction of the remediation.

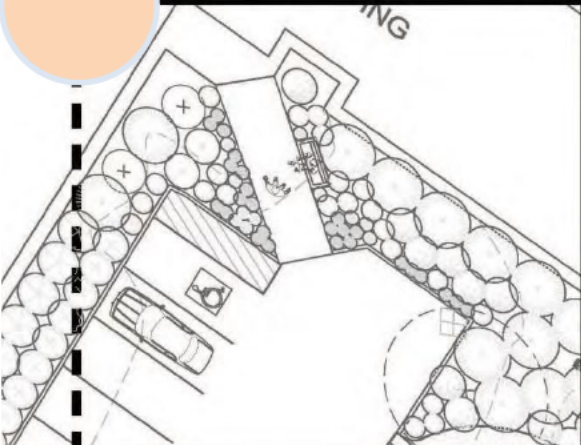




### 3.0 RELEVANT EXPERIENCE



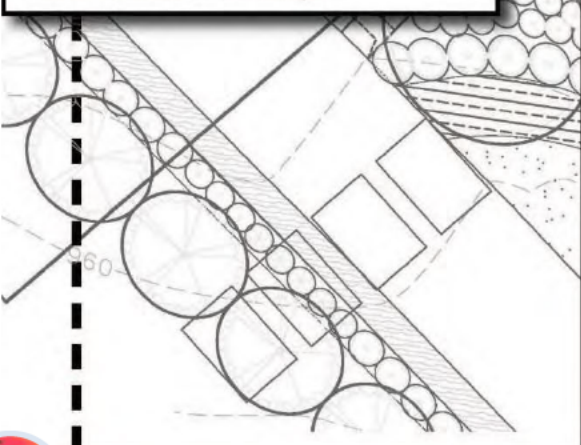
USDA Forest Service

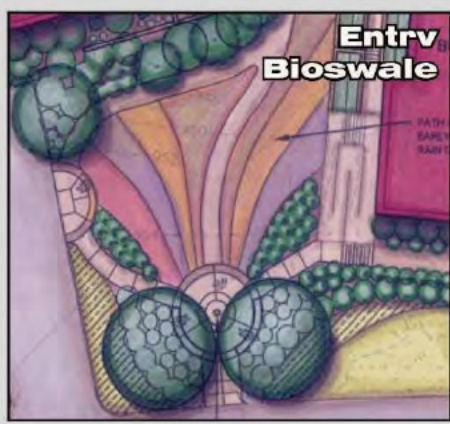


**Project:** Masterplan for USDA Forest Service Office in Morgantown, WV.

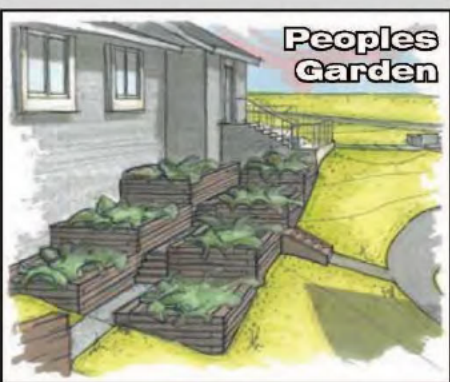
**Objectives:** Update landscape design to support the Forest Service ideals for sustainable landscapes.

**Solution:** Developed a masterplan including a native planting plan, green infrastructure bioswale improvements and allow maintenance landscape.

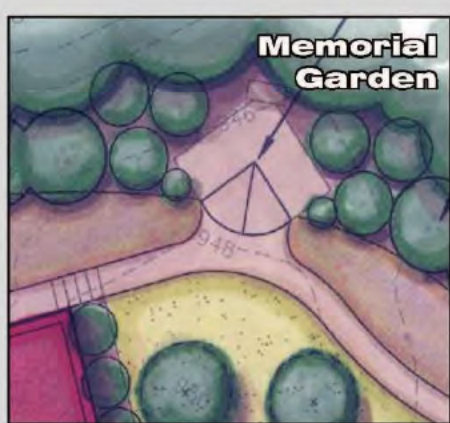




Entry Bioswale



Peoples Garden



Memorial Garden

**Natural By Design**

WVDNR - A/E Services New Campground at Cass Scenic Railroad State Park (0102-21-0304), September 28, 2021

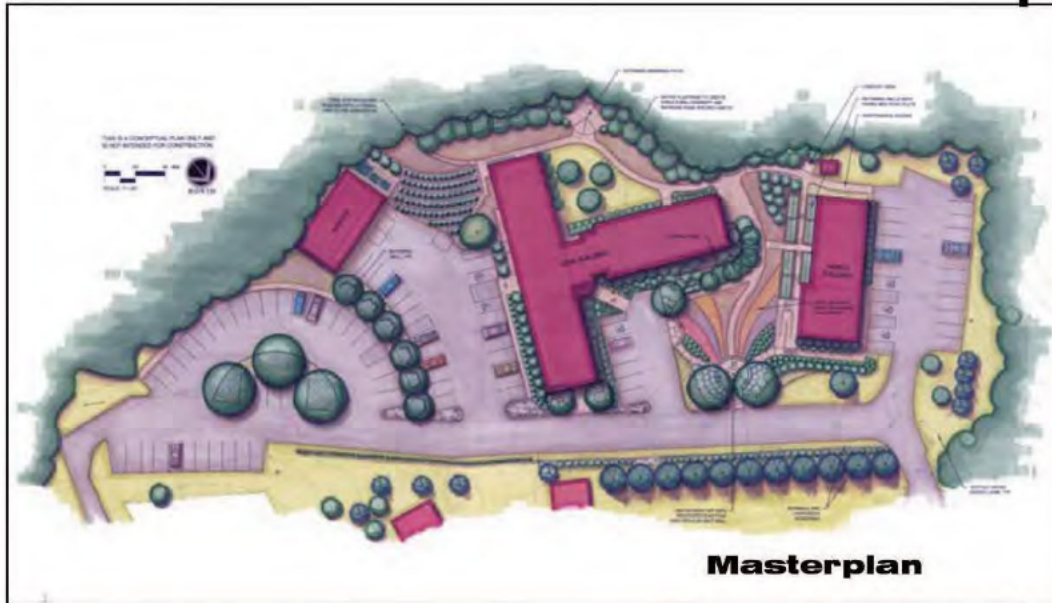
Page 33



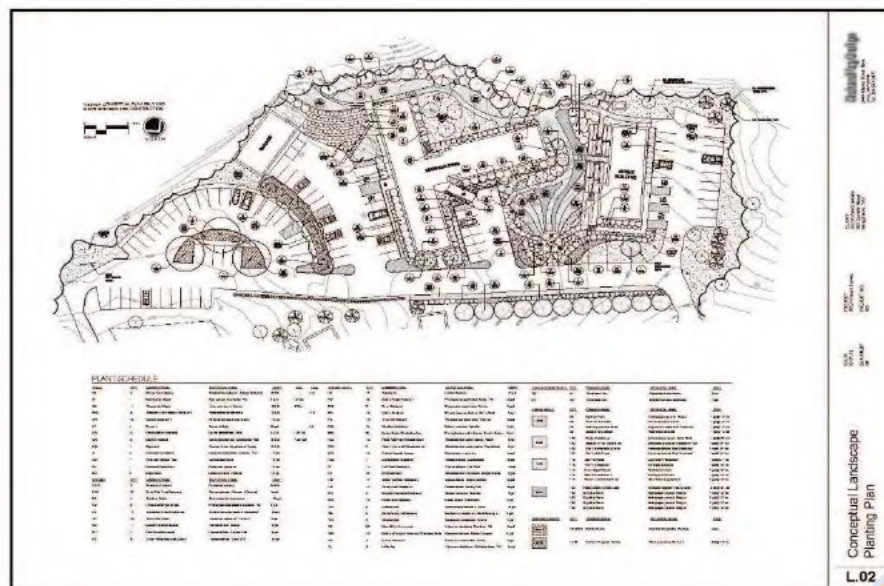
## 3.0 RELEVANT EXPERIENCE



### USDA Forest Service



### Planting Plan

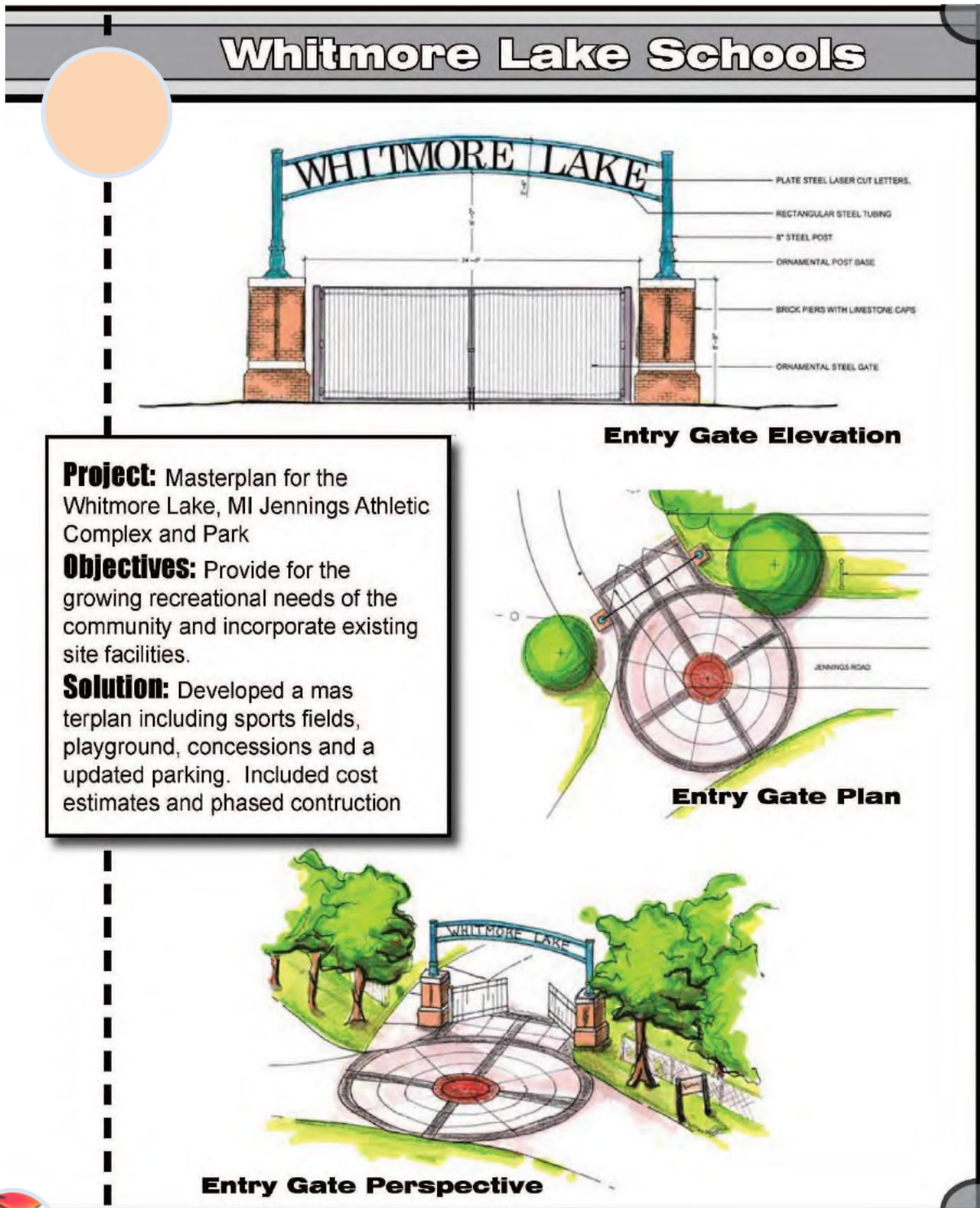


### Native/Edible Plantings



**Natural By Design**

### 3.0 RELEVANT EXPERIENCE



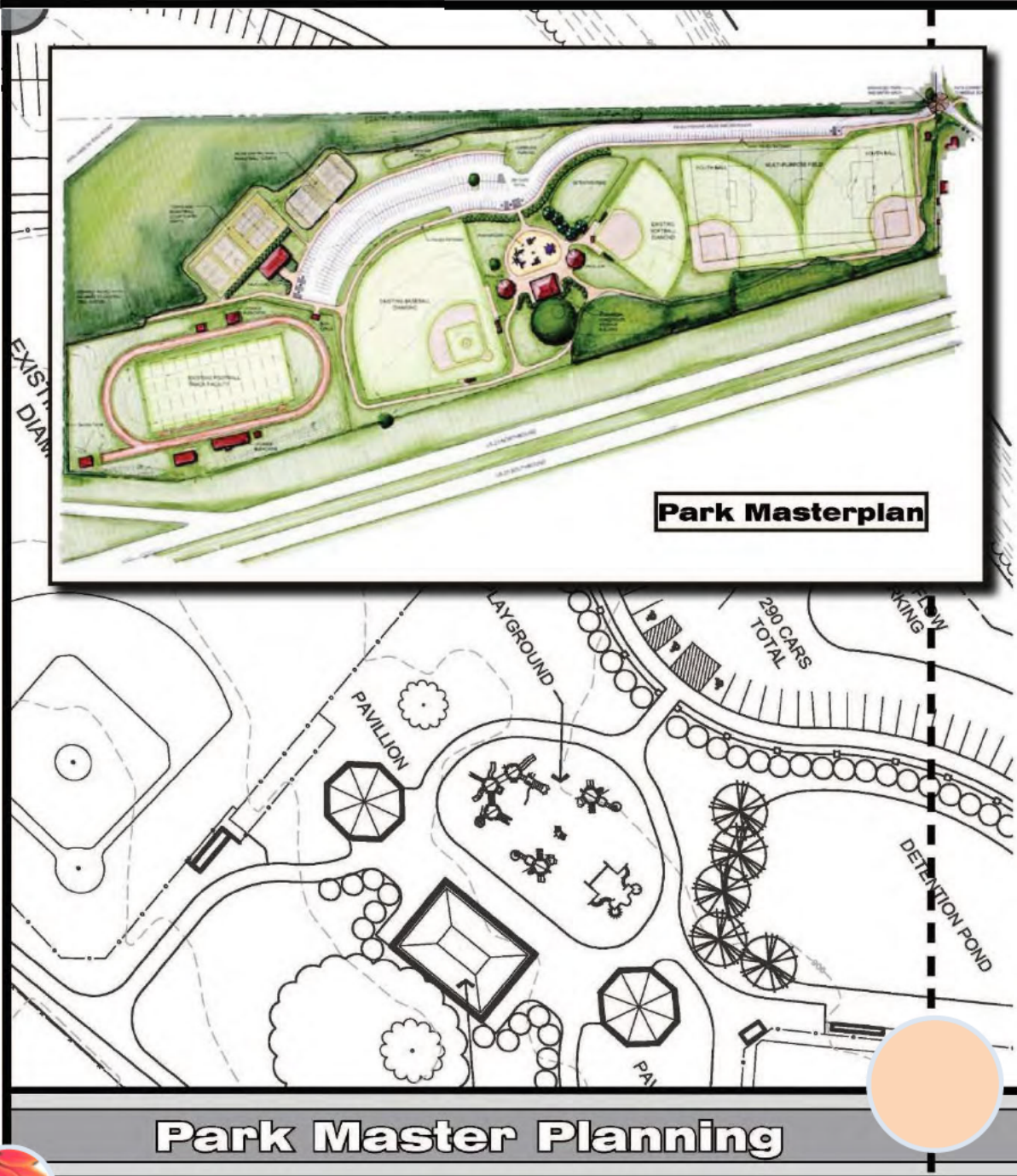
**Natural By Design**



### 3.0 RELEVANT EXPERIENCE



#### Whitmore Lake Schools



**Natural By Design**



### 3.0 RELEVANT EXPERIENCE



## Grant Street Park



**Project:** Small park on the campus of West Virginia University.

**Objectives:** Create a space for WVU students and staff, integrating bus stop, active / passive recreation, and public art.

**Solution:** A retaining wall separates the bus stop from the park space. While, the stairs provide easy access to a secluded seating area and large open lawn, allowing for quiet study and active recreation.



① Scenic Overlook



② Seating Areas



③ Active Recreation

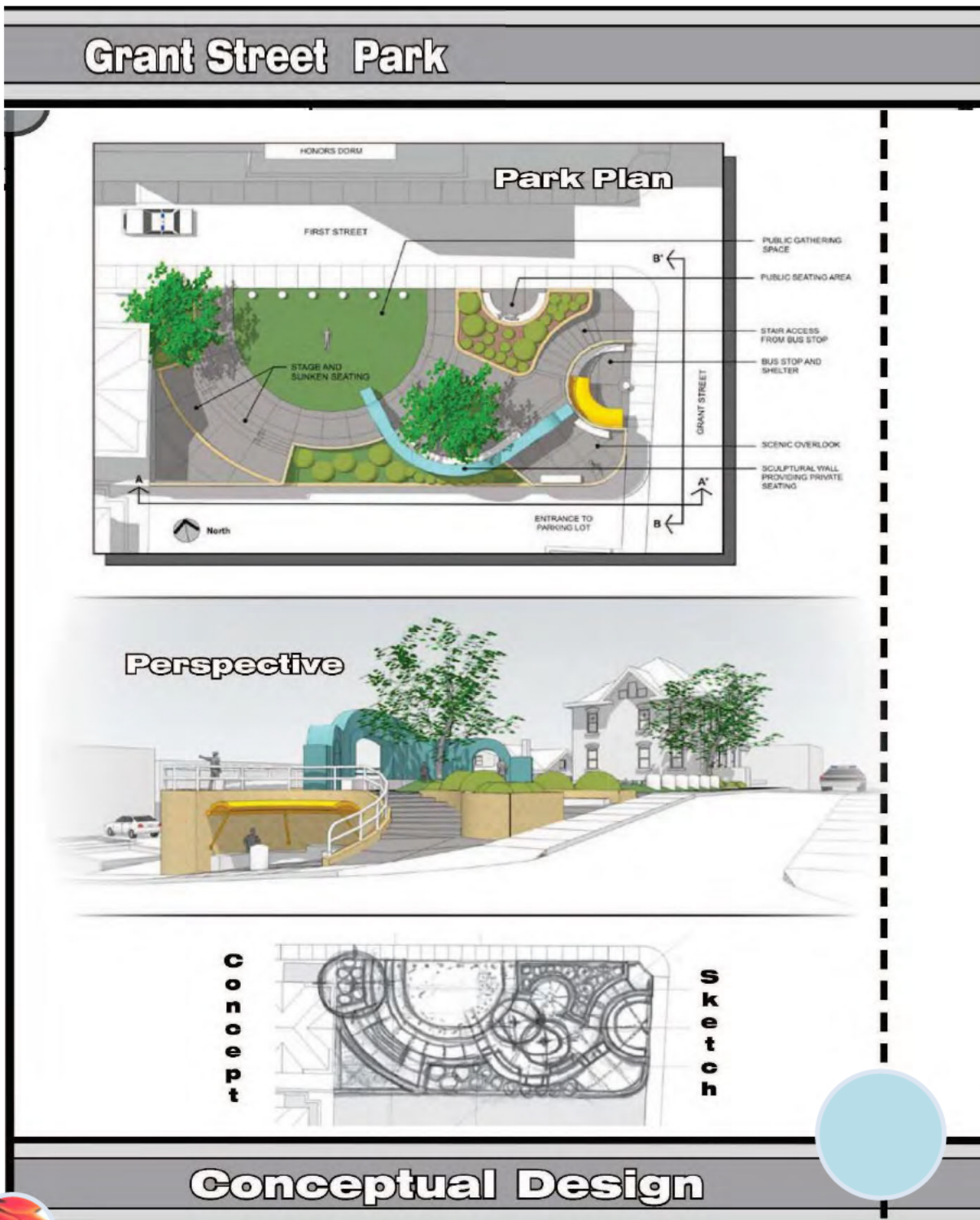


④ Public Gathering Space



**Natural By Design**

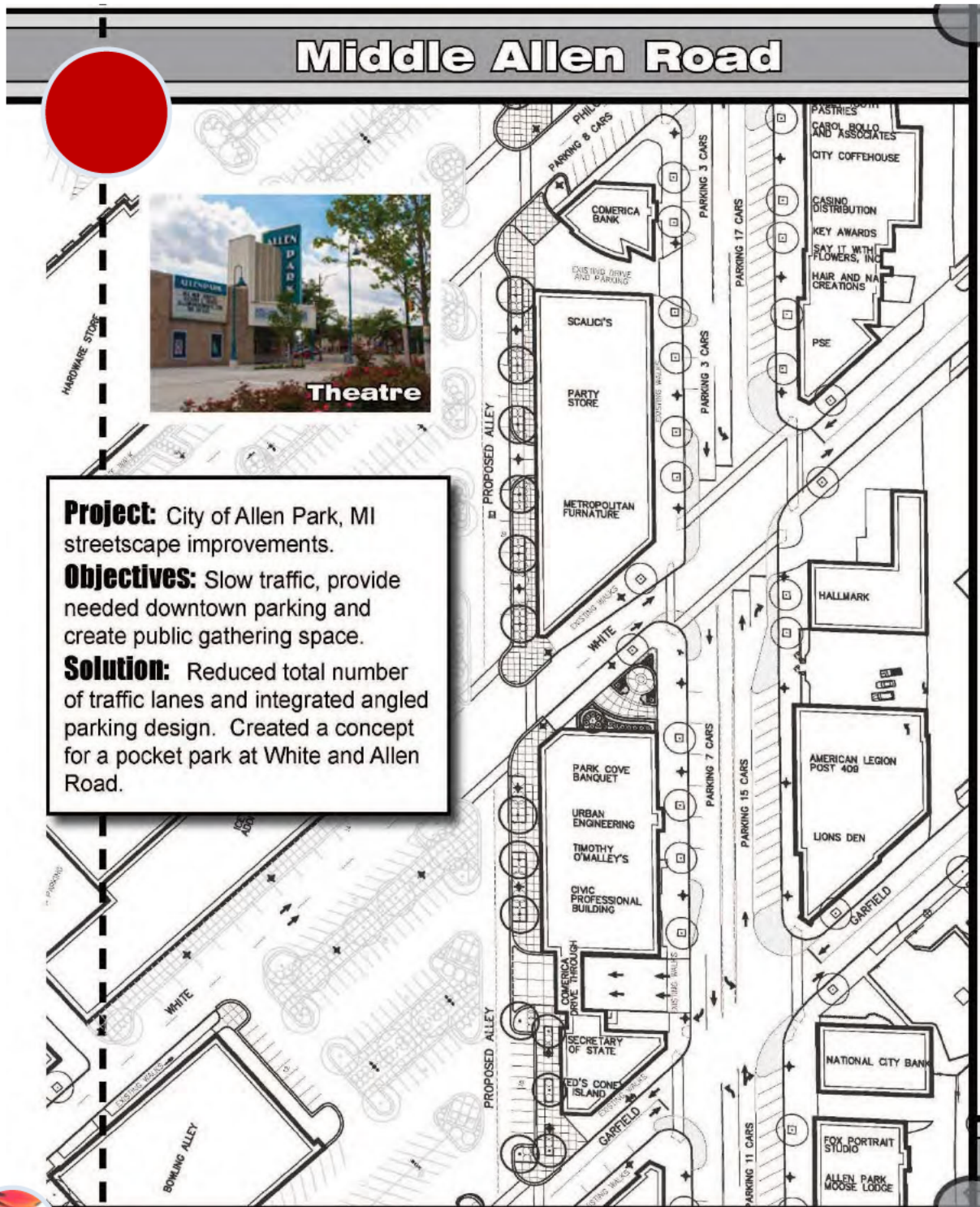
### 3.0 RELEVANT EXPERIENCE



**Natural By Design**



## 3.0 RELEVANT EXPERIENCE



**Natural By Design**



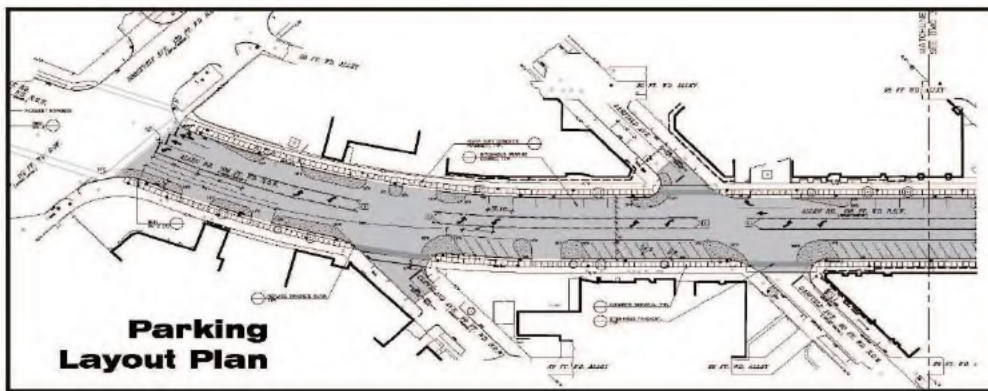
### 3.0 RELEVANT EXPERIENCE



#### Middle Allen Road



**Perspective of Pocket Park**



**Parking Layout Plan**



**Pocket Park Plan**

#### Downtown Streetscape



**Natural By Design**

### 3.0 RELEVANT EXPERIENCE



#### NORTH BEND RAIL TRAIL

*West Virginia Division of Natural Resources*

*West Virginia State Parks*

*Wood, Ritchie, Doddridge and Harrison Counties, West Virginia*

As a result of significant flooding along portions of one of West Virginia's unique state parks, the North Bend Trail, POTESTA was charged with preparing flood repair construction documents for work along this 61-mile former railway corridor.

This linear state park is only one of two type parks within the state. The railroad right of way provides a biking, hiking and riding non-motorized trail experience from just east of Parkersburg to Clarksburg, West Virginia, following closely the route of U.S. Route 50. The trail is part of the 5,500-mile coast to coast American Discovery Trail.

A flood caused significant trail damage at 32 bridges and 10 tunnels along the railway corridor, requiring trail restoration designs and hillside slope stabilization solutions to repair the trail to its railroad grade profile. The design documents had to meet the Federal Emergency Management Agency's initial flood repair estimate.



# *APPENDIX A*





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Dana L. Burns

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence of his ability and experience, is a

**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

To Hold, and use, such title in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 17th day of Sept. in the year of our Lord One Thousand Nine Hundred and Eighty Five and of the State the One Hundred Twenty-Second

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*Frank Gaddy*

Secretary

By

*Robert C. Scott* President

*Frank Gaddy*

*Wm. A. Jackson*

*Kenneth H. Means*





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

David B. Sharp

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence of his ability and experience, is a

**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

To Hold and use such title in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston this 28th day of July in the year of our Lord One Thousand Nine Hundred and Ninety-nine and of the State the One Hundred Thirty-sixth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Frank H. Naddy  
Wm. Faulkner  
H. R. [Signature]  
L. [Signature]





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

**To** all to whom these presents shall come Greeting  
Know Ye That The State Board of Registration for Professional Engineers  
of the State of West Virginia, reposing special confidence in  
the Intelligence, Integrity and Discretion of

**Herbert E. Mulkeen**

**DOES IN PURSUANCE OF AUTHORITY VESTED IN IT**

*by law hereby certify that he having submitted  
satisfactory evidence of his ability and experience is a*

**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

**To Hold** and use such title in the practice of his profession,  
subject to the conditions prescribed by law.



Given under the hand of the  
Seal of the Board at the Capitol in the  
City of Charleston,  
This 16th day of December  
in the year of our Lord 2016  
and of the State  
the One Hundred Fifty-Third

Members of the Board

Blair J. Selje



# 2022 WEST VIRGINIA PROFESSIONAL SURVEYOR 2022

The West Virginia Board of Professional Surveyors certifies that the individual listed below is a PROFESSIONAL SURVEYOR who has qualified for a license under Chapter 30, Article 13A, Code of West Virginia, and has met the requirements for license renewal for the period ending June 30, 2022



**VICTOR M. DAWSON**  
**P.S.** [REDACTED]



#### Board Members

Sefton Stewart, PS, Chairman

Tom Rayburn, PS, Secretary

Gary Facemyer, PE, PS

Lantz Rankin, PS

Douglas McElwee, Esq.

**Issued**  
**07/01/2021**



**Expires**  
**06/30/2022**

Executive Director  
Amber Shawver Legg

**2022**

State of West Virginia  
Board of Professional Surveyors



**VICTOR M. DAWSON**  
**P.S.LIC. # 956**

Is a PROFESSIONAL SURVEYOR who has qualified for a license under Chapter 30, Article 13A, Code of West Virginia, and has met the requirements for license renewal for the period ending June 30, 2022

**Expires:**  
**06/30/2022**

State of West Virginia  
Board of Professional Surveyors  
1124 Smith Street, Suite B127C  
Charleston, WV 25301

Phone (304) 558-0350  
Fax (304) 558-0352

Website: [www.wvbps.wv.gov](http://www.wvbps.wv.gov)  
Email: [wvbps@wv.gov](mailto:wvbps@wv.gov)

# *APPENDIX B*



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

State of West Virginia  
Centralized Expression of Interest  
Architect/Engr

Proc Folder: 920571

Doc Description: A/E Svcs-New Campground at Cass Scenic Railroad State Park

Reason for Modification:

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2021-08-26	2021-09-28 13:30	CEOI 0310 DNR2200000005	1

**BID RECEIVING LOCATION**

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

**VENDOR**

Vendor Customer Code:

Vendor Name : Potesta & Associates, Inc.

Address : 7012

Street : MacCorkle Avenue, SE

City : Charleston

State : West Virginia

Country : Kanawha

Zip : 25305

Principal Contact : Dana L. Burns

Vendor Contact Phone: 304-342-1400

Extension: 1127

**FOR INFORMATION CONTACT THE BUYER**

Joseph E Hager III  
(304) 558-2306  
joseph.e.hageriii@wv.gov

Vendor Signature X  FEIN# 31-1509066

DATE September 28, 2021

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





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

State of West Virginia  
Centralized Expression of Interest  
Architect/Engr

**Proc Folder:** 920571

**Doc Description:** A/E Svcs-New Campground at Cass Scenic Railroad State Park

**Reason for Modification:**

Addendum #1 issued to publish agency responses to vendor questions.

**Proc Type:** Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2021-09-17	2021-09-28 13:30	CEOI 0310 DNR2200000005	2

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** Potesta & Associates, Inc.

**Address :** 7012

**Street :** MacCorkle Avenue, SE

**City :** Charleston

**State :** West Virginia

**Country :** Kanawha

**Zip :** 25305

**Principal Contact :** Dana L. Burns

**Vendor Contact Phone:** 304-342-1400

**Extension:** 1127

**FOR INFORMATION CONTACT THE BUYER**

Joseph E Hager III  
(304) 558-2306  
joseph.e.hageriii@wv.gov

**Vendor  
Signature X**

**FEIN#**

31-1509066

**DATE**

September 28, 2021

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

**ADDITIONAL INFORMATION**

The Acquisitions and Contract Administration Section of the Purchasing Division ("Purchasing Division") is soliciting Expression(s) of Interest ("EOI" or "Bids") for The Division of Natural Resources ("Agency"), from qualified firms to provide architectural/ engineering services ("Vendors") as defined herein.

The mission or purpose of the project for which bids are being solicited is to provide necessary engineering, and other related professional services to design, specify and provide construction contract administration services for the construction of approximately 100 Campsites and related facilities at Cass Scenic Railroad State Park in Pocahontas County, West Virginia. All environmental permitting will be included in the project.

INVOICE TO	SHIP TO
DIVISION OF NATURAL RESOURCES PARKS & RECREATION-PEM SECTION 324 4TH AVE SOUTH CHARLESTON WV 25305 US	DIVISION OF NATURAL RESOURCES CASS SCENIC RAILROAD STATE PARK 242 MAIN ST CASS WV 24927-0107 US

Line	Comm Ln Desc	Qty	Unit Issue
1	Civil engineering		

Comm Code	Manufacturer	Specification	Model #
81101500			

**Extended Description:**

Architectural/engineering services and contract administration for new campground facilities at Cass Scenic Railroad State Park.

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
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	Document Phase	Document Description	Page 3
DNR2200000005	Final	A/E Svcs-New Campground at Cass Scenic Railroad State Park	

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CEOI DEP22\*05**

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

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

**Addendum Numbers Received:**

(Check the box next to each addendum received)

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

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

Potesta & Associates, Inc.

Company



Authorized Signature

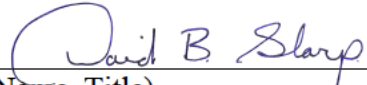
September 28, 2021

Date

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

Revised 6/8/2012

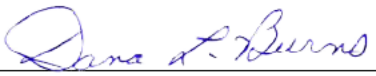
**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

 Project Manager  
(Name, Title)  
David B. Sharp, P.E.  
(Printed Name and Title)  
125 Lakeview Drive  
(Address)  
Morgantown, WV 26508  
(Phone Number) / (Fax Number) (304) 225-2245 Fax: (304) 225-2246  
(email address) dsharp@potesta.com

**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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Potesta & Associates, Inc.  
(Company)

 Vice President  
(Authorized Signature) (Representative Name, Title)

Dana L. Burns, P.E., P.S., Vice President  
(Printed Name and Title of Authorized Representative)

September 28, 2021  
(Date)

Phone: (304) 342-1400 | Fax: (304) 343-9031  
(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 \$1 million 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, but does not include publicly traded companies listed on a national or international stock exchange.

*"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)

**Name of Contracting Business Entity:** Potesta & Associates, Inc. **Address:** 7012 MacCorkle Avenue SE  
Charleston, West Virginia 25304

**Name of Authorized Agent:** Dana L. Burns, P.E., P.S. **Address:** 7012 MacCorkle Avenue SE

**Contract Number:** CEOI\_0313\_DEP2200000003 **Contract Description:** 2021 Design Group B Projects

**Governmental agency awarding contract:** WVDEP Office of AML&R

☒ **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: 

Date Signed: September 28, 2021

**Notary Verification**

State of West Virginia, County of Monongalia:

I, Tressee A. Koloski (Commission Expires August 26, 2025), 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 28th day of September, 2021.

  
Notary Public's Signature

**To be completed by State Agency:**

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

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

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



OFFICIAL SEAL  
NOTARY PUBLIC  
STATE OF WEST VIRGINIA  
Tressee Ann Koloski  
Potesta & Associates, Inc.  
125 Lakeview Drive  
Morgantown WV 26508  
My Commission Expires August 26, 2025

Revised June 8, 2018

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: Potesta & Associates, Inc.

Authorized Signature: *Dina L. Burns* Date: September 28, 2021

State of West Virginia

County of Monongalia, to-wit:

Taken, subscribed, and sworn to before me this 28<sup>th</sup> day of September, 20 21

My Commission expires August 26, 20 25.



AFFIX SEAL HERE

OFFICIAL SEAL  
NOTARY PUBLIC  
STATE OF WEST VIRGINIA  
Tressee Ann Koloski  
Potesta & Associates, Inc.  
125 Lakeview Drive  
Morgantown WV 26508

My Commission Expires August 26, 2025

NOTARY PUBLIC

*Tressee A. Koloski*

Purchasing Affidavit (Revised 01/19/2018)



POTE&amp;AS-01

JNGUYEN

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/8/2021

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

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

<b>PRODUCER</b> <b>Ames &amp; Gough</b> <b>8300 Greensboro Drive</b> <b>Suite 980</b> <b>McLean, VA 22102</b>	<b>CONTACT NAME</b> PHONE (A/C, No, Ext) <b>(703) 827-2277</b>		<b>FAX (A/C, No)</b> <b>(703) 827-2279</b>
	<b>E-MAIL ADDRESS</b> <b>admin@amesgough.com</b>		
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A</b> <b>Valley Forge Insurance Company A(XV)</b>		<b>20508</b>
	<b>INSURER B</b> <b>Continental Insurance Company A(XV)</b>		<b>35289</b>
	<b>INSURER C</b> <b>National Fire Insurance Company of Hartford A(XV)</b>		<b>20478</b>
<b>INSURED</b>  <b>Potesta &amp; Associates, Inc.</b> <b>7012 MacCorkle Avenue, SE</b> <b>Charleston, WV 25304</b>	<b>INSURER D</b> <b>Evanston Insurance Company</b>		<b>35378</b>
	<b>INSURER E</b>		
	<b>INSURER F</b>		

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab. GEN'L AGGREGATE L MIT APPL ES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6057035330	3/7/2021	3/7/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			6057035327	3/7/2021	3/7/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6057035358	3/7/2021	3/7/2022	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	6057035344	3/7/2021	3/7/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACC DENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.			MKLV7PL0004586	3/7/2021	3/7/2022	Per Claim/Aggregate 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Pollution Liability is included in the Professional Liability policy and shares the limits per the policy terms and conditions.

## CERTIFICATE HOLDER

## CANCELLATION

EVIDENCE OF COVERAGE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE