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## List View

Procurement Folder: 1603639 Procurement Type: Central Purchase Order Vendor ID: 000000229419 Legal Name: MILLER ENGINEERING INC Alias/DBA: Total Bid: \$0.00 Response Date: 05/20/2025 Response Time: 8:10 Responded By User ID: MillerEngineer1 First Name: Travis Last Name: Taylor Email: ttaylor@millereng.net Phone: 304-291-2234	SO Doc Code: CEOI SO Dept: 0310 SO Doc ID: DNR2500000003 Published Date: 5/2/25 Close Date: 5/20/25 Close Time: 13:30 Status: Closed Solicitation Description: A&E - Sleepy Ck WMA New Shooting Range Total of Header Attachments: 1 Total of All Attachments: 1
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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:** 1603639  
**Solicitation Description:** A&E - Sleepy Ck WMA New Shooting Range  
**Proc Type:** Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2025-05-20 13:30	SR 0310 ESR05202500000007141	1

**VENDOR**  
000000229419  
MILLER ENGINEERING INC

**Solicitation Number:** CEOI 0310 DNR2500000003  
**Total Bid:** 0  
**Response Date:** 2025-05-20  
**Response Time:** 08:10:41  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
Joseph (Josh) E Hager III  
(304) 558-2306  
joseph.e.hageriii@wv.gov

<b>Vendor</b>		
<b>Signature X</b>	<b>FEIN#</b>	<b>DATE</b>

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 #
81100000			

**Commodity Line Comments:**

**Extended Description:**

Design and Contract Administration of Sleepy Creek WMA Shooting Range New Construction.



**Expression of Interest**  
**Sleepy Creek WMA Shooting Range & Infrastructure**  
**Berkeley Springs, WV**  
**CEOI DNR2500000003**  
**20 May 2025**



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

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## The Miller Engineering Difference



We are very pleased to submit our response for the Sleepy Creek WMA Shooting Range & Infrastructure project. We have elected to submit as prime due to MEI's past history working with the WVDNR as a prime consultant. MEI has operated in this role many times before for WVDNR, including nearby projects for Cacapon Resort State Park, among serving as the prime consultant for many WVDNR projects in the past. We have also served as the prime consultant on many other projects for various clients and state agencies.

We're not your typical MEP firm; we ensure our designs meet very specific, time-tested criteria, including but not limited to being constructible, operable, and maintainable. We want to set up our clients to be self-sufficient, but we work to be available every step of the way.

Every project we do has a particular set of standards which we must apply, and this is no exception. We see our diversity of previous work as an advantage as we do not use "cookie cutter" design or presume we have all the answers when we start.

Our hands-on staff takes great pride in their construction and operations backgrounds, which help us visualize the project as it would be built instead of just lines on paper. We don't sit clients down and lecture to them about what they're going to get; we listen to them so we can strive to deliver exactly what they want and need. It costs too much time and money (for both our clients and us) to not deliver exceptional service every single time, and we work tirelessly to keep projects on time and on budget. We're proud to say that our change order percentage over the last 10 years is less than 0.1%, and that's not just a statistic; it's a proclamation of our commitment and determination to make sure things are done right the first time, every time.

We believe we have assembled a more than capable design team. Montum Architecture, located in Keyser, will provide architectural services. Montum & MEI have successfully delivered several DNR projects together including the Berkeley Springs Old Roman Bathhouse, Watters Smith State Park Pavilion, Blackwater Falls Trading Post, and the Lost River Campground which is currently under construction. Tom Pritt's location fairly close to Berkeley Springs provides local boots on the ground. Providing structural engineering support for the new facilities will be Arrow Engineering. Arrow, MEI, and Montum have been working together as a team on many projects for several state agencies. Ghosh Engineering will provide civil site services for the project. MEI, Montum, and Ghosh are working as a team on the campgrounds for Cass and Lost River, both of which are under construction.

We encourage you to contact any of our references to gauge our level of commitment, not only through design but continuing through construction administration, and beyond the warranty period.



I would like to personally thank you for affording Miller Engineering the opportunity to propose on for the Sleepy Creek WMA Shooting Range & Infrastructure project and we look forward to the chance to discuss the project in an interview.

Best Regards and Good Luck on the Project,

A handwritten signature in blue ink, appearing to read 'Craig Miller', is written over a horizontal line.

Craig Miller, PE  
President/Owner  
Miller Engineering, Inc.



## TAB 1 –FIRM QUALIFICATIONS





## Firm Profile

*MILLER ENGINEERING is a solely held (S) corporation owned by Craig Miller PE, President. The corporation maintains a Certificate of Authority with the WV State PE Board and has carried professional liability insurance since its inception. Neither the firm nor its professional engineers have ever faced disciplinary action in any form from the states in which they are registered.*

*Our engineered solutions involve a detailed assessment process: investigation, observation, communication with stakeholders, system analysis, building modeling and engagement from our entire team. We approach each and every project with this process and the guiding principle that buildings are designed to be livable and function in their intended purpose.*

*Over the past 14 years Miller Engineering, Inc. (MEI) has engineered solutions for over \$23.2M in MEP system upgrades, repairs and renovations for projects of all scopes and sizes, with clients ranging from private owners to local and state governments. With a strict attention to detail and commitment to delivering a job done well and done right the first time, every time, **MEI has accumulated a change order percentage of less than 0.1% over the past 8 years.***

*Our team has unique skill-sets regarding engineered renovation solutions. Each member of the team has hands-on mechanical system experience including installation, construction, design and maintenance.*

*Miller Engineering takes pride in being **different by design**, and that difference shines through in all phases of our work and continued relationships with our clients.*

- Experienced and Licensed Professional Engineers
- Quality, Value-Engineered Project Delivery
- Qualified Construction Representative on Staff
  - LEED-AP Certified
- Below Industry Change Order Status
  - Building Information Modeling
  - Emergency Facility Response

## Engineering Design and Consultation

- Mechanical
- Electrical
- Plumbing
- HVAC Design
- Renovation
- New Construction
- Building Information Modeling

## Aquatic Facility Design

Public Pools & Areas  
ADA Compliance  
Indoor & Outdoor (air flow)  
Chlorination/Filtration

## Construction Administration

Maintenance/Facility Improvement Plans  
Contract Administration  
Code Observation

## Communication System

Intercomm & Public  
AddressVoice/Data/CATV  
Urgent Response

## Energy

Power Supply (main & backup)  
Green & Renewable Consulting  
Systems Utilization & Upgrades  
Sustainable Solutions

## Facility Utilization

Systems Assessment & Solutions  
Adaptive Re-use  
Planning/Life-Cycle Control  
Engineered Replacement

## Life Safety Inspection/Design

Fire Protection & Alarm Systems  
Access Control  
Fire & Electrical Investigation

## Industry Experience

Education  
Local & State Government  
Commercial Development  
Healthcare





### **B. Craig Miller, PE**

Craig founded Miller Engineering in 2003, and serves as President and Principal Engineer. He has more than 20 years experience in design, specification, operations and project management. During his employment with WVU, Craig was directly involved with approximately \$130 million in new capital construction. His experience with a wide range of projects including HVAC, electrical, plumbing, infrastructure upgrades, building automation, energy efficiency and maintenance/renovation, among others, allows him to serve in multiple capacities within a given project. Craig will serve as the "Relationship

Manager" for Miller Engineering as the main communication interface between the Owner, the design team, contractors and end users.

#### **Project Role: Relationship Manager – Primary Point of Contact**

- *Engineer in Responsible Charge*
- *Design and Project Management of Mechanical, Electrical, Plumbing Projects*
- *Concept and Construction Design*
- *Business Operations and Financial Management Oversight*
- *Quality Assurance and Control*

#### **Professional Project Highlights**

- Morgantown High School Area 4 HVAC Renovations
- WVU Life Sciences Building and Student Recreation Center – Owner's Engineer
- WVANG Bridgeport FWAATS Restroom Renovations
- ChalleNGe Academy Maclin Hall Make Up Air Unit Replacement
- Advanced Surgical Hospital
- Camp Dawson FMS4 Fire Protection
- Chief Logan Lodge HVAC Renovations
- WVANG Child Development Center HVAC Upgrades

#### **Professional History**

2003- Present	Miller Engineering, Inc.	President, Relationship Manager
2002-2003	Casto Technical Services	Existing Building Services Staff Engineer
2001-2002	Uniontown Hospital	Supervisor of Engineering
1995-2001	West Virginia University	Staff Engineer
1990-1995	BOPARC	Caretaker – Krepps Park
1983-1988	University of Charleston	Electrician/HVAC Mechanic

#### **Education**

1995	West Virginia University	BS- Mechanical Engineering
1988	University of Charleston	BA- Mass Communications

#### **Licenses and Certifications**

- Professional Engineer (West Virginia, Pennsylvania, Maryland, and Ohio)
- Licensed Master Plumber
- LEED-AP Certified



## **Travis Taylor, PE**

Experience in project management facilitates Travis's ability to create and design constructible projects. Prior to joining the Miller Engineering team he was directly responsible for managing \$10 million in electrical construction budgets. His experiences encompass both new construction and renovation. Travis maintains professional competencies by attending seminars and continuing education classes. These include local ASHRAE classes in addition to classes on electrical systems, and also steam systems through Shippenburg Pump Company. As lead engineer he provides HVAC, mechanical, plumbing, and electrical design solutions and services for our clients. In addition, he is part of our team's complete assessment process in both planning and MEP design through construction administration.

### **Project Role: Lead MEP Engineer**

- *Design of Mechanical, Electrical, and Plumbing Systems*
- *Building Information Modeling - Revit*
- *Constructible Materials Evaluation*
- *Site Evaluation and Mechanical System Review*
- *Submittal and RFP Review*
- *RFI Coordination, Review, and Response*
- *Construction Observation*

### **Professional Project Highlights**

- WVANG Bridgeport FWAATS Restroom Renovations
- WVANG USPFO Buckhannon Restroom Renovations
- Camp Dawson FMS4 Fire Protection
- WVANG Jackson County AFRC Canopy
- WV State Building 25 (Piping, HVAC, Lighting)
- Mineral County Commission Facility Additions & Renovations
- Blackwater Falls Lodge Renovations
- WVANG Child Development Center HVAC Upgrades
- Pipestem Lodge McKeever Lodge HVAC Piping Replacement

### **Professional History**

2011-Present	Miller Engineering, Inc.	Staff Engineer
2006-2011	Tri-County Electric, Co.	Project Manager
2006-2006	Schlumberger	Field Engineer Trainee - MWD

### **Education**

2006 West Virginia University, BS – Mechanical Engineering

### **Licenses and Certifications**

- Professional Engineer - State of West Virginia, Maryland
- OSHA 10-hour Course: Construction Safety & Health



**Tyler Trump**

Tyler joined Miller Engineering in August 2022. A recent graduate of West Virginia University, he has been eager to learn the means and methods of MEP consulting. Tyler assists the MEP design team with design calculations and is rapidly learning design software such as Autodesk REVIT and Hourly Analysis Program by Carrier. He is also learning construction administrations along with building, electrical, and plumbing codes and standards. Tyler is currently preparing to take the Fundamentals of Engineering Exam.

**Project Role: Junior Engineer**

- *Design Calculations*
- *Drafting of MEP Systems*
- *Assist with Construction Administration*

**Professional Project Highlights**

- Cass Scenic Railroad State Park Campground
- Lost River Campground
- WVANG Child Development Center HVAC Upgrades
- USPFO Buckhannon Restroom Renovations
- WV Building 25 Lighting Upgrades
- Ronald McDonald House Morgantown Addition & Renovations
- McKeever Lodge Boiler Replacement
- Chief Logan Lodge HVAC Renovations
- ChalleNGe Academy Maclin Hall Make Up Air Unit Replacement

**Professional History**

2022- Present                      Miller Engineering, Inc.      MEP Designer

**Education**

2022      West Virginia University, BS - Mechanical Engineering

**Licenses and Certifications**

# Montum Architecture, LLC Firm Profile

## Who We Are.

Montum Architecture, LLC was founded in 2017 to provide architectural design and consulting services. Montum Architecture is a Limited Liability Corporation filed in the state of West Virginia. The company is also registered in the State of Maryland as a foreign LLC. Montum is staffed by a licensed principal architect and a design professional. They work manage projects together, from conceptual to construction administration, allowing the utmost coordination of building plans and specifications with minimal potential for miscommunication.

## Our Services

Government	Planning
Institutional	Building Assessment
K-12 schools	Architectural Detailing
Higher Education	Specification Writing
Multi-Dwelling	Contract Administration
Medical	Design/Bid/Build
Retail	Renovation
Emergency Services	Renderings
Automotive	Life Safety Evaluations
Financial	Design/Build
Warehouse	Project Management

## Why Choose Us.

### Communication

Tom Pritts will be the primary point of contact for Montum's architectural services. Montum will manage communication with the Owner, Contractor, and sub-consulted team of members on this project.

### Project Budget

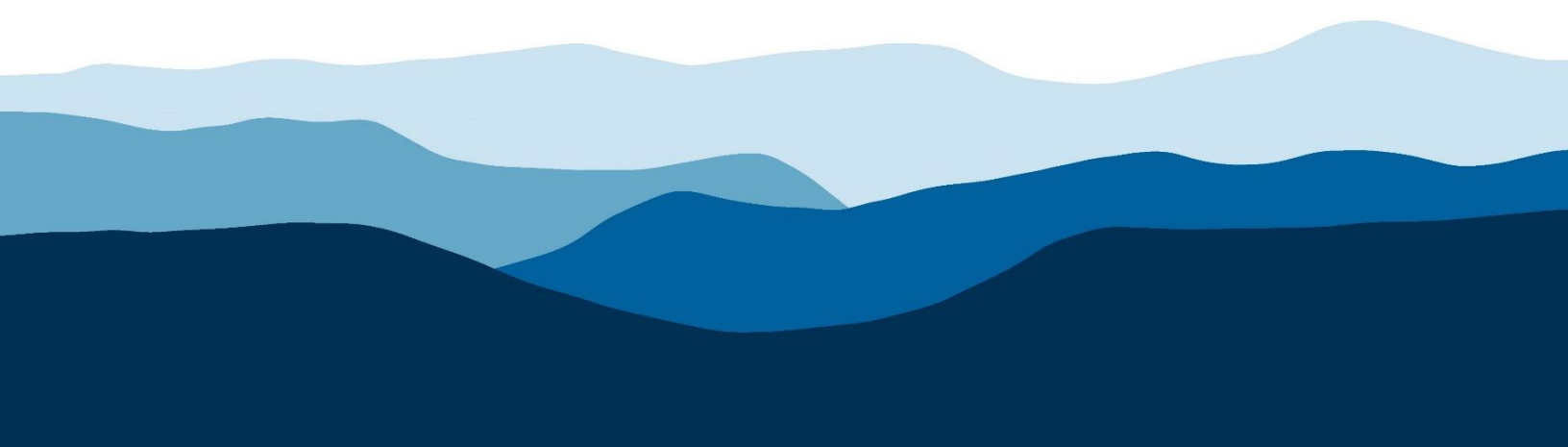
Previous work experience has shown a consistent +/-2%bid-to-budget ratio.

### Project Schedule

Montum will monitor and adjust the design tasks in order to complete the design work in the established timetables. They will also work diligently during project construction to maintain the contractual constraints placed as part of the contractor's bid.

### Design Software

Montum utilizes Autodesk Revit for all design projects incorporating three-dimensional modeling and parametric reporting. Existing condition documentation includes drone imaging, 360 camera shots, and handheld LiDAR telemetry.







### **Thomas Pritts, AIA, LEED-AP, CSI-CCS**

Tom founded MontumArchitecture in 2017. He has more than 15 years experience in design, specification, and project management. During his former employment, Tomhas designed and managed dozens of built projects.His experience encompasses a wide range of projects including K-12 and higher education facilities, financial Institutions, emergency services buildings, and automotive dealerships. A native of Mineral County, Tom is member of the West Virginia Chapter of American Institute of Architects and was involved in the establishment of the US Green Building Council's West Virginia chapter. He is highly skilled in the design of complex building systems, technical construction detailing and specifying, and construction contract administration. These skills were critical in the development and maintaining of many multi-year, multi-project relationships with Clients in his previous employment.

#### **Project Role: Relationship Manager – Primary Point of Contact**

- Principal in Charge
- Design and Project Management
- Concept and Construction Design
- Quality Assurance and Control

#### **Professional History**

2017- Present	Montum Architecture	Architect
2004-2017	Alpha Associates	Associate and Architect
2003	Marshall Craft Associates	Architectural Intern

#### **Education**

2004	Virginia Tech	Bachelors of Architecture
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#### **Licenses and Certifications**

- Licensed Architect (West Virginia, Maryland)
- NCARB Certificate
- Construction Specifier Institute – Certified Construction Specifier
- LEED-AP Certified
- Part 107 Remote Pilot
- 30-hour OSHA Card

#### **Associations and Memberships**

- American Institute of Architects
- Mineral County Chamber of Commerce – 1<sup>st</sup> Vice President

#### **Professional Project Highlights**

- Potomac State College – Bachelor of Nursing Renovation
- Wyoming East High School HVAC Renovation – Wyoming County Schools, WV
- Mountainview and MTEC HVAC Renovation – Monongalia County Schools, WV
- Berkeley Springs State Park – Pool Bathhouse Roof Replacement
- Berkeley Springs State Park – Old Roman Bath Renovation
- Blackwater Falls State Park – Boiler Room Renovation
- Our Lady of the Mountains Parish – Bathroom Renovation
- Mountain View Assembly of God – Rec Hall Ceiling Design





### **Professional Project Highlights (former employment built projects)**

- Potomac State College – ADA Connector Building, Church-McKee Plaza, Shipper Library Façade
- WVU Engineering Sciences Building – East Wing Addition, 10<sup>th</sup> Floor Fit-Out, Basement Renovation
- WVU Engineering Research Building – G07 & G08 Renovation
- WVU Equine Education Center
- WVU College of Physical Activities and Sports Sciences/ Student Health Center
- WVU Center for Alternative Fuel Engines and Emissions
- WVU Colson Hall Water Infiltration Repairs
- WVU Mountainlair Water Infiltration Repairs
- WVU Chemistry Research Laboratories Fit-Out
- WVU Creative Arts Center Wheelchair Lift
- Alderson Broaddus University –Pyles Arena Deck Replacement
- Glenville State College –Morris Stadium Skybox
- Washington High School, Jefferson County Schools, WV
- Pineville Elementary School, Wyoming County Schools, WV
- Huff Consolidated School, Wyoming County Schools, WV
- Aurora School Addition, Preston County Schools, WV
- Riverview High Field House Design-Build, McDowell County Schools, WV
- Safe School Entries, Monongalia County Schools, WV
- Morgantown High Elevator, Monongalia County Schools, WV
- 2010 Comprehensive Education Facilities Plan- Monongalia County Schools, Wyoming County Schools
- Clear Mountain Bank Branches, Oakland, MD - Reedsville, WV - Kroger-Sabraton, WV
- Grant County Bank, Petersburg, WV
- Fairmont Federal Credit Union, Bridgeport, WV
- Freedom Ford, Kia, and VolkswagenAutomotive Dealerships, Morgantown and Clarksburg, WV
- Jenkins Subaru Addition, Bridgeport, WV
- Elkins Fordland Renovation - Elkins Chrysler Dealership, Elkins, WV
- Harry Green Nissan Design-Build, Clarksburg, WV
- Cool Green Automotive Addition and Renovation, Shepherdstown, WV
- Veteran’s Affairs – OI&T Office Fit-Out, Shepherdstown, WV
- OPM, Eastern Management Development Center Addition, Shepherdstown, WV
- National Energy Technology Laboratory – Building B-8 Roof Replacement, Morgantown, WV
- US Coast Guard – Conference Room Renovation, Martinsburg, WV
- Eastern Panhandle Transit Authority Addition, Martinsburg, WV
- Cacapon State Park – Old Inn HVAC and Interior Renovation
- WV National Guard - Armory Office Fit-out, Parkersburg, WV
- South Berkeley Fire Station, Inwood, WV
- Jefferson County Emergency Services Agency – New Headquarters
- Berkeley County Ambulance Authority – South Station Renovation and Addition
- Poolhouse Renovation, McMechen, WV
- Community Center, Ridgeley, WV
- Wastewater Treatment Plant Renovations, Martinsburg, WV
- Public Works Building, Fairmont, WV
- Oatesdale Park Little League Fields, Martinsburg, WV
- St. Luke Canopy Replacement, Morgantown, WV
- Freshwater Institute – Aquaculture Building, Shepherdstown, WV
- Clarion Hotel Renovation, Shepherdstown, WV
- Shenandoah Village Apartments – Façade and Deck Replacement, Martinsburg, WV
- Regional Eye Associates/ Surgical Eye Center, Morgantown, WV
- Bavarian Inn – Infinity Pool/ Pool Bar, Shepherdstown, WV

Montum Architecture, LLC • 55 ER Path, Keyser, WV 26726 • 304-276-7151 • [montumarch.com](http://montumarch.com)

General Services Division: Building 10, Holly Grove Manson



## **Jordyn Henigin, M.Arch**

Jordyn joined Montum Architecture in May 2020. A recent graduate of Fairmont State University, She has been eager to enhance her skills in the business field and develop a stronger knowledge of architectural design principals and methods. Jordyn is in the process of perusing her goal to becomea licensed Architect.

### **Project Role: Design Professional**

- Concept and Construction Design
- Building Information Modeling – Revit
- Architectural Rendering - Lumion

### **Professional History**

2020- Present	Montum Architecture	Design Professional
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### **Education**

2020	Fairmont State University	Bachelors of Architecture
2022	Fairmont State University	Masters of Architecture

### **Licenses and Certifications**

- LEED-Green Associate
- 30-hour OSHA Card

### **Associations and Memberships**

- Assoc. AIA

### **Professional Project Highlight**

- Watters Smith State Park, Lost Creek WV
- Mon Co Schools Transportation Addition, Morgantown WV
- Jackson Co ARFC Wash Bay, Millwood WV
- BUMFS Staggers Recovery, Burlington WV
- BUMFS Knobley Rehab, Burlington WV
- Aging & Family Services of Mineral County - Keyser Senior Center, Keyser WV
- Mineral County Detention Center, Courthouse, and Annex addition and renovations, Keyser WV
- New Covenant UMC, Cumberland MD
- Larenim Park Amphitheater, Burlington WV
- Building 25 HVAC, Parkersburg WV
- WVGSD Elevator Modernizations
- Westside HVAC and Roof, Clear fork WV
- Ed Kelley Memorial, Keyser WV
- Cass Campground, Cass WV
- Waxler Warehouse, Keyser WV
- Greenbrier SF Headquarters, White Sulphur Springs WV
- FWAATS, Bridgeport WV



## INTRODUCTION

Ghosh Engineers is a consulting engineering firm specializing in water and wastewater systems and improvements. We provide services in all phases of projects including master planning and feasibility studies, final design with associated special services, funding assistance, construction administration and project representation on construction sites.

While other firms have focused on expanding their markets and geographical locations, we have purposefully chosen to remain small and specialized in order to provide the most attentive and responsive service to our clients that is unmatched in the industry.

## SMALL & SPECIALIZED HAS ITS ADVANTAGES

- ▼ Focusing on the water and wastewater industry has allowed us to develop multi-faceted design capabilities. We dive far more deeply into the issues to tailor best-fit solutions.
- ▼ We keep our workload manageable in order to be more responsive and communicative.
- ▼ We are collaborating under one roof, sharing our experience and knowledge, so we can offer the most thoughtful solutions to our clients.
- ▼ Very low overhead costs.
- ▼ There's no question who you will collaborate with. Your Project Manager will remain the same and be your go-to source from start to finish.
- ▼ We maintain the **Standard Industry Professional Liability Insurance**.
- ▼ We've enjoyed lasting partnerships with our clients who trust us and have hired us time and again.



# WATER TREATMENT & DISTRIBUTION

Drinking water is one of the most valuable resources and is vital to commerce and industry as well as the health and welfare of the community and its success. Today, communities are facing difficulties in securing, transporting, treating, distributing, storing and providing sufficient amounts of safe, quality drinking water for their customers. The Ghosh team has experienced professionals with extensive backgrounds in water resources to ensure regulations are followed, results are maximized, and your specific water project is successful.

## ▼ WATER SYSTEM DESIGN

Wells, Intakes, Booster Stations

Water Treatment Plants

Storage Tanks

Capital Improvements

Transmission/Distribution Mains

Telemetry & SCADA Systems

Automatic Meter Reading System (AMR)

## ▼ WATER ENGINEERING SERVICES

Planning & Feasibility Studies

Hydraulic Analysis

Distribution & Treatment Design

Geographical Information Systems (GIS)

Line Locating & Leak Detection

Funding Application/Administration

Permitting

Construction Administration

Project Closeout Documents

# WASTEWATER SYSTEM IMPROVEMENTS

Clean water, along with correct treatment and management of wastewater, is essential to any community. Our engineers have a history of utilizing innovative treatment technologies including onsite decentralized treatment, vertical loop reactors (VLR), membrane bioreactors (MBR) and sequencing batch reactors (SBR) with tertiary filtration. The Ghosh team is highly skilled and passionate to help your community resolve its wastewater needs and comply with effluent quality standards.

## ▼ WASTEWATER SYSTEM DESIGN

- Wastewater Treatment Plants
- Collection System Rehab and Extensions
- Pump Stations
- Force Mains
- Telemetry & SCADA Systems
- Start-up and Operation Assistance

## ▼ WASTEWATER ENGINEERING SERVICES

- Planning & Feasibility Studies
- Infiltration & Inflow Evaluations
- Smoke Testing/Flow Monitoring
- Collection & Treatment Design
- Geographical Information Systems (GIS)
- Funding Application Assistance
- Permitting
- Construction Administration
- Project Closeout Documents



## STORMWATER MANAGEMENT

Successful implementation and management of a stormwater program demands a clear understanding of the NPDES permit requirements and solid teamwork between staff and consultants/contractors. Ghosh Engineers stands ready to support any municipality or industrial facility with their stormwater compliance needs with the development and implementation of their stormwater/NPDES programs to achieve full compliance with federal, state, and local stormwater regulations.

### ▼ STORMWATER MANAGEMENT SERVICES

Flood Management **S**tormwater **D**esign  
Combined **S**ewer Overflow (CSO) **S**eparation  
**M**S4 Compliance  
Innovative Facility **D**esign  
Conventional **S**tormwater **D**esign  
Runoff Infiltration, Filtration, & **S**torage  
**S**ustainable **S**tormwater Facilities



## SITE DEVELOPMENT

The development of undisturbed land into residential, commercial, or industrial sites involves improvements such as site layout, erosion and sediment controls, grading, utility design, landscape design, and stormwater management. Evaluation of existing field conditions, development of efficient layout plans, communication with the Client on revisions, and effective management of regulations are some of the obstacles Ghosh Engineers works diligently to overcome to create a successful project for our Clients.



### ▼ SITE DEVELOPMENT

Utility Project **S**ite **D**esign  
(Storage **T**anks, Booster **S**tations,  
**T**reatment Facilities, Etc.)  
Parking Facilities & **A**DA Accessibility  
**S**idewalk & **T**rail **D**esign  
Resorts, Lodging,  
& Recreational Areas  
Industrial & Business Parks  
**S**ingle & Multi-Family Residential  
Mixed Use **D**evelopments

## PERMITTING

**T**iming is everything with permitting. At Ghosh, our engineers produce highly detailed, quality designs that are easily permitted with little to no comments which avoids delays and keeps the project on schedule.

Our Project Managers know the Federal and **S**tate regulations pertaining to water and wastewater projects. We have an excellent working relationship with governmental agencies such as the **D**epartment of Health, Public **S**ervice Commission, **D**epartment of Environmental Protection and have vast experience at securing the following types of permits for our clients.

- ▼ **National Pollutant Discharge Elimination System (NPDES)**
- ▼ **Railroad Permits from CSX, Norfolk Southern, WATCO Kanawha River Railroad, etc.**
- ▼ **West Virginia Public Service Commission (WVPSC)**
- ▼ **West Virginia Division of Highways (WVDOT)**
- ▼ **West Virginia Bureau for Public Health (WVPH)**
- ▼ **Army Corp of Engineers (ACOE)**
- ▼ **State Historic Preservation Offices (SHPO)**
- ▼ **Natural Resources Conservation Service (NRCS)**
- ▼ **U.S. Fish and Wildlife Service (USF&WS)**

## CONSTRUCTION INSPECTION SERVICES

Each Ghosh Project Representative has an outstanding 35-year career in construction management oversight and specialize in overseeing the construction of water and wastewater line work and treatment plants. **T**hey have a very close relationship with our designers and are committed to honoring the integrity of the design and meticulously adhere to plans and specifications at construction sites.





## KENNON CHAMBERS, PE PRESIDENT

Kennon Chambers, PE, is President of Ghosh Engineers, Inc. and has 23 years of experience in design, construction, and construction administration of water and wastewater systems.

Responsible for the overall management of company operations, his years of engineering design and management experience include engineering studies, preliminary engineering reports, construction drawings, contracts, specifications, permitting, cost estimating, and contract administration. He is equally proficient in the design of wastewater treatment plants and collection systems, including lift stations, as well as water treatment and distribution systems including booster stations and storage tanks.

Mr. Chambers began his career at a utility construction company where he gained unique experience that would become invaluable to him in the future as a design engineer. He has since managed the design and construction of projects ranging in size from \$50,000 up to \$30 million, with numerous projects running concurrently.

### PROJECT EXPERIENCE

**CITY OF WHITE SULPHUR SPRINGS:** Addition of tertiary treatment for phosphorous reduction at existing wastewater treatment plant.

**WEST DUNBAR PUBLIC SERVICE DISTRICT:** Wastewater collection and pumping system rehabilitation project.

**HUTTONSVILLE PUBLIC SERVICE DISTRICT:** Combined Sewer Overflow (CSO) compliance project, I/I monitoring of collection system, and lagoon treatment system ammonia reduction project.

**BECKLEY SANITARY BOARD:** Replacement of 6.5 miles of the City's main interceptor.

**BOONE COUNTY PUBLIC SERVICE DISTRICT:** Design and construction administration of new wastewater collection and pumping system.

**NATIONAL RADIO ASTRONOMY OBSERVATORY:** Engineer for the facility's lagoon wastewater treatment plant and groundwater treatment plant.

**CULLODEN PUBLIC SERVICE DISTRICT:** Interceptor replacement project in conjunction with City of Milton and Salt Rock PSD regional projects.

### EDUCATION

Bachelor of Science,  
Civil Engineering

*West Virginia Institute  
of Technology*

### REGISTRATION

Professional Engineer

– West Virginia

– Kentucky

– Virginia

NCEES Record  
Established

Model Law Engineer as  
determined by NCEES

### AFFILIATIONS

American Water Works  
Association (AWWA)

Water Environment  
Association (WEA)

Water Environment  
Federation (WEF)





## JEFF EKSTROM, PE VICE PRESIDENT

Jeff Ekstrom, PE joined Ghosh Engineers, Inc. in August 2019 as a Project Manager. In his 30 years of experience, he brought to the company his organizational, problem solving and leadership skills in the design and management of infrastructure projects ranging from \$100,000 to \$68 million in construction costs.

Jeff's area of specialty is environmental engineering with a focus on the design of water and wastewater treatment plants. He has introduced and implemented new technologies into treatment plants throughout West Virginia that were instrumental in achieving ever changing water quality standards. These accomplishments have made him a sought-after water and utility engineer. Jeff is accessible and puts clients first, providing them with options that are the most practical and economical ways to approach a challenge.

Jeff gained national recognition from the American Water Works Association (AWWA) where he was honored as a 2010 recipient of the George W. Fuller award for his distinguished serve to the water supply field and sound engineering skills. He currently serves as the WV Section Representative on the AWWA Board of Directors helping to establish policies for the overall management and direction of AWWA affairs.

### PROJECT EXPERIENCE

**PEA RIDGE PUBLIC SERVICE DISTRICT:** Wastewater Treatment Plant upgrades; Plant A - 3.0 MGD SBR Treatment Process and Plant C - 0.250 MGD Oxidation Ditch Process.

**BERKLEY COUNTY PUBLIC SERVICE SEWER DISTRICT:** (1.25 MGD) North Ave (2.0 MGD) Wastewater Treatment Plant bay upgrade SBR Treatment Process with Bio Mag System.

**CITY OF ROMNEY:** Wastewater Treatment Plant; SBR Treatment Process with Cloth Media Filtration 0.750 MGD.

**CORPORATION OF SHEPHERDSTOWN:** Wastewater Treatment Plant bay upgrades; 2.5 MGD Membrane Bio Reactor Treatment Process.

**CITY OF BELINGTON:** Wastewater Treatment Plant – 0.725 MGD Orbal Treatment Process and wastewater collection system improvements.

**HARMAN WASTEWATER TREATMENT PLANT:** Randolph City, WV 0.10 MGD SBR Treatment Process and wastewater collection system.

**CITY OF RIPLEY:** Wastewater Treatment Plant; 1.2 MGD SBR Treatment Process.

**KANAWHA COUNTY SCHOOLS:** Wastewater Treatment Plant upgrades to Andrews Heights Elementary and Alum Creek Elementary.

**CABELL COUNTY SCHOOLS :** Wastewater Treatment Plant upgrades to Hite-Saunders Elementary.

### EDUCATION

Bachelor of Science,  
Civil Engineering

*West Virginia Institute  
of Technology*

### REGISTRATION

Professional Engineer

- West Virginia
- Kentucky
- Virginia
- Ohio

NCEES Record  
Established

### AFFILIATIONS

American Water Works  
Association (AWWA)  
WV, OH, KY/TN Sections

Water Environment  
Association (WEA)

Water Environment  
Federation (WEF)



## ALFONSO D' ALESSIO

### PROJECT ENGINEER

Alfonso is a 2022 graduate of West Virginia University in Morgantown with a B.S. in Civil Engineering. He wanted to get his "feet wet" in the water and wastewater industry and be able to dive right in and gain real work experience quickly. Ghosh was a good fit for him.

#### PROJECT EXPERIENCE

**KENTUCKY AMERICAN WATER:** University of Kentucky, meter audits

**BRADLEY PSD:** Wastewater System Improvements, field work

**HUTTONSVILLE PSD:** Water System Improvements, permitting

**CITY OF FOLLANSBEE:** Water System Improvements, UFGS Specifications

#### EDUCATION

Bachelor of Science,  
Civil Engineering

*West Virginia University  
Morgantown, WV*

#### AFFILIATIONS

American Water Works  
Association (AWWA)



## MATT DAWSON

### SENIOR DESIGNER/TECHNICIAN

With over 20 years' experience in the field of CAD, surveying, water and sewer design and construction inspection, Matt brings a vast knowledge of water and wastewater systems to the team and has worked on numerous projects during his time with Ghosh. Being a Class IV wastewater operator, he has seen both sides of the industry.

#### PROJECT EXPERIENCE

**TOWN OF BUFFALO:** Stormwater and Wastewater System Improvements

**BRADLEY PSD:** Wastewater System Improvements

**CITY OF DUNBAR:** Wastewater System Improvements; former General Manager of Dunbar Sanitary Board

**TOWN OF EAST BANK:** Critical Needs Projects

#### EDUCATION

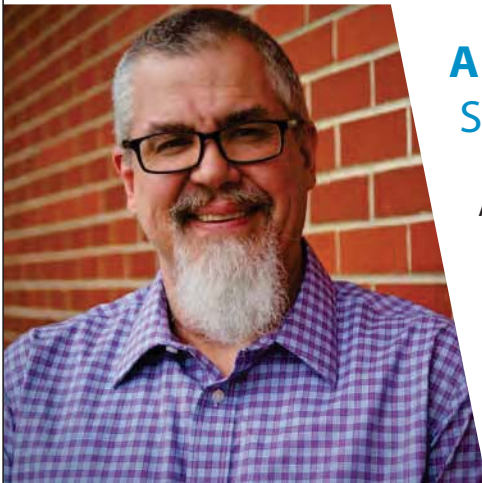
Associate of Science,  
Architectural Computer  
Aided Drafting and  
Design Technology

*West Virginia  
State University, WV*

#### AFFILIATIONS

WV Rural Water  
Association

Water Environment  
Federation (WEF)



## ALLEN KING

### SENIOR CAD DESIGNER

Allen King has 18 years of CAD design experience and joined Ghosh Engineers in September 2019 after working several years for a large national firms in WV and VA. He serves as primary CAD Technician on water, wastewater and stormwater system improvements.

#### PROJECT EXPERIENCE

**TOMLINSON PUBLIC SERVICE DISTRICT:** Water distribution system improvements.

**CITY OF FOLLANSBEE:** Wastewater collection system improvements and water distribution system improvements.

**BECKLEY WATER COMPANY:** Water distribution system improvements.

**WEST VIRGINIA AMERICAN WATER:** Various water distribution system improvements.

**WEST VIRGINIA DIVISION OF NATURAL RESOURCES:** Cass Scenic Railroad wastewater collection system improvements.

**RED HOUSE, WV:** Stormwater system improvements.

#### EDUCATION

Associate of Science,  
Architectural Computer  
Aided Drafting and  
Design Technology

*Triangle Tech  
Pittsburgh, PA*



## JIM CHARLEY

### SENIOR CAD DESIGNER

Jim Charley has worked on countless projects in his 28 year career with Ghosh Engineers and is highly skilled in the production of Civil and Architectural drawings for the construction of water and wastewater treatment systems.

#### PROJECT EXPERIENCE

**CITY OF WHITE SULPHUR SPRINGS:** Water System Improvements.

**CITY OF FOLLANSBEE:** Water and Wastewater System Improvements.

**HANCOCK COUNTY PSD:** Lines, Booster Stations and Tanks.

**CORPORATION OF SHEPHERDSTOWN:** Water System Improvements.

**WEST VIRGINIA AMERICAN WATER:** Cross Lanes Drive waterline replacement.

#### EDUCATION

Bachelor of Science,  
Industrial Technology

*West Virginia  
State University  
Institute, WV*



## WHO WE ARE

Since 2016, Arrow Engineering has been dedicated to delivering top-tier structural engineering solutions that exceed expectations. Drawing from his extensive background as a contractor, civil engineer, and structural engineer, Michael Howell founded Arrow Engineering to bring a unique blend of practical experience and innovation to every project.

At Arrow Engineering, we understand the paramount importance of a sturdy foundation and impressive design. Whether it's a residential, commercial, or an industrial venture, our team is committed to crafting solutions that exceed industry standards. With a focus on safety and durability, trust us to bring your structural visions to life with precision and expertise.



## DESIGN PRINCIPLES

### RELIABLE

High quality documents.

### ORGANIZED

We are practical and detailed.

### TRUSTWORTHY

You can count on our word.

### EFFICIENT

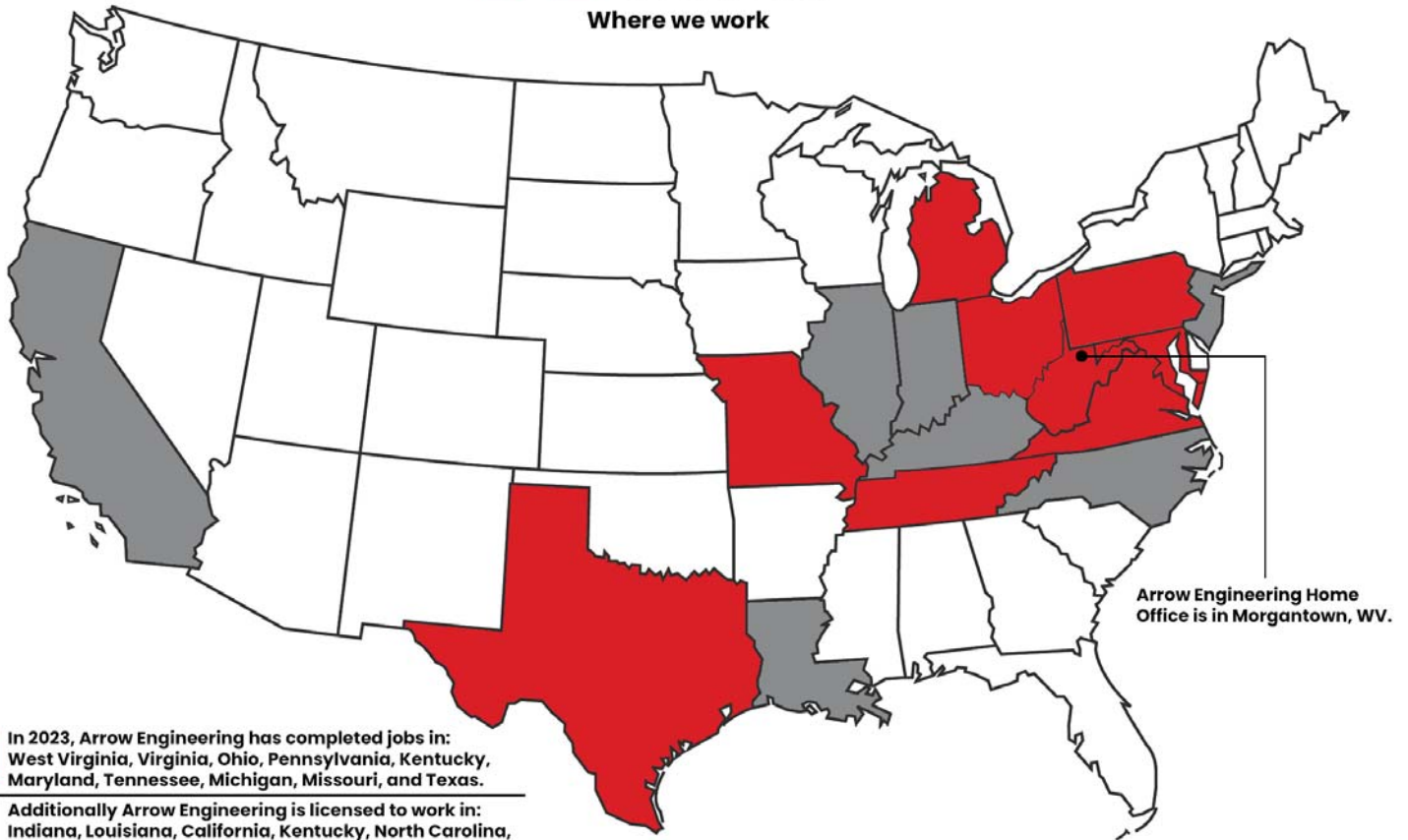
We are timely and proficient.

### EXPERTS

Educated and experienced.

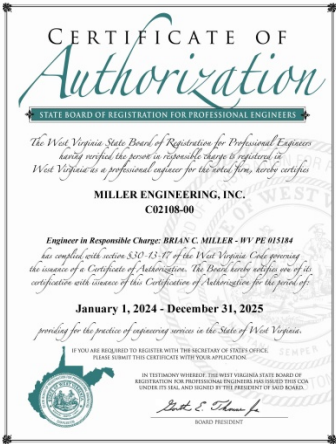
### PASSIONATE

We love what we do.





# Staff – Licenses & Certifications





## TAB 2 – PROJECT ORGANIZATON



## Staff – Proposed Staffing Plan

### **MILLER ENGINEERING**

<u>Craig Miller, PE</u>	President, Principal in Charge
<u>Travis Taylor, PE</u>	Lead MEP Engineer
<u>Tyler Trump</u>	MEP Designer
<u>Rowan Barto</u>	MEP Designer

### **MONTUM ARCHITECTURE**

<u>Tom Pritts, AIA</u>	Architect, Owner
<u>Jordyn Henigin</u>	Design Professional

### **GHOSH ENGINEERING**

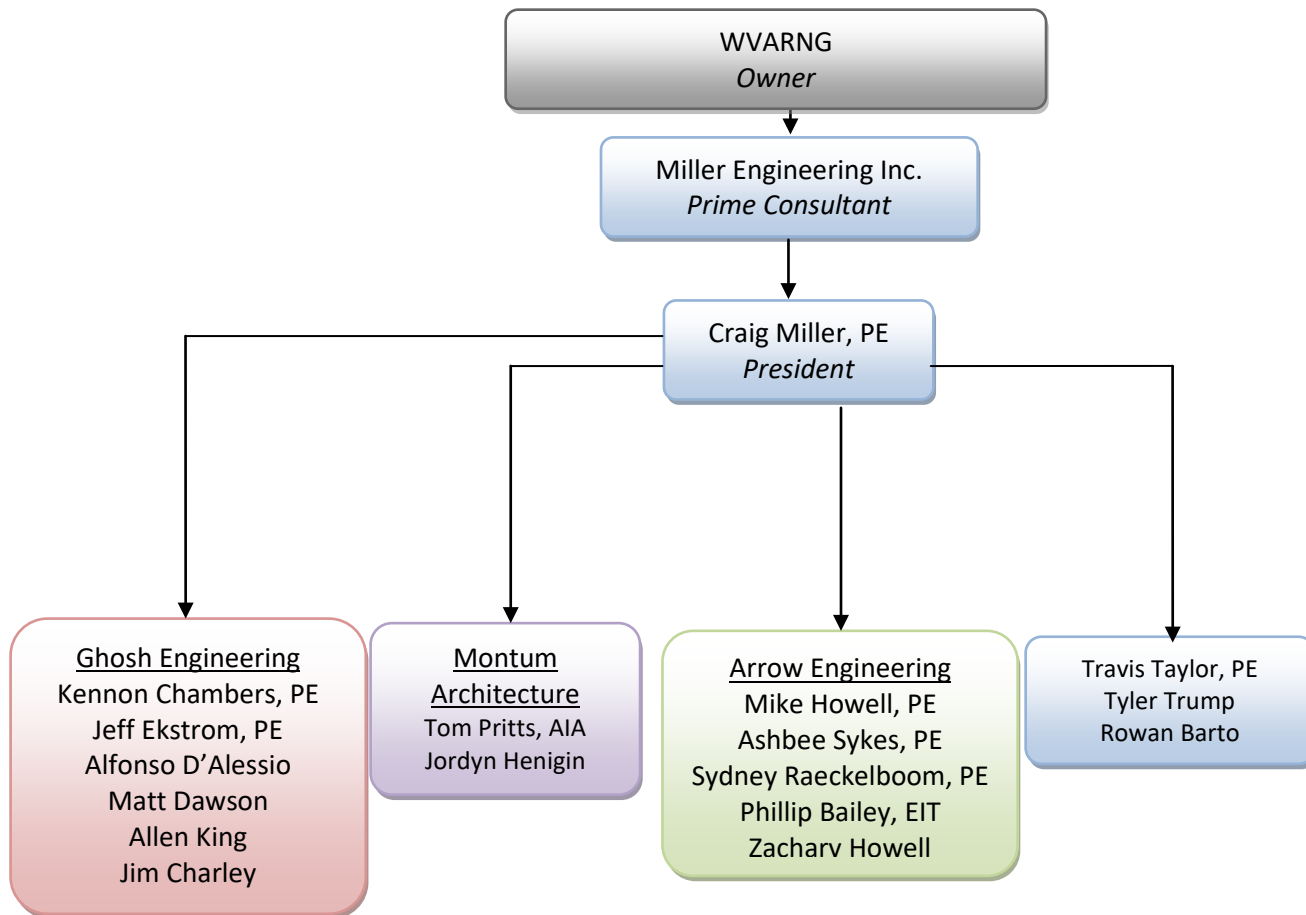
<u>Kennon Chamber, PE</u>	President
<u>Jeff Ekstrom, PE</u>	Vice President
<u>Alfonso D'Alessio</u>	Project Engineer
<u>Matt Dawson</u>	Senior Designer
<u>Allen King</u>	Senior Designer
<u>Jim Chaarley</u>	Senior Designer

### **ARROW ENGINEERING**

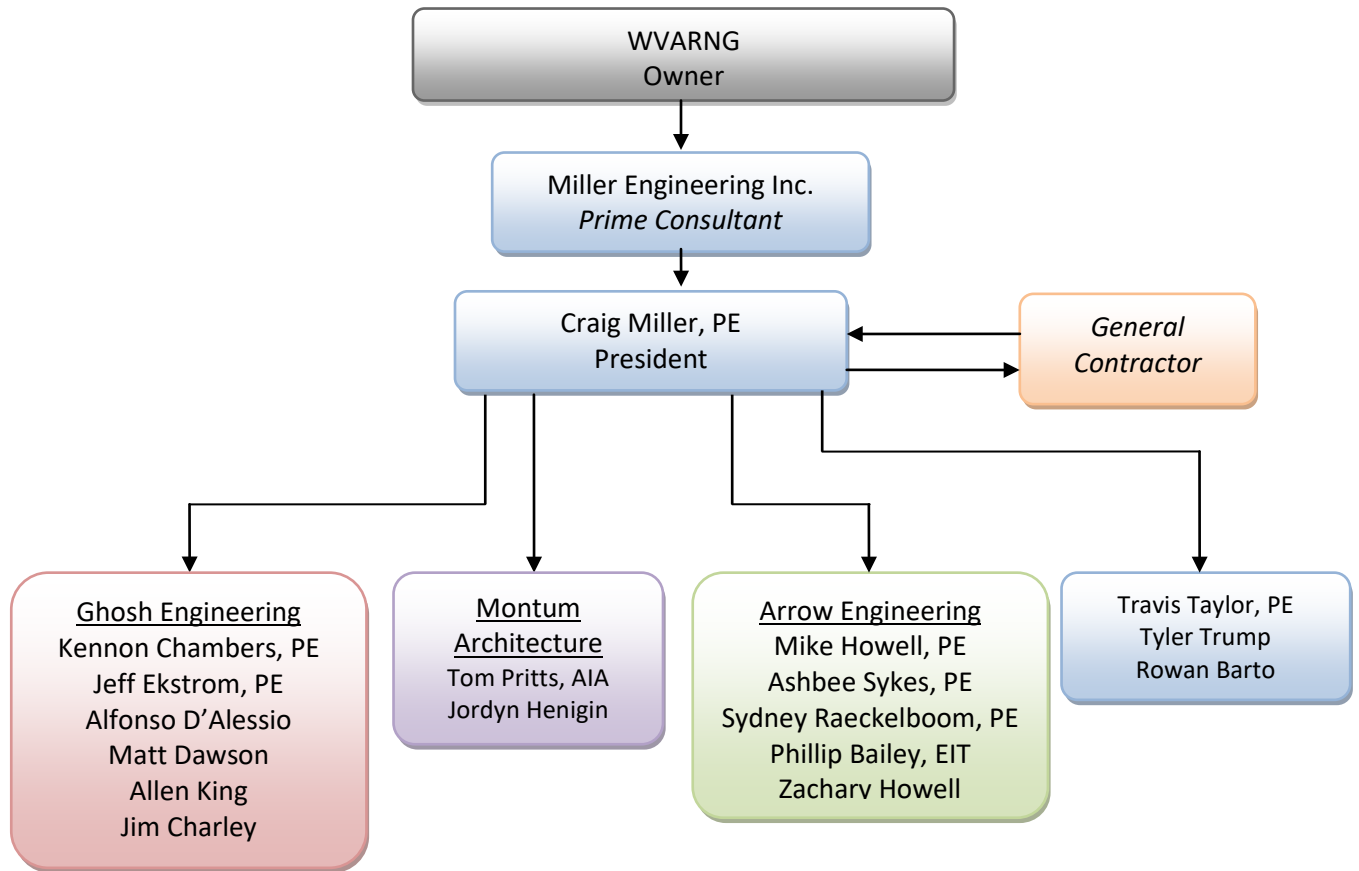
<u>Mike Howell, PE</u>	President
<u>Ashbee Sykes, PE</u>	Project Engineer
<u>Phillip Bailey, EIT</u>	Project Engineer
<u>Sydney Raeckelbom, PE</u>	Project Engineer
<u>Zachary Howell</u>	CAD Technician



# Organization Chart -Design



# Organization Chart – Construction





## **TAB 3 – EXPERIENCE**



## Descriptions of Past Projects Completed – Renovation

### Blackwater Falls State Park Lodge Renovations

Davis, WV

#### Services Provided:

- General Trades
- Plumbing
- Electrical
- Mechanical
- Pool

**Const. Cost: \$4.6 Mil**

**Facility Area: 44,000 ft<sup>2</sup>**

**Owner: West Virginia Division of  
Natural Resources**



Project Contact:  
 Barrow Koslosky, AIA – Chief of PEM  
 WV DNR  
 Phone: (304) 558-2764

MEI was part of a design team with Paradigm Architecture to design the interior renovations to the lodge at Blackwater Falls State Park. All 54 lodge guestrooms were completely renovated with new finish, HVAC, and bathroom upgrades. Four of the guestrooms were modified to meet modern ADA guidelines. The lobbies, reception area, and dining rooms were upgraded with new HVAC, lighting, and finishes. The original finned tube radiant was replaced with new 4 pipe fan coil units and were tied into the boilers which were recently replaced by a previous MEI project.

A new chiller was installed with pumps and chilled water piping to the fan coil units. The guest rooms HVAC systems are fan coil units with ventilation served by make-up air units. Energy recovery ventilators pre-condition outside air to make the make-up air units operate more efficiently. The lodge was re-opened in January 2022.

## Project Experience: MEP

### Cacapon Lodge Vendor Truck Power

#### Services Provided:

- Electrical

**Estimated Budget: 350k**

**Facility Area: N/A ft**

**Owner: WV Department of Natural Resources**



#### Project Contact:

*Jason Dingess*

*WVDNR State Parks Section*

*(304) 558-2764*

Miller Engineering was brought back to Cacapon Lodge to design power vendor trucks. Cacapon Resort State Park is a popular location for various festivals, shows, and competitions. MEI designed a layout of electrical hookups for 21 locations throughout the lodge parking lots for vendors. Having previously designed the electrical distribution for the lodge permitted MEI to fast track the design as Cacapon Resort needed vendor power for an international archery competition. Canopies were designed for electrical distribution stations for panel boards and transformers which integrate to the lodge aesthetic. The project was successfully delivered in time for the archery competition.

## Descriptions of Past Projects Completed – Electrical

### WV Wildlife Center Electrical Emergency Repairs

French Creek, WV

#### Services Provided:

- Backup Power
- Electrical

**Project Cost: \$300K**

**Owner: WV DNR**



Project Contact:  
Brad Leslie, PE  
WV DNR  
(304) 558-2764

MEI was called to the WV Wildlife Center in French Creek over some concerns related to grounding & bonding. Upon evaluation, it was determined there were many deficiencies in the electrical distribution system which serves many of the animal enclosures. MEI expedited the design of a new replacement distribution system consisting of mini-power centers located at each enclosure to power fence energizers, water heaters, and convenience receptacles. Circuiting was revised so each enclosure has a dedicated power center, isolating a power failure to one enclosure. A generator was installed to serve as emergency power to the enclosures, maintaining security to both animals and guests. The generator was also used during construction to allow a controlled and phased transition of power of the enclosures from the old to the new electrical service. The project was completed in July of 2019. After completion of the installation, MEI assisted the owner, contractor, and utility company to test and determine that there was an issue with the grounding with power company equipment as well. Once the cause was identified, it was quickly resolved. The Wildlife Center now operates with a more reliable and safer power system.



## Project Experience: MEP

### Cacapon Lodge Addition & Renovation

#### Services Provided:

- Electrical
- Plumbing
- HVAC
- Fire Alarm
- Fire Protection
- Pool

**Estimated Budget: \$26M**

**Facility Area: 113,000 sq ft**

**Owner: WV Department of Natural Resources**



Miller Engineering teamed with Paradigm Architecture to design the addition to the lodge at Cacapon State Park. The addition includes approximately 80 guest rooms, new kitchen and dining areas, a spa, indoor pool, and support spaces. The boiler system was replaced with new efficient modulating boilers and a chiller was added.

New chilled and hot water piping was installed to allow for simultaneous heating and cooling of the lodge. The electric service was upgraded with a new main electric room in the addition with distribution panels throughout. All lighting was replaced with efficient LED fixtures. The fire protection system was upgraded and extended to the new addition.

#### Project Contact:

*Bradley S. Leslie, PE, Assistant Chief  
WVDNR State Parks Section  
(304) 558-2764 ext. 51826*

## Descriptions of Past Projects Completed – Renovation

### Berkeley Springs Old Roman Bathhouse

#### Services Provided:

- Mechanical
- Electrical
- Plumbing

**Construction Cost: \$1.2M**

**Facility Area: 1,700 ft<sup>2</sup>**

**Owner: West Virginia Division of Natural Resources**



The Old Roman style bathhouse at Berkeley Springs State Park was suffering from tub leaks and a lack of sufficient hot water to operate more than one of the available nine tub rooms. As part of an overall renovation, MEI replaced the tub room fill and drain system. The existing boiler was replaced with high efficiency water heaters along with storage tanks. New distribution piping and tempering valves were installed to increase the number of simultaneous tub fills. The drains were replaced with new piping valves, and a sump pump to reduce drain times and tub turnover rates. Additionally, a tub was modified to be ADA accessible with automated control valves. A new ADA bathroom was also constructed. New radiant ceiling panels were installed in the tub rooms and the existing HVAC systems were modified. Once completed, the tub fill and drain times were cut in half, allowing the park to schedule more appointments and increase revenue.

#### Project Contact:

*Bradley S. Leslie, PE, Assistant Chief  
State Parks Section  
(304) 558-2764 ext. 51826*





## WVANG Bridgeport FWAATS Restroom Renovations

### Description of Project:

In Partnership with Miller Engineering, Montum Architecture helped prepare renovated floor plans for two locker / shower rooms and two restrooms. The goal was to renovate the spaces to meet ADA guidelines and improve efficiency and utilization of the areas. As well as, choose appropriate finishes that bring these spaces into the modern era. The flooring on the first floor was also replaced under this project. MEI designed renovations to the plumbing, lighting, fire alarm, fire protection, electrical, and VAC systems to accommodate the changes to the floor plans. The existing boiler was replaced with two, high efficient, modulating boilers. The owner was pleased with the chosen finishes and plans to use these as a standard going forward.

**Construction Cost**  
\$1M

**Project Size**  
1,400SF Renovated

**Project Location**  
Bridgeport, WV

**Construction Completion**  
May 2023

**Contact**  
Jim Skaggs  
WV ANG  
(304) 561-6550



## Mineral County Commission

### Facility Renovations and Additions

#### Description of Project:

The Mineral County Commission operates three primary buildings at the Courthouse Complex which are the Courthouse, the Judicial Annex, and Sheriff Building. Additional office space is provided via a second-story addition to the Sheriff Building with elevator access. The Courthouse gains a security checkpoint vestibule, egress stair, and elevator access to all three existing floors. The Judicial Annex improvements include the fit out of the existing second floor, an addition of a security checkpoint vestibule, egress stair, and elevator. The project includes fire alarm and sprinkler system installations for code compliance.

#### **Construction Cost**

\$8.5 Million

#### **Project Size**

40,000 SF Existing

10,500 SF New

#### **Project Location**

Keyser, WV

#### **Construction Completion**

Spring 2025

#### **Contact**

Luke McKinzie  
County Coordinator  
304-788-5921



**CLIENT:**

## CORPORATION OF SHEPHERDSTOWN

**PROJECT:**

### Water System Improvements Project

**DESCRIPTION:**

This project consists of the installation of new waterlines in several areas of the existing distribution system while maintaining uninterrupted water service to their customers. Ghosh Engineers worked with the water system operators during the design phase to provide construction plans to limit the disruption of water service to its customers. Approximately 16,450 LF of waterlines were replaced. These improvements will increase the hydraulic capacity of the system and provide areas with fire protection. Design Phase services are complete and Ghosh Engineers will provide bidding and construction services.

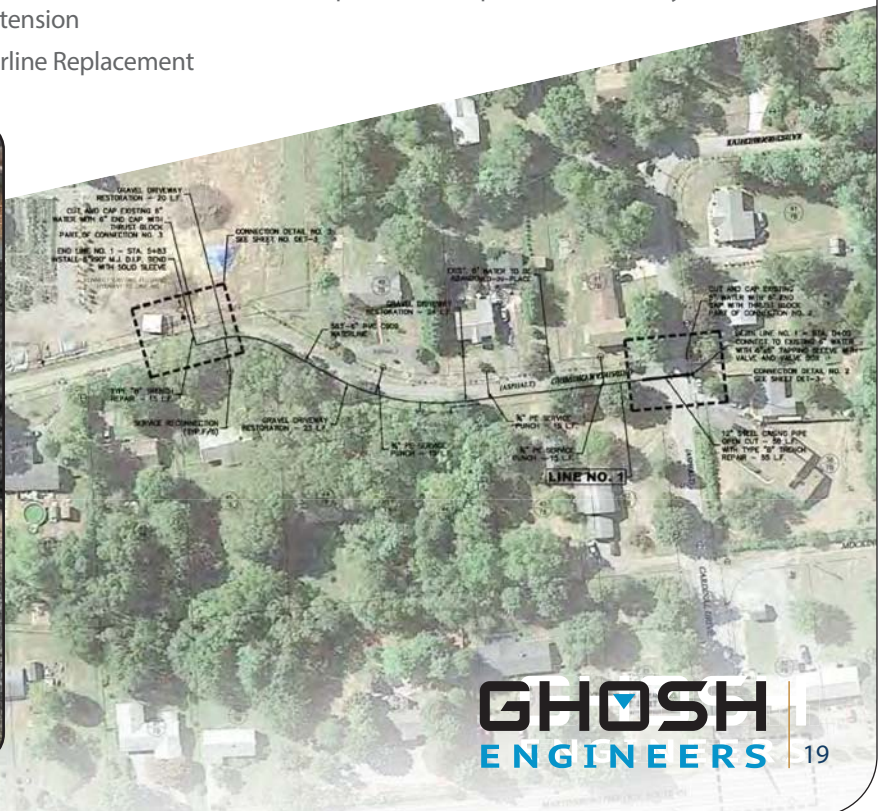
**HIGHLIGHTS:**

- ▼ Replace 16,450 LF of exiting waterlines
- ▼ Provide additional fire protection to a subdivision
- ▼ Improve distribution and hydraulic capacity
- ▼ Added fire protection to sections of the system

**NOTES:**

**REPEAT CLIENT SATISFACTION:** Jeff Ekstrom has provided water and wastewater engineering services for the Corporation of Shepherdstown since 2007. A portfolio of projects include the first Membrane Bio-Reactor WWTP in the State of WV. This treatment plant was the first to meet the Chesapeake Bay initiative.

- ▼ 0.80 MGD Membrane Bio-Reactor WWTP
- ▼ Two (2) 700,000-Gallon Elevated Water Tanks
- ▼ Rt 480 Waterline Extension
- ▼ Church Street Waterline Replacement
- ▼ Water Treatment Plant Upgrades
- ▼ Dedicated Finished Waterline (WTP to WSTs)
- ▼ Comprehensive Report of the Water System



**CLIENT:** CORPORATION OF SHEPHERDSTOWN

**PROJECT:** Water Treatment Plant Upgrade

**DESCRIPTION:** In 2020, Ghosh Engineers updated the Water Source Protection Plan for Shepherdstown. As part of this plan, an alternate raw water source (Town Run) was identified to be utilized as a secondary source for the water treatment plant. The challenge of this design was to maximize limited space in the existing treatment facility to incorporate the new treatment components along with making needed improvements while maintaining uninterrupted water service. Ghosh Engineers' provided design services to upgrade the existing 800 GPM water treatment plant consisting of a new 800 GPM raw water pump station on Town Run; replace the existing raw water pumps and controls; remove and replace filter media, valves and controls; new sludge removal equipment in the existing Pre-Sedimentation basin; UV disinfection; and upgrade the SCADA system. The design phase services are complete. Ghosh worked with the Owner to secure funding for this project and will provide bidding and construction services.

**HIGHLIGHTS:**

- ▼ Raw water pump replacement and VFD installation
- ▼ UV disinfection
- ▼ Alternate raw water source intake and pump station (800 GPM)
- ▼ New Pre-Sed basin sludge removal equipment
- ▼ New filter controls
- ▼ Emergency generator
- ▼ SCADA system

**NOTES:** REPEAT CLIENT SATISFACTION: Ghosh Engineers' project manager, Jeff Ekstrom, PE, has provided engineering services for the Corporation of Shepherdstown since 2007.





### Budget History

Project Name	Description	Budget	Cost	Notes
Bluestone State Park	Pool Replacement	\$1,000,000	\$935,600	6% Under Budget
WV State Bulding 25	HVAC Piping	\$650,000	\$533,400	18% Under Budget
Canaan Valley Resort	Electrical Emergency Repairs	\$225,000	\$129,829	42% Under Budget
Mapetown Elevator	Elevator Addition	\$650,000	\$440,000	32% Under Budget
Kanawha State Forest Campground	Electrical Upgrades	\$300,000	\$279,000	7% Under Budget
WV Wildlife Center	Electrical Upgrages	\$300,000	\$303,000	1% Over Budget
USPFO Buckhannon Restroom Renovations	Renovation	\$1,200,000	\$1,040,000	13% Under Budget



### Project Delivery History

Project Name	Description	Contract	Delivery	Notes
Bluestone State Park	Pool Replacement	180 Days	180 Days	On Time
Bridgeport FWAATS Restroom Renovations	Locker / Restroom Renovations	240 Days	196 Days	Expedited Design
Camp Dawson FMS4 Fire Protection	Fire Protection	150 Days	115 Days	Delivered 1 Month Early
ChalleNGe Academy Maclin Hall MAU Replacement	HVAC Renovation	180 Days	171 Days	Delivered 9 Days Early
Mapletown Jr/Sr High School	HVAC Renovation	180 Days	180 Days	On Time
MTEC Welding Shop	Electrical Renovation	90 Dyas	90 Days	On Time
Pipestem McKeever Lodge	HVAC Piping	365 Days	365 Days	On Time w/ Extensive Coordination



## *What our satisfied customers have to say...*

*“Hard working, do-whatever-it-takes, diligent team that provides excellent customer service is what you can expect from Miller Engineering.”*

*--Chris Halterman, Dominion Post, Morgantown*

*“As a design/build team, working with Miller Engineering, our project involving a private surgical hospital together was a success – completed ahead of schedule and on budget. Miller worked with us throughout the project to consult, engineer and inspect the mechanical systems. Craig Miller, PE and his staff are working with us again, and are very important members of our design/build team. I highly recommend their services.*

*--Richard J. Briggs*

<b>Roger Wolfe</b> <i>Project Engineer            WV Division of Natural Resources            1000 Conference Center Drive            Logan, WV 25601            (304) 885-6100  <a href="mailto:roger.c.wolfe@wv.gov">roger.c.wolfe@wv.gov</a></i>	<b>Jim Skaggs</b> <i>Technical Analyst            WVARNG – Division of Engineering &amp; Facilities            1707 Coonskin Dr.            Charleston, WV 25311            304-561-6550  <a href="mailto:Robert.a.skaggsii.nfg@army.mil">Robert.a.skaggsii.nfg@army.mil</a></i>	<b>Cindy Fisher</b> <i>Procurement Administrator            WV Dept. Of Agriculture            (304) 558-2221  <a href="mailto:cfisher@wvda.us">cfisher@wvda.us</a></i>
<b>Bob Ashcraft</b> <i>Safety and Ancillary Projects            Monongalia County Schools            533 East Brockway Street            Morgantown, WV 26501            (304) 657-4079</i>	<b>Dave Parsons</b> <i>Energy Program Manager            WV General Services            112 California Avenue            Building 4, 5th Floor            Charleston, WV 25305            (304) 957-7122  <a href="mailto:David.K.Parsons@wv.gov">David.K.Parsons@wv.gov</a></i>	<b>Richard J. Briggs</b> <i>Vice President            Lutz Briggs Schultz &amp; Assoc. Inc.            239 Country Club Drive            Ellwood City, PA 16117-5007            (724) 651-4406  <a href="mailto:lbsa@zoominternet.net">lbsa@zoominternet.net</a></i>

## *From Jonathan Miller, Mechanical Project Manager, Nitro Mechanical:*

*“Miller Engineering is not your average engineering company; they work with the owner AND the contractor to solve all issues that arise throughout the project to make the process as fluid as possible”*



## **TAB 4 – METHODOLOGY & APPROACH**



# Project Methodology & Approach

## Evaluation

Evaluation will begin by MEI & the design team reviewing the shooting range at Sleepy Creek WMA including both examining any existing drawings and on-site field reviews. The design team will speak with the Owner to understand the history of the shooting range and the issues that have taken place. MEI will work with Ghosh to determine utility extensions necessary and to review the shooting range for the feasibility of expanding towards rifles and pistol shooting.

## Schematic

Discussions with the Owner will allow MEI to coordinate with Montum and Arrow on the development of the range master office building, restroom facilities, and shooting stations. Ghosh will provide direction on modifications to the shooting range site, whether it means site work improvements or evaluating better site locations for the shooting range in Sleepy Creek WMA. MEI will work with the design team to incorporate best industry practices and guidelines for shooting ranges. Miller Engineering's staff has backgrounds in construction, maintenance, and operations which provide a unique perspective as we do not just think "Will it work?" but also consider "How will it be installed?" and "How well can it be maintained to work as intended. The initial schematic design will be the basis of the 35% documents. MEI will provide cost estimates using real material quotes and take-offs to convey projected costs to the owner.

## Design Development

MEI will not wait until the next progress set to speak with the stakeholders if questions arise. Our philosophy is that the sooner issues are brought forward and addressed, the less they cost the project in time and money. The estimate will also be updated regularly as MEI treats the estimate as a "living document." Any changes or inputs from the owner, as well as other changes made during proceeding with design development, will be reflected in the estimate. MEI believes in giving the owner the information necessary, including budgetary effects, to make informed decisions regarding the design. Subsequent progress sets will reflect the outcomes of the formal and informal discussions with the owners.

## Construction Documents

The construction documents will be completed using both the results of the progress set reviews and internal peer review. MEI understands that while working on a project, engineers and designers can get "tunnel vision", meaning they see what they want to see reflected in the documents. All drawings and specifications issued by Miller Engineering go through a three step peer review internally to ensure the intent of the document is clearly transmitted. The final 100% construction document set will be issued to the owner for bidding, along with our best estimate of probable cost.

## Bidding

During bidding, Miller Engineering will assist the owner to successfully procure bids for the upgrades. MEI will be present during the pre-bid meeting to discuss the technical scope of



work for the project. Any technical questions from contractors or vendors to the owner during bidding will be answered by MEI. MEI will provide addendum documents as needed. MEI will also assist in reviewing bids and making recommendations to the owner. We have completed many projects through WV State Purchasing, and understand the requirements to successfully bid a project with the state of West Virginia.

#### Construction Administration

After bids are received and the contract awarded, MEI is not a firm that disappears until the final punch list. MEI will provide thorough construction administration (CA) services as agreed upon with the owner. We will be present for a construction kick-off meeting to make sure the project gets off on the right foot. MEI believes in being present at construction progress meetings and making informal site visits to keep the project on track. Our background in construction and operations allows us to understand the sequencing of construction in the field to better aid the contractors when questions arise. One of MEI's main beliefs is that any requests for information (RFIs) submitted by the contractor should be reviewed and answered within one business day if possible. This is because we understand that delays in RFI responses can lead to additional costs and construction days. If necessary, we will provide an informal answer and follow up with the formal response to keep the project rolling. During progress meetings and site visits, any issues discovered by MEI will be relayed to the owner and contractor immediately to prevent delays. Another company standard is for our staff to be present for testing and balancing (TAB), equipment start-up, and owner training. While these events occur at the very end of the project, they are critical to ensure the new systems operate as designed. MEI will be on hand for these activities to quickly answer any questions and confirm these items are performed properly in accordance with the construction documents.



## TAB 5 – PROJECT FORMS





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

<b>Proc Folder:</b> 1603639			<b>Reason for Modification:</b>
<b>Doc Description:</b> A&E - Sleepy Ck WMA New Shooting Range			
<b>Proc Type:</b> Central Purchase Order			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2025-05-02	2025-05-20 13:30	CEOI 0310 DNR2500000003	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 :**

**Address :**

**Street :**

**City :**

**State :** **Country :** **Zip :**

**Principal Contact :**

**Vendor Contact Phone:** **Extension:**

**FOR INFORMATION CONTACT THE BUYER**

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

**Vendor  
Signature X**

**FEIN#** -1386

**DATE** 20 May 2025

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



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

(Printed Name and Title) Craig Miller, PE - President

(Address) 54 West Run Rd. Morgantown, WV 26508

(Phone Number) / (Fax Number) (304) 291-2234

(email address) cmiller@millereng.net

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Miller Engineering, Inc.

(Company) 

(Signature of Authorized Representative)

Craig Miller, PE - President

(Printed Name and Title of Authorized Representative) (Date)

(304) 291-2234

(Phone Number) (Fax Number)

cmiller@millereng.net

(Email Address)