



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 1

[General Information](#)
[Contact](#)
[Default Values](#)
[Discount](#)
[Document Information](#)
[Clarification Request](#)

Procurement Folder: 1478285

SO Doc Code: CEOI

Procurement Type: Central Purchase Order

SO Dept: 0603

Vendor ID: 000000173443

SO Doc ID: ADJ2500000001

Legal Name: POTESTA & ASSOCIATES INC

Published Date: 7/30/24

Alias/DBA:

Close Date: 8/13/24

Total Bid: \$0.00

Close Time: 13:30

Response Date: 08/08/2024

Status: Closed

Response Time: 17:53

Solicitation Description: JFHQ Coonskin Complex Storm Water Drainage Design EOI

Responded By User ID: Potesta

Total of Header Attachments: 1

First Name: Dana

Total of All Attachments: 1

Last Name: Burns

Email: clracet@potesta.com

Phone: 3043421400



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: 1478285
Solicitation Description: JFHQ Coonskin Complex Storm Water Drainage Design EOI
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2024-08-13 13:30	SR 0603 ESR08082400000000974	1

VENDOR
000000173443
POTESTA & ASSOCIATES INC

Solicitation Number: CEOI 0603 ADJ2500000001
Total Bid: 0
Response Date: 2024-08-08
Response Time: 17:53:18
Comments:

FOR INFORMATION CONTACT THE BUYER
David H Pauline
304-558-0067
david.h.pauline@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	JFHQ Coonskin Complex Storm Water Drainage Design EOI				0.00

Comm Code	Manufacturer	Specification	Model #
81101508			

Commodity Line Comments:

Extended Description:

Provide professional architectural and engineering design services per the attached documentation.

STATEMENT OF QUALIFICATIONS



PREPARED
FOR:



West Virginia Army National Guard
1703 Coonskin Drive
Charleston, West Virginia 25311

CEOI 0603 ADJ2500000001 JFHQ COONSKIN COMPLEX STORM WATER DRAINAGE DESIGN EOI



OFFICES
IN:

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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REQUIRED DOCUMENTS





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

Proc Folder: 1478285			Reason for Modification:
Doc Description: JFHQ Coonskin Complex Storm Water Drainage Design EOI			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-07-30	2024-08-13 13:30	CEOI 0603 ADJ2500000001	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: 000000173443
Vendor Name : Potesta & Associates, Inc.
Address : 7012
Street : MacCorkle Avenue, SE
City : Charleston
State : WV **Country :** US **Zip :** 25304
Principal Contact : Dana L. Burns, PE, PS
Vendor Contact Phone: 304-342-1400 **Extension:**

FOR INFORMATION CONTACT THE BUYER

David H Pauline
304-558-0067
david.h.pauline@wv.gov

Vendor
Signature X

FEIN# 31-1509066

DATE 08/06/2024

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

ADDITIONAL INFORMATION
The West Virginia Purchasing Division, for the agency, the West Virginia Army National Guard, Construction and Facilities Management Office, is soliciting Expressions of Interest from qualified firms to provide professional architectural and engineering design services to develop construction documents for the construction of a storm water drainage plan at the WV Army National Guard Base (Coonskin Complex), located in Charleston, Kanawha County, WV, per the attached documentation.

INVOICE TO	SHIP TO
ADJUTANT GENERALS OFFICE 1707 COONSKIN DR CHARLESTON WV 25311 US	ADJUTANT GENERALS OFFICE 1703 COONSKIN DR CHARLESTON WV 25311-1085 US

Line	Comm Ln Desc	Qty	Unit Issue
1	JFHQ Coonskin Complex Storm Water Drainage Design EOI		

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description:
Provide professional architectural and engineering design services per the attached documentation.

SCHEDULE OF EVENTS		
<u>Line</u>	<u>Event</u>	<u>Event Date</u>

	Document Phase	Document Description	Page 3
ADJ2500000001	Final	JFHQ Coonskin Complex Storm Water Drainage Design EOI	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

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) _____

(Address) _____

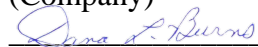
(Phone Number) / (Fax Number) _____

(email address) _____

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through WV OASIS, 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.

(Company)



(Signature of Authorized Representative)

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

(Phone Number) (Fax Number)

(Email Address)

CORPORATE INFORMATION



STATEMENT OF QUALIFICATIONS

CORPORATE INFORMATION



BRIEF HISTORY OF FIRM

Established by Mr. Ronald Potesta, Potesta & Associates, Inc. (POTESTA) operates as a comprehensive engineering and environmental consulting firm. Since the beginning, POTESTA has consistently delivered high-quality engineering and environmental consulting services across the Mid-Atlantic region. Our team comprises a diverse staff of experienced engineers, scientists, and support personnel, with branch offices situated in Winchester, Virginia, and Morgantown, West Virginia. Our clientele spans various sectors, including local, state, and federal agencies, as well as mining, manufacturing, and chemical companies, utility companies, waste management firms, land developers, attorneys, financial institutions, insurance companies, K-12 schools, colleges, universities, construction companies, and architects.



VARIED RANGE OF PROFESSIONAL SERVICES

- Air
- Biological and Toxicological
- Civil Engineering and Design
- CADD
- Construction Monitoring
- Endangered Species Consultation
- Environmental Site Assessment
- Environmental-Reclamation Liability Assessments
- GIS
- Geotechnical Engineering
- Groundwater
- Hydrology and Hydraulics Design
- Landfills and Solid Waste Management
- Land Management
- Litigation Support
- Permitting
- Remedial
- Risk-Based Remediation
- Roadway Engineering
- Sampling
- Site Design
- Solar Development
- Storage Tanks
- Stormwater Management
- Stream Restoration
- Surveying and Mapping
- Water/Wastewater Engineering
- Water Quality Studies
- Wetlands

STATEMENT OF QUALIFICATIONS

CORPORATE INFORMATION



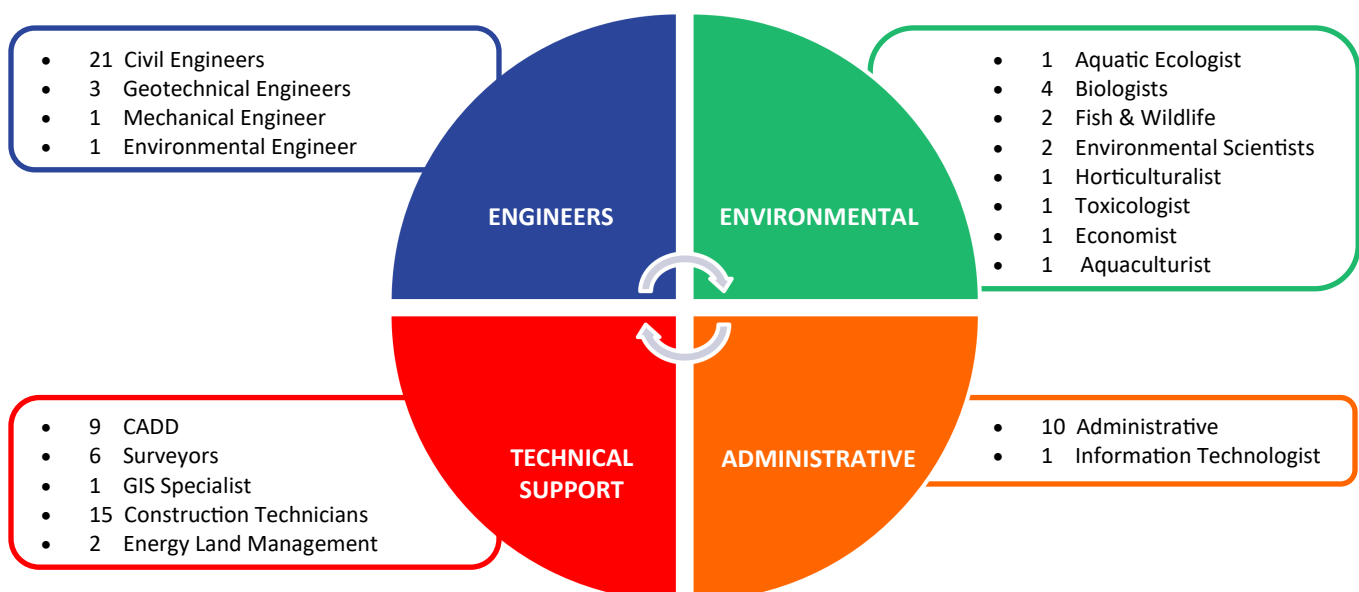
LEADERSHIP

As the President of the company, **Mr. Ronald R. Potesta** brings a wealth of experience, having served as the Director and Deputy Director of West Virginia's Department of Natural Resources (WVDNR). Throughout his tenure, WVDNR encompassed all environmental regulatory programs, wildlife management, and law enforcement. Mr. Potesta specializes primarily in federal and environmental regulatory matters, statutory schemes, and environmental guidance. His expertise includes agency interaction, as well as the review of regulatory requirements and recommendations.

Dana L. Burns, PE, PS, Vice President, boasts over 45 years of expertise in overseeing civil, geotechnical, mining, and environmental engineering projects. His extensive experience spans the management of various projects, including preliminary feasibility evaluations, detailed design, and the preparation of construction drawings, specifications, and bid documents. Serving as the Principal-in-Charge on numerous projects, he has successfully completed assignments for diverse clients, including local and state governments, municipalities, public service districts, utility providers, residential and commercial developers, as well as universities/colleges and manufacturing facilities.

David K. Paylor, Vice President of Environmental, brings over 45 years of dedicated public service in safeguarding natural resources within the Commonwealth of Virginia. For the past 16 years, he served as the Director of the Virginia DEQ, appointed by Governors Tim Kaine, Bob McDonnell, Terry McAuliffe, and Ralph Northam. Mr. Paylor's extensive expertise encompasses waste management, measurement of water quality and quantity, air quality management, climate control, pollution prevention, and a commitment to environmental justice. Mr. Paylor joined the firm in 2022 and Mr. Paylor contributes technical and policy expertise, particularly focusing on environmental permitting in Virginia.

STAFF PROFILE: 83 TOTAL



PROJECT AND GOALS



STATEMENT OF QUALIFICATIONS

PROJECT AND GOALS



INTRODUCTION

POTESTA is pleased to present our Statement of Qualifications to the West Virginia Army National Guard, Construction and Facilities Management Office (WVANG) to provide engineering design services to develop construction documents for the construction of a storm water drainage plan at the WVANG Base (Coonskin Complex) located in Charleston, Kanawha County, West Virginia. The renovation project will involve designing or redesigning the stormwater drainage system to better meet the needs of soldiers, airmen, and civilians using the facility. POTESTA has designed stormwater systems to address various issues that affect facility functionality, including flooding, erosion, water quality, safety hazards, maintenance challenges, and environmental impacts. We routinely work with both public and private sectors to evaluate stormwater systems, design upgrades and rehabilitations, prepare permits and obtain approvals, conduct water quality sampling and reporting, and design flood control structures. POTESTA has the experience and expertise to address drainage problems through effective design that ensures operational efficiency, safety, and environmental stewardship at the WVARNG Base.

PROJECT AND GOALS

POTESTA offers a comprehensive approach to stormwater management to ensure that the stormwater drainage system is effectively designed, implemented, and maintained.

ASSESSMENT

- **Site Evaluation** — conduct a detailed assessment the existing stormwater system, including its capacity, functionality, and any problems.
- **Needs Analysis** — determine current and future stormwater needs (consider factors such as increased runoff, land use change, regulatory updates, etc.)
- **Problem Identification** — determine the specific problems with the existing system, including flooding, erosion, water quality, or maintenance issues.

DESIGN FOR STORMWATER DRAINAGE PLAN

POTESTA will consider several factors including sustainability, cost, and community impact.

- **Hydrologic and Hydraulic Analysis** — determine the stormwater runoff volumes and flow rates to determine the appropriate size and capacity for the new system.
- **System Design** — develop detailed design for the various components including pipes and channels, catch basins and drains, retention/detention basins, and green infrastructure.
- **Erosion Control** — prevent erosion before and after construction.



STATEMENT OF QUALIFICATIONS

PROJECT AND GOALS



PROJECT AND GOALS

REGULATORY COMPLIANCE

- **Permitting** — ensure that the design meets local, state, and federal regulations and guidelines.
- **Environmental Impact Assessments** — evaluate the impact on local ecosystems.

IMPLEMENTATION

- **Bid Assistance** — attend pre-bid and pre-construction conferences, progress meetings, and meetings as-needed.
- **Construction Monitoring** — oversee construction activities to ensure adherence to specifications, quality standards, and safety protocols. Provide a representative to observe construction for compliance with the contract documents and observe testing by the contractor and record results on appropriate forms.
- **Quality Control** — perform inspections and field-testing to verify materials and workmanship meet the specifications.
- **As-built Documentation** — provide detailed records of the completed drainage system. Issue Certificate of Substantial Completion, as typically required by the contract documents.
- **Project Management Support** — progress tracking, budget control, and resolution of unforeseen challenges or conflicts. Maintain accurate records of project documentation, including design drawings, construction records, test results, permits, and as-built drawings. Prepare weekly reports summarizing construction activities.



QUALIFICATIONS



STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



STORMWATER MANAGEMENT

POTESTA provides stormwater management and permitting services to a wide variety of public and private sector clients. Our professional staff not only understands the technical details, but is also experienced working with the various local, state, and federal regulatory agencies. POTESTA knows the level of detail they require and can obtain the necessary approvals in a timely manner.

STORMWATER SYSTEM DESIGN

- Hydraulic Conveyance Structure Design (Culverts, Channels, Drop Inlets, etc.)
- Stormwater Retention/Detention Pond Design
- Stormwater Pond Modeling
- Floodplain Identification and Management Strategies
- Hydrologic and Hydraulic Analysis and Evaluations and Modeling
- Construction Monitoring
- Surveying
- Permitting and Regulatory Liaison



STORMWATER PERMITTING

The Clean Water Act regulates the discharge of pollutants into surface water through the National Pollutant Discharge Elimination System (NPDES). POTESTA offers its clients exceptional expertise and experience when it comes to stormwater discharge, including NPDES permitting projects. Our personnel are familiar with both state and federal permitting strategies and can provide capable guidance for appropriate and applicable permits for a project. One of the most important aspects of the permitting process is determining the approach most beneficial to the client.

- WVDEP Stormwater Construction NPDES Permit
- WVDOH MM-109
- Stormwater Pollution Prevention Plan
- Ground Water Protection Plan
- Erosion and Sediment Control Plan
- Stormwater Discharge Water Quality Sampling and Training
- Agency Negotiation and Liaison Services
- Permit Compliance Services
- Construction and Erosion & Sediment Control Plan Related Inspection Services

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



CIVIL ENGINEERING/SITE DESIGN

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. Our diverse staff, consisting of engineers, geologists, and scientists, actively engages in these project types. They collaborate closely with project teams on a daily basis, working towards the successful completion of projects that align with and exceed the client's expectations.

Beyond providing engineering services, POTESTA is uniquely equipped to deliver environmental consulting and ensure regulatory compliance, essential components for projects of this nature. The majority of projects undertaken by POTESTA necessitate regulatory support. Our team possesses a working knowledge of the level of detail required to secure approvals for successful project outcomes.

PRELIMINARY ENGINEERING

- Phase I Environmental Site Assessments
- Floodplain Determination
- Geotechnical Explorations
- Foundation Recommendations
- Surveying
- GIS Mapping
- Utility Planning
- Earthwork Evaluations
- Opinion of Probable Costs/Engineer's Construction Cost Estimate
- Permitting

DESIGN SERVICES

- Geometric Site Layout
- Vehicular and Pedestrian Circulation
- Grading and Drainage Plans, Including Excavation and Fill Optimization
- Access Road Design
- Hydraulic Structure Design
- Water and Sewer Design
- Earth Retaining Structures Design
- Slope Stability Analysis
- Subsurface Drainage System Design
- Construction Drawings, Specifications, and Contract Document Preparation



STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



SURVEYING

POTESTA proposes to utilize our own survey crews for work on this project. Our surveyors have worked on numerous site development, geotechnical, roadway and bridge construction, utility construction, and landfill development projects. Surveys and mapping are completed to the standards as outlined by the National Map Standards as well as other applicable quality standards. Small topographic mapping projects can be completed in-house, however, larger projects are better suited for mapping using aerial photography.

POTESTA is equipped with modern surveying instruments allowing efficient data processing and accurate gathering of field information. The latest versions of software are then used to process survey data and create drawings or required end products.

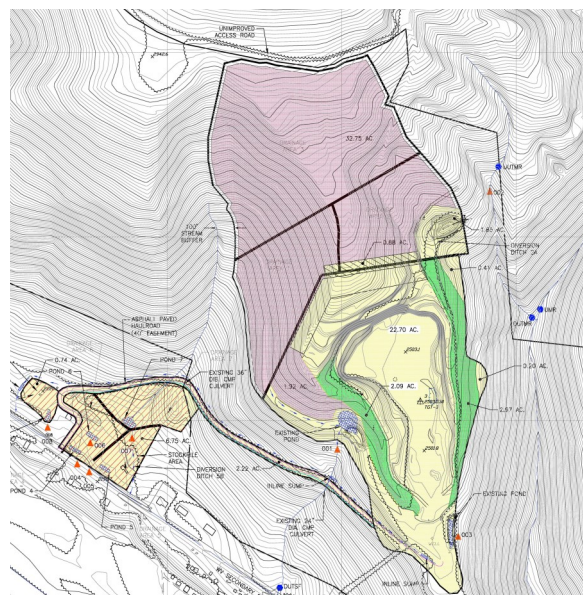
- Total Station Instruments
- Trimble R-8 Glonass
- RTK GPS Systems
- AutoCAD
- Autodesk Land Desktop
- Autodesk Civil 3D Design Software



CADD

The CADD department utilizes the latest drafting/design software and computer hardware to maintain productivity at the high levels that clients demand and expect. We utilize Autodesk Civil 3D design software to prepare, revise, and manipulate drawings and engineering data efficiently. POTESTA's experienced and trained professionals allow clients' projects and assignments to be completed rapidly and at a reasonable cost.

- Surveying data manipulation—including development of topographic mapping, cross sections, profiles, isopach drawings, etc.
- Site design—including grading plans, drainage plans, utilities plans, right-of-way plans, etc.
- Roadway design
- Water, sanitary sewer, electric, natural gas, and telecommunications design
- Permit drawings, maps, and exhibits
- Earthwork and planimetric quantity development
- Two and three dimensional graphics



STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



GEOTECHNICAL ENGINEERING

POTESTA can 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.



SUBSURFACE EXPLORATIONS

POTESTA's diverse staff of engineers and geologists is experienced in the many different facets of subsurface explorations. Our usual procedure is to attend an initial meeting with the client to establish requirements and expectations, conduct a preliminary site reconnaissance, and develop a recommended exploration program for your review and approval. Supplemental information from the local area is then obtained from readily available sources to assist the engineer or geologist in making final recommendations.

SLOPE STABILITY ANALYSIS AND REMEDIAL DESIGN

Slope stability is often a major concern during the design and construction phases of many projects, especially those located in the Appalachian terrain. POTESTA's engineers are familiar with the various methods utilized to predict slope stability and are capable of performing the related analyses. Slope stability is critical for many projects such as analysis of existing or proposed soil embankments, rock fills, dam analysis and design, landfill design and operation, assessing the causation of slope failure, and designing remedial measures. Analyses can involve circular or sliding block methods, interface friction angles, and estimation of the strength parameters of the soil or rock. Slope stability analyses are performed on one of the most technologically advanced computer programs available and can be modified using site specific data. POTESTA's engineers can also develop preventive measures during initial project design or recommendations to repair slope failures.

FOUNDATION DESIGN RECOMMENDATIONS

POTESTA's staff has experience with various types of foundations and will recommend the appropriate type of foundation given the anticipated application and site conditions. The different types of foundations with which our staff is familiar are spread and strip footings, steel piles, auger-cast concrete piles, drilled piers, and reinforced mats.

Preliminary foundation design recommendations and cost analyses are commonly performed during the initial phases of a project to assist in determining project feasibility. As project planning progresses, the preliminary alternatives will be revised into a final recommendation which can then be incorporated into the project's construction documents or developed as an independent package for presentation to the contractor. The final recommendation can include construction drawings, technical specifications, recommendations for allowable bearing capacity, engineer's construction cost estimate, and contractor's bid sheet.

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



CONSTRUCTION OBSERVATION/ADMINISTRATION

Support services during the engineering construction phase encompass a range of crucial activities aimed at facilitating the smooth execution of projects. POTESTA offers construction monitoring and administration services to help clients adhere to regulatory and contractual obligations. We ensure that contractor activities align with design specifications and serve as an extension of clients' staff, providing comprehensive support throughout the construction process. Construction phase support services play a vital role in for the successful completion of projects on time, within budget, and to the required quality standards.



- **Project Management** — coordinate all aspects of construction phase including scheduling, budgeting, and resource allocation. Attend pre-construction conference, progress meetings, and as-needed meetings. Prepare weekly reports summarizing construction activities.
- **Construction Supervision** — full-time construction monitoring to ensure compliance with design specifications, safety regulations, and quality standards.
- **Quality Assurance/Quality Control** — conducting tests and inspections on construction materials, inspections and identification of deficiencies in construction work, document control, regulatory compliance, and subcontractor oversight.
- **Technical Support** — troubleshooting assistance to address any challenges or issues encountered.
- **Progress Monitoring and Reporting** — tracking construction progress to identify any potential delays, and provide regular updates to client.
- **Contract Administration** — manage contracts, change orders, and claims resolutions throughout the construction process. Issue written clarifications or interpretations of the requirements of the contract documents, including issuance of additional specifications and drawings and Certificate of Substantial Completion, as typically required by the contract documents.
- **Documentation and Record-Keeping** — maintain comprehensive records of construction activities, inspections, tests, and approvals for future reference and compliance purposes.
- **Environmental Compliance** — ensure construction activities adhere to environmental regulations and minimize impact on surrounding ecosystems.
- **Contractor Management** — review contractor work plan, if required by specification special conditions. Review, meet, comment on and accept contractor's preliminary (and subsequent adjustments to) progress schedule, preliminary schedule of shop drawing and sample submittals, and preliminary schedule of values (for progress payments). Review contractor invoices (i.e., Applications for Payment) and issue written recommendations for payment or denial. Review substitutes and "or equal" items, and issue written acceptance/denials.
- **Community Relations** — maintain and engage relationships with local communities and stakeholders to address concerns and provide information during the construction phase

STATEMENT OF QUALIFICATIONS

QUALIFICATIONS



REGULATORY COMPLIANCE

Beyond providing design services, POTESta is uniquely equipped to deliver environmental consulting, an essential component for projects of this nature. Most projects carried out by POTESta require regulatory assistance to ensure compliance with relevant regulations. Our group of engineers and environmental scientists collaborates to tackle intricate environmental issues, integrating them into the planning and construction of projects. It's crucial to engage in early and ongoing communication with local municipalities, state agencies, environmental agencies, and other stakeholders to identify the specific permits required for the project. POTESta possesses a comprehensive understanding of local regulations and experience coordinating with relevant authorities for a smooth permitting process.

NEPA-RELATED SERVICES

- Aesthetics
- Noise and Air Quality Analysis
- Cumulative Impact Studies
- Endangered Species Consultation
- Floodplain Impacts
- GIS
- Historical and Archaeological Resources Consultation
- Biological Assessments/Surveys
- Phase I Environmental Assessment
- Risk Assessment
- Sampling/Remediation
- Stream and Wetland Delineation and Restoration
- Water Quality Studies

MITIGATION

- Stream Restoration Plans
- Construction Monitoring
- Post-Construction Monitoring and Reporting
- Wetland Mitigation—payment to bank/fund, creation of wetland, or protection and/or enhancement of other wetland areas
- Re-vegetation
- Stormwater Management—permeable surfaces and retention basins
- Erosion Control
- Invasive Species Management
- Cultural Resource Preservation
- Noise Reduction

PERMITTING

- Land Use and Zoning
- Right-of-Way/Easements
- Floodplain Management
- CWA Section 401/404
- NPDES Construction Stormwater
- Relocation of Utilities
- ADA Compliant
- Section 7 EDA
- Section 106 NHPA
- Wildlife and Habitat Permits



PERSONNEL QUALIFICATIONS



STATEMENT OF QUALIFICATIONS

PERSONNEL QUALIFICATIONS

PROPOSED STAFFING PLAN



DANA L. BURNS, PE, PS*

Principal-in-Charge—45 Yrs.

Directs engineering day-to-day operations and management of technical and support staff.

D. MARK KISER, PE, LRS*

Project Manager—41 Yrs.

Project activities perform under his direction and maintains schedule and budget.

FIELD RECONNAISSANCE, SITE DESIGN, ROADWAY, STORMWATER, AND CONSTRUCTION DOCUMENTS

Kyle Stollings, PE, PS – 44 Yrs.
Jarrett Smith, PE – 22 Yrs.
Tim Rice, EIT – 42 Yrs.
Joe Knechtel, PE – 34 Yrs.
Alex Keenan, EIT – 6 Yrs.
Daniel Boyles, EIT – 5 Yrs.
Claire McDonald, EIT – 2 Yr.
Kimbra Taylor, EIT – 7 Yrs.
Josh Messmer – 6 Yrs.
Ahmet Oruc – 1 Yr.

UTILITY INFRASTRUCTURE

Mark Sankoff, PE, PS* – 41 Yrs.
Terence Moran, PE – 37 Yrs.
Bob Bragg, PE – 27 Yrs.
Robert Ammirato, PE – 21 Yrs.
Everett Mulkeen, PE – 12 Yrs.
Bill Cox – 26 Yrs.
Tim Ball, PE – 45 Yrs.
Joseph Dinkel – 14 Yrs.
Derek Rader – 4 Yrs.
Jake Davis, EIT – 4 Yrs.

PERMITTING, STREAM/ WETLAND, AND NEPA COMPLIANCE

Jessica Yeager – 29 Yrs.
Timothy Ferguson – 17 Yrs.
Dan Miller, PhD – 46 Yrs.
Christina Parsons – 25 Yrs.
Leah Creathers – 18 Yrs.
Cole Davis – 3 Yrs.

SOILS/GEOTECHNICAL/ HYDROLOGICAL EVALUATIONS

Chris Grose, LRS* – 33 Yrs.
David Sharp, PE – 29 Yrs.
Peter Potesta – 12 Yrs.

CONSTRUCTION MONITORING

Francis Hyre – 42 Yrs.
Robert Lamm – 23 Yrs.
Paul Kinzer – 26 Yrs.
Charles Shaffer – 22 Yrs.
Russ Harper – 16 Yrs.
Carl Hickman – 45 Yrs.
Anthony Fragale – 46 Yrs.
Chuck Bird – 31 Yrs.
Jarrod Smith – 7 Yrs.

MAPPING/CADD

Chip Haden (GIS) – 14 Yrs.
Anthony Friend – 27 Yrs.
Scott Bolyard – 33 Yrs.
Michael Sankoff – 34 Yrs.
Brian Leedy – 23 Yrs.
Russ Lester – 34 Yrs.
Joe Martin – 30 Yrs.
Charles Mosholder – 44 Yrs.
David Foster – 11 Yrs.
Austin Davis – 2 Yrs.

SURVEYING

Victor Dawson, PS – 41 Yrs.
Rusty Hunter – 42 Yrs.
Ryan Bennett, PS – 10 Yrs.
Tyler Aboytes – 9 Yrs.
Ryan Pettry – 2 Yrs.
Stephan Sayles – 2 Yrs.

* Key Personnel

STATEMENT OF QUALIFICATIONS

PERSONNEL QUALIFICATIONS



KEY PERSONNEL

Appendix A contains resumes and certifications of key personnel.



Dana L. Burns, PE, PS, Vice President

With over 45 years of experience, Mr. Burns has been involved in a diverse range of civil, geotechnical, and environmental projects. His expertise spans the development of site plans for commercial, residential, and industrial facilities, as well as the design of utility and transportation infrastructure and permitting processes. Beyond his technical skills, Mr. Burns brings substantial experience in dealing with various funding agencies. In his role, he oversees the day-to-day operations of the engineering division, managing staffing, coordination, training, business development, and overall supervision of technical and support staff.



D. Mark Kiser, PE, LRS, Chief Engineer

Civil engineering experience ranging from utility extensions, replacement repairs, street and roadway construction, stormwater management, regulatory permitting and compliance, and environmental compliance and permitting. Mr. Kiser has worked within many local jurisdictions in West Virginia to meet various local ordinances and codes. He routinely serves clients in a project manager role and supervises other POTESTA professional staff and support personnel. Mr. Kiser has completed 100's of stormwater projects.



Mark A. Sankoff, PE, PS, Chief Engineer

Extensive experience with water, wastewater, and stormwater engineering. As the former Director of Engineering at West Virginia American Water (WVAW), he has invaluable expertise in the operation, maintenance, and management of utility infrastructure systems. His engineering responsibilities include design, plans, specifications, regulatory approval, bidding, and construction management of water, storm sewer, and wastewater projects. He is the Project Manager for the current Town of Addison's Stormwater Project and ongoing workload with Huntington Sanitary Board and WVAW.



Christopher A. Grose, LRS, Senior Engineering Associate

Expertise in the design and evaluation of geotechnical explorations related to landfills, earth retention structures, slope stability, and engineered fill construction. His experience also includes geotechnical and foundation design for Karst void stabilization under proposed structures, expert opinions related to potential groundwater contamination, underground injection control permitting services for discharge of surface water runoff, landslide causation analysis, stability modeling, and failed slope restoration.

STATEMENT OF QUALIFICATIONS

PERSONNEL QUALIFICATIONS



MANAGEMENT/STAFFING ROLES

PRINCIPAL-IN-CHARGE

- Responsible for contract management (administration) and shall coordinate and direct all aspects of the project.
- Review the proposed project and assist the Project Manager to assemble a project team and the necessary resources.
- The Principal-in-Charge and Project Manager will visit the site with client to review site conditions and the proposed services to be completed and guide the preparation of a detailed proposal and cost estimate.
- Review the project budget and schedule during performance of the project.
- Provide a final QA/QC review of the documents prior to submittal to client.

PROJECT MANAGER

- Prepare a written proposal including a detailed scope of work and an associated manhour and cost estimate submitted to client for review.
- Review the proposal with client including a task-by-task discussion of work items and the related costs. Upon client's approval of the proposal, the Project Manager will arrange for the start of project activities.
- Develop a detailed step by step project work plan so that the project activities are completed in a correct manner, within budget, and on time.
- Supervise and direct day-to-day project activities for this project.
- Review work products at intermediate points and prior to project completion and submittal to client.
- Conduct project status reports which may include weekly meetings, memos, or telephone calls with the client project manager, as required.

PROJECT TEAM

- Utilize the appropriate classification of staff to conduct activities required for the project
- Our large, experienced staff allows us to respond quickly, provides flexibility, and will provide for the opportunity of high-level input from in house experts on complex multi-disciplinary projects.
- Our normal method of staffing projects is to assign a small project team with total responsibility for completion of the work to the client's satisfaction and budget.
- Where necessary, the team can draw on the expertise available within POTESTA's large staff.



SIMILAR EXPERIENCE



GALLAGHER TUNNEL DRAINAGE AND SLOPE STABILITY PROJECT

*West Virginia Army National Guard
Center for National Training Response Center
Kanawha County, West Virginia*

Potesta & Associates, Inc.'s work consisted of the planning, design, and preparation of contract documents for rock removal from a cut slope at the response center, the design of the drainage and fill placement for a proposed parking area, and the restoration of the projected site. The work included:

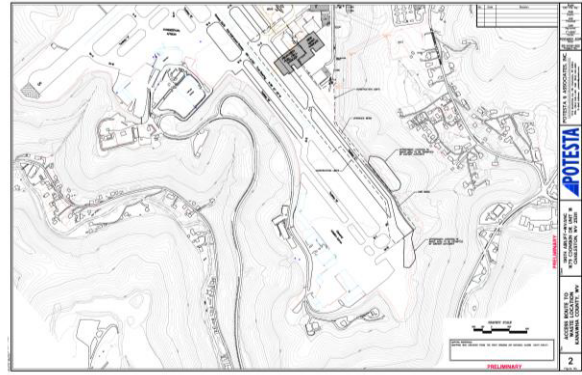
- Survey and map the tunnel site and surrounding hillside area.
- Analysis of alternatives and recommendations for remedying the rock falling and drainage problems.
- Design of rock removal and installation of rockfall mesh, fencing, and reinforced barrier along the existing response center roadway.
- Construction of a parking area consisting of the installation of fill material and gravel of drainage control items including:
 - 42-inch Reinforced Concrete Pipe (RCP) culvert, stormwater manhole, and headwalls.
 - 24-inch RCP connected to an existing 24-inch CMP culvert that extended out from the West Virginia Turnpike Embankment.



FUEL CELL HANGER PROJECT

BBL Carlton/130th Airlift Wing – West Virginia Air National Guard Charleston, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by BBL Carlton, the construction contractor, for the 130th Airlift – West Virginia Air National Guard (WVARNG) Replacement of an Aircraft Maintenance Hanger Project located at Yeager Airport facility in Charleston, West Virginia. The WVARNG Hanger Project involved a total contributing drainage area of approximately 5.83 acres. The disturbed area covered about 3.55 acres, including the 2.86-acre hanger site and the 0.69-acre fill waste site.



Since the hanger site was on an impervious surface, no increase in runoff was anticipated. During construction, around 14,000 cubic yards of excess material were generated from the hanger foundation and deposited at a waste site located just northeast of the construction area. Site activities included excavating the foundation, constructing the hanger, and placing excess fill at the waste site. Additional material was also utilized to extend an existing valley fill near the WV Air National Guard's operations center for storage and staging.

POTESTA completed the following scope of services:

- Prepared revisions to the site grading plan which required that the excavated material be hauled to two planned waste fill areas adjacent to an existing facility runway.
- Preparation of a Construction Stormwater Permit.
- Reviewed the site civil plans and made recommendations and alterations to the grading plans requiring additional engineering stormwater controls and best management practices for the Construction Storm Water Section of the West Virginia Department of Environmental Protection and prepared a Construction Stormwater Permit.
- Prepared a stormwater management plan for the project.
- Consulted with Guard personnel and construction crews related to the placement and compaction of the fill material and the associated stormwater control and conveyance structures adjacent to the fill. This additional fill area was also permitted through a modification to the current stormwater permit.

SITE DEVELOPMENT FOR PARK PLACE

*South Charleston Development Authority/City of South Charleston
South Charleston, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by South Charleston Development Authority/City of South Charleston as Engineer-of-Record for the development of Park Place, a 500,000-square-foot retail, entertainment, and food/beverage development on a 38-acre former fly ash disposal and former manufacturing plant in South Charleston, West Virginia. The condition and physical characteristics of the fly ash material contained in the disposal basin required geotechnical engineering ground improvements as the first phase to allow the property to be developed.



POTESTA completed the following scope of services:

- Topographic mapping including aerial photography to be utilized for subsequent civil engineering evaluation and design for the site.
- Geotechnical engineering for the characterization of the fly ash material and natural soils, and to evaluate the consolidation aspects of the fly ash and recommendations for structural fill.
- Developed a plan to remove 900,000 cubic yards of soil and rock from a borrow site to use as fill for the development.
- Permitting including landfill/National Pollutant Discharge Elimination System permit, construction stormwater permits, and West Virginia Dam Safety permit.
- Design and construction of new emergency spillway, sanitary sewer, storm sewer, water, gas, communications, electric, and lighting.
- Drainage included 1,850 feet, 96" diameter SRPE pipe, 2 precast concrete junction boxes, 2,100 feet of CPP (48" to 24" diameter), 1,200 feet including drop inlets draining U.S. Route 60 widening, and over 4,000 feet of 42" and 48" diameter CPP draining public streets with the final development for 80-acre commercial retail development.
- Roadway design included 4,400 LF of shopping center streets and 8,000 LF of sidewalks, curbs, and curb ramps.
- Construction phase services include assistance with contractor bidding of the project, evaluation of bids, and construction monitoring.

COMMUNITY OF RAND DRAINAGE PIE STUDY

West Virginia Division of Highways Rand, Kanawha County, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the West Virginia Division of Highways (WVDOH) to complete a Drainage Preliminary Investigation and Engineering (PIE) study of the stormwater collection and drainage system in the City of Rand in Kanawha County, West Virginia. The project area included the area bounded by Athens Avenue (County Route 60/80) to the north, Midland Drive (County Route 60/12) to the east, Marshall Avenue (County Route 60/87) to the south, and the Kanawha River to the west.



The project area encompassed over 223 acres with the entire drainage area comprised of approximately 509 acres. It is unincorporated residential and experiences flooding and water back up during rain events.

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

- Data collection and inventory of the existing stormwater collection and drainage system.
 - Review of existing maps, construction plans, specifications, and historic documents related to the project area.
 - Research property information, including easements, rights-of-way, and historic maps.
 - Perform dye tracing and video inspection of storm sewers.
 - Locate, survey, and map buried and overhead electric, gas, water, and telecommunications lines within the WVDOH rights-of-way in the study area.
 - Produce topographic mapping of the project area with stormwater system, utilities, and public right-of-way shown.
 - Identify and provide info on blocked stormwater pipes to be addressed by DOH maintenance.
- Evaluation of existing site and three alternatives.
 - Perform hydrologic and hydraulic flow analysis of the existing system.
 - Evaluate three options for a stormwater management system, including two gravity flow systems and a pumping system.
- Prepare Drainage PIE Study Report with findings and recommendations.

COMMUNITY OF RAND STORMWATER COLLECTION AND DRAINAGE SYSTEM

*West Virginia Division of Highways
Rand, Kanawha County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by the West Virginia Division of Highways (WVDOH) for the design and preparation of contract plans and supporting documents for the construction of a stormwater collection and drainage system in the Community of Rand. The project includes the area bounded by Athens Avenue (County Route 60/80) to the north, Midland Drive (County Route 60/12) to the east, Marshall Avenue (County Route 60/87) to the south and the Kanawha River to the west. The project area encompasses over 223 acres with the entire drainage area comprised of approximately 509 acres. The project is in an unincorporated residential area with multiple existing overhead and underground utilities, thus necessitating significant subsurface utility engineering.



Improvements include drop inlets, stormwater mains, stormwater collectors, a main collection system along the old drainage slough (paralleling Elaine Drive), and multiple outlets to the Kanawha River. POTESTA performed right-of-entry, surveying and mapping, preparation of preliminary plans and final contract plans, utility relocations, geotechnical services, permitting, and provided an Engineer's Estimate of Probable Construction Cost.

Outline of specific tasks include:

- Design of approximately 3,600 feet of new and replacement storm sewer
- Five new stormwater discharge outfalls to the Kanawha River with concrete headwalls, armored channels, and riverbank protection
- Design of approximately 2,500 feet or replacement sanitary sewer line (including approximately 12 new manholes incidental to construction of storm sewers)
- NEPA compliance evaluations
- Rare, Threatened, and Endangered Species Survey for bats and potential roosting trees
- Rare, Threatened, and Endangered Species Survey for mussels in Kanawha River
- Design of approximately 1,200 feet of replacement street pavement
- Environmental and construction permit applications for USACE Section 404 permits, US Coast Guard Permits, and WVDEP Section 401 Water Quality Certification

JACKSON'S MILL SANITARY/STORM SEWER IMPROVEMENTS

*West Virginia University
Lewis County, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by West Virginia University to provide engineering consulting services associated with the final design for improvements to the sanitary sewer and storm water sewer systems at the Jackson's Mill facilities in Lewis County, West Virginia. This project is for the facilities located on the approximate 75-acre area to the north of County Route 10, which consists of 39 structures including cottages, assembly halls, museums, classrooms, recreational facilities, and storage/maintenance buildings. In the existing system, many of the lines were broken, separated, blocked by roots or debris, or collapsed, and the system experienced major infiltration and inflow (I&I) as a result. The brick-construction manholes and potential direct connections of surface runoff (e.g., downspouts, yard drains) were also contributing to the I&I. There are several areas of the site that regularly experience inundation, pooling, and flooding/erosion as a result of a lack of stormwater collection/conveyance.

POTESTA recommended to replace all sanitary mains, laterals, and structures "upstream" of the two existing manholes leading directly into the existing pump station located onsite and operated by the Weston Sanitary Board. POTESTA also recommended to upgrade the storm collection/conveyance system with construction of three main "trunk lines" and associated storm laterals, drop inlets, concrete wingwalls, and riprap channels to collect and convey water from problematic areas to the existing drain ways onsite.

POTESTA completed the following scope of services:

- Preliminary Engineering Report including preliminary opinions of probable costs.
- Field surveying and development of base mapping.
- Final design of sanitary and storm sewer systems.
- Permitting – West Virginia Department of Health and Human Resources, West Virginia Department of Environmental Protection National Pollutant Discharge Elimination System, and County Floodplain Permit.
- Construction drawings, technical specifications, and contract documents.
- Construction administration and full-time inspection.

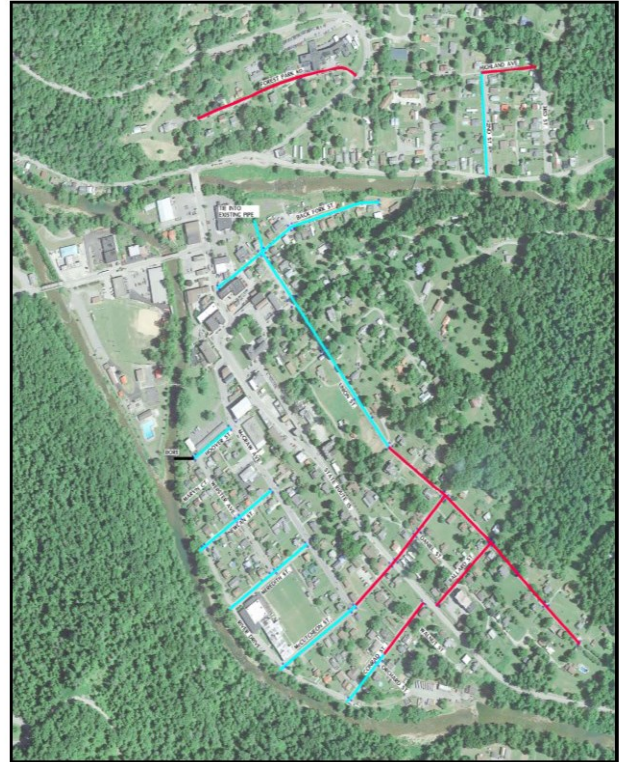


STORM WATER REPLACEMENT/EXTENSION

Town of Addison Webster Springs, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the Town of Addison (Town) for the upgrade, repair, and extension of the existing failing storm water collection system in Webster Springs. The project consists of 12,320 feet of 30-inch, 24-inch, and 12-inch storm sewer pipes with 90 drop inlets on multiple streets in the Town. Webster Springs sits between the confluence of the Elk River and the Back Fork of the Elk River.

The Town regularly experiences flooding due to runoff from the mountainside streets converging in the lowland areas of Town. Some of the water from the upland portions of Town are not picked up in the existing drop inlets due to several reasons, such as the velocity of the water on the steep streets resulting in storm water bypassing drop inlets, drop inlets that are not fully functioning, failing/clogged storm water pipes, and no storm water collection system in certain areas.



POTESTA's services include:

- Design, bidding, construction administration, and Resident Project Representative services to oversee the installation of approximately 12,320 linear feet of HDPE pipe in sizes 12-inch, 24-inch, and 30-inch.
- Permitting
 - WVDOH MM-109
 - WVDEP Construction Stormwater Permit
 - WVDEP Storm Water Discharge Permit
- Funding assistance for a Community Development Block Grant – Mitigation.

ON-CALL ENGINEERING SERVICES

City of Buckhannon Buckhannon, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by the City of Buckhannon to provide as-needed, on-call professional engineering services including preliminary engineering, design, permitting, surveying, and bidding and construction phase services for a variety of projects in Buckhannon, West Virginia.

POTESTA has completed the following projects for the City of Buckhannon:

- Taylor Street Drainage – Evaluation of the drainage patterns and runoff area for the feasibility of installing and upgrading a stormwater piping system from State Route 20 running east to a discharge point running beneath the existing railroad tracks and discharging into the Buckhannon River.
- Jawbone Run Drainage – Hydrologic modeling and recommendations for stormwater management for an area where the culvert containing debris that is completely flooded during high water events on State Route 20.
- Tennerton Tank Painting – Design and preparation of bidding documents to repair and repaint the water storage tank that serves the Buckhannon-Upshur High School, the West Virginia State Police detachment, customers in the southern end of the existing water distribution system, and Adrian Public Service District.
- Tennerton Booster Station – Design and preparation of bidding documents for 400 linear feet of 10-inch PVC and 240 linear feet of 8-inch PVC water line replacement and construction of a new booster station structure.
- Stockert Youth and Community Center – Conceptual plans and design for a new multipurpose facility expansion to be used for recreational sports, fitness, and meeting spaces.
- Charles W. Gibson Library – Existing conditions documentation and preparation of conceptual plans for remediation of the library.
- North Locust Street Sewer – Design and preparation of bidding documents for sewer main replacement of approximately 745 feet of 8-inch sewer line with installation of an additional 100 feet of 8-inch sewer line.



ENGINEERING SERVICES FOR RETAIL DEVELOPMENT

*Ridgeline, Inc.
Charleston, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Ridgeline, Inc. to complete engineering services for numerous projects within Southridge Centre in Charleston, West Virginia. Southridge Centre is approximately 2,000,000 square feet of retail space featuring national and local retailers including Cabela's, Schumacher Homes, Aldi, Chipotle, Starbucks, and Sky Zone, and other hotels and restaurants. The shopping center includes over 40 acres of land.



POTESTA completed the following projects:

- Filling a former stormwater pond to generate an additional 2 acres of developable land, including installation of stormwater management/control structures.
- Phase I Environmental Site Assessment and asbestos inspection required by tenants for new leases.
- Boundary surveys and topographic mapping on multiple parcels within the shopping center.
- Geotechnical engineering including foundation recommendations for redevelopment of parcel.
- Design of soldier beam and concrete lagging retaining wall along section of failed soil slope.
- Conceptual development plans for prospective tenants.
- Specifications for asphalt pavement repair of damaged and distressed areas in parking areas, access lanes, and roadways.
- Assistance with acquisition of a portion of West Virginia Division of Highways right-of-way and plans for outdoor advertising sign.

GLENVILLE STATE UNIVERSITY CONVOCAATION CENTER

*Associated Architects, Inc.
Glenville, West Virginia*

Potesta & Associates, Inc. (POTESTA) was retained by Associated Architects, Inc. to provide civil and geotechnical services relative to the new \$25 million Waco Center that houses the Land Resources department, 3,000 seat sports arena, and other athletic facilities and offices at Glenville State University in Glenville, West Virginia. The Land Resources section includes new classrooms, labs, library space, and new faculty offices. Additionally, the project included the design of a 500+ space parking lot.



Upon preliminary approval, POTESTA prepared construction documents for the site, applied for an MM-109 Encroachment Permit through the West Virginia Division of Highways, an NPDES Construction Storm Water Permit, including the Groundwater Protection Plan and Storm Water Pollution Prevention Plan, through the West Virginia Department of Environmental Protection, and water and sewer line permits through the West Virginia Bureau of Public Health.

POTESTA's civil/site responsibilities, in addition to the abovementioned permitting, included:

- Existing site utility survey.
- Subsurface geotechnical exploration (14 borings).
- Preparation of Geotechnical Report.
- Foundation recommendations.
- Development of Site Grading Plan.
- Design of water and sewer lines.
- Development of stormwater management system including piping, drop inlets, and stormwater retention.
- Design of site entrances, 500-space parking lot, travel lanes, and corresponding pavement sections.



NUMEROUS HYDROLOGIC AND HYDRAULIC ANALYSES AND/OR DETENTION POND DESIGNS

Various Clients

West Virginia and Ohio

Potesta & Associates, Inc. (POTESTA) has been involved in numerous projects involving detailed hydrologic and hydraulic analyses including detention pond design, storm sewer design, culverts, floodplain impacts, etc. These sites include:

- Phase I Coldwater Creek Distribution Center - Mineral Wells, West Virginia
- Phase II Coldwater Creek Distribution Center Stormwater Management Plan and Detention Ponds - Mineral Wells, West Virginia
- Two CVS Pharmacies, Stormwater Management Plan - Parkersburg, West Virginia and Belpre, Ohio
- Jeld-Wen Manufacturing Facility, Detention/Sedimentation Pond Design - Craigsville, West Virginia
- One Gateway Associates - Lewisburg, West Virginia
- Sulphur Creek Development, Stormwater Management Plan, Detailed Erosion and Sediment Control Plan and Detention Pond - Mingo County, West Virginia
- Marietta Industrial Enterprises, Hydrologic and Hydraulic Analyses of two Significant Tributaries of the Little Kanawha River Including the Design of New Culverts and Channel Relocations - Parkersburg, West Virginia
- Tupper Creek Floodplain Analysis, Floodplain Impact Determination Related to Development of a 7-acre Parcel - Sissonville, West Virginia
- Goff Run Floodplain Analysis to Determine Impacts to the 100-year Floodway Elevations and Design of a Culvert to Pass the 100-year Storm without Increasing the Base Flood Elevation - Spencer, West Virginia



STORMWATER MANAGEMENT FOR RESIDENTIAL DEVELOPMENTS

Various Clients

Multiple Counties, West Virginia

Potesta & Associates, Inc. (POTESTA) was retained by various clients throughout West Virginia for stormwater management services as part of the overall site design for construction of residential developments. Services have included design of storm water collection systems including piping, drop inlets, culverts, ponds, channels, and stream crossings; development of Erosion and Sediment Control Plans; earthwork; surveying; permitting; utility coordination; hydraulic modeling; and wetland and stream delineations.



- City of South Charleston – Little Creek Subdivision, Kanawha County (21 homes)
- Hemingway Place Homeowners Association – Hemingway Place, Kanawha County
- Carl M. Freeman Communities – Villages at Coolfont, Morgan County (1,300 homes)
- Blue Ridge Development Group – Villages at Cheat Lake, Monongalia County (43 single homes and 32 townhomes)
- Dickenson Development – Stonegate Subdivision, Putnam County
- Roundtable Corporation – Village at Sleepy Hollow, Monongalia County (65 homes)
- Stricklen Realty, Inc. – Bridge Road Subdivision, Kanawha County (9 homes)
- Stricklen Realty, Inc. – Connell Road Subdivision, Kanawha County (11 homes)
- The Three Stooges, LLC – Hidden Point Subdivision, Monongalia County (80 homes)
- Hanalei, LLC – Hanalei Subdivision, Monongalia County (70 homes)
- Campus View Development – Maple Drive Apartments, Monongalia County (70 units)
- Corwin Place, LLC – Corwin Place Subdivision, Monongalia County (68 homes)
- Friend Construction, LLC – Beverly Estate Subdivision, Marion County (38 homes)
- Timberwolf Development Corporation – Yorktowne Subdivision, Kanawha County (50 homes)
- Pison Development, LLC – Church Hill Village Apartments, Monongalia County (38 units)
- West Run Student Housing Associates, Inc. – West Run Student Housing, Monongalia County (944 beds)
- Copper Beech Townhome Communities, LLC – Copper Beech Student Housing, Monongalia County (31 units)
- Associated Architects – Kanawha Court Apartments, Kanawha County (32 units)
- Paradigm Architecture – Sunnyside Commons Student Housing (134 units)

STATEMENT OF QUALIFICATIONS

SIMILAR PROJECTS



ADDITIONAL PROJECTS

Eighty-five to ninety percent of POTESTA's projects require stormwater management plans.

Client	Project—Stormwater Component
Huntington Sanitary Board	Evaluation of stormwater problems and replacements, rehabilitation of stormwater pump stations, 2 new stormwater pump stations, location of stormwater system, asset management plan.
ZMM Architects	Camp Dawson—location of stormwater system (100+ acres) and other underground and aboveground utilities.
Morgantown Utility Board	Evansdale Area/Baird Street—location of existing stormwater lines, evaluation of failing system, and design of a new system.
University of Charleston	Triana Baseball/Soccer Field—mapped stormwater system and designed upgrades.
Union Carbide/DOW	Evaluation of 300,000 +/- LF of storm and process sewer system.
Mills Group	Davis & Elkins College Myles Plaza— design of stormwater collection system.
Davis & Elkins College	McDonnell Center Parking Lot—sizing and locations of stormwater collection system.
Pray Construction Co.	Citizen's Bank Drive-Thru Addition— design of stormwater collection system.
Carl M. Freeman Communities	The Villages at Coolfont Redevelopment— stormwater management for a 1,000-acre, 1,200 second home community.
Lloyd W. Miller Architects	WVU Transportation Center and Garage—stormwater management, surveying, specifications for design/build.
West Virginia University	Evansdale 105-Space Parking Lot Expansion—design and construction of underground storm water detention systems.
Cabela's	Retail Store—stormwater collection system and permitting for 80,000 SF building, over 400 parking spaces, 3 entrances, a plaza, RV park with sewage dump station, and dog kennel area.
BBL Carlton	University of Charleston's School of Pharmacy—NPDES permit, new stormwater collection and conveyance system, and design and permitting for newly constructed outfall discharge to Kanawha River.
WVDEP-AML	Taylorville Drainage—design of underdrains to collect and convey drainage including 1,100 feet of new CPP.
Upshur County Development Authority	Mountain State Broadband Expressway Project—MM-109 permit, stormwater management, and NOI Storm Water registration.
RC General Contractors	Family Health Associates Office Building—stormwater management plan to convey runoff to the city's stormwater sewer systems.

STATEMENT OF QUALIFICATIONS

SIMILAR PROJECTS

ADDITIONAL PROJECTS



Client	Project—Stormwater Component
Armstrong World Industries	Mineral Wool Plant—analysis of stormwater control options and design of selected option, NPDES permitting.
University Of Charleston	Campus-wide stormwater study and upgrade.
ALSC Architects and Parkersburg/ Wood County Area Development Corporation	Coldwater Creek Distribution Center—extensive stormwater collection and detention system.
Parkersburg-Wood County Area Development Authority	Industrial Park—hydrologic/hydraulic design for numerous design storms and a stormwater management plan.
Solutia, Inc.	Site hydraulic evaluation.
Morgantown Utility Board	Stormwater Overflow Bypass Culverts—Earl L. Core Road/Hartman Run Road intersection area of Sabraton.
Double C Enterprises	Kenna Ridge Business Park—NPDES and Section 104 permitting for 65-acre development.
City of Glenville	Smoke testing/I&I study.



PAST PERFORMANCE



STATEMENT OF QUALIFICATIONS

PAST PERFORMANCE



PROJECT SUCCESS

From planning to construction phase services, POTESta can make sure your project goes through the development process efficiently.

COMMUNICATION

POTESta believes effective communication is the key to a successful project:

- Communicate early and often.
- Mutual work scope development.
- Startup meeting including site visit.
- We work as extension of your staff—we work for you!
- Meet your objectives—how you want it!
- Weekly project updates.



CRITICAL FACTORS

POTESta follows critical success factors for each new project:

- Agree on the project goals with the client—specific, measurable goals will define the project scope.
- Develop a concise plan—deliverables and associated tasks are assigned with appropriate due dates.
- Mitigate or manage risks—identify and prioritize the risks early, assign the risk to a team member to oversee that threat or opportunity, and continually monitor risks.
- Manage the scope—be on alert for changes in scope and manage effectively.
- Communication—regular status updates on the progress of the project.

SCHEDULE

POTESta has a solid history of meeting aggressive milestone dates on schedule. POTESta's engineering and environmental consulting groups work on the preliminary engineering simultaneously, including surveying/mapping, environmental work, funding, and design.

Direct responsibility for schedule control lies with the Project Manager:

- Initially, the Project Manager reviews schedule requirements to see how they can be achieved given the anticipated scope of work.
- The Project Manager monitors the progress and compares it with the established schedule on a weekly basis, while keeping the Principal-in-Charge aware of the schedule's status.
- The Principal-in-Charge can make staff adjustments to allow the Project Manager to maintain the project schedule.
- If circumstances develop that make it impossible to maintain the project schedule, the Project Manager contacts the Client to develop a mutually acceptable adjustment to the schedule and/or work plan.

STATEMENT OF QUALIFICATIONS

PAST PERFORMANCE



COST CONTROL

RESPONSIBILITY OF BUDGET

POTESTA takes pride in our ability to provide our clients with innovative and concise engineering design packages that allow more of our the client's money spent on actual construction rather than engineering design fees. The Project Manager is responsible for monitoring the project budget and keeping the Principal-in-Charge informed of the status. The Project Manager develops a work plan based on hourly rates and tasks to complete the project.

CONCEPTUAL ESTIMATING

Each project is site-specific influenced by a variety of conditions; therefore each cost estimate is site specific.

- Compare actual bids for similar projects POTESTA has completed.
- Remain up-to-date on current material prices from suppliers/vendors.
- POTESTA remains flexible in the design and will examine alternatives to reduce the time and cost of construction.
- Cost estimates are based on actual bid unit costs.

QUALITY ASSURANCE/QUALITY CONTROL DELIVERABLES

The Project Manager will work with the Principal-in-Charge, as well as each team lead, to understand the level of detail and expectations for this project. POTESTA has a written quality assurance program encompassing drafting, engineer design, and written documents that utilizes standardized Quality Assurance/Quality Control (QA/QC) practices such as consistency checks, color coding of checked copies/calculations, and review of method of measurements versus quantity tallies to meet QA/QC expectations. Included are training for new staff members on company procedures, and color-coded checking systems for drafting and calculations, consistency checks (e.g. specifications versus drawings).

We utilize internal peer review of deliverable documents, secretarial review, constructability reviews of drawings, and review of method of measurements versus quantity tallies, all to make sure QA/QC expectations are met. As a standard quality assurance practice, the Project Manager and the Principal-in-Charge will review and comment on materials prior to submission to the client. Furthermore, POTESTA is a member of ASFE, an organization that emphasizes professional practices to reduce loss liability.

POTESTA performs constructability reviews to enhance the efficiency, quality, and the success of construction projects by addressing potential challenges and ensuring the project's feasibility. Our staff will consider factors such as site conditions, available materials, equipment constraints, and labor resources. The review will include proposes mitigation measures to minimize impact by addressing site access, environmental concerns, regulatory compliance, and safety protocols.

REFERENCES



REFERENCES

The following are references for projects completing engineering services required for design and rehabilitation of stormwater systems.



CITY OF SOUTH CHARLESTON

Rick Atkinson, City Manager
PO Box 8597
South Charleston, West Virginia 25303
(304) 744-5300

→ **Park Place Development**

TOWN OF ADDISON

Don E. McCourt, Mayor
146 McGraw Avenue
Webster Springs, West Virginia 26288
(304) 847-5411

→ **Stormwater Replacement/Extension**

CITY OF BUCKHANNON

James Hollen, III, PE, City Engineer
70 East Main Street
Buckhannon, West Virginia 26201
(304) 472-1651

→ **On-Call Engineering Contract**

CONTACT US

FOR MORE INFORMATION CONTACT:

Dana L. Burns, PE, PS, Vice President
(304) 342-1400

ADDITIONAL DOCUMENTS





POTE&AS-01

EMORRIS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/5/2024

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).

PRODUCER Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102	CONTACT NAME: PHONE (A/C, No, Ext): (703) 827-2277 FAX (A/C, No): (703) 827-2279 E-MAIL ADDRESS: admin@amesgough.com														
INSURED Potesta & Associates, Inc. 7012 MacCorkle Avenue, SE Charleston, WV 25304	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Valley Forge Insurance Company A(XV)</td><td>20508</td></tr><tr><td>INSURER B : Continental Insurance Company A(XV)</td><td>35289</td></tr><tr><td>INSURER C : National Fire Insurance Company of Hartford A(XV)</td><td>20478</td></tr><tr><td>INSURER D : Lexington Insurance Company A, XV</td><td>19437</td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Valley Forge Insurance Company A(XV)	20508	INSURER B : Continental Insurance Company A(XV)	35289	INSURER C : National Fire Insurance Company of Hartford A(XV)	20478	INSURER D : Lexington Insurance Company A, XV	19437	INSURER E :		INSURER F :	
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INSURER F :															

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 SUBR INSD 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 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		6057035330	3/7/2024	3/7/2025	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	<input checked="" type="checkbox"/> 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	3/7/2024	3/7/2025	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	3/7/2024	3/7/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C	<input checked="" type="checkbox"/> 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	3/7/2024	3/7/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.		015136031	3/7/2024	3/7/2025	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

APPENDIX A

DANA L. BURNS, P.E., P.S.

Vice President



EDUCATION

M.S. Civil Engineering, 1979
West Virginia University

B.S. Civil Engineering, 1978
West Virginia University

EMPLOYMENT HISTORY

1997-Present	Potesta & Associates, Inc.
1994-1997	Terradon
1979-1994	GAI Consultants, Inc.
1978-1979	West Virginia University
1976-1977	West Virginia Department of Highways (summers)

PROFESSIONAL REGISTRATIONS

- Professional Engineer – West Virginia, Illinois
- Professional Surveyor – West Virginia

PROFESSIONAL CERTIFICATIONS

40-Hour Health and Safety Training

SERVICE ON BOARDS AND COMMISSIONS

- Environmental/Technical Committee member – West Virginia Coal Association
- Environmental Committee member – Kentucky Coal Association

- Past Board of Directors member and current Waste Team Chairman on the Environmental Safety and Health Committee – West Virginia Manufacturers Association
- Environmental and Safety Committee member – Independent Oil and Gas Association of West Virginia
- Environmental Committee member – West Virginia Oil and Natural Gas Association
- Past President – West Virginia Society of Professional Engineers, Professional Engineers in Private Practice
- Past President and past Board of Directors member – American Council of Engineering Companies West Virginia Chapter
- Past Chairman of Transportation Committee – American Council of Engineering Companies West Virginia Chapter
- Past Board of Directors member – Society of American Military Engineers Huntington Post
- Member Committee D-18 on Soil and Rock – American Society for Testing and Materials (ASTM)

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers
- National Society of Professional Engineers
- WV Society of Professional Surveyors

AREAS OF SPECIALIZATION

Management of design and permitting of civil, environmental, geotechnical, and mining engineering projects. Siting, designing, and permitting industrial and municipal waste disposal sites; reclamation of abandoned mine lands; and development of stormwater management plans and groundwater sampling programs. Environmental/reclamation liability assessments. Development of site plans for commercial and industrial facilities including hydrologic and hydraulic analyses. Expert witness testimony. Directs engineering division, including day-to-day operation of headquarters and three branch offices concerning staffing, coordination, training, business development, and overall technical and support staff management.

PROFESSIONAL EXPERIENCE

Civil/Site Design

Utility extension, site grading plans, stormwater management, roadway design, and permitting for site development for residential subdivisions and commercial developments.

University of Charleston – Principal-in-Charge for the following projects:

- Development of topographic mapping of campus
- Evaluation of storm sewer system
- Civil site services – UC Pharmacy School, New Hall, Middle Hall, and Brotherton Hall
- Design of new campus entrance roadway

Marshall University – Principal-in-Charge for the following projects:

- 400-bed housing project
- Biotechnology Center
- Fifth Avenue parking and 6th Avenue parking facility
- Jomie Jazz Center
- Childcare Center
- Mid-Ohio Valley Center
- Campus landscape master use plan
- Campus improvements project
- MU Graduate College South Charleston campus
- Student Center and Henderson Center
- Bookstore addition
- University Heights

Glenville State University – Principal-in-Charge for the following projects:

- Student Residence Hall
- Athletic Convocation Center and Forestry/Survey Class Center

West Virginia University – Principal-in-Charge for a sidewalk repair project located near Allen Hall on the Evansdale Campus in Morgantown, West Virginia.

The Villages at Coolfont – Principal-in-Charge to provide environmental and engineering consulting services for the redevelopment of the Coolfont Recreation property in Morgan County, West Virginia to create a second home community with high-end amenities:

- Phase I Environmental Site Assessment
- American Land Title Association (ALTA) boundary and property survey of 997 acres
- Completed an assessment of the facility's sanitary sewer wastewater treatment plant to facilitate the acquisition of the property.
- Participated in weeklong planning charrette with clients, land planners, and other design consultants to assess characteristics of the property, identify opportunities and constraints, obtain input from residents and businesses, and develop design guidelines.
- Land use plan including 1,300 homes, a village center, spa, expansion of an existing lake, a proposed second lake, walking/hiking/biking trails, and the necessary infrastructure.
- Civil engineering design for potable water and wastewater treatment facilities.
- Selected source well locations, drilled 3 source test wells, and completed field testing and permitting.
- Designed a 300-gallon per minute potable water treatment plant.
- Designed 2- 316,000-gallon water storage tanks and 75,000 LF of distribution system.
- Completed the design and permitting for a 448,000-gallon per day membrane bioreactor wastewater treatment plant, including the design of a 70,000 LF collection system.
- Assisted with permitting required for the development of the new lake and upgrades/expansion of the existing lake (included were Section 404 individual permit and Section 401 water quality certification).
- Prepared roadway and stormwater management plans, including typical pavement sections, road profiles, geometric layout plans, culvert and drop inlet sizing, drainage conveyance pipe and channel profiles, and miscellaneous stormwater management details.

City of Charleston – Inspection and preparation of rehabilitation design for Parking Garage No. 1.

Tucker County Industrial Park – Principal-in-Charge for the design which included water and sewer lines, stormwater management design, roadway design, pavement design, site grading plan, master plan, and geotechnical exploration/foundation recommendations.

Principal-in-Charge for site grading plans, stormwater management system, site surveying, roadway/parking lot

design, wetland delineation/mitigation, and construction monitoring for the 400,000-square foot Coldwater Creek distribution center in Parkersburg, West Virginia.

Principal-in-Charge for the civil/site design for the new Sissonville Middle School in Kanawha County, West Virginia. The project included a site grading plan with more than 230,000 cubic yards of earthwork to obtain 20 acres of level ground for a 74,000-square-foot school, football field, soccer field, baseball field, access roadways, and parking areas. The project included utility designs for water service and sanitary and sewer. Stormwater collection systems and erosion and sediment control plan/permit completed.

Principal-in-Charge for civil/site design for new Riverview High School and Bradshaw Elementary School in McDowell County, West Virginia. The project included 2,500 linear feet of relocated WV Route 80, relocation of 1,200 feet of Oozley Branch, and site work (grading, stormwater drainage, geotechnical recommendations, sanitary sewer, water, and electrical services) to serve the two schools. The project design included a site survey, geotechnical exploration, foundation recommendations, the design of excavation slopes, the layout of schools, parking areas, and athletic fields, utility design, roadway relocation plans, and stream relocation plans. Responsible for the design and preparation of contract bid documents (specifications and drawings) for civil/site work. POTESTA served as a sub-consultant to ZMM on this project.

Principal-in-Charge for civil/site design and permitting associated with constructing three synthetic fuel pellet plants in McDowell County, Nicholas County, and Kanawha County, West Virginia. The project included developing synthetic fuel manufacturing facilities on inactive surface mining sites. Services included subsurface exploration, foundation recommendations, grading plans, stormwater management plans, preparation of permit applications, and construction monitoring for site grading and foundation construction. The McDowell County site included a water source study to identify and select water sources for the manufacturing process. The three plants had a construction cost of \$25 million. The project was a design/build arrangement with POTESTA working directly for the owner.

Carmeuse Lime & Stone – Principal-in-Charge of engineering and environmental services for the expansion of current quarry operations at Winchester quarry in

Winchester, Virginia. The expansion includes the addition of two new vertical lime kilns and associated equipment, increasing their current aggregate crushing operation, and expanding their rail system to allow for increased shipping of products.

- Design included grading, stormwater management, and an access road crossing for a rail loop encircling the lime kilns and aggregate crushing areas with rail spurs for loading and unloading of product to connect to two mainline rail carriers.
- The total project track length consists of approximately 29,000 linear feet of rail.
- The design of the rail expansion includes trackside ditches, culverts, stormwater management systems, gas line relocations and crossings, rail crossings, and internal plant roadways, as well as grading for the expanded aggregate plant and lime kilns.
- Additional designs included civil/site services for a new office building and the design of the sanitary water treatment system for this building.
- Acquired the necessary approvals to construct this project, such as approvals from local planning and zoning, inspections, health departments, and state governments such as the Virginia Department of Transportation, Department of Environmental Quality (DEQ), and Department of Mining and Mineral Extraction (DMME).
- Conducted wetland delineations, developed reports, and completed applications to the Norfolk District (Northern Virginia field office) of the United States Army Corps of Engineers (USACE).

Development of specifications for a sand mound treatment system in the U.S. Air Training Center near Pittsburgh, Pennsylvania.

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

Chief Engineer



EDUCATION

B.S. Civil Engineering, 1984
West Virginia University

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, capping/closure systems, abandoned mine land reclamation projects, sludge stabilization and basin/pond closure projects, environmental permitting, hydrologic and hydraulic analyses, and quality assurance/quality control monitoring.

PROFESSIONAL EXPERIENCE

Stormwater

Expert Witness – Retained for the plaintiff damaged as a result of flooding caused by lack of maintenance at a culvert system in Westmoreland, Wayne County, West Virginia.

Stormwater Drainage Plans – 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.

Stormwater Evaluation – Evaluation of stormwater drainage system (culverts and channels) to alleviate flooding problems for a church in Kanawha County, West Virginia. The project included computer modeling to identify culvert capacities and to identify repair options.

Expert Witness – Retained to support a property owner damaged as a result of flooding caused by downstream obstructions. Reviewed regulatory agency files, conducted site inspections, evaluated possible remedial measures and provided support in anticipation of litigation.

Expert witness – Retained for plaintiff damaged as a result of flooding from upstream construction. Visited site to observe problem areas, reviewed construction practices/procedures, reviewed regulatory permits, and provided testimony as to the cause of flooding.

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.

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:

- ALTA survey
- Subsurface exploration
- Grading plan including balanced cut and fill for the building pad, parking fields, and access roads.
- Stormwater collection system design including curb inlets, catch basins, and culverts.
- Pavement design.
- Utility extension designs including sanitary sewer, potable water, fire service, natural gas, underground electric, underground telephone, and underground cable television.
- Permitting services
- Support for local approvals including approval from Charleston Municipal Planning Commission as a Development of Significant Impact and building permit to allow construction to begin.
- MM-109 permit to allow for connection of the store's new roadway with the existing public roadway.

Fieldcrest Subdivision – Project manager/engineer for the development of a nine-lot subdivision in Charleston, West Virginia. Design and permitting/regulatory approvals for infrastructure, including new street, sanitary sewer main, water main, stormwater, electric, telephone, cable, and natural gas. Preparation of drawings/specifications for necessary governmental agency approvals and for solicitation of bids. Inspection and certification of completed sanitary sewer system.

Connell Pointe Subdivision – Project manager/engineer for the development of an eleven-lot subdivision in Charleston, West Virginia. Design and permitting and regulatory approvals for infrastructure, including new

street, sanitary sewer main, water main, natural gas service, stormwater, electric, telephone, and cable. Preparation of drawings/specifications for governmental agency approvals and for solicitation of bids. Inspection and certification for completed sanitary sewer systems.

Conner Drive Townhouses – Project manager/engineer for the development of 13 townhouse lots just outside of Charleston, West Virginia. Planning, surveying, design, and regulatory approvals for infrastructure, including new street, stormwater management system, sanitary sewer main, water main, electric, natural gas, telephone, and cable.

Gettysburg Subdivision – Project manager/engineer for an 18-lot subdivision located in Kanawha County, West Virginia. Design, surveying, and regulatory approvals for infrastructure, including new street, sanitary sewer main, water main, stormwater management system, electric, natural gas, telephone, and cable. Preparation of drawings/specifications for solicitation of bids. Inspection and certification of the sanitary sewer collection system and pump station.

Yorktowne Subdivision – Project engineer for development and construction phase services for a 50-lot subdivision in Charleston, West Virginia. Design of streets, lots, stormwater management systems, sanitary sewer mains and pump stations, water mains, underground electric, natural gas, telephone, and cable.

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

Villages at Coolfont – Project manager for a project in Morgan County, West Virginia, which included planning, engineering, and permitting associated with developing a second home community on 1,000 acres near Berkeley Springs, West Virginia. Project included:

- Potable water supply source (wells), treatment plant, storage, and distribution system
- 0.44 MGD MBR wastewater treatment plant and sanitary sewer collection system
- Community roadways and storm sewer systems
- Detailed plans for the water and wastewater treatment plants and the distribution allocation system serving the first 124 homes
- Permits were obtained for the water and wastewater plants

Suncrest Subdivision – Project engineer for the development of subdivision in Charleston, West Virginia. The project included engineering and permitting for a new residential subdivision including roadway, underground electric, telephone, cable, water, sanitary sewer, and stormwater. The sanitary sewer system was designed, constructed, and monitored under the terms of an alternate mainline extension agreement with the Charleston Sanitary Board.

Business and Industrial Development Corporation – Preparation of Utility Extension and Roadway Paving Plans for Southridge Centre - Phase 2 area. The project included the preparation of bidding/construction drawings to provide natural gas, water, sanitary sewer, telephone, and cable television serving four commercial lots and a 50-lot proposed subdivision. All utilities were underground. The length of the project was approximately ½ mile. The project also included roadway paving and stormwater drainage.

Mixed-Use Industrial Park – Development of a conceptual development plan for a mixed-use industrial park. The evaluation included developing preliminary alignments for two access roadways including earthwork requirements, drainage, subbase, and paving with preliminary cost estimates. The total length of the road was over 5 miles. The evaluation also included a preliminary layout of water and sewer service for a proposed 400-acre development.

Plasma Processing Corporation – Preparation of permit to construct and site development plan for a secondary aluminum processing facility startup in Jackson County, West Virginia.

Utility Relocation Plans – Required for site development, waterline, and sewer construction projects. Projects included the determination of utility locations by records review, utility contacts, and surveying. Designs were prepared including locations, details, and pavement replacement. The design also included obtaining approvals from the West Virginia Division of Highways and the owners of the utilities.

MARK A. SANKOFF, P.E., P.S.

Chief Engineer



EDUCATION

B.S. Civil Engineering, 1982
West Virginia University

EMPLOYMENT HISTORY

2011-Present Potesta & Associates, Inc.
1991-2011 West Virginia American Water
1988-1991 Dunn Engineers, Inc.
1982-1988 Kelley, Gidley, Blair & Wolfe, Inc.

PROFESSIONAL REGISTRATIONS

- Professional Engineer – West Virginia
- Professional Surveyor – West Virginia

PROFESSIONAL AFFILIATIONS

- American Water Works Association
- National Society of Professional Engineers

AREAS OF SPECIALIZATION

Water supply including design of water mains, water storage tanks, booster stations, pressure reducing stations, advanced metering infrastructure – (AMI), and Automated Meter Reading – (AMR) systems. Extensive knowledge in water distribution systems operation and maintenance.

Experienced in funding, design, plans and specifications, permitting, bidding, and construction management of wastewater collection systems and treatment plants.

PROFESSIONAL EXPERIENCE

Water Lines, Water Storage Tanks, and Water Treatment Plants

Confidential Coal Company – Onsite water management, reuse, and disposal project; services included construction of 8,500 gallons per minute combination high-pressure pump/pressure reducing station, controlling a 14 mile 26” HDPE pipe, an 8,500 gallon per minute pressure sustaining valve station, energy dissipation structure, river outfall, and SCADA system.

Responsible for engineering at West Virginia American Water (WVAW):

- Supervising an engineering staff of eight, working in conjunction with other departments at WVAW.
- Developing and prioritizing multiple capital projects while developing and managing the multi-million capital budget for West Virginia. Budgeting includes developing and creating large investment projects, multiple public-private partnerships, and several acquisitions.
- Involved in multiple operational issues/projects including non-revenue water reduction, comprehensive planning studies including interconnection studies to combine operations to increase efficiencies.
- Worked on the automation of Bluestone Water plant which is intended to be the first one-shift automated and unattended surface water treatment plant in West Virginia.
- Design of multiple pressure-reducing stations and booster stations.
- Overseeing a \$1.5+ million per year tank painting program.
- Managed tank painting program, which included evaluating, prioritizing, draining, and refilling tanks, tank inspections, preparation of contract documents, bidding, bid evaluations, contract awards, scheduling, and taking tanks out of service while maintaining uninterrupted service to customers.
- Responsible for over 300 tanks in the largest water system in West Virginia.

Responsible for the Fayette AMI project, a \$4.3 million meter replacement/automation project to automate almost 12,000 water meters in Fayette County, West Virginia. This project was part of an EPA Green Project and the project was successfully publically bid using a

performance specification using stimulus money. Methods were developed to economically work through terrain issues as they related to radio signals to develop a successful project. The project successfully incorporated acoustic listening devices to monitor the distribution system at night to reduce non-revenue water in the Fayette water system.

City of Glenville – Project Manager for the study, design, bidding, and construction phase services for the project involving upgrades and construction monitoring to their existing potable treatment and water distribution system.

Town of Mills Creek – Project Manager for the design, permitting, and preparation of construction plans, specs, and bidding documents, and construction administration/observation services for the construction of two backwash ponds behind the existing water treatment plant.

Responsible for the project management to complete the WVAW building complex at 1600 Pennsylvania Avenue, Charleston, West Virginia. Provided oversight of the building complex for all operation and maintenance items, as well as liaison with the leasees.

Project Manager of the Kanawha Valley to Montgomery Interconnection Project design which included over 20 miles of 20-inch to 12-inch water mains, two relay booster stations, one storage tank, Kanawha River Crossing, railroad crossings, two pressure-reducing stations, and radio telemetry.

Project Manager for the EPA IDSE disinfection project to develop the computer water models for the Charleston and Huntington water systems which calibrated the two largest water distribution systems in West Virginia.

Project Manager for the Kanawha County IDB Water Project 2000 which served 33 areas and brought water to over 1,740 families. The total project cost of over \$22 million included over 100 miles of water mains, five boosters, and six water storage tanks of various sizes. Oversaw the design work of six consultants, including acquiring the rights-of-way, bidding on 12 water main contracts, and the construction of those contracts with five consultants handling five contractors, while managing the bidding and construction of the above boosters and water storage tanks.

Prepared specifications and plans for numerous water main extensions, water storage tanks, boosters, and hydro

pneumatic booster stations, and pressure regulating stations including site work, other utilities, and property acquisition, including bidding, project, and construction management.

Parcoal Project, Webster County, consisting of an 8-inch water main extension and a 160,000-gallon water storage tank using an ARC Grant.

Southridge Development Project consists of a 16-inch water main extension to serve the Southridge Development on Corridor G.

Responsible for the 55-person department that maintained the Kanawha Valley water distribution system, which repaired an average of 1,500 main breaks per year up to 30-inch PCCP:

- Responsible for providing new water services – the department made an average of 850 taps per year
- Oversaw the leak survey effort to reduce unaccounted-for water – developed a system to check night flow in systems using existing telemetry to determine leakage and direct efforts to maximize finding and fixing those leaks
- Coordinated the small diameter main replacement program which averaged over one million dollars per year
- Comprehensive supervisory experience between union and non-union personnel – responsible for five supervisors
- Assisted in union negotiations – developing a process to equalize overtime within the distribution department. Worked with the Manager to develop 24-hour coverage shifts to provide better customer service and reduce O&M costs, including a 12-hour shift schedule using four foremen to provide round-the-clock coverage
- Served as the liaison with Kanawha County Commission and KCRDA on new water projects to serve un-served areas

Oversaw the completion of the construction of the Consolidated Office Complex for WVAW's corporate headquarters in Charleston from 1997 to 1999.

Kanawha County Water Main Extension Project consists of waterlines, a booster, a 200,000-gallon water storage tank, and four pressure-regulating stations for the Campbells Creek area of Kanawha Valley.

Quarry Creek Subdivision consists of a vertical turbine booster station and a 330,000-gallon water storage tank, with an elevated storage tank bid option and water lines.

Kellys Creek Project consists of a 16-inch water main extension, booster station, and water storage tank along Route 60 using WVDEP, AML funding.

Little Sandy, Aarons Fork, and Edens Fork Projects. Construction of water mains, a booster station, and a 160,000-gallon storage tank utilizing two Small Cities Block Grants with KCDRA.

Summers-Mercer Water Project included the design of an 8-inch water main to Hinton and a 24-inch water main from the new Bluestone plant to Princeton, including the pressure-reducing stations along with the 300,000-gallon water storage tank near Pipestem.

Designed and constructed multiple small water main extensions, working with developers, customers, and small contractors to serve new subdivisions and unserved areas.

Sewer Lines and WWTPs

Huntington Sanitary Board – Project Manager for Master Agreement to provide engineering/environmental services related to the implementation of their Long-Term Control Plan, Wastewater Treatment Plant Modernization Plan, and Storm Water Management Utility Establishment/Operation.

Project Manager for the replacement of the Wastewater Treatment Plant at Point Pleasant, West Virginia. This included being responsible for design, plans, specifications, regulatory approval, bidding and bond sale, and construction management.

Inspection of wastewater collection systems, writing Operation and Maintenance Manuals, Facility Plans, and Grant Applications for various clients.

Project Manager for the Big Sandy Sewer Public Service District Vacuum System Project, which included the design and construction of three vacuum sewer stations, two sewage pump stations, a 9-mile force main, and the vacuum sewer collection system. Responsibilities of the above involved the preparations of engineering contracts, planning reports, plans and specifications, bid documents, operation and maintenance manuals, and change orders for state and federally-funded wastewater and water projects. The process involved cost-effective analysis, public relations, technical writing, and public speaking.

Project Engineer for the Logan Wastewater Interceptor Project, the Town of Barboursville Lagoon Improvements, and the Philippi Wastewater Project including a new Oxidation Ditch Plant, renovation of an existing pump station, sewer main replacement design, and construction. Experience included designing wastewater treatment plants, sludge handling facilities including belt filter presses, wastewater collectors and pumping systems, site developments, access roads, and combined sewer overflow (CSO) facilities.

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

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 design, landslide causation studies, foundation system design, surface/subsurface hydrogeology, ground subsidence, contaminant transport, and groundwater flow modeling. Planning, designing, and permitting 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.

PROFESSIONAL EXPERIENCE

Geotechnical

Responsible for the development of geotechnical and geological recommendations as well as the development of stabilization designs for many failed soil/rock slopes in West Virginia. This work included initial site reconnaissance visits, the development of a subsurface exploration study and materials testing program, evaluation of stabilization alternatives, and construction plan preparation.

Travelers Insurance/City of Charleston – The Project included a subsurface exploration study, engineering design, and global stability evaluation of a failed soil slope in a residential neighborhood on Bona Vista Drive for the City of Charleston, West Virginia. The slide was caused by a water main break along an existing residential neighborhood paved roadway. The recommended slope stabilization method was to install a soldier beam and lagging retaining wall along an existing paved roadway (supporting the buried utilities) with the remainder of the failed slope below being removed and replaced with compacted soil backfill.

City of Charleston – Geotechnical assessment and development of regrading construction plans for the repair of a failed soil slope below Grandview Drive for the City of Charleston, West Virginia. The slope failure occurred

between two adjacent residential structures and encompassed a sanitary sewer main as well as a storm drainage pipe receiving storm drainage from Grandview Drive. The stabilization plan involved the removal of the failed mass beginning at the toe of the slope and then working progressively upslope to result in a stabilized and regraded slope surface. The work required the removal of all failed material to the underlying rock surface and included the installation of a shot rock toe buttress which was installed along a natural topographic bench near the toe. Following completion of the work the affected utilities were installed either below the fill material or outside the regraded slide area.

Greer Industries Cheat River Quarry Haulroad – The project included the development of stabilization and repair recommendations for a failed soil slope which impacted a critical haul road utilized by the quarry operator to move raw shot rock material from the quarry to the crusher at the aggregate plant in Rowlesburg, West Virginia. The landslide occurred because of the failure of a cross-drainage culvert in the haul road. The failed soil mass was removed to the underlying bedrock and following the installation of a stone toe buttress and toe key, the material was blended with aggregate material from the plant and placed in compacted lifts. The underlying rock surface was excavated to result in a series of “bond benches” allowing for the installation of underdrains below the compacted fill to collect groundwater and seepage from the underlying rock. This prevented the saturation of the fill material.

Responsible for the design, management, and inspection of a geotechnical investigation of a proposed five-mile rail extension located in Nicholas County, West Virginia. The investigation included the study and design of planned rock cuts, and track foundation materials.

General Services Administration – Site evaluation, including continuous HNU scanning of collected soil samples and installation of piezometers for two proposed sites near Charleston, West Virginia.

West Virginia Department of Environmental Protection – Foundation design for a proposed 1,000,000-gallon potable water storage tank and valve pit near Cassidy, West Virginia.

Rhone Poulenc Ag Company – Subsurface sample collection, resistivity measurements, explosivity measurements, and decontamination procedures for an

organic contamination study at the Institute, West Virginia.

Preparation of foundation investigations for several large structures including a parking garage and student housing complex at Marshall University in Huntington, West Virginia. Tasks included the development of a subsurface exploration program, soil/rock sampling, testing program, and preparation of a final geotechnical report.

Expert Witness

Forensic study, expert testimony, and legal support related to the failure of numerous soil/rock slopes throughout West Virginia. This work included an extensive review of relevant project case documents, site reconnaissance visits, interviews with project personnel, and deposition testimony.

Lynn Elementary School – Technical insight and recommendations to attorneys representing an adjacent property owner related to the contributing factors related to the formation and continued failure of an excavated soil slope. The toe of the slope was excavated during the site development of the proposed elementary school site in Lynn, West Virginia.

Crichton & Crichton – Landslide formed along a wooded hillside below a residential driveway on Pleasant Lane in Wood County, West Virginia. The slope failure was noted during a substantial leak in an existing water main. The work included a review of case documents, interviews with various residents (plaintiffs in the case), and the development of supporting causation theory for the formation of the landslide. The work also includes the development of repair alternatives and associated construction estimates to be considered during the dispute hearing between the plaintiff and defendants.

Chesapeake Appalachia/Law Office of Jeffrey Mahal (R. Baker Natural Gas Production) – Provided technical study and file review of case documents related to the grading contractor’s construction work efforts to prepare a well pad for the installation of a series of horizontal gas production wells in Marshall County, West Virginia. The work included the removal of soil and rock from an existing hilltop. The resulting material was placed or wasted in a series of three side hill fills along the edges of the resulting well pad. All three of these fills experienced progressive and ongoing failures following the construction effort. We reviewed design documents,

construction records, and details related to several repair attempts to result in the development of a professional opinion related to the various factors contributing to the multiple slope failures.

Nationwide Trial Division/Khan & Wheeler (Ross v. WVAW Landslide Case) – Provided professional opinion related to the formation of a slope failure along the Elk River immediately behind several commercial and residential homes near the Town of Elkview, West Virginia. The initial landslide occurred immediately following a main waterline break along the front of the structures. The regressive and prolonged failure continued over several weeks and ultimately damaged a gravity sanitary line as well as several of the structures. Work included an extensive review of several years of case records provided for the case including a review of existing utility maintenance records, historic climatologic data, river stage information, and depositional testimony from many of the affected parties. A summary of a professional opinion report was prepared describing several factors including lack of maintenance storm culverts in the area as well as an increase of saturation along the slope from the failed water main as the cause of the slide. It was determined that several of the structures were supported on previously placed fill material which was placed along the river bank in the early 1900's in conjunction with the initial roadway construction. This coupled with the lack of maintenance and the presence of deteriorated drainage culverts likely contributed to the slope failure. The initial installation of this fill material was determined through an extensive study of the historic topographic mapping of the area.