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## Header 1

General Information     

Procurement Folder: 1732668

Procurement Type: Central Purchase Order

Vendor ID:  

Legal Name: DIEFFENBAUCH &amp; HRITZ LLC

Alias/DBA:

Total Bid: \$0.00

Response Date:  

Response Time: 

Responded By User ID:  

First Name: 

Last Name: 

Email: 

SO Doc Code: CEOI

SO Dept: 0603

SO Doc ID: ADJ2600000002

Published Date: 7/28/25

Close Date: 8/11/25

Close Time: 13:30

Status: Closed

Solicitation Description: 

Total of Header Attachments: 1

Total of All Attachments: 1



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

State of West Virginia  
Solicitation Response

**Proc Folder:** 1732668  
**Solicitation Description:** Camp Dawson Building 202 Renovation  
**Proc Type:** Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2025-08-11 13:30	SR 0603 ESR08112500000000765	1

**VENDOR**  
VS0000019973  
DIEFFENBAUCH & HRITZ LLC

**Solicitation Number:** CEOI 0603 ADJ2600000002  
**Total Bid:** 0  
**Response Date:** 2025-08-11  
**Response Time:** 09:43:18  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
David H Pauline  
304-558-0067  
david.h.pauline@wv.gov

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

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Camp Dawson Building 202 -Renovation				0.00

Comm Code	Manufacturer	Specification	Model #
81101508			

Commodity Line Comments:

Extended Description:

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



WV Army National Guard  
Camp Dawson

Architectural/Engineering Services

CEOI 0603 ADJ26\_02 – Building 202 Renovation

August 11, 2025



**OSBORNE ARCHITECTURE**

*a division of*

Submitted by:



**DIEFFENBAUCH & HRITZ**  
Engineering | Survey | Environmental | Architecture

1095 Chaplin Road, Suite 200 | Morgantown, WV 26501

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Department of Administration  
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2019 Washington Street East  
Charleston, WV 25305

Adjutant Generals Office  
1707 Coonskin Drive  
Charleston, WV 25311

Camp Dawson Army Training Site  
240 Army Road  
Kingwood, WV 26537

Re: Expression of Interest – Building 202 Renovation, CEOI 0603 ADJ26\_02

Mr. Pauline,

Osborne Architecture, a division of Dieffenbach & Hritz, is pleased to submit our qualifications in response to the Request for Quotation for architectural and engineering services related to the building renovation project at Camp Dawson. Our team is enthusiastic about the opportunity to support the West Virginia Army National Guard in revitalizing this important facility to better meet operational needs and long-term performance goals.

Our design team, led by Architect and Professional Engineer James Roger Osborne II, brings over 25 years of experience delivering renovation and modernization projects for public agencies. We understand the complexity of working within active facilities and are committed to minimizing disruption while providing efficient, code-compliant, and mission-focused design solutions.

We appreciate your consideration of our qualifications and look forward to the opportunity to contribute to the successful execution of this project. Should additional information be required, please do not hesitate to contact us.

Sincerely,

James Roger Osborne, II, AIA, PE  
Director of Architecture and Structural Engineering  
Osborne Architecture | Dieffenbach & Hritz  
304-985-5555  
josborne@dandhengineers.com

## General Information

### Osborne Architecture a Dieffenbach & Hritz Company

Osborne Architecture (OA), the architectural division of Dieffenbach & Hritz (D&H), is pleased to offer our qualifications for the renovation project at Camp Dawson for the West Virginia Army National Guard. With deep roots in both public and private sector work, OA brings the responsiveness of a specialized design team backed by the resources and technical breadth of a multidisciplinary firm.

Led by Architect and Professional Engineer James Roger Osborne II, OA offers over two decades of experience in architecture and structural engineering, including a strong portfolio of federally and state-funded building renovations and new construction. Mr. Osborne's leadership ensures continuity, quality, and compliance with government protocols throughout the design and construction process. Our firm is well-versed in coordinating with multiple funding agencies and understands the documentation, review, and administrative needs of government clients.

We provide full-scope Architecture and Engineering services, customized to each client's requirements, including planning and feasibility studies, design development, contract document preparation, and construction administration. Our team has successfully managed complex, multi-phase renovations within active facilities, and is committed to delivering durable, code-compliant, and cost-conscious solutions that support mission readiness and operational goals.

With a focus on quality, clear communication, and practical results, Osborne Architecture stands ready to support the West Virginia Army National Guard in executing a successful renovation project that meets performance, budget, and timeline expectations.



## About Us

Osborne Architecture is the architectural division of Dieffenbach & Hritz (D&H), led by Architect and Professional Engineer James Roger Osborne II. Mr. Osborne serves as both the Director of Architecture for Osborne Architecture and the Director of Structural Engineering for D&H. With over 25 years of experience, he has provided architecture and engineering services to private clients as well as federal, state, and local government agencies. His expertise spans the full project lifecycle—from initial concept through final closeout—and includes close coordination with clients, funding agencies, and other project stakeholders.

Our architectural and engineering services for both new construction and renovation projects are tailored to each client's unique needs and internal protocols. These services include:

- Project management and multidisciplinary design coordination
- Predesign planning, feasibility studies, and grant support
- Construction estimates and geotechnical coordination
- Schematic design, design development, and construction documents
- Specification development and integration of client or government contract provisions
- Bid phase support, including IFB development, pre-bid meetings, and addenda
- Contract administration, including product submittal review, pay request approvals, progress meetings, inspections, and materials testing oversight

OA was founded in 2005 and has built a strong reputation for delivering high-quality civil engineering, site development, and transportation solutions. Originally focused on the transportation and coal industries, D&H has since expanded its capabilities to serve a wide variety of public- and private-sector clients. Our in-house services now include:

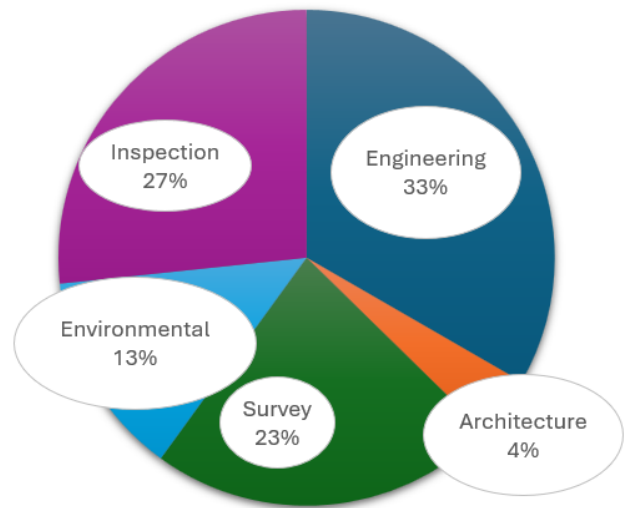
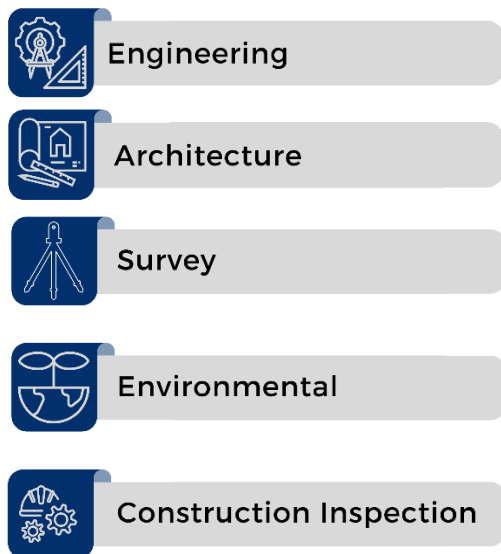
- Civil and structural engineering
- Architectural design
- Surveying and aerial mapping
- Environmental permitting and compliance
- Mechanical engineering
- Construction management and inspection
- Geographic information systems (GIS)

This broad expertise allows us to deliver comprehensive, multidisciplinary solutions under one roof. We are proud to support clients in the public infrastructure, energy, oil and gas, and private development sectors throughout the Mid-Atlantic region.

With offices in West Virginia, Virginia, and North Carolina, OA is strategically positioned to provide responsive, high-quality service. Our experienced staff brings industry-specific knowledge and flexibility to every project—regardless of scope or complexity. We are committed to delivering projects on time, within budget, and to the highest standards of quality and compliance.

Osborne Architecture and Dieffenbach & Hritz function as a fully integrated consulting team. The benefits of our in-house coordination include streamlined communication, reduced delays, enhanced cost control, and a cohesive vision that brings ideas to life through the art and science of design.

## Core Services



## Company Profile

Headquarters: Morgantown, WV  
Branch Offices: Bridgeport, WV; Abingdon, VA;  
Wilmington, NC

Professional Engineers: WV, PA, OH, VA, MD, NC  
Professional Land Surveyors: WV, PA, VA, NC  
Architects: WV, VA

Team Size: 75 Full-Time Staff

## Experience with Public Entities

Our team has extensive experience working with public-sector clients and on projects funded by multiple funding sources. This experience has given us a clear understanding of public project delivery expectations, funding compliance, and the importance of transparency, documentation, and stakeholder coordination.

Our past and current clients include:

- State agencies, including WVDOH, where we have 3 current bridge design projects, and WVDEP-AML, where we have recently completed the first of 8 Abandoned Mine Land reclamation projects.
- County governments, including Buchanan and Wise Counties (VA), where we have completed infrastructure and recreational facility projects funded through VDOT and federal sources.
- Town governments, such as the Town of Grundy (VA), where we have provided engineering design, survey, and construction support for sidewalk improvements, bike trails, and public spaces.
- Ohio County Schools, WV, where we have provided a variety of services over several projects as a subconsultant with McKinley Architecture & Engineering

In each case, we have worked collaboratively with public officials, reviewed and met funding requirements, participated in public meetings, and provided detailed documentation to support grant reporting and reimbursement. This experience directly aligns with the expectations of a municipal on-call engineering contract.

## Licensing & Insurance

OA is a West Virginia-based firm licensed to perform professional services throughout the state. We maintain all necessary professional registrations and insurance coverage to support municipal infrastructure projects and are fully prepared to meet the contract requirements of the West Virginia Army National Guard.

### Professional Licenses:

- West Virginia Board of Professional Engineers
- West Virginia Board of Professional Surveyors
- West Virginia Board of Architects

### Insurance Coverages:

- Commercial General Liability
- Professional Liability
- Automotive Liability
- Worker's Compensation and Employer's Liability

## Certifications & Prequalifications

OA is fully qualified to support projects that involve state and federal funding streams, public bidding processes, and regulatory oversight. Our team and corporate registrations reflect our commitment to compliance, accountability, and accessibility to municipal clients.

### Certifications & Registrations:

- Registered Vendor with West Virginia State Purchasing Division
- Active registration with SAM.gov

### Prequalification & Compliance Experience:

Successfully delivered projects funded through WVDOH, WVDEP, WVDEP-AML, and federal grant programs while coordinating with municipalities and counties.

Familiar with documentation and procedural requirements for compliance with:

- Uniform Guidance (2 CFR Part 200)
- Davis-Bacon Act
- Build America, Buy America (BABA)
- Infrastructure Investment and Jobs Act (IIJA)

Our familiarity with these regulatory frameworks ensure we can help our clients manage funding compliance risk while supporting timely and accountable project delivery.

## Technology & Tools

OA employs a suite of modern tools and platforms to streamline project delivery, enhance quality, and support collaboration with public clients, contractors, and stakeholders. Our investment in technology reflects our commitment to accuracy, responsiveness, and long-term project success.

### Design & Drafting:

- **AutoCAD Civil 3D** – for site grading, utility layout, and roadway design
- **HEC-RAS** – for stormwater modeling and drainage analysis
- **Revit** – as needed for facility or architectural coordination

### Surveying & Field Data Collection:

- **Trimble GNSS Systems** – survey grade differential GNSS data collection used for construction layout, mapping, engineering and boundary surveying applications
- **Robotic Total Stations** – high accuracy boundary surveys and construction layout
- **UAVs** – aerial imagery and topographic mapping
- **LiDAR** – high-definition topographic mapping and reality capture

## Project Management & Communication:

- **Microsoft Teams** – for real-time team coordination and file sharing
- **Bluebeam Revu** – for digital plan review, markup, and collaboration with clients and reviewers
- **Delttek Vision** – for project budgeting, invoicing, and schedule tracking

## GIS & Mapping:

- **ArcGIS** – water, sewer, and storm infrastructure mapping
- **ArcGIS Online** – real-time cloud integration and collaboration on mobile devices for asset management and inventory

These tools allow us to respond quickly to client needs, maintain high-quality deliverables, and provide clear documentation for every project phase.

## Design Experience

Our team brings a strong portfolio of design experience that demonstrates our ability to meet the unique demands of public-sector renovation, infrastructure, and utility projects. The following project examples highlight our capabilities in managing complex renovations within active facilities, coordinating with multiple stakeholders and regulatory agencies, and delivering durable, cost-conscious solutions that prioritize functionality, security, and long-term performance.

### Buchanan County Courthouse: Annex, Remodel, Renovations, and Government Center

**Location:** Town of Grundy, VA

**Client:** Buchanan County Board of Supervisors

**Scope:** Annex addition, remodel/renovations to existing historic facility

James Osborne, II, as Osborne Design Studios prior to joining D&H and forming Osborne Architecture, provided comprehensive architectural and engineering services for the pre-design, planning, feasibility analysis, programming, and schematic design documentation of this complex public-private partnership design-build project.



The project involved extensive renovations to the historic Buchanan County Courthouse, with improvements focused on modernizing building systems while preserving the integrity of the structure. Upgrades included new interior finishes as well as mechanical, plumbing, and electrical system replacements to enhance functionality, safety, and code compliance.

All renovation and remodeling work was carefully phased to allow courthouse functions – including court proceedings and administrative operations – to continue uninterrupted. This required close coordination with County officials, contractors, and courthouse staff to ensure safety, minimize disruptions, and maintain access throughout construction.

Key programmatic enhancements to the existing courthouse included the reconfiguration of interior spaces to support secure prisoner transfer, both from exterior transport and within the facility. Renovations also incorporated the design of a new holding cell unit and support staff office spaces to improve operational efficiency and safety.



In addition to the courthouse remodel, the scope included significant additions to the courthouse annex. This component featured the design of a new courtroom, a secure judge's suite with private garage access, dedicated judicial offices, and controlled circulation routes to the courtroom. Additional administrative office spaces were also incorporated into the annex to support court operations and county staff.

Mr. Osborne also completed predesign services for a proposed offsite Government Center facility to consolidate additional county functions. This phase included site planning, feasibility evaluation, and high-level programming to guide future development and accommodate long-term space needs. This multifaceted project reflects the team's ability to navigate complex courthouse renovations, integrate security-driven design requirements, and support the public sector through both new construction and the adaptive reuse of historically significant buildings.

## Parkersburg Enterprise

**Location:** Parkersburg, WV

**Client:** Enterprise Mobility

**Scope:** Site Development, Utility Coordination, Permitting Support

Our firm served as the lead civil consultant for the Parkersburg Enterprise project, a mixed-use development that included full site development and building design. While the original project encountered significant delays and challenges due to performance issues from other consultants, our team's work remained on track, and we were the only consultant re-engaged by the client to see the project through to completion.



We provided comprehensive services including site layout, grading, drainage, utility coordination, and design of building infrastructure systems. Our team facilitated coordination with local utility providers and navigated city permitting processes. Final construction documents have been submitted, fully approved by the client, and are now under review by the City of Parkersburg for final permits. All approvals are anticipated without issue—a reflection of our technical quality and attention to detail.

This project highlights our reliability, technical competency, and strong coordination with municipal authorities.

## Elm Grove Elementary School – Addition

**Location:** Wheeling, WV

**Client:** Ohio County Schools (in collaboration with McKinley Architecture & Engineering)

**Scope:** Civil Engineering Design & Permitting for the Addition

D&H provided civil engineering services for the proposed building addition to Elm Grove Elementary School in Wheeling, WV. The project site, located southwest of the existing building, required careful consideration of site grading and stormwater management as part of the planned improvements.

D&H's services included:

- **Conceptual Design**

- Upon receipt of architectural plans, D&H developed conceptual site design documents to guide the grading, drainage, and utility layout around the proposed building addition.

Specific design tasks included:

- Site grading to conform exterior elevations to the proposed finish floor elevations
- Courtyard drainage analysis and stormwater conveyance layout
- Horizontal alignment for sanitary sewer from the existing tie-in point to the location prescribed on architectural plumbing plans

- **Construction Plans**

- Following approval of the conceptual plans, D&H prepared a complete set of construction drawings detailing all civil site design elements. Deliverables included:
- Existing conditions plan
- Site grading plan
- Stormwater management layout and details
- Sanitary sewer layout and details
- Erosion & Sediment Control BMP layout and details
- Applicable civil site construction details
- Coordination and review of construction specifications provided by McKinley

- **Survey**

- D&H survey crews conducted field work to obtain critical storm and sanitary sewer invert elevations necessary for the site utility design.

Additionally, D&H provided structural engineering services, through Mr. Osborne, for the foundation design of the new building addition – an added scope reflecting the firm's flexibility and multidisciplinary capabilities.

D&H worked collaboratively with McKinley to align civil and structural design with architectural requirements, ensuring constructability while supporting a streamlined schedule.



## Fort Bragg Water and Sewer Project

**Location:** Fort Bragg, NC

**Client:** US Army ONUS

**Date:** 2015

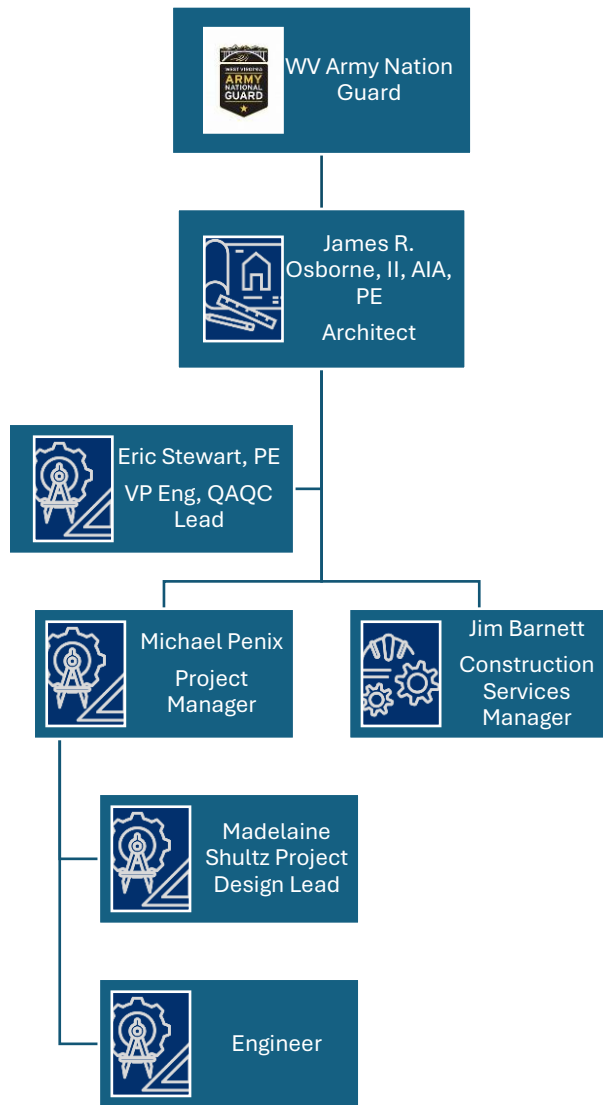
**Scope:** Engineering design, environmental permitting, survey, construction management

D&H was responsible for the survey, design, and construction services related to the installation of approximately 25,200 linear feet of replacement water main and 12,700 linear feet of replacement sewer line in the H Area of Fort Bragg for ONUS.

D&H coordinated activities between disciplines, performed design calculations, prepared contract documents, reviewed and evaluated bids, and provided construction administrative services.

*Additional project examples can be seen in the Architect's Portfolio included in the Appendix.*

## Key Personnel



*Note: Full resumes are included in the Appendix.*

## Subconsultants

At this time, our team does not anticipate the need for any subconsultants on this project. OA has the internal capacity and expertise to provide all civil engineering, surveying, permitting, and construction-phase services required to support the design team.

## Team Members

**James R. Osborne, II, AIA, PE** – James brings over 25 years of architecture and structural engineering experience to the project and will serve as the Project Architect

**Eric Stewart, PE, Vice President of Engineering** – Eric brings more than 25 years of civil engineering and site development experience to the project. Eric will lead QA/QC for the project.

**Michael Penix** – Michael brings 20 years of facility design and management to the project. Michael will serve as the Project Manager and will coordinate all communication and work.

**Madelaine Shultz** – Madelaine brings 25 years of engineering and inspection experience to the project and will serve as a Project Design Lead.

**Jim Barnett** – Jim brings 20 years of project design and construction inspection experience, including bridge inspection, to the project. Jim will lead all construction inspection related tasks, assigning the most qualified staff members for the tasks.

# Project Understanding & Approach

OA understands that the goal of this project is to modernize and revitalize the existing facility through a complete architectural and engineering design effort, culminating in comprehensive construction bid documents for use by WV State Purchasing. The project includes building system upgrades, code compliance improvements, energy efficiency enhancements, and interior and exterior renovations, all of which must be accomplished within an established budget and with minimal disruption to the Owner's schedule.

Our team will lead a coordinated, multi-discipline design process that provides:

- Complete architectural and engineering design
- Oversight of all technical disciplines
- Compliance with current building codes and applicable regulations
- Clear, well-documented construction bid documents suitable for public bidding

We recognize the key design elements include:

- Replacement of the heating and cooling system with high-efficiency equipment
- Comprehensive restroom renovations
- Installation of new interior and exterior LED lighting
- Replacement of exterior and interior doors
- Installation of energy-efficient windows
- New roof system
- New flooring throughout the facility
- Installation of an on-demand hot water system

Our approach begins with a comprehensive evaluation of the existing facility's deficiencies from an operational perspective, with the goal of aligning proposed improvements with the current and future needs of the Army National Guard. We understand that functionality, durability, security, and efficiency are key priorities for the Guard's operations, and our design process will focus on creating solutions that enhance daily usability, support mission readiness, and ensure long-term facility performance. We will conduct a thorough assessment of the building's existing conditions to identify opportunities and constraints. All building systems and architectural components will be evaluated in the context of current codes, accessibility requirements, energy performance, and operational efficiency. A detailed site investigation and review of available documentation will guide our early-phase programming and schematic design.

We will provide the Owner with clear options and recommendations for each design component, ensuring the solutions are practical, durable, and cost-effective. Our internal quality control process

includes peer reviews at each design phase, discipline coordination checks, and constructability assessments to ensure clarity and accuracy in the bid documents.

We understand the importance of coordination with WV State Purchasing requirements and will develop bid-ready documents in accordance with their standards. Our construction phase services include support during bidding, pre-bid meetings, response to bidder inquiries, addenda preparation, and review of contractor submittals. Once construction begins, we will provide construction administration, including site visits, progress meetings, change order review, and pay application recommendations, ensuring adherence to the design intent.

Our team is committed to maintaining clear communication with the Owner throughout the design and construction process. We will track decisions, coordinate consultant input, and document milestones to keep the project aligned with expectations and goals.

## Collaborative, Multi-Disciplinary Approach

OA takes a team-based approach to every municipal assignment. Our staff includes architects, civil engineers, surveyors, environmental specialists, construction managers, and support professionals who regularly collaborate to deliver coordinated, cost-effective solutions.

Because infrastructure issues rarely exist in isolation, we draw on this internal expertise to evaluate each project holistically – whether it’s the drainage implications of a street upgrade, the permitting needs of a sewer extension, or the accessibility goals of a park improvement.

This internal collaboration extends to close coordination with facility operations management and staff, funding agencies, and outside consultants. We listen carefully, communicate clearly, and stay responsive to shifting priorities throughout the life of a project. When additional specialties are needed, our team is structured to bring in qualified partners without delay.

This integrated process ensures that all aspects of the project – technical, regulatory, budgetary, and community-facing – are considered from the outset and delivered with shared accountability.

## Long-Term Commitment & Responsiveness

Being a West Virginia-based firm we are accessible, invested, and ready to respond quickly to emerging needs. Our flexibility allows us to scale staff up or down depending on project complexity or schedule.

## Compliance and Funding Experience

We have significant experience managing projects with complex funding structures, including both state and federal funds. Our team has completed several projects with federal funding, including WVDOH, WVDEP, WVDEP-AML, VDOT, PennDOT, US Army, National Forest Service, and NEPA-compliant designs, and

is well-versed in the regulations and processes involved. We will ensure that this project complies with all necessary requirements and that funding is used efficiently and in accordance with the specific guidelines.

## Capacity and Availability

Our firm is well-positioned to begin work immediately upon award of this contract. With a multidisciplinary in-house team and a manageable current workload, we have the capacity and flexibility to meet immediate needs, future planning, and adapt to any evolving scope requirements.

## Staff Availability

Our core team for this project is available and committed, with the flexibility to:

- Scale up in-house staffing if needed for schedule acceleration or additional scope
- Assign supplemental team members with relevant expertise in architecture, civil engineering, and landscape design

We have a demonstrated history of on-time delivery, even in projects with tight schedules and complex field conditions.

## Proximity to Project Site

Our office is located less than 1 hour from Kingwood, WV, allowing for:

- Regular site visits throughout design and construction
- Responsive, on-the-ground support during key milestones
- Efficient coordination with local agencies, stakeholders, and the client team

We consider our geographic proximity a major advantage – offering both logistical ease and the ability to maintain close collaboration throughout all projects.

## Project References

Tim Bailey, Jr. | Manager-Designer

Justin Browne | Construction Project Manager

Enterprise

[Justin.N.Browne@em.com](mailto:Justin.N.Browne@em.com) 314-928-4722

D&H was contracted to develop site and architectural plans for a new Enterprise location in Parkersburg, WV. (Please reference project description on page )

Hope Gas

[timothy.b.bailey@hopegas.com](mailto:timothy.b.bailey@hopegas.com) 304-841-8280

D&H has been contracted for multiple projects, first with Dominion Gas, and now with Hope Gas, to survey existing gas lines and to design the replacement system for most of those projects. These include rural and city center projects throughout the state. These projects include:

- **Van Voorhis** – Morgantown, WV: 3,625 linear feet of gas line replacement, both low and medium pressure, size ranging from 4” to 8”. This project also included one bore stream crossing.
- **High Street** – Morgantown, WV: 6,409 linear feet of 6”-8” low pressure gas line replacement, effecting 70 commercial services.
- **3<sup>rd</sup> Ave** – Paden City, WV: 13,598 linear feet of 4”-6” low pressure gas line replacement.
- **Lewis-Dotson** – Nutterfort, WV: 10,079 linear feet of 4” and 8” low and medium pressure gas line replacement.
- **Rt. 2** – Proctor, WV: This is an on-going project to relocate the gas lines in the area ahead of the WVDOH plans to relocate and widen WV Rt 2.

Dustin Teagarden | Project Specialist

EQT Production

[dteegarden@eqt.com](mailto:dteegarden@eqt.com) 412-295-5880

D&H has been contracted for multiple projects over the history of EQT and specifically with Dustin for the past 6 years to provide engineering services related to initial pipeline routing/feasibility walks, environmental permitting, pipeline design/alignment sheets, construction plans, quantities, and survey services including stakeouts, boundary surveys, utilities, topography, and as-builts. D&H has worked on over 500 miles of pipelines throughout WV and PA.

# Appendix

## Key Personnel Resumes

James R. Osborne, II, AIA, PE

Eric Stewart, PE

Michael Penix

Madelaine Shultz

Jim Barnett

## Designated Contact Form



## Director of Architecture and Structural Engineering

**James Roger Osborne II, P.E., Architect**



DIEFFENBAUCH & HRITZ

Mr. Osborne has 24 years of experience in providing architecture and engineering services to private and government clients including projects that are funded by federal, state, and local government agencies. Mr. Osborne has a broad range of experience in architecture, civil, and structural engineering including pre-design, construction estimating, building, bridge, and non-building structural design, 3D visualization, retaining wall design, site and road design.

### **Project Role, Project Engineer**

Responsible professional in charge of overseeing all aspects of project design, staff coordination, and quality assurance of all deliverables.

### **Summary of Experience:**

#### **Copper Creek Stream Restoration & Bridge Replacement, Castlewood, Virginia**

Engineer responsible for design of concrete abutments for a prefabricated steel bridge to replace an existing out of service low water bridge.

#### **CNX NV113 Well Site Bridge, Washington County, Pennsylvania**

Engineer responsible for design of a 40 ft clear span concrete bridge located along existing road to clear existing gas utilities.

#### **Porterfield Memorial Replacement Bridge, Grundy, VA**

Engineer responsible for design of a 70 ft clear span concrete bridge to replace an existing out of service steel bridge.

#### **Appalachian College of Pharmacy Replacement Bridge**

Engineer responsible for design of a 60 ft clear span concrete bridge to replace an existing out of service concrete bridge.

#### **Boston Knoll Replacement Bridge, Buchanan County, Virginia**

Engineer responsible for design of a 50 ft clear span steel bridge to replace an existing out of service steel bridge.

#### **Squire Branch Replacement Bridge, Buchanan County, Virginia**

Engineer responsible for design of a 50 ft clear span steel bridge to replace an existing out of service steel bridge.

## **DETAILS AND ACHIEVEMENTS**

### **Experience**

Total: 24 years

### **Education**

B.S. Engineering  
Technology with emphasis  
on Civil/Structural/Building  
Construction  
Old Dominion University

B.S. Engineering  
Technology with emphasis  
on Construction  
Management/Estimating  
Old Dominion University

AAS Design & Drafting  
Technology  
Southwest Virginia  
Community College

## **PROFESSIONAL REGISTRATIONS**

### **Register Architect**

WV – No. 5622

VA – No. 0401019164

TN - 107072

### **Professional Engineer**

VA – No. 0402051009





## **Buchanan County Courthouse Annex, Remodel, Renovations, and Government Center**

Town of Grundy, VA

Architectural and Engineering Services for the Pre-design, Planning, Feasibility, Programming, and Schematic Design documentation for a Public Private Partnership Design-Build Project. The project consisted of historical courthouse renovation of interior finishes, mechanical, plumbing, and electrical upgrades. Remodeling of the existing courthouse to include secure exterior and interior prisoner transfer, holding cell units, and support staff office spaces. The Annex additional included a new courtroom, judge's suite with secure garage, office, and courtroom access, and support staff office spaces. Services also include the predesign of a new proposed Government Center building located offsite.



## **Appalachian College of Optometry Remodel**

Grundy, Virginia

Architectural and Engineering Services for the complete remodel and renovation design from Pre-design and programming to final Construction documents of an existing office building into an Optometry College. The project consisted of a full remodel of the floor space to include President's suite, offices, conference, classrooms, library, cafeteria, labs, and auditorium. The project also included the renovation of all finishes, and upgrades to all mechanical and electrical systems.





**Southern Gap Transportation and Logistics Center | Southern Gap, Virginia**



**Southern Gap Visitor Center | Southern Gap, Virginia**





**Hurley Medical & Dentist Clinic | Hurley, Virginia**



**The Place at Slate Creek Apartment Complex | Grundy, Virginia**





**Poplar Gap Park Upper Level Concessions and Restroom Facility | Grundy, Virginia**



**Dr. Brian Looney Optic Shop and Lab | Richlands, Virginia**



**Abingdon General Store | Abingdon, Virginia**



**Jewell Coal and Coke Office Building & Bathhouse | Grundy, Virginia**





**Knox Creek Fire Dept Fire Station | Hurley, Virginia**



**Enterprise Car and Truck Rental Facility | City of Parkersburg, West Virginia**



**Kyte Mixed-Use Development | City of Bristol, Tennessee**



**Historic Russell Theater Park Pavilion | Town of Lebanon, Virginia**





**West Ridge High School Basketball Stadium VIP Lounge | Blountville, TN**



**Sherry's Variety Store | Town of Grundy, Virginia**





**Samson Event Center | Grundy, Virginia**



**Thunder River Campground Bathhouse and Restrooms | Haysi, VA**

## Vice President of Engineering

**Eric N. Stewart, P.E.**



**DIEFFENBAUCH & HRITZ**

Mr. Stewart has over 20 years of experience in the civil and environmental engineering field. As the Vice President of Engineering for Dieffenbach & Hritz, Mr. Stewart uses his broad experience base to expand project development with both public and private sector clients. Mr. Stewart has accumulated an extensive range of experience in the regulatory, planning, well permitting, location construction, pipeline, and midstream facility of the oil & gas industry in the Marcellus and Utica Shale. Also, through his career he has gained valuable experience with projects in the transportation, environmental compliance, mining, water resources and commercial site development fields in many states.

### **Company Role, Vice President of Engineering:**

As VP of Engineering, he manages a diverse engineering team and is responsible for ensuring that design requirements are met, oversees the consistency of client experiences, and manages a team of engineers and designers. He coordinates procedures as well as working closely with clients and regulatory agencies to ensure the company is at the forefront of design and regulatory adherence.

### **Project Role, Professional Charge:**

Mr. Stewart is assigned professional charge on many projects for the engineering and construction management departments. For this project he will be responsible for ensuring that the product vision is realized through excellence in execution. A critical key to quality control includes redundant professional reviews. D&H has a Client Manager in charge of projects and a designated Professional will provide independent review of each deliverable. This process assures unbiased results and quality deliverables. Professional charge assignments include permitting, engineering, survey, and construction management deliverables for a variety of projects.

### **Summary of Experience:**

#### **Upland Run AMD, WVDEP Office of Abandoned Mine Lands and Reclamation, Weston, Lewis County, West Virginia**

This project is currently in an active status with the WVDEP (D&H received notice to proceed on July 26, 2023). Mr. Stewart has been assigned the Project Engineer Role. He will oversee the engineering design plan and review and certification of the final project. This project involves 5 slip areas requiring stabilization on 15 acres and repair/replacement of a deteriorating drainage system with sediment transport to eliminate flooding issues affecting structures and a state road.

## **DETAILS AND ACHIEVEMENTS**

### **Experience**

Total: 21 years

With D&H: 10 years

### **Education**

B.S. Civil Engineering, West Virginia University

## **PROFESSIONAL REGISTRATIONS**

### **Professional Engineer**

WV – No. 17972

NC – No. 056025

OH – No. E-84089

PA – No. PE088625

TN – No. 128163

## **CORPORATE AFFILIATIONS**

- GPA Midstream Appalachian Basin (ABGPA Midstream)
- Gas & Oil Association of West Virginia (GO-WV)
- Pennsylvania Independent Oil and Gas Association (PIOGA)

**Weston (Curtis) Landslide, WVDEP Office of Abandoned Mine Lands and Reclamation, Weston, Lewis County, West Virginia**

This project is currently in an active status with the WVDEP (D&H received notice to proceed on July 26, 2023). Mr. Stewart has been assigned the Project Engineer Role. He will oversee the engineering design plan and review and certification of the final project. This project involves three slip areas requiring stabilization on 5 acres, road stabilization, and the installation, repair and/or replacement of various drainage controls and features.

**2023 AML Contract N2, Marion County and Harrison County, West Virginia**

This project is currently in an award status with the WVDEP (D&H received notice of award on December 7, 2023). Mr. Stewart has been assigned the Project Coordinator Role and will be the Engineer of Record for design. He will participate in the initial site planning meetings, scoping meetings, cost negotiations, surveying, subsurface investigation review, Realty contacts and negotiations, engineering design plan and review and construction administration and certification of the final project. Multiple projects are included in this award over 6 unique sites in two counties. One project is the stabilization of subsidence that threatens multiple residences. The remaining projects are slip stabilization and highwall reclamation.

**NV113 Engineering & Design, Monongalia County, West Virginia**

Engineering Manager responsible for the structural design, construction inspection and survey services for a 30-foot pre-cast, pre-stressed box beam bridge deck to span an existing pipeline. The structural design consisted of engineering plans, structural calculations for the concrete bridge beams, abutments, approach/sleeper slabs and wing walls for the project.

**Energy Cynic to Soles Waterline, Wetzel County, West Virginia**

Engineering Manager responsible for the completion of survey, engineering, permitting, and construction services associated with the installation of approximately 27,500 LF a 20-inch HDPE waterline located between Littleton, West Virginia and Springhill Township, Greene County Pennsylvania. Coordinated activities between disciplines, performed design calculations and provided construction administration services.

**MAJ10 Tank Containment Wall Design, Monongalia County, West Virginia**

Engineering Manager responsible for the structural design, construction inspection and survey services for a secondary containment wall for two 132 feet diameter storage tanks. This secondary containment has a cumulative volume of 7.2 million gallons and the steel lagging wall stands 12 feet in height.

**Titan Impaired Waterlines, Belmont County, Ohio**

Engineering Manager responsible for hydraulic models, pump head curve, helical pile spacing, surge calculations and hydrostatic testing parameters associated with the installation of approximately 740 LF of 12" HDPE DR11 waterline located in Belmont County, Ohio.



## Senior Project Manager

**Mike Penix**



DIEFFENBAUCH & HRITZ

Mr. Penix brings over 20 years of expertise in maintenance and construction management, successfully overseeing a wide range of projects. His experience includes managing the facilities and maintenance department at a large, complex pharmaceutical facility with unique operational demands, as well as coordinating maintenance and construction for multiple smaller sites. Mr. Penix is skilled in site development, competitive bidding, and construction project management, consistently delivering projects on time and under budget. He has a proven ability to implement both preventive and corrective maintenance strategies effectively.

### **Company Role, Senior Project Manager:**

Responsible for planning, coordinating, and executing projects from conception to completion, ensuring they are delivered on time, within budget, and to the required quality standards. This role involves managing cross-functional teams, collaborating with stakeholders, and overseeing all aspects of project execution, including design, procurement, construction, and final delivery.

### **Summary of Projects:**

#### **AML N2 Contract, North Central WV**

The N2 Contract encompasses six individual projects for the WV DEP Abandoned Mine Lands Program in Harrison and Marion Counties. Reclamation efforts include all phases from conceptual design through final design, preparation of bidding documents, and construction management. Each project is overseen by individual project managers who report directly to Mr. Penix, the primary point of contact for agencies, subcontractors, and landowners. In addition to overseeing overall project organization, coordination, scheduling, and total budget management, Mr. Penix is responsible for coordinating and tracking all required permits to ensure compliance with regulatory requirements.

#### **Parkersburg Enterprise, Parkersburg, WV**

Development of an Enterprise Rent-A-Car site including conceptual site design, utility and stormwater management design, preparation of construction plans, review agency & permit coordination.

#### **Halley's Well Pad Site, Taylor County, WV**

Development of a well pad site including conceptual/preliminary site design, final design, and erosion & sediment control plan, and coordination of associated permitting.

## **DETAILS AND ACHIEVEMENTS**

### **Experience**

Total: 22 years

D&H: >1 year

### **Education:**

M.S. Business

Administration, West  
Virginia University

B.S. Landscape

Architecture,

West Virginia University

### **Certifications**

Six Sigma Training – Yellow  
Belt, 2018

Leadership/Project  
Management, 2015

## Senior Project Manager

Mike Penix



DIEFFENBAUCH & HRITZ

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### Experience prior to D&H:

#### BFS Companies – Construction Director

Mr. Penix managed all aspects of development and construction of new BFS facilities as well as any remodeling or renovation of 60+ convenience stores, 80+ branded fast-food stores, agricultural stores, and fueling facilities. Responsibilities include oversight of civil and architectural designs, obtaining required project permitting, procuring materials, selecting contractors, and tracking project progress.

#### Viatrix/Mylan Pharmaceuticals – Sr. Manager, Facilities

Mr. Penix gained extensive experience managing facility operations, maintenance, and construction projects in heavily regulated environments. He oversaw multidisciplinary teams of 20-50+ employees with budgets up to \$5M, ensuring all manufacturing, R&D, warehouse, and office operations remained FDA audit-ready. Mr. Penix managed large- and small-scale projects ranging from \$10K to \$4M, including planning, execution, and collaboration with contractors, consultants, and internal departments such as Quality, EH&S, and Manufacturing.

Key achievements include:

- Administering controlled drawing systems, improving SOPs, and providing design support for FDA inspections.
- Leading preventive maintenance programs, optimizing HVAC, compressors, boilers, and chillers, and analyzing data to increase efficiency.
- Planning and implementing construction, renovation, and maintenance projects while managing change controls and approvals.
- Developing employee training documentation and generating progress reports to ensure alignment with project and regulatory requirements.

## Project Manager Madelaine Shultz



DIEFFENBAUCH & HRITZ

Ms. Shultz has over twenty years of experience in engineering and facility management and brings strong time management and multitasking skills along with adaptability and flexibility in changing environments. Previous experience operating a multi-disciplinary business gives Ms. Shultz a unique perspective on project timelines, budgets, and deliverables. She is knowledgeable about construction plans and technical specifications and experienced with various CAD programs.

### **Project Role, Sr Mechanical Engineer:**

Responsible for supervising, designing, and ensuring final deliverables meet pipeline safety regulations and project specifications and requirements by direction of practice manager.

### **Summary of Projects:**

#### **Water Operations Integrity Inspections – Ritchie, Doddridge, and Tyler Counties, WV**

Management of a team of inspectors walking waterline right of ways. As the project manager, Ms. Shultz is responsible for staffing the project, schedules, client relationships, and verifying the work done with internal audits. Under Ms. Shultz, this project has doubled in overall mileage, number of pad inspections, and staff and continues to grow.

#### **Structural Integrity – Wellsburg, WV**

Inspection and Analysis. Ms. Shultz performed the initial structural inspection and information gathering for a client owned facility with intention for use as a field office space. Ms. Shultz worked with staff architect and structural engineer to analyze the facility for failure points and to make recommendations for improvements. As the project lead, Ms. Shultz was also responsible for coordinating the team, managing the budget, and ensuring the quality of the work.

#### **WV DEP Office of Abandoned Mine Land (AML) Projects – various locations, WV**

Technical Specifications. Ms. Shultz is responsible for writing the technical specifications for on-going AML projects.

### **Experience prior to D&H:**

#### **MS Home & Environmental – Home Inspections, Radon Testing, Mold Inspections and Testing, Asbestos Inspections and Air Clearance**

Ms. Shultz was the sole owner and employee of MS Home & Environmental and worked for both residential and commercial clients to meet their

## **DETAILS AND ACHIEVEMENTS**

### **Experience**

Total: 25 years

D&H: 2+ year

### **Education:**

B.S. Mechanical

Engineering,

Indiana Institute of  
Technology

**Project Manager**  
**Madelaine Shultz**



inspection needs. Commercial inspections included facility inventory inspections for Fresenius Kidney Care locations throughout WV and PA. Ms. Shultz also used her expertise to manage a 5,000 sf remediation, demolition, and renovation following water damage. Ms. Shultz held the following licenses: WV Home Inspector, WV Radon Technician, WV Asbestos Inspector, WV Asbestos Air Clearance Monitor, WV HVAC Technician\* and the Business was licensed as a WV Radon Laboratory.

*\*HVAC Technician license still active*

**WV Department of Education – Mechanical Engineer**

Primary responsibilities included: Inspection of WV K-12 schools for delayed maintenance, health and safety issues, and custodial needs. Specializing in HVAC needs. Ms. Shultz served as the energy consumption specialist to the Office of School Facilities and to all county school systems. Ms. Shultz helped to implement the use of the School Dude Work Order and Preventative Maintenance program across all 55 county school systems. Ms. Shultz also worked with several counties one-on-one to input energy consumption information into the EPA Energy Star system. During her time at the WVDE, Ms. Shultz held an Energy Manager's Certification from the Association of Energy Engineers, was a member of the American Society of Heating, Refrigeration, Air Conditioning Engineers (ASHRAE), and helped to start a state chapter of the Energy Services Coalition serving as the state chapter treasurer and on the nation board.



## Construction Inspection Services Manager

James Barnett, Jr., CBSI



DIEFFENBAUCH & HRITZ

Mr. Barnett has over thirty years of experience in survey, civil design, oil and gas, construction, and project management. Mr. Barnett brings his knowledge of multiple fields and various positions to D&H as the Construction Inspection Services Manager.

### **Company Role, Construction Inspection Services Manager:**

Responsible for the oversight and management of all aspects of the construction department, including the financial performance for the department, project performance, staff management, ensuring quality control and collaboration with clients and onsite contractors to ensure client satisfaction.

### **Project Role, Construction Inspection:**

Responsible for supervising, QA/QC, and ensuring final deliverables meet safety regulations and project specifications and requirements.

### **Experience prior to D&H:**

#### **CR 31 Bridge Preplacement, Harrison County, WV\***

Served as Project Engineer/Construction Inspection for the CR 31 Bridge Replacement Project, a roadway improvement project with a conspan bridge structure on WVDOH County Route. Civil engineering services included development of the bid documents, holding pre-bid meetings, bid opening, construction inspection, and project oversight.

#### **CSXT, various sites\***

Served as the Project Engineer responsible for construction administration on various projects performed on CSXT property by outside parties. Reviewed construction plans and shop drawings for approval. Site inspection for compliance with approved plans, techniques, and adherence to CSXT safety rules and regulations. These projects included but were not limited to overhead bridges, roadway crossings at grade, utility relocations bored and jacked pipes and tunnels under the railroad.

#### **The Monongahela River Center, Morgantown, WV\***

Served as construction inspector for the Waterfront Marina, a multi-use waterfront facility in the historic Wharf District. Civil engineering services included development of the site layout plan, site grading, site drainage, boat dock design, and construction inspection.

## **DETAILS AND ACHIEVEMENTS**

### **Experience**

Total: 30+ years

D&H: >1 year

### **Education:**

Pre-Engineering Drafting & Design Certification,  
M-Tech, Morgantown, WV

### **Certifications:**

PEC Safeland  
SEFSAM Training  
Nuclear Gauge Training  
Transportation Engineering  
Tech Trainee – Level I  
Safety Inspection – In-Service Bridges  
OSHA Construction Safety Leader  
MSHA Surface Mine Safety

## Construction Inspection Services Manager

James Barnett, Jr., CBSI



DIEFFENBAUCH & HRITZ

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### **Evansdale Residential Housing Complex, West Virginia University, Morgantown, WV\***

Member of the investigative team and served as the Site Safety Coordinator, participated in field testing and on-site investigation of brick veneer and limestone panel anchor placement and structural integrity on the high-rise portion of this four building, 10-story dormitory complex with the use of swing stages. Performed structural analysis of the brick veneer and limestone panel anchor placement and made recommendations to the client.

### **Fort Henry Bridge Inspection, Wheeling, WV\***

Bridge inspection team and Safety Leader for the Fort Henry Bridge, a 10 span steel structure with the main span being a tied arch measuring 580 feet in length. The remaining 9 spans include four two-girder spans and five multi-beam spans for a total bridge length of 1,660 feet. This bridge carries Interstate 70 traffic over the Ohio River in Wheeling, WV.

### **GenPower, LLC, Morgantown, WV\***

Inspection Team and Safety Leader responsible for the inspection of three abandoned railroad bridges to determine the feasibility of using the existing bridge to carry utilities and pedestrian live loads. Bridge No.1 was a four, single-span truss bridge that is not in service. Bridge No. 2 was a single-span truss bridge utilized by GenPower for vehicle traffic. And Bridge No. 3 was a single-span truss bridge that was not in service.

*\* Work performed prior to joining Dieffenbach & Hritz, LLC*

**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)