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Header 2

List View

- General Information**
- Contact
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- Document Information
- Clarification Request

Procurement Folder: 1908548

Procurement Type: Central Purchase Order

Vendor ID:

Legal Name: PALMER ENGINEERING CO

Alias/DBA:

Total Bid: \$0.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CEOI

SO Dept: 0603

SO Doc ID: ADJ2600000004

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Status: Closed

Solicitation Description:

Total of Header Attachments: 2

Total of All Attachments: 2



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: 1908548
Solicitation Description: Expression of Interest - EOI
 Airfield Resurfacing - Design
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2026-03-04 13:30	SR 0603 ESR03032600000005498	1

VENDOR
 000000218574
 PALMER ENGINEERING CO

Solicitation Number: CEOI 0603 ADJ2600000004
Total Bid: 0
Response Date: 2026-03-03
Response Time: 13:48:27
Comments:

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

Vendor Signature X **FEIN#** **DATE**

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 Airfield Resurfacing				0.00

Comm Code	Manufacturer	Specification	Model #
81101508			

Commodity Line Comments:

Extended Description:

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



March 3, 2026

RE: Letter of Qualification – Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

Dear Mr. Pauline:

I am pleased to submit the attached letter of qualification presenting our experience and expertise for the subject project. Palmer Engineering has a long history of providing engineering services to the State of West Virginia, and has performed many runway, taxiway and airport improvement projects in neighboring states.

Professional Qualifications – I will lead our team as Project Manager, overseeing the work and be readily available. I have 24 years of experience in the transportation industry and am a past employee of the WVDOH, where I was a project manager for over 50 projects in the four and a half years I worked in Charleston. Since rejoining Palmer Engineering in 2018, I have managed 18 projects for the WVDOH from our Hurricane, WV office.

Specialized Experience and Technical Competence – Gary Sharpe, PE has 49 years of experience in pavement design for roadways and aviation projects in Kentucky. Most recently he has been the Project Manager to provide pavement engineering analyses for the KY Dept. of Aviation (KDA) on an as-needed basis. Activities have included development of pavement specifications and pavement policy documents for implementation by KDA; development of a suite of applicable specifications for asphalt surface and base layers that are predicated on WVDOH specifications but modified to use balanced mixture concepts; overseeing implementation of draft specifications for pilot projects at the Madisonville KY Regional Airport, the Central Kentucky Regional Airport in Richmond, KY, and Leitchfield KY Airport; assisted KDA in cataloging, evaluating and monitoring pavements with innovative / experimental features including forensic pavement condition analyses for other pavement sections with innovative pavement design features--petromat, polymerized stress relief layers, aramid (Kevlar) fibers, and geogrids at the following General Aviation Airports in Kentucky: Taylor County Airport, Falmouth Airport, Calvert City Airport, Hopkinsville Airport, and Capitol City Airport.

Will Conkin, PE has 20 years of experience including managing various projects for Cincinnati/Northern Kentucky International Airport. These projects include roadway widening, relocating employee parking, developing concepts to implement security countermeasures per TSA requirements, and pavement rehabilitation. His experience is further complemented by his service in the United States Navy as a CEC Officer, giving him firsthand familiarity with the operational considerations unique to military facilities.

Past Performance – Palmer Engineering has been on the Kentucky Department of Aviation’s Statewide Contract for nearly 10 years now. We have used pavement specifications from West Virginia for many of the pavement design projects done under this statewide contract. Some similar projects that have been designed are:

- Taylor County KY Runway and Taxiway Apron Pavement (2018), and a Taxiway Extension (2020).
- Madisonville KY Runway Pavement (2022)
- Richmond KY Runway and Taxiway Pavement (2023)
- Leitchfield KY Runway and Taxiway Pavement (2024)
- Cynthiana KY Runway and Madisonville KY Taxiway Pavement (2025)

Current Aviation Projects in Design:

- Pikeville KY Airport
- Princeton KY Airport
- Frankfort KY Airport
- Muhlenberg County KY Airport

We appreciate the opportunity to present our professional qualifications. If you have any questions, please do not hesitate to contact me by phone or at cfrancis@palmernernet.com. Palmer Engineering’s experience, commitment to exemplary customer service, and technical qualifications make us an ideal selection for Airfield Resurfacing project at Camp Dawson Training Center.

Sincerely,

Chris Francis, PE – Branch Manager, WV

3058 Mount Vernon Road ■ Suite 5 ■ Hurricane, WV 25526

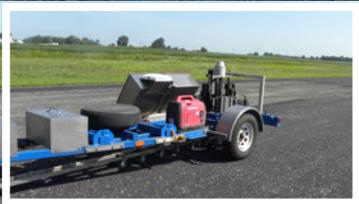
Phone: (681) 235-7305 ■ Fax: (681) 235-7306 ■ E-mail: pecwv@palmernernet.com ■ Web Site: www.palmernernet.com

Palmer Engineering - Letter of Qualification

Solicitation No: CEOI 0603 ADJ2600000004

Airfield Resurfacing at Camp Dawson Training Center Kingwood, West Virginia

March 3, 2026





Expression of Interest
Professional Engineering Design Services
Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV
Solicitation No – CEOI 0603 ADJ2600000004

This Expression of Interest describes the Palmer Engineering Team's qualifications to provide professional services for the design of the resurfacing of the existing airfield runway at Camp Dawson near Kingwood, WV. Palmer Engineering has extensive experience providing airfield resurfacing plans and specifications for the Kentucky Department of Aviation which would directly translate to delivering high-quality services for Camp Dawson. Our subconsultant, Novel Geo-Environmental, LLC (NGE), will supplement our team with additional resources and expertise in Geotechnical Engineering. Responses to items identified in the advertisement are provided below:

- SF 330 Sections A-E Including Resumes of key team members (**Appendix A**)
- SF 330 Sections F-G Airfield Resurfacing and Related Project Experience Matrix (**Appendix B**)
- State of WV Business documents (**Appendix C**)
 - Registration with the WV Secretary of State Business & Licensing,
 - WV Certificate of Authorization for Engineering Services
 - WV Certificate of Authorization for Surveying.

PALMER ENGINEERING

Palmer Engineering Company, an ESOP Corporation incorporated on February 25, 1969, in Winchester, KY, is a civil/structural engineering and surveying consulting firm. The mission of Palmer Engineering is to continually earn clients' respect and trust by consistently delivering solutions-oriented, exemplary service in a responsive and financially-accountable manner. Palmer has successfully completed more than 3,500 infrastructure projects for more than 1,000 clients including federal, state, and local governments, as well as private clients.

Headquartered in Winchester, KY, Palmer Engineering has 10 additional offices- in 5 states including an office in **Hurricane, WV**. The firm has 130 employees, including 47 Professional Engineers, 13 engineers in training, 9 Professional Land Surveyors, and 1 Land Surveyor in Training (LSIT). In addition to registered professionals in transportation engineering, traffic operations engineering, structural engineering and inspection, and land surveying, the firm has certified professionals in energy and environmental design, erosion control, and storm water quality available to provide the highest quality engineering services.

Palmer Engineering has had several successful airfield pavement projects in the tri-state area.

PROJECT MANAGER

The Person-in-Charge and the local contact for the Palmer Engineering Team will be **Chris Francis, PE (WV#17053)**. Chris has more than 23 years of experience in civil engineering design and project management for both private and State Agencies. Chris has managed over 50 projects for the state of West Virginia and has been a design engineer for countless others in his career.

Chris served as a Project Engineer for Palmer Engineering from 2001-2008, then served as the Branch Manager for the Hurricane Office from 2008-2012. From 2012-2014 Chris worked for a consultant whose primary client was WVAV, designing new waterlines, pump stations, performing site assessments and other critical water needs. In the fall of 2014, Chris was hired by the WVDOH where he was a Project Manager for Engineering Division until he was rehired in 2018 to serve as the Branch Manager for Palmer's Hurricane, WV office. Chris's experience gives him a unique understanding of operations at state agencies, which he will use to make sure that the Airfield Resurfacing Project at Camp Dawson Training Center is completed efficiently, on time, under budget, and meets required standards.

PRINCIPAL IN-CHARGE

The Principal-in-Charge for Palmer Engineering in WV is **David Lindeman, PE, (WV #13279), PLS**. David has more than 25 years of experience and expertise in WV and will assist Chris with the management of the project to ensure that it is in accordance with policies and procedures and also on time and within budget.

SPECIALIZED EXPERIENCE

Resumes for Chris Francis and the key personnel who will be working with him for the Palmer Engineering Team are included in **Appendix A** of this submittal.

Gary Sharpe, PE has **49** years of experience in pavement design for roadways and aviation projects in Kentucky. Most recently he has been the Project Manager to provide pavement engineering analyses for the KY Dept. of Aviation (KDA) on an as-needed basis. Activities have included development of pavement specifications and pavement policy documents for implementation by KDA; development of a suite of applicable specifications for asphalt surface and base layers that are predicated on WVDOH specifications but modified to use balanced mixture concepts; overseeing implementation of draft specifications for pilot projects at the Madisonville KY Regional Airport, the Central Kentucky Regional Airport in Richmond, KY, and Leitchfield KY Airport. Assisted KDA in cataloging, evaluating and monitoring pavements with innovative / experimental features including forensic pavement condition analyses for other pavement sections with innovative pavement design features--petromat, polymerized stress relief layers, aramid (Kevlar) fibers, and geogrids at the following General Aviation Airports in Kentucky: Taylor County Airport, Falmouth Airport, Calvert City Airport, Hopkinsville Airport, and Capitol City Airport.

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In 2019, **Jason Green** joined the Palmer Engineering Team as a Technician II in the Hurricane, WV office. Jason brings over 25 years of experience as well as being a former Regional Utility Coordinator for the West Virginia Department of Transportation, Division of Highways. During his time with the WVDOH, Jason managed utility projects in Districts 1, 2, 4, 5, 9, and 10.

Most recently, Palmer Engineering has hired **Kimbra Taylor, EI** to work in our Hurricane, WV office. Kimbra has a vast array of projects she has worked on including projects for WVDOH, WVDEP, as well as various WV cities and counties.

James Mayo, PLS (WV #2090), with 43 years of experience, will oversee any surveying work needed for this project. Palmer Engineering's survey department has completed 10 topographic surveys for the WVDOH in the past 7 years. Four (4) in McDowell County, 2 in Mercer County, 1 Pendleton County, 1 Raleigh County, 1 Cabell County, 1 Lincoln County. Palmer Engineering has 3 surveying crews to cover the entire state to ensure project schedules are met.

Palmer Engineering maintains a strong in-house Environmental Staff that can handle NEPA documentation including 4(f), 6(f), and environmental Justice Issues. Our Historian has 21 years of experience in architectural cultural resource assessments and has experience working in nonprofit, governmental and private sectors.

PAST PERFORMANCE ON GOVERNMENT CONTRACTS

The Palmer Team has a proven record of delivering quality design projects and specifications in accordance with the budget and schedule identified by our clients. Information about successful projects is presented in the project profiles (**Appendix B**), including sufficient information on how each project meets the requirements of the work to be performed under this contract. Palmer Engineering has averaged an evaluation rating of 95.2 for the projects that have been scored by state agencies in recent years.

COMMUNICATION AND PROJECT TRACKING

Chris Francis, Jason Green, and Kimbra Taylor will complete most of this work from Palmer's Hurricane, WV office, with support from our offices in Kentucky. All drawings and project specific documents are maintained and accessed via Projectwise. This data can be accessed by all of Palmer Engineering's employees and Team members to ensure that work can be shared and tracked to keep a project on schedule. With Chris's experience managing over 50 projects while working for the State of West Virginia, rest assured that any project will be completed as efficiently as possible, with communication being the key to success.

Palmer Engineering maintains cost accounting systems capable of segregating and identifying accumulating costs for each job. Monthly project tracking is recorded to verify that the accounting staff and project management staff are in agreement when it comes time for invoicing clients.

Appendix A--SF 330 Section A-E Including Resumes



ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT - SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

Airfield Resurfacing at Camp Dawson Training Center, Kingwood WV



2. PUBLIC NOTICE DATE

2026-02-19

3. SOLICITATION OR PROJECT NUMBER

CEOI 0603 ADJ2600000004

B. ARCHITECT - ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Chris Francis, PE - WV Branch Manager

5. NAME OF FIRM

Palmer Engineering Company

6. TELEPHONE NUMBER

681-235-7305

7. FAX NUMBER

859-744-1218

8. E MAIL ADDRESS

cfrancis@palmernet.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
PRIME	JV	SUB				
a.	X			Palmer Engineering Company	3058 Mount Vernon Road, Suite 5 Hurricane, West Virginia 25526	Prime
				<input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE		
b.				Novel Geo-Environmental, LLC	650 MacCorkle Avenue West Saint Albans, WV 25177	Sub
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.						
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.						
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.						
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.	X					
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
g.	X					
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. Organizational Chart of Proposed Team

☑ (Attached)

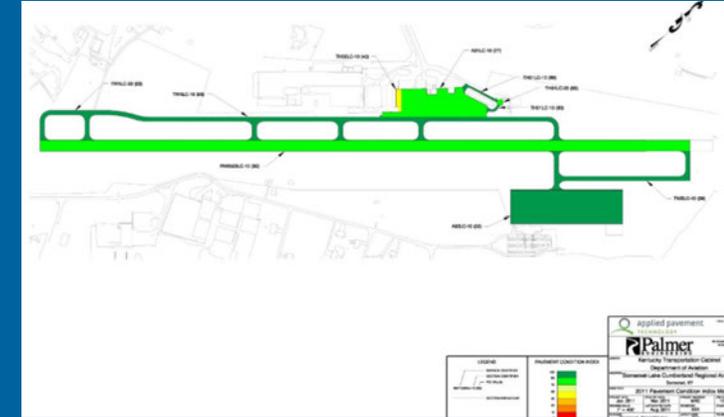
Project Team Organization Chart

Camp Dawson Army Training Site

Resurfacing Camp Dawson Airfield



WVANG – Construction and Facilities Management Office



Project Manager
*+Chris Francis, PE

Principal-in-Charge and QA/QC
*David Lindeman, PE, PLS

+FAA Licensed UAS Pilot
* WV Licensed PE
** WV Licensed Surveyor

Pavement Design and Analysis
Will Conkin, PE, PTOE
Gary Sharpe, PE
Kimbra Taylor, EI
Matthew Arlinghaus, PE

Facilities Engineering/Design
*Christopher Mischel, PE, CPESC
Geotechnical
*John Nottingham, PE – NGE
Utility Coordination
+Jason Green

Surveying
**James Mayo, PLS
Planning/Environmental Analysis
David Waldner, PE
Chris Blevins

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME David Lindeman	13. ROLE IN THIS CONTRACT Principal-In-Charge	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 39
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering, Winchester, KY			
16. EDUCATION <i>(Degree and Specialization)</i> University of Kentucky, BS, Civil Engineering, 1986		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> PE - WV - 13279 - 1996 13 other states LS - KY - 3284-1995	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> National ACEC Annual Conference, 2016 SASHTO Annual Conference, 2015-2017 Roundabouts; 2012 Low Volume Roads; 2012			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
KY 4, New Circle Road Fayette County, Lexington, KY (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE a. Principal-in-Charge and Project Manager for survey, Phase I Design, Environmental Overview, and Phase II Design that involved development of interchanges with Newtown Pike and Georgetown Road. The Partial Cloverleaf option at Newtown Pike was a low-cost scenario that used two of the existing interchange loop ramps and was selected for advancement to final design. The project also included improvements to the US 25 (Georgetown Road) ramps and Phase II design to widen 6 miles of roadway including interchange reconstruction at Newtown Pike, currently in progress.	Current	Current
US 31W--(with Access Management) Hardin County, KY (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE b. Principal-in-Charge for safety evaluation of US 31W between Elizabethtown and Radcliff; This project includes using existing traffic counts for all traffic signals and balancing traffic volumes throughout the network. HCS Streets was used in combination with CORSIM to evaluate the operational characteristics of the existing conditions and to make comparisons with proposed access management scenarios. These include eliminating signals, closing selected median opening, providing J-Turns at signalized intersections, and providing U-Turns at mid-block median openings (access points). As part of the Statewide HSIP Contract, serving as Project Manager for implementation of J-Turns at seven intersections in the corridor.	Current	
US 25 Laurel County, KY (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE c. Principal-in-Charge for roadway design and environmental services for 6.97 miles of US 25, which serves as an alternate route during incidents or closures on I-75. The project addresses highway capacity, access management, growth needs, and safety improvements as identified in the 2006 Scoping Study.	Current	
Chevy Chase Intersection Improvements Fayette County, Lexington, KY (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE d. Principal-in-Charge for a feasibility study to determine the cost and viability of implementing streetscape design and traffic improvements (including access management) proposed by a group of neighborhood residents for the intersection of Euclid Avenue, Fontaine Road, and High Street. Project includes two public meetings and meetings with impacted businesses. The project received local funding to complete the initial phase of work consisting of repaving, restriping, modifying signals, and reducing the footprint of the intersection.	2012-Study, 2014-Design	2015
I-264/US 42 Interchange Jefferson County, Louisville, KY (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE e. Principal-in-Charge for interchange planning study and Phase I Design to determine approach for reconstructing the I-264/US 42 interchange and to evaluate potential corridor and interchange improvements at the interchange; involved in developing traffic forecast and evaluating five interchange alternatives (single point, conventional diamond, diverging diamond, tight diamond, and split diamond) for existing and proposed conditions; Facilitated all public involvement activities. Two IMRs were submitted: (1) Interim Improvements and (2) Ultimate Improvements. Interim Improvements for a slip ramp from I-264 to US 42 have been constructed. The project is currently in Phase II Design.	2011--Study/Phase I Current--Phase II	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Chris Francis	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 24	b. WITH CURRENT FIRM 18
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering, Hurricane, WV			
16. EDUCATION <i>(Degree and Specialization)</i> WV Institute of Technology, BS, Civil Engineering, 2001		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> PE - WV - 17053 - 2006	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> UAS Pilot - FFA License 4419195			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> US 48 (Corridor H), Grant County, WV Paving Contract	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010-2011	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for creating a master set of pavement construction plans consisting of 9.079 miles of 4-lane roadway totaling 435,037 square feet of pavement.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Grassy Branch Bridge, Bridge Rehabilitation, Mercer County, WV for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Current	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for the contract plans and related documents for the rehabilitation of the 3 span structure over Norfolk Southern Railway. The rehabilitation plans call for the installation of micropiles and reconstruction of abutment 1 adjacent to US 19. Other rehabilitation efforts include high friction surface treatment for the deck, cleaning, patching, and epoxy injection of cracks and spalls on existing piers abutments.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Second Creek Bridge, Bridge Rehabilitation, Monroe County, WV for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Current	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for the contract plans and related documents for the rehabilitation of the two-span structure over Second Creek. The rehabilitation plans call for replacement of the existing superstructure, along with rehabilitation and modification of existing pier and abutments. The new steel superstructure will consist of 105' W30x99 hot dip galvanized beams. Traffic will be maintained on a two-lane detour downstream of existing.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> East End Culvert, Bridge Replacement, Mercer County, WV for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Current	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for the development of structures plans for the replacement of the existing double barrel culvert. The proposed structure will be a single span steel beam bridge. The new structure will be constructed adjacent to the existing culvert. Traffic will be maintained via a detour along existing routes while the existing culvert is removed, new abutments constructed, and the new bridge will be laterally slide into place.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> 2020 County Rdway Assess C+25, District 1 for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Current	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Engineer responsible for writing 26 HSIP reports for county routes in District 1 with high crash rates due to run off the road accidents. Each of the 26 routes where driven 6 times to verify the need for curve warning signage by using the CARS program. That data was analyzed to come up with specific countermeasures for areas of the roadway with high crash rates.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Will Conkin	13. ROLE IN THIS CONTRACT Project Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 20	b. WITH CURRENT FIRM 20
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering, Fort Mitchell, KY			
16. EDUCATION <i>(Degree and Specialization)</i> University of Kentucky, MS, Civil Engineering, 2004		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> PE - KY - 26085 - 2008	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> PTOE - National - 2011 PMP - 2017			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Cincinnati/Northern Kentucky International Airport (CVG)-General Engineering Services Contract, Hebron, KY	2023-Present	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. Project Engineer as a subconsultant for the current on-call Airfield Pavement Rehabilitation Design contract at Cincinnati Northern Kentucky Airport (CVG).		
Cincinnati/Northern Kentucky International Airport (CVG) - Loomis Road Design and Construction Administration, Hebron, KY	2020-Present	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Project Manager for final design of a 0.25-mile pavement rehabilitation project. The project included construction plans, specifications, and bid documents. Curb and gutter and new lighting for the corridor were included in the project, as well as coordination of rental car facility entrance closures. Specifications and special notes were developed for repairing <u>the pavement base failures, as well as, bid documentation for an alternate bid for additional paving.</u>		
Cincinnati/Northern Kentucky International Airport (CVG)--Garage Parking Reclamation Project, Hebron, KY	2019-Present	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. Project Manager and design team leader for project to increase parking at CVG's main terminal parking garage. Responsibilities include studying the existing terminal parking areas, developing concepts to implement security countermeasures per Transportation Security Administration (TSA) requirements, coordinating with CVG departments and Police, designing a safe and efficient parking layout plan to maximize parking, developing construction plans, construction inspection, and construction administration.		
Cincinnati/Northern Kentucky International Airport (CVG)--Ted Bushleman Blvd. Improvements, Hebron, KY	2019-Present	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. Project Manager, serving as an extension of CVG staff for design and construction of the Ted Bushleman Blvd. Improvement Project in Boone County, KY. The LPA project includes widening 0.65 miles of the existing rural roadway to a five-lane urban section between Houston Road and Aero Parkway.		
Cincinnati/Northern Kentucky International Airport (CVG)--ValuPark and Employee Parking Lot, Hebron, KY	2019-2023	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. Project Manager to alleviate operational parking issues at the Employee Parking Lot by relocating employee parking to the long term ValuPark Parking Lot. The project includes relocating 2,000 employee parking to the ValuPark Parking Lot, installing new employee badge readers and gates at the Loomis Road entrance, parking lot layout design, designing a new route within the parking lot to separate employee and customer traffic, and installing employee shuttle shelters for pick-up and drop-off.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Gary Sharpe	13. ROLE IN THIS CONTRACT Project Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 49	b. WITH CURRENT FIRM 20
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering, Lexington, KY			
16. EDUCATION <i>(Degree and Specialization)</i> University of Kentucky, MS, Civil Engineering, 1978		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> PE - KY- 11675 - 1980	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> PLS - KY-2559-1982			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Taylor County Airport--Parallel Taxiway Extension, Campbellsville, KY	2019-2022	2023
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and Lead Engineer for the final design of an extension to the parallel taxiway. Work included land acquisition, development of plan, profile, and cross-section sheets, bidding documents, and computation of bidders' quantities.		
Taylor County Airport--Pavement Rehabilitation, Campbellsville, KY	2019-2020	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and Lead Engineer for pavement rehabilitation of all pavement at the airport. Work included development forensic analyses of existing pavement, development of pavement rehabilitation strategies, plan, profile, and development of bidding documents. This project earned an award for Engineering Excellence by the ACEC.		
Taylor County Airport--Development of 12-Unit T-Hangar Building, Campbellsville, KY	2022-Present	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and Lead Engineer for the development of a 12-Unit T-Hangar Building. Work includes Section 163 land use analysis, Environmental CATEX, project planning, design, bidding, construction administration, and construction inspection.		
Taylor County Airport--Design for New Terminal Building, Campbellsville, KY	2019-2021	2021
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and Lead Engineer for the design of a new terminal building. Palmer provided civil-site design, prepared bidding documents, construction administration, and performed construction inspection.		
KY Statewide Aviation Pavement Engineering for KYTC	2021-Present	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager to provide pavement engineering analyses on an as-needed basis. Work has included development of pavement specifications and pavement policy documents for implementation by the Department of Aviation; Development of pavement specifications for asphalt surface and base layers that are predicated on KDOH specifications but modified to use balanced mixture concepts; Assist in cataloging, evaluating and monitoring pavements with innovative / experimental features including forensic pavement condition analyses for other pavement sections with innovative pavement design features--petromat, polymerized stress relief layers, aramid (Kevlar) fibers and geogrids at various airports.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Christopher Mischel	13. ROLE IN THIS CONTRACT Project Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 28	b. WITH CURRENT FIRM 25

15. FIRM NAME AND LOCATION *(City and State)*
Palmer Engineering, Lexington, KY

16. EDUCATION <i>(Degree and Specialization)</i> University of Kentucky BS, Civil Engineering, 1997	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> PE - WV- 27130 - 2025 PE - KY - 22628 - 2002 6 other states
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
CPESC - National - 4907 - 2008
LEED AP - National - 2009
NCEES - National - 2021

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Taylor County Airport, T Hangar Pad Grade Drain & Incidental Paving, Campbellsville, KY	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2024	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Design Project Manager for grading, drainage, and incidental paving for a future 12-Unit T-Hangar. Oversaw and aided in design of Civil Construction Plans including Summary of Quantities/General Notes, Safety and Phasing Plans, Erosion Control Plan, Grading and Drainage Plan, Utility Plan, Site Plan, and Detail Sheets.		
(1) TITLE AND LOCATION <i>(City and State)</i> Blue Grass Airport, 2022 Master Plan Study, Lexington, KY	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2021-2024	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for assisting the prime consultant with landside analysis and facility requirements section of the Master Plan Study. Managed Palmer personnel on performing field traffic counts at the terminal area and adjacent roadways. Coordinated with Palmer staff to take the commercial flight schedule of the airport and provide peak traffic counts of the terminal and adjacent roadways. Coordinated and reviewed the inventory of the existing Blue Grass Airport wayfinding signage on roadways in the terminal area and adjacent roadways to the airport.		
(1) TITLE AND LOCATION <i>(City and State)</i> Cincinnati-Northern KY International Airport (CVG), High-Intensity Activated Crosswalk (HAWK), Boone County, KY	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2022-2023	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer for the High-Intensity Activated crosswalk (HAWK) signal design for a new bus stop providing bus service from Florence, KY to DHL and Amazon. Coordinated closely with CVG regarding electrical specifications and utilities in order to eliminate any conflicts.		
(1) TITLE AND LOCATION <i>(City and State)</i> Blue Grass Airport, General Aviation Pavement Rehabilitation and Drainage Improvements, Lexington, KY	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2018-2019	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Design Engineer; Directed review of existing surface drainage in conjunction with pavement condition assessment and development of pavement rehabilitation strategies and design for a T-Hangar complex of General Aviation clients. Final plans were completed within one month of being requested by Blue Grass Airport staff.		
(1) TITLE AND LOCATION <i>(City and State)</i> UPS Air Trailer Load and Unload Facility, Louisville Muhammad Ali International Airport, Louisville, KY	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2018-2019	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager for a new unloading and loading facility for UPS near Building #1 at its Worldport facility. Palmer was the prime of an architect-engineer team that designed the facility that included a caster deck under a proposed covered canopy. Palmer provided full civil engineering drawings while coordinating architectural and structural plans for the proposed canopy.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Kimbra Taylor	13. ROLE IN THIS CONTRACT Project Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 8	b. WITH CURRENT FIRM 1
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering, Hurricane, WV			
16. EDUCATION <i>(Degree and Specialization)</i> WVU Institute of Technology, BS, Civil Engineering, 2001		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> EIT - WV - 7878 - 2002	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> 12th Street Bridge, Bridge Replacement, Cabell County, WV for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2025	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE a. Project Engineer responsible for the review and modifications to plans and related documents for the replacement of the single span spandrel filled reinforced concrete arch constructed in 1927. The replacement structure is approximately 67' in length and a typical section width of 41'-2 3/4" consisting of 2-11' lanes with 2-4' shoulders and a 11'-2 3/4" sidewalk on the downstream side. The abutments will sit on pre drilled and driven HP 14 x 117 foundation.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Grassy Branch Bridge, Bridge Rehabilitation, Mercer County, WV for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2025	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE b. Project Engineer responsible for the review and modifications to plans and related documents for the rehabilitation of the 3 span structure over Norfolk Southern Railway. The rehabilitation plans call for the installation of micropiles and reconstruction of abutment 1 adjacent to US 19. Other rehabilitation efforts include high friction surface treatment for the deck, cleaning, patching, and epoxy injection of cracks and spalls on existing piers and abutments.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> East End Culvert, Bridge Replacement, Mercer County, WV for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Current	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE c. Project Engineer responsible for the multiphase maintenance of traffic plans and detour for the later slide in bridge replacement on busy WV 104 in Princeton WV. Also responsible for development of the level II Transportation Management Plan (TMP) in accordance to DD681 Work Zone Mobility.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> 2020 County Rdway Assess C+25, District 1 for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Current	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE d. Project Engineer responsible for writing 26 HSIP reports for county routes in District 1 with high crash rates due to run off the road accidents. Each of the 26 routes were driven 6 times to verify the need for curve warning signage by using the CARS program. That data was analyzed to come up with specific countermeasures for areas of the roadway with high crash rates.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Rand Drainage, Storm Sewer Replacement, Kanawha County, WV for WVDOT	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE e. Staff Engineer for phase 1 and 2 of the project to replace the stormwater collection system throughout the community of Rand. Project included installing new gravity sewer lines and new outfalls to the Kanawha River.		
<input type="checkbox"/> Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jason Green	13. ROLE IN THIS CONTRACT SUAS Pilot, Utility Coordination	14. YEARS EXPERIENCE	
		a. TOTAL 28	b. WITH CURRENT FIRM 7
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering, Hurricane, WV			
16. EDUCATION <i>(Degree and Specialization)</i> Marshall University, AAS, Engineering Technology Bridge Valley C&TC AAS, Highway Engineering Technology, 2019		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> UAS Pilot - FAA - 4421456			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Glen Morgan Arch Bridge, Raleigh County, WV for WVDOH	2024	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Designer responsible for assisting in the development of bridge replacement plans for the new 82' long structure on US 19. Responsible for the utility relocations and verifications, maintenance of traffic plans, Right of Way plan development and OpenRoads project needs.		
Grassy Branch Bridge, Mercer County, WV for WVDOH	2025	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Designer responsible for assisting in the development of rehabilitation plans for the existing bridge over Norfolk Southern Railway. Responsible for the development of Right of Way plans, utility relocation and verifications and other OpenRoads project needs.		
Second Creek Bridge, Monroe County, WV for WVDOH	Current	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Designer responsible for assisting in the development of bridge rehabilitation plans for the existing structure over Second Creek. Responsible for the development of Right of Way plans, utility relocation and verifications and other OpenRoads project needs.		
12th Street Bridge, Cabell County, WV for WVDOH	2025	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Designer responsible for assisting in the development of bridge replacement plans and related documents for the replacement of the single span 97 year old arch bridge located in Ritter Park over Four Pole Creek. Responsible for the development of Right of Way plans, utility relocations and verifications, and other OpenRoads project needs.		
West Howard Street Bridge over the Tug Fork, Design Study, Welch, WV for WVDOH		
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Designer; Project included development of two replacement options for two existing bridges over the Tug Fork. Responsibilities included design / drafting of horizontal and vertical alignments, property research and utility coordination.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Matthew Arlinghaus	13. ROLE IN THIS CONTRACT Project Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 24	b. WITH CURRENT FIRM 6
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering, Fort Mitchell, KY			
16. EDUCATION <i>(Degree and Specialization)</i> University of Kentucky, BS, Civil Engineering, 2001		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> PE - KY 24256 - 2005	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

(1) TITLE AND LOCATION <i>(City and State)</i>	19. RELEVANT PROJECTS	
	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Taylor County Airport - Parallel Taxiway Extension, Campbellsville, KY	2019-2022	2022
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. Construction Administration, Observation, and Project Site Condition Reviewer for environmental assessment, preliminary engineering, and final design for extension of the parallel taxiway. Design was completed in June 2020. Construction began in Fall 2020. Work included land acquisition, development of plan, profile, and cross-section sheets, computation of bidders' quantities, development of bidding documents, and construction administration and observation of the project. Project completion occurred in Spring 2022, with final seeding and protection accepted in 2023. Palmer is the prime design consultant.		
Taylor County Airport--Terminal Building, Campbellsville, KY	2020	2021
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Construction Inspection Supervisor; Managed and coordinated construction inspections activity to ensure compliance with project design and specifications. Prepared periodic reports and performed observations along with coordinating special inspections by certified personnel along with approval of pay estimates submitted by the contractor. Project consisted of reconstruction of the terminal building, and construction was completed in June 2021. Palmer was the prime consultant on the project.		
Cincinnati/Northern Kentucky International Airport (CVG)---Ted Bushleman Blvd. Improvements, Boone County, KY	2021-2022	2022
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. Construction Manager for an LPA project that included widening 0.65 miles of the existing rural roadway to a five-lane urban section between Houston Road and Aero Parkway. Supervised construction activity by contractors and inspection activity of Palmer employees and sub-consultants for testing and sampling. Prepared bid documents and evaluated bids to recommend awards. Coordinated utility relocations within the construction contract. Reviewed and submitted pay requests and change orders to CVG and KYTC. Ensured compliance with CVG and KYTC specifications through daily on-site observation. Project was awarded \$2,149,903.65 and completed in October 2022.		
KYTC STW Aviation Pavement Engineering Contract for KYTC	2021-2024	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. Project Engineer; Participated in drafting and reviewing new asphalt specifications for KY Department of Aviation to provide improved pavement performance using mixture designs more closely predicated on KYTC roadway asphalt mixtures. After pilot project testing, a version of this specification was submitted to the FAA for consideration. Specific activities included field inventory of existing pavement conditions and distresses. Pilot projects have been constructed at the Madisonville Regional Airport and the Central Kentucky Regional Airport (Richmond). A third pilot project was constructed at the Leitchfield Airport in October 2024.		
Cincinnati/Northern Kentucky International Airport (CVG)---Loomis Road 2-Way Conversion, Boone County, KY	2023-2024	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm e. Provided construction engineering and administration with periodic site visits to review work on the project. Generated and reviewed pay estimates, reviewed submittals and contract documents, reviewed completed work and other project administration in coordination with CVG project manager. Work consisted of minor utility relocation, a new entrance from rental car/transit facility, curb and gutter improvements, upgrading signage and associated grade work.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME James Mayo	13. ROLE IN THIS CONTRACT Surveying	14. YEARS EXPERIENCE	
		a. TOTAL 48	b. WITH CURRENT FIRM 48
15. FIRM NAME AND LOCATION <i>(City and State)</i> Palmer Engineering			
16. EDUCATION <i>(Degree and Specialization)</i> Central KY State Vo-Tech School, Diploma, Drafting, 1977		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> PLS - WV2090 - 2004	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
12th Street Bridge, Cabell County, WV for WVDOH	2024	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Survey Project Manager; Provided survey, mapping, associated with the design of a new structure to replace an existing 97 year old arch in Ritter Park. Field services included: Hydraulic sections, limits of DTM, and floodway information, and topographical data of the area adjacent to the structure and approaches.		
Grassy Branch Bridge, Mercer County, WV for WVDOH	2023	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Survey Project Manager responsible for the mapping for the rehabilitation of the 3 span structure over Norfolk Southern Railway. Due to the lack of access on the railroad property, several scans of the bridge were taken from various angles and supplemented with traditional surveying methods on the top of the bridge. Abutment 1 has severe erosion issues, so the details data point provided by the scan was very important.		
Glen Morgan Arch, Raleigh County, WV for WVDOH	2023	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Survey Project Manager responsible for mapping of the existing arch bridge over Beaver Creek. Field Services included limits of DTM, topography data of the area adjacent to the structure and approaches, hydraulic sections, floodway information, and property owner contact.		
US Army SP 4 Darrell Gregory Triplett Memorial Bridge, Lincoln County, WV for WVDOT	2024	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Survey Project Manager responsible for mapping of the existing 3 span continuous steel beam bridge that carries WV 10 over the Guyandotte River. Field services included limits of DTM, topography data of the area adjacent to the structure and approaches		
Powell Branch Bridge, Boone County, WV for WVDOH		
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Survey Project Manager; Provided survey, mapping, and ownership information associated with the design of a new structure to replace an existing low water crossing. The structure is located 0.21 miles from the intersection of CR 119/12 and CR 17. Field services included: Right-of-entries from property owners; Hydraulic sections, limits of DTM, and floodway information, and topographical data of the area adjacent to the structure and approaches.		

Appendix B-- SF 330 Section F-G PROJECT PROFILES



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <p style="text-align: center;">1</p>
21. TITLE AND LOCATION <i>(City and State)</i> Taylor County Airport, Campbellsville, KY	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-2022, 2023-Present	CONSTRUCTION <i>(If applicable)</i> <p style="text-align: center;">TBD</p>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Taylor County Airport Board	b. POINT OF CONTACT NAME Carl Watson	c. POINT OF CONTACT TELEPHONE NUMBER 270-403-4135
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Palmer Engineering and subconsultant Hanson Professional Services provided engineering, planning, and environmental services for the Taylor County Airport Board in Campbellsville, KY.

- Pavement Analysis, Design, Specification Development, Geotechnical Investigations, Pavement Quality Assurance, and Construction Administration for Pavement Rehabilitation
 - The Kentucky Department of Aviation presented a \$2,150,000 grant to the Taylor County Airport Board for resurfacing/rehabilitation/reconstruction for all pavement at the airport. Construction began in May 2019 and was completed in 2020;
 - Engineering Analyses included a detailed assessment of existing pavement conditions and determination of the most effective resurfacing/rehabilitation/replacement strategies for various areas:
 - reflective crack relief layer (with Kevlar fibers) for runway to control propagation of underlying microcracking
 - resurface runway and taxiway
 - mill and inlay apron area with PG 76-22 and Kevlar fibers to minimize potential damage from helicopter skids
 - reconstruct old concrete T-Hangar pavement with asphalt
 - The team also performed the initial pavement coring, forensic evaluations, and provided QA/QC for the asphalt mixtures.
- Parallel Taxiway Design - Extend existing parallel taxiway by approximately 1,500 feet to meet current full FAA standards
 - FAA approval of Environmental Assessment and FONSI in June 2019
 - Land Acquisition and Final Design of the parallel taxiway extension are complete; Bid opening for construction of the parallel taxiway was June 2020; Construction was scheduled to begin in Fall 2020 but was delayed until Fall 2022 because of COVID 19, permitting issues, addressing additional drainage issues, and completing seeding and protection.
- Terminal Building Design and Construction Administration
 - The Kentucky Dept. of Aviation presented a grant of \$1,000,000 to the Taylor County Airport Board for design and construction of a new terminal building to be constructed at the same location as the existing terminal building. Design and related civil engineering site design are complete. The project advanced to bidding in Fall 2019 and was completed in Summer 2021, with JKS Architecture providing architectural services for the new terminal building.
- Airport Master (Layout) Plan and Exhibit A Update
 - Work began in 2023 and is in progress.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <p style="text-align: center;">2</p>
21. TITLE AND LOCATION <i>(City and State)</i> Blue Grass Airport T-Hangar Pave. & Drainage Improvements, Fayette County, WV	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018-2019, 2021-2022	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lexington-Fayette Urban County Airport Board	b. POINT OF CONTACT NAME Mark Day, PE, AAE	c. POINT OF CONTACT TELEPHONE NUMBER 859-425-3152
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Palmer and subconsultant team members have performed pavement condition evaluation for KY General Aviation airports: Palmer experience includes:

Lexington Bluegrass Airport Pavement Condition Evaluation and Rehabilitation

In 2018, Palmer Engineering was selected by the Lexington Blue Grass Airport to evaluate pavement conditions and develop pavement rehabilitation strategies for severely deteriorated pavements surrounding a T-Hangar complex for general aviation aircraft based at the airport. Pavement cores were obtained at selected locations corresponding with the extent and severity of pavement distress. During field review of pavement conditions, surface drainage issues were also identified. A report was prepared for the Blue Grass Airport detailing the extent and severity of pavement distresses, specific repair details associated with the range of observed pavement deterioration, and recommendations for repair of surface drainage concerns.

In March 2019, the Lexington Blue Grass Airport secured funding from the KY Department of Aviation for implementation of the repair strategies recommended by Palmer Engineering. Palmer developed construction plans and estimates and delivered them to the Airport within two weeks of authorization to proceed.

Lexington Blue Grass Airport Master Plan – Sub to CHA

Palmer Engineering assisted CHA with landside analysis and facility requirements section of the Master Plan Study. Palmer personnel performed field traffic counts at the terminal area and adjacent roadways. Palmer staff used the commercial flight schedule of the airport and provided peak traffic counts of the terminal and adjacent roadways. Palmer coordinated and reviewed the inventory of the existing Blue Grass Airport wayfinding signage on roadways in the terminal area and adjacent roadways to the airport.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <p style="text-align: center;">3</p>
21. TITLE AND LOCATION <i>(City and State)</i> KY Statewide Aviation Pavement Engineering, Various Locations, KY	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2021-2023	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Kentucky Dept. of Aviation	b. POINT OF CONTACT NAME Wayne Simpson / Joe Carter	c. POINT OF CONTACT TELEPHONE NUMBER 502-564-4880
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

KY Statewide Aviation Pavement Engineering Contract

Palmer Engineering was selected to provide pavement engineering services at airports throughout the Commonwealth on a two-year contract on an as-needed basis. Services include:

- Developing pavement specifications and pavement policy documents for implementation
- Cataloging and monitoring pavements with innovative / experimental features at General Aviation (GA) Airports and state-owned airports
- Developing applicable pavement specifications for asphalt surface and base layers that are predicated on KY Department of Highways specifications
- Working with KY Department of Aviation staff and paving industry for review of proposed pavement specifications and policy recommendations
- Evaluating /monitoring pilot projects with new specifications or innovative features

Pavement Engineering Analyses were completed for the following Pilot Projects:

- Madisonville Regional Airport -- 2022
- Central Kentucky Regional Airport (Richmond) -- 2023
- Leitchfield Airport -- 2024

Palmer has made forensic pavement condition analyses for pavement segments using cutting-edge design features such as petromat, polymerized stress relief layers, aramid (Kevlar) fibers, and geogrids. Analyses have been completed at the following GA Airports: Taylor County Airport, Falmouth Airport, Calvert City Airport, Hopkinsville Airport, and Capitol City Airport.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <p style="text-align: center;">4</p>
21. TITLE AND LOCATION <i>(City and State)</i> On-Call Contracts Cincinnati/Northern KY International Airport, Hebron, KY	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019-Present	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Kenton County Airport Board	b. POINT OF CONTACT NAME Corey Thomas/Mike Maynard	c. POINT OF CONTACT TELEPHONE NUMBER 859-413-8726 / 859-640-7447
---	---	---

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Palmer Engineering provides airside and landside engineering and related services for traffic engineering and transportation planning under On-Call Contracts for CVG.

Airport Runway 18C-36C - Palmer is a team member for the current oncall Airfield Pavement Rehabilitation Design contract. Palmer is performing engineering services related to utility and drainage infrastructure assessments, signing, striping, environmental support, and general design on the runway.

Ground Transportation Center (GTC) - As part of a design-build team Palmer provided civil engineering, structural engineering, and electrical design coordination for several improvements near the Ground Transportation Center (GTC) complex:

- Conversion of existing green space into a limo parking area with access control gates;
- A taxi staging area and a new taxi pickup area with two covered canopies;
- Rehabilitation of an existing asphalt access drive and concrete drive;
- Lighting improvements;

Loomis Road - Palmer provided pavement rehabilitation due to the (CONRAC) Facility and developments identified in the CVG Master Plan;

- Traffic forecast and traffic analysis to identify the roadway typical section for future years; Pavement analyses based pavement cores and DCP tests;
- Pavement strategies based on pavement conditions, available budget, and anticipated pavement life;
- Construction plans were completed within 2 months after pavement strategy selection;
- Construction administration in coordination with CVG's construction inspection;

KY 212--Terminal Drive - Palmer developed construction plans and performed construction administration and inspection of the KY 212 Median Curb Replacement project. The purpose of the project is to replace the deteriorating existing curb with minimal impacts to the median, utilities, sign trusses, and other infrastructure while meeting CVG and KYTC standards and requirements. The project begins at I-275 and terminates on the CVG campus adjoining the CONRAC project.

Airport ValuPark and Employee Parking Lot - Palmer provided concepts and final design plans for relocating 2,000 employee parking spaces to the longterm ValuPark Parking Lot, installing new employee badge readers and gates at the Loomis Road entrance, and parking lot layout design with a new route for separating employee and customer traffic.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Subconsultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <p style="text-align: center;">5</p>
21. TITLE AND LOCATION <i>(City and State)</i> KYTC Airport Pavement Management (Analysis), Statewide, KY	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022-Present, 2012-2014	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER KY Transportation Cabinet	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
---	--------------------------	--------------------------------------

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

KYTC Airport Pavement Management (Analysis) Contracts

Palmer Engineering has worked on this project as a subconsultant for two different prime consultants--Michael Baker (2022-Present) and Applied Pavement Technology (2012-2014).

Work included gathering statewide pavement data for all GA airport paved surfaces including runway, taxiways, and aprons, and providing the data in a form specified by the Department of Aviation and in conformity with applicable FAA standards.

- Airport site visit and pavement analysis at all General Aviation airports in Kentucky on all applicable bituminous asphalt surfaces
- Use of MicroPAVER (or other approved program) for compiling data in the Airport Pavement Management System (APMS)
- Presentation of the data results of the pavement analysis and APSM
- Preparation of schematics for each of the GA airports

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Subconsultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <p style="text-align: center;">6</p>
21. TITLE AND LOCATION <i>(City and State)</i> US 48 (Corridor H), Grant County, WV - Paving Contract	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010-2011	CONSTRUCTION <i>(If applicable)</i> 2012

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER WV Division of Highways	b. POINT OF CONTACT NAME Dirar Ahmad	c. POINT OF CONTACT TELEPHONE NUMBER 304-414-6400
---	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Palmer Engineering was selected by the WVDOT to provide construction plans for a 1.7-mile section of Corridor H in Grant County, WV. Located just west of the Mount Storm Power Plant, this section of new four-lane road bypassed a steep and winding portion of WV 93. This project was split into 3 different construction contracts: Bridge, Grading, and Pavement.

Palmer Engineering was responsible for creating a master set of pavement construction plans consisting of 9.079 miles of 4-lane roadway totaling 435,037 square feet of pavement to be constructed.

It was also one of the first projects to use an alternative pavement bidding process. This gave the contractor the choice between using a Superpave Hotmix Asphalt material or a ten inch Non-Reinforced Portland Cement Concrete Pavement.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 7
---	--

21. TITLE AND LOCATION <i>(City and State)</i> HSIP Roadway Assessment, District 1, Putnam, Kanawha, Boone & Mason	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022-Present	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER WV Div. of Highways, Traffic Eng. Div.	b. POINT OF CONTACT NAME Marsha Mays	c. POINT OF CONTACT TELEPHONE NUMBER 304-414-7353
--	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The WVDOT selected Palmer Engineering to provide the development of a Roadway Departure Assessment and Contract plans for the improvements to the portions of 26 county routes (190 miles) which include the following:

Putnam: CR 35/8, CR 33, CR 46, CR 19, and CR 29

Kanawha: CR 10, CR 9, CR 3, CR 6/6, CR 47, CR 8, CR 73, CR 21, CR 49, CR 20, CR 60/2, CR 46, CR 74/3, CR 43, CR 11, and CR 60/14

Mason: CR 16, CR 15, and CR 37

Boone: CR 9 and CR 20

The above routes have been identified as having significantly higher than statewide average lane departure crashes. This project is being performed in two phases: Roadway Departure Assessment and Contract Documents. The Roadway Departure Assessment documents all locations were specifications and details for low-cost countermeasures. Some of those countermeasures as as follows:

- High Friction Surface Treatments
- Minor Guardrail Improvements
- Hazard Delineations
- Centerline Rumble Strips
- Edge-line Rumble Stripes
- Signing
- Pavement Markings
- Raised Pavement Markers

Each Route is driven 6 times to analyze the horizontal curvature utilizing Riekers Inc. CARS program to determine if and where curve warning signs are warranted. Accident data for each route is examined to determine if roadway characteristics contribute to run off the road crashes, and how those can be mitigated.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 8
---	--

21. TITLE AND LOCATION <i>(City and State)</i> East End Culvert, Bridge Replacement, Mercer, WV	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024-2025	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER WVDOT	b. POINT OF CONTACT NAME Gary Grayley, PE	c. POINT OF CONTACT TELEPHONE NUMBER 304-414-6919
---------------------------	--	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The West Virginia Department of Transportation has selected Palmer Engineering to provide the preparation of contract plans and related documents for the replacement of the East End Culvert (WV 104) over Daves Fork. The project is located 0.01 miles east of WV 20 in Mercer County, West Virginia. Traffic is currently served by East End Culvert with an ADT of approximately 11,500 VPD. The existing structure is a double barreled culvert in need of replacement.

Given the high volume to traffic, Accelerated Bridge Construction (ABC) techniques were used to limit the duration of the traffic impacts. The approximately 42 foot long rolled steel beam bridge is to be constructed upstream from the existing culvert while maintaining 4-11 foot lane of traffic in its current state. In Phase I and II traffic will be limited to one lane each direction while concreted-in piles are driven for the new foundations for a total of six days. Phase III will consist of closing traffic entirely and using a 3 mile detour. This closure is limited to seven days while the new abutments, approach slabs, foundation protection, and lateral bridge slide is conducted.

The ABC bridge components anticipated to be used are precast abutments and wingwalls, as well as lateral slide. These techniques will reduce the duration of traffic impacts to weeks instead of months with phase construction methods.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Palmer Engineering	(2) FIRM LOCATION <i>(City and State)</i> Hurricane, WV	(3) ROLE Prime
b.	(1) FIRM NAME NGE	(2) FIRM LOCATION <i>(City and State)</i> St.Albans, WV	(3) ROLE Sub
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

Palmer Engineering Company has had a long working relationship with the State of West Virginia dating back to 1987. Since that time, Palmer Engineering has worked on 38 projects for the WVDOT ranging from Paving Projects, Surveying, Bridge Rehabilitations, Bridge Replacements, Bridge Inspections, Design Studies, Roadway Widening, Highway Safety Improvement Projects (HSIP), New Corridor's and other miscellaneous projects such as Project Management and Review, and Utility Coordination projects. Palmer has worked for close to 10 years with the Kentucky Aviation Division providing various paving project at General Aviation Airports throughout Kentucky. We look forward to building upon this history with future projects such as the Airfield Resurfacing at Camp Dawson.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE



32. DATE

03/3/2026

33. NAME AND TITLE

Chris Francis, PE - WV Branch Manager

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER *(If any)*
 CEOI 0603 ADJ2600000004

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME Palmer Engineering Company			3. YEAR ESTABLISHED 1969	4. UNIQUE ENTITY IDENTIFIER 06-399-7027
2b. STREET 3058 Mount Vernon RD, Suite 5			5. OWNERSHIP	
2c. CITY Hurricane			2d. STATE WV	2e. ZIP CODE 25526
6a. POINT OF CONTACT NAME AND TITLE Chris Francis, PE - WV Branch Manager			a. TYPE Corporation	
6b. TELEPHONE NUMBER 681-235-7305			b. SMALL BUSINESS STATUS N/A	
6c. EMAIL ADDRESS cfrancis@palmernet.com			7. NAME OF FIRM <i>(If Block 2a is a Branch Office)</i> N/A	
8a. FORMER FIRM NAME(S) <i>(If any)</i> N/A			8b. YEAR ESTABLISHED N/A	8c. UNIQUE ENTITY IDENTIFIER N/A

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number <i>(see below)</i>
		(1) FIRM	(2) BRANCH			
02	Administrative	11		A01	Acoustics, Noise Abatement	3
07	Biologist	1		B02	Bridges	6
12	Civil Engineer	5		C15	Construction Management; CEI	2
24	Environmental Scientist	5		D04	Design Build—Prep of Request for Proposal	3
34	Hydrologist	1		D05	Digital Elevation & Terrain Model Develop.	2
38	Land Surveyor	7		E01	Ecological & Archaeological Investigations	3
52	Sanitary Engineer	1		E09	Environmental Impact Studies, Assessments	4
57	Structural Engineer	16		E11	Environmental Planning, NEPA, CSS	5
58	Technician/Analyst	34	4	E14	Erosion Prevention and Sediment Control	4
60	Transportation Engineer	25	1	H07	Highways, Streets, Parking Lots	3
15	Construction Inspector	3		H08	Historical Preservation	2
				H13	Hydrographic Surveying	1
	Right of Way	3		L02	Land Surveying	5
	Survey Technician	2		P05	Planning (Regional, Area and State)	3
				P06	Planning (Site, Installation, Project)	2
				P14	Pavement Design	2
				R13	Roadway Design, General	6
				S09	Structural Design; Special Structures	2
				S10	Surveying; Platting, Mapping; Flood Plain	3
				S13	Storm Water Management	4
	Other Employees	6		T03	Traffic & Transportation Engineering	7
Total		130	5	U04	Utilities Design and Coordination	2

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>		W02 Water Resources; Hydrology; Groundwater PROFESSIONAL SERVICES REVENUE INDEX NUMBER	
a. Federal Work	3	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	8	2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	8	3. \$250,000 to less than \$500,000	8. \$10 million to less than \$25 million
		4. \$500,000 to less than \$1 million	9. \$25 million to less than \$50 million
		5. \$1 million to less than \$2 million	10. \$50 million or greater

12. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 3/3/2026
------------------	---------------------

c. NAME AND TITLE
 Chris Francis, PE - WV Branch Manager



Appendix C--State of WV - Business Documents



State of West Virginia



Certificate

I, Kris Warner, Secretary of State of the State of West Virginia, hereby certify that

PALMER ENGINEERING COMPANY

a corporation formed under the laws of Kentucky filed an application to be registered as a foreign corporation authorizing it to transact business in West Virginia. The application was found to conform to law and a "Certificate of Authority" was issued by the West Virginia Secretary of State on May 19, 1982.

I further certify that the corporation has not been revoked by the State of West Virginia nor has a Certificate of Withdrawal been issued to the corporation by the West Virginia Secretary of State.

Accordingly, I hereby issue this Certificate of Authorization

CERTIFICATE OF AUTHORIZATION

Validation ID:0WV3E_KJAXR



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of*

August 21, 2025

Handwritten signature of Kris Warner.

Secretary of State

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

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PALMER ENGINEERING COMPANY

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	5/19/1982		5/19/1982	Foreign	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		Capital Stock 0.0000
Charter County	Putnam	Control Number	0
Charter State	KY	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses	
Type	Address

Designated Office Address	3058 MOUNT VERNON RD, SUIT 5 HURRICANE, WV, 25526
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	400 SHOPPERS DRIVE WINCHESTER, KY, 40391 USA
Principal Office Mailing Address	400 SHOPPERS DRIVE WINCHESTER, KY, 40391 USA
Type	Address

Officers	
Type	Name/Address
Director	DAVID M. LINDEMAN 400 SHOPPERS DR PO BOX 747 WINCHESTER, KY, 40392-0747
Director	DAVID DEITZ 400 SHOPPERS DRIVE PO BOX 747 WINCHESTER, KY, 40392-0747
President	STEPHEN SEWELL 400 SHOPPERS DR PO BOX 747 WINCHESTER, KY, 40392-0747
Secretary	BRADLEY N. ROBSON 400 SHOPPERS DR PO BOX 747 WINCHESTER, KY, 40392-0747
Treasurer	JENNIFER LISLE 400 SHOPPERS DRIVE PO BOX 747 WINCHESTER, KY, 40392
Type	Name/Address

Annual Reports	
Filed For	
2025	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Monday, February 9, 2026 — 4:08 PM

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CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers
having verified the person in responsible charge is registered in
West Virginia as a professional engineer for the noted firm, hereby certifies*

PALMER ENGINEERING COMPANY

C00399-00

Engineer in Responsible Charge: DAVID M. LINDEMAN - WV PE 013279

*has complied with section §30-13-17 of the West Virginia Code governing
the issuance of a Certificate of Authorization. The Board hereby notifies you of its
certification with issuance of this Certification of Authorization for the period of:*

January 1, 2026 - December 31, 2027

providing for the practice of engineering services in the State of West Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

Scott E. Thomas Jr.

BOARD PRESIDENT

WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS



Certificate of Authorization

Palmer Engineering

Hurricane, WV



CERTIFICATE OF AUTHORIZATION # **5341**

This certificate is issued by the West Virginia Board of Professional Surveyors in accordance with *W.Va. Code §30-13A-20*.
The person or organization identified on this certificate is licensed to conduct professional surveying and mapping services in the State of West Virginia for the period

January 01, 2026, through December 31, 2026

This certificate is not transferrable and must be displayed at the office location for which issued.

In witness whereof, I have put my hand, this 1st day of January, 2026

Handwritten signature of Sefton R. Stewart in blue ink.

Sefton R. Stewart, P.S., Chairman
Lantz G. Rankin, P.S., Member

2026



Handwritten signature of James T. Rayburn in blue ink.

James T. Rayburn, P.S., Secretary
Gary D. Facemyer, P.E, P.S., Member

Douglas C. McElwee, *Esq.*, Public Member

State of West Virginia



Certificate

I, Mac Warner, Secretary of State of the State of West Virginia, hereby certify that

NOVEL GEO-ENVIRONMENTAL, INC.

a corporation formed under the laws of Pennsylvania filed an application to be registered as a foreign corporation authorizing it to transact business in West Virginia. The application was found to conform to law and a "Certificate of Authority" was issued by the West Virginia Secretary of State on October 15, 2002.

I further certify that the corporation has not been revoked by the State of West Virginia nor has a Certificate of Withdrawal been issued to the corporation by the West Virginia Secretary of State.

Accordingly, I hereby issue this Certificate of Authorization

CERTIFICATE OF AUTHORIZATION

Validation ID:8WV5Y_WEDW8



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of*

November 25, 2024

Mac Warner

Secretary of State

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West Virginia Secretary of State — Online Data Services

Business and Licensing

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Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

NOVEL GEO-ENVIRONMENTAL, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	10/15/2002		10/15/2002	Foreign	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		Capital Stock
Charter County	Kanawha	Control Number	51099
Charter State	PA	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	650 MACCORKLE AVENUE WEST SAINT ALBANS, WV, 25177
Notice of Process Address	JOHN E. NOTTINGHAM 650 MACCORKLE AVENUE WEST SAINT ALBANS, WV, 25177
Principal Office Address	171 MONTOUR RUN ROAD MOON TOWNSHIP, PA, 15108 USA
Principal Office Mailing Address	171 MONTOUR RUN ROAD MOON TOWNSHIP, PA, 15108 USA
Type	Address

Officers	
Type	Name/Address
President	JOHN E. NOTTINGHAM 650 MACCORKLE AVENUE WEST SAINT ALBANS, WV, 25177
Secretary	JOHN E. NOTTINGHAM 650 MACCORKLE AVENUE WEST SAINT ALBANS, WV, 25177
Treasurer	AMY VELTRI 171 MONTOUR RUN RD. MOON TOWNSHIP, PA, 15108
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
NGE	TRADENAME	10/21/2022	
NGE, LLC	TRADENAME	7/24/2008	
NOVEL GEO-ENVIRONMENTAL, PLLC	FORCED DBA	10/15/2002	
DBA Name	Description	Effective Date	Termination Date

Name Changes	
Date	Old Name

10/31/2022	NOVEL GEO-ENVIRONMENTAL, LLC
Date	Old Name

10/31/2022	NAME CHANGE: FROM NOVEL GEO-ENVIRONMENTAL, LLC
Date	Amendment

Annual Reports	
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Date filed	

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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, February 4, 2026 — 2:25 PM

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CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers
having verified the person in responsible charge is registered in
West Virginia as a professional engineer for the noted firm, hereby certifies*

*has complied with section §30-13-17 of the West Virginia Code governing
the issuance of a Certificate of Authorization. The Board hereby notifies you of its
certification with issuance of this Certification of Authorization for the period of:*

providing for the practice of engineering services in the State of West Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

Scott E. Thomas Jr.

BOARD PRESIDENT



Suite 5
3058 Mount Vernon Road
Hurricane, WV 25526
681-235-7305
www.palmernet.com

Palmer Engineering Company was incorporated in 1969, in Winchester, KY, as a civil /structural engineering and surveying consulting firm. Departments of Transportation and Local Public Agencies constitute Palmer's largest business sectors. With our West Virginia office located in Hurricane, and 11 other offices in Louisville, Fort Mitchell, and Lexington, KY; Cincinnati, Columbus, and Medina, OH; Nashville, TN; Orlando, Jacksonville, and Tallahassee, FL; and headquarters in Winchester, KY, the firm has 125 employees, including 49 Professional Engineers and 6 Professional Land Surveyors.



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

State of West Virginia
Centralized Expression of Interest
Architect/Engr

Proc Folder: 1908548			Reason for Modification:
Doc Description: Expression of Interest - EO Airfield Resurfacing - Design			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-02-19	2026-03-04 13:30	CEOI 0603 ADJ2600000004	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:
Vendor Name : Palmer Engineering
Address :
Street : Suite 5, 3058 Mount Vernon Road
City : Hurricane
State : WV **Country :** USA **Zip :** 25526
Principal Contact : Chris Francis
Vendor Contact Phone: 681-235-7305 **Extension:** 3402

FOR INFORMATION CONTACT THE BUYER

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

Vendor
 Signature X

FEIN# 61-0679012

DATE 3/3/26

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

ADDITIONAL INFORMATION

EOI

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 design services to develop construction documents to provide resurfacing of the Airfield, at Camp Dawson, near Kingwood WV, per the attached documentation.

INVOICE TO	SHIP TO
ADJUTANT GENERALS OFFICE 1707 COONSKIN DR CHARLESTON WV 25311 US	CAMP DAWSON ARMY TRAINING SITE 240 ARMY RD KINGWOOD WV 26537-1077 US

Line	Comm Ln Desc	Qty	Unit Issue
1	Camp Dawson Airfield Resurfacing		

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>
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EXPRESSION OF INTEREST – CEOI ADJ26*04

Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

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- 7. Certification and Signature Page**

SECTION ONE: GENERAL INFORMATION

- 1. PURPOSE:** The Acquisitions and Contract Administration Section of the Purchasing Division (“Purchasing Division”) is soliciting Expression(s) of Interest (“EOI” or “Bids”) for the West Virginia Military Authority / West Virginia Adjutant General’s Office (“Agency”), from qualified firms to provide architectural/engineering services (“Vendors”) as defined herein. **This project must be awarded prior to September 30, 2026, and is based upon the availability of funding.**
- 2. PROJECT:** The purpose of the project for which bids are being solicited is to provide engineering design services and to provide construction bid documents suitable for advertisement using state purchasing procedures. The project will include the design of resurfacing the existing airfield runway at Camp Dawson near Kingwood WV.

EXPRESSION OF INTEREST – CEOI ADJ26*04

Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

SECTION TWO: INSTRUCTIONS TO VENDORS SUBMITTING BIDS

Instructions begin on the next page.

INSTRUCTIONS TO VENDORS SUBMITTING BIDS

1. **REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

2. **MANDATORY TERMS:** The Solicitation may contain **mandatory** provisions identified by the use of the words "**must**," "**will**," and "**shall**." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

3. **PRE-BID MEETING:** The item identified below shall apply to this Solicitation.

A pre-bid meeting will not be held prior to bid opening

A **MANDATORY PRE-BID** meeting will be held at the following place and time:

All Vendors submitting a bid must attend the **mandatory** pre-bid meeting. Failure to attend the **mandatory** pre-bid meeting shall result in disqualification of the Vendor's bid. No one individual is permitted to represent more than one vendor at the pre-bid meeting. Any individual that does attempt to represent two or more vendors will be required to select one vendor to which the individual's attendance will be attributed. The vendors not selected will be deemed to have not attended the pre-bid meeting unless another individual attended on their behalf.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in but are charged with knowing all matters discussed at the pre-bid.

Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. VENDOR QUESTION DEADLINE: Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions **must be submitted on or before the date listed below and to the address listed below to be considered.** A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are non-binding.

Submitted emails should have the solicitation number in the subject line. Question

Submission Deadline:

Submit Questions to:
2019 Washington Street, East Charleston, WV 25305
Fax: (304) 558-3970
Email:

5. VERBAL COMMUNICATION: Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

6. BID SUBMISSION: All bids must be submitted on or before the date and time of the bid opening listed in section 7 below. Vendors can submit bids electronically through wvOASIS, in paper form delivered to the Purchasing Division at the address listed below either in person or by courier, or in facsimile form by faxing to the Purchasing Division at the number listed below. Notwithstanding the foregoing, the Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. The Purchasing Division will not accept bids or modification of bids via email.

Bids submitted in paper, facsimile, or via wvOASIS must contain a signature. Failure to submit a bid in any form without a signature will result in rejection of your bid.

A bid submitted in paper or facsimile form should contain the information listed below on the face of the submission envelope or fax cover sheet. Otherwise, the bid may be rejected by the Purchasing Division.

VENDOR NAME: Palmer Engineering

BUYER: West Virginia Army National Guard, Construction and Facilities Management Office

SOLICITATION NO.: CEOI 0603 ADJ2600000004

BID OPENING DATE: 2026-03-04

BID OPENING TIME: 13:30

FAX NUMBER: 681-235-7306

Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason.

Bid Delivery Address and Fax Number:

Department of Administration, Purchasing Division 2019 Washington Street East

Charleston, WV 25305-0130

Fax: 304-558-3970

7. BID OPENING: Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery or via delivery by mail).

Bid Opening Date and Time:

Bid Opening Location:

Department of Administration, Purchasing Division

2019 Washington Street East

Charleston, WV 25305-0130

8. ADDENDUM ACKNOWLEDGEMENT: Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgement Form. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

9. **BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

10. **ALTERNATE MODEL OR BRAND:** Unless the box below is checked, any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand **shall** clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items **may** be grounds for rejection of a Vendor's bid.

[] This Solicitation is based upon a standardized commodity established under W. Va. Code § 5A-3-61. Vendors are expected to bid the standardized commodity identified. Failure to bid the standardized commodity will result in your firm's bid being rejected.

11. **COMMUNICATION LIMITATIONS:** In accordance with West Virginia Code of State Rules §148-1-6.6.2, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

12. **REGISTRATION:** Prior to Contract award, the apparent successful Vendor **must** be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee, if applicable.

13. **UNIT PRICE:** Unit prices **shall** prevail in cases of a discrepancy in the Vendor's bid.

14. **PREFERENCE:** Vendor Preference may be requested in purchases of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects. Any request for preference must be submitted in writing with the bid, must specifically identify the preference requested with reference to the applicable subsection of West Virginia Code § 5A-3-37, and must include with the bid any information necessary to evaluate and confirm the applicability of the requested preference. A request form to help facilitate the request can be found at: www.state.wv.us/admin/purchase/vrc/Venpref.pdf.

15A. RECIPROCAL PREFERENCE: The State of West Virginia applies a reciprocal preference to all solicitations for commodities and printing in accordance with W. Va. Code § 5A-3-37(b). In effect, non-resident vendors receiving a preference in their home states, will see that same preference granted to West Virginia resident vendors bidding against them in West Virginia. Any request for reciprocal preference must include with the bid any information necessary to evaluate and confirm the applicability of the preference. A request form to help facilitate the request can be found at: www.state.wv.us/admin/purchase/vrc/Venpref.pdf.

15. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES:

For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37 and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors.

16. WAIVER OF MINOR IRREGULARITIES: The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.7.

17. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

18. NON-RESPONSIBLE: The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform or lacks the integrity and reliability to assure good-faith performance.”

19. ACCEPTANCE/REJECTION: The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.6. and § 148-1-6.3.”

20. **WITH THE BID REQUIREMENTS:** In instances where these specifications require documentation or other information with the bid, and a vendor fails to provide it with the bid, the Director of the Purchasing Division reserves the right to request those items after bid opening and prior to contract award pursuant to the authority to waive minor irregularities in bids or specifications under W. Va. CSR § 148-1-4.7. This authority does not apply to instances where state law mandates receipt with the bid.

21. **EMAIL NOTIFICATION OF AWARD:** The Purchasing Division will attempt to provide bidders with e-mail notification of contract award when a solicitation that the bidder participated in has been awarded. For notification purposes, bidders must provide the Purchasing Division with a valid email address in the bid response. Bidders may also monitor wvOASIS or the Purchasing Division's website to determine when a contract has been awarded.

22. **EXCEPTIONS AND CLARIFICATIONS:** The Solicitation contains the specifications that **shall** form the basis of a contractual agreement. **Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid.** Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

EXPRESSION OF INTEREST – CEOI ADJ26*04

Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

SECTION THREE: PROJECT SPECIFICATIONS

1. **Background:** The Owner is seeking the services of a qualified professional architectural/engineering firm to provide structure design and installation of resurfacing the existing airfield runway, approximately 850,000 square feet at Camp Dawson Training Center located at Camp Dawson near Kingwood, WV.
2. **Project and Goals:** The project goals and objectives are listed below. Vendors should discuss any anticipated concepts and proposed methods of approach for achieving each of the listed goals and objectives:
 - 2.1. Provide a complete design including all engineering and architectural disciplines to prepare construction bid documents for West Virginia State Purchasing. Key design elements include utilizing energy efficient, economically, and maintenance friendly equipment.
 - 2.2. Designer shall be responsible to researching and investigation into the location of existing utilities, and to provide drawings and specifications of any all and all aspects of project as needed and directed by the owner and/or state agency, utility company, or other approval authority for Camp Dawson.
 - 2.3. Drawings and specifications are to be submitted at 35%, 65%, 95%, and 100%, cost estimates are to be revised and submitted with each submittal at 35%, 65%, 95%, and 100%.
 - 2.4. Provide construction bid services and administrative services to the Agency.
3. **Qualifications, Experience, and Past Performance:** Vendors must include a statement of qualifications and performance data. The statement of qualifications and performance data may be presented through things like information regarding its employees, such as staff qualifications and experience in completing similar projects; references; copies of any staff certifications or degrees applicable to this project; proposed staffing plan; descriptions of past projects completed entailing the location of the project, project manager name and contact information, type of project, and the project goals and objectives and how they were met.
4. **Oral Presentations/Interviews:** The Agency will conduct individual interviews with the three vendors that are determined to be the most qualified to provide the required service. During oral presentations/interviews, vendors may not alter or add to their submitted proposal, but only clarify information already submitted. A description of the materials

EXPRESSION OF INTEREST – CEOI ADJ26*04

Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

and information to be presented is provided below:

4.1. Materials and Information Required at Oral Presentation/Interviews:

“Evaluation and Award Process” will be conducted with the three (3) firms selected as the most qualified by the West Virginia Military Authority / West Virginia Adjutant General’s Office selection committee. The Committee will schedule the interviews.

The format for the interviews will be a 15–30-minute Power-Point presentation consisting, at a minimum, of the following:

- A)** Corporation /Personnel experience as it relates to the project(s).
- B)** Proposed project management plan.
- C)** Key personnel available for the proposed work.
- D)** Proposed subcontractors
- E)** Product quality control
- F)** Project cost control

EXPRESSION OF INTEREST – CEOI ADJ26*04

Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

SECTION FOUR: VENDOR PROPOSAL, EVALUATION, & AWARD

- 1. Economy of Preparation:** EOIs should be prepared simply and economically, providing a straight-forward, concise description of the firm’s abilities to satisfy the requirements and goals and objectives of the EOI. Emphasis should be placed on completeness and clarity of content. The response sections should be labeled for ease of evaluation.
- 2. BIDS MUST NOT CONTAIN PRICE INFORMATION:** The State shall select the best value solution according to W. Va. Code §5G-1-3. In accordance with Code requirements, no “price” or “fee” information is permitted in the Vendor’s EOI response.
- 3. Evaluation and Award Process:** Expressions of Interest for projects estimated to cost \$250,000 or more will be evaluated and awarded in accordance with W.Va. Code §5G-1-3. That Code section requires the following related to evaluation and award:
 - 3.1. Selection Committee Evaluation and Negotiation:** A committee comprised of three to five representatives of the agency initiating the request shall:
 - 3.1.1.** evaluate the statements of qualifications and performance data and other material submitted by the interested firms and select three firms which in their opinion are the best qualified to perform the desired service.
 - 3.1.2.** conduct interviews with each of the three firms selected.
 - 3.1.3.** rank the three selected firms in order of preference
 - 3.1.4.** and commence scope of service and price negotiations with the highest qualified professional firm.

If negotiations are successful, the contract documents will be forwarded to the WV Purchasing Division for review and approval, and then to the WV Attorney General’s office for review and approval as to form. Once approved, a formal contract will be issued to the Vendor.

Should the agency be unable to negotiate a satisfactory contract with the professional firm considered to be the most qualified at a fee determined to be fair and reasonable, the agency will then commence negotiations with the second most qualified firm, and so on, until an agreement is reached or the solicitation is cancelled.

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Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

3.2. Three Firm Evaluation Rankings: The Agency will evaluate the three firms that have been determined most qualified to perform the desired service. The evaluation criteria are defined in the Procurement Specifications section and based on a 100-point total score. Points shall be assigned based upon the Vendor’s response to the evaluation criteria as follows:

- Qualifications, Experience, and Past Performance (40) Points Possible
 - Goals and Objectives: –
Anticipated Concepts and Methods of Approach (20) Points Possible
 - Proposed project management
Quality & Cost control plans (20) Points Possible
 - Oral Interview (20) Points Possible
- Total** 100

EXPRESSION OF INTEREST – CEOI ADJ26*04
Airfield Resurfacing at Camp Dawson Training Center at Kingwood, WV

SECTION FIVE: TERMS AND CONDITIONS

Terms and conditions begin on the next page.

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

3. CONTRACT TERM; RENEWAL; EXTENSION: The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

Term Contract

Initial Contract Term: The Initial Contract Term will be for a period of _____
_____. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to _____ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Alternate Renewal Term – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

Fixed Period Contract: This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within _____ days.

Fixed Period Contract with Renewals: This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that:

the contract will continue for _____ years;

the contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's Office (Attorney General approval is as to form only).

One-Time Purchase: The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

Construction/Project Oversight: This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and continues until the project for which the vendor is providing oversight is complete.

Other: Contract Term specified in _____

4. AUTHORITY TO PROCEED: Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked in Section 3 above. If either "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

5. QUANTITIES: The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

Open End Contract: Quantities listed in this Solicitation/Award Document are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

Service: The scope of the service to be provided will be more clearly defined in the specifications included herewith.

Combined Service and Goods: The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

One-Time Purchase: This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

Construction: This Contract is for construction activity more fully defined in the specifications.

6. EMERGENCY PURCHASES: The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute of breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One-Time Purchase contract.

7. REQUIRED DOCUMENTS: All of the items checked in this section must be provided to the Purchasing Division by the Vendor as specified:

LICENSE(S) / CERTIFICATIONS / PERMITS: In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether that insurance requirement is listed in this section.

Vendor must maintain:

Commercial General Liability Insurance in at least an amount of: _____ per occurrence.

Automobile Liability Insurance in at least an amount of: _____ per occurrence.

Professional/Malpractice/Errors and Omission Insurance in at least an amount of: _____ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

Commercial Crime and Third Party Fidelity Insurance in an amount of: _____ per occurrence.

Cyber Liability Insurance in an amount of: _____ per occurrence.

Builders Risk Insurance in an amount equal to 100% of the amount of the Contract.

Pollution Insurance in an amount of: _____ per occurrence.

Aircraft Liability in an amount of: _____ per occurrence.

9. WORKERS' COMPENSATION INSURANCE: Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. VENUE: All legal actions for damages brought by Vendor against the State shall be brought in the West Virginia Claims Commission. Other causes of action must be brought in the West Virginia court authorized by statute to exercise jurisdiction over it.

11. LIQUIDATED DAMAGES: This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

_____ for _____.

Liquidated Damages Contained in the Specifications.

Liquidated Damages Are Not Included in this Contract.

12. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

13. PRICING: The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

14. PAYMENT IN ARREARS: Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

15. PAYMENT METHODS: Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

16. TAXES: The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

17. ADDITIONAL FEES: Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia, included in the Contract, or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

18. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

19. CANCELLATION: The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

20. TIME: Time is of the essence regarding all matters of time and performance in this Contract.

21. APPLICABLE LAW: This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code, or West Virginia Code of State Rules is void and of no effect.

22. COMPLIANCE WITH LAWS: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

23. ARBITRATION: Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

24. MODIFICATIONS: This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

25. WAIVER: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

26. SUBSEQUENT FORMS: The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

27. ASSIGNMENT: Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments.

28. WARRANTY: The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

29. STATE EMPLOYEES: State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

30. PRIVACY, SECURITY, AND CONFIDENTIALITY: The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in www.state.wv.us/admin/purchase/privacy.

31. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

32. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

33. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

34. VENDOR NON-CONFLICT: Neither Vendor nor its representatives are permitted to have any interest, nor shall they acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

35. VENDOR RELATIONSHIP: The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

36. INDEMNIFICATION: The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

37. NO DEBT CERTIFICATION: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State. By submitting a bid, or entering into a contract with the State, Vendor is affirming that (1) for construction contracts, the Vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

38. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

39. REPORTS: Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.division@wv.gov.

40. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check. Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

41. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process.
- c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
 1. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
 2. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

42. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL: In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a “substantial labor surplus area”, as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

43. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE: W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the Vendor must submit to the Agency a disclosure of interested parties prior to beginning work under this Contract. Additionally, the Vendor must submit a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-work interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

44. PROHIBITION AGAINST USED OR REFURBISHED: Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

45. VOID CONTRACT CLAUSES: This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

46. ISRAEL BOYCOTT: Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

**ADDITIONAL TERMS AND CONDITIONS
(Architectural and Engineering Contracts Only)**

1. PLAN AND DRAWING DISTRIBUTION: All plans and drawings must be completed and available for distribution at least five business days prior to a scheduled pre-bid meeting for the construction or other work related to the plans and drawings.

2. PROJECT ADDENDA REQUIREMENTS: The Architect/Engineer and/or Agency shall be required to abide by the following schedule in issuing construction project addenda. The Architect/Engineer shall prepare any addendum materials for which it is responsible, and a list of all vendors that have obtained drawings and specifications for the project. The Architect/Engineer shall then send a copy of the addendum materials and the list of vendors to the State Agency for which the contract is issued to allow the Agency to make any necessary modifications. The addendum and list shall then be forwarded to the Purchasing Division buyer by the Agency. The Purchasing Division buyer shall send the addendum to all interested vendors and, if necessary, extend the bid opening date. Any addendum should be received by the Purchasing Division at least fourteen (14) days prior to the bid opening date.

3. PRE-BID MEETING RESPONSIBILITIES: The Architect/Engineer shall be available to attend any pre-bid meeting for the construction or other work resulting from the plans, drawings, or specifications prepared by the Architect/Engineer.

4. AIA DOCUMENTS: All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein. The terms and conditions of this document shall prevail over anything contained in the AIA Documents or the Supplementary Conditions.

5. GREEN BUILDINGS MINIMUM ENERGY STANDARDS: In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: Provided, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

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) Chris Francis, PE - Branch Manager WV

(Address) Suite 5, 3058 Mount Vernon Rd., Hurricane, WV 25526

(Phone Number) / (Fax Number) 681-235-7305 / 681-235-7306

(email address) cfrancis@palmernet.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through *wvOASIS*, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Palmer Engineering _____

(Company)



(Signature of Authorized Representative)

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

(Phone Number) (Fax Number)

(Email Address)