



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

**Request for  
 Quotation**

RFQ NUMBER  
 DNR209026

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

\*709050404      304-342-7168  
 S&S ENGINEERS INC  
 501 EAGLE MOUNTAIN ROAD  
 CHARLESTON WV 25311

SHIP TO

DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 BUILDING 3, ROOM 719  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0662      304-558-2775

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/22/2008				

BID OPENING DATE: 10/09/2008      BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO INCLUDE THE ATTACHED STUDY BY WOOLPERT LLP CONDUCTED FOR CANAAN VALLEY STATE PARK DATED MAY 5, 2008		
				THE BID OPENING DATE IS CHANGED TO 10/9/2008 AT 1:30PM		
0001	1	LS		906-00-00-001		
				ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL		
				***** THIS IS THE END OF RFQ DNR209026 ***** TOTAL:		

RECEIVED  
 08 OCT -6 PM 12:14  
 PURCHASING DIVISION  
 STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Andrew Can*      TELEPHONE: (304) 342-7168      DATE: Oct. 1, 2008

TITLE: President      FEIN: 55-0601971      ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS  
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

---

**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered FOB destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P O Box 50130, Charleston, WV 25305-0130.



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

# Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**FRANK WHITTAKER  
 304-558-2316**

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

**S & S Engineers, Inc.  
 501 Eagle Mountain Road  
 Charleston, WV 25311  
 (304) 342-7168**

SHIP TO

**DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 BUILDING 3, ROOM 719  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0662 304-558-2775**

DATE PRINTED <b>09/10/2008</b>	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **10/02/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<b>001</b>	<b>1</b>	<b>LS</b>		<b>906-00-00-001</b>		
<p><b>ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL</b></p> <p><b>EXPRESSION OF INTEREST</b></p> <p>THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF NATURAL RESOURCES, IS SOLICITING EXPRESSIONS OF INTEREST TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR IMPROVEMENTS TO THE WASTEWATER FACILITIES AT CANAAN VALLEY RESORT STATE PARK PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WEST VIRGINIA PURCHASING DIVISION VIA FAX AT 304-558-4115 OR VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS SEPTEMBER 24, 2008 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS, IF ANY, WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p> <p>QUESTIONS CONCERNING THE PROCESS BY WHICH A VENDOR MAY SUBMIT AN EXPRESSION OF INTEREST TO THE STATE OF WEST VIRGINIA ARE NOT CONSIDERED TO BE TECHNICAL QUESTIONS AND MAY BE SUBMITTED AT ANY TIME PRIOR TO THE BID OPENING AND IN ANY FORMAT.</p> <p><b>EXHIBIT 10</b></p> <p><b>REQUISITION NO.:</b> .....</p> <p><b>ADDENDUM ACKNOWLEDGEMENT</b></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Andrew Lan</i>	TELEPHONE <b>(304) 342-7168</b>	DATE <b>Oct. 1, 2008</b>
TITLE <b>President</b>	FEIN <b>55-0601971</b>	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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**2**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
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**304-558-2316**

VENDOR

RFQ COPY  
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**S & S Engineers, Inc.**  
 501 Eagle Mountain Road  
 Charleston, WV 25311  
 (304) 342-7168

SHIP TO

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**PARKS & RECREATION SECTION**  
**BUILDING 3, ROOM 719**  
**1900 KANAWHA BOULEVARD, EAST**  
**CHARLESTON, WV**  
**25305-0662 304-558-2775**

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09/10/2008

BID OPENING DATE:	10/02/2008	BID OPENING TIME	01:30PM
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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED  
 ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY  
 PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.

ADDENDUM NO.'S:

- NO. 1
- NO. 2
- NO. 3
- NO. 4
- NO. 5

I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF TH  
 ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.

VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL  
 REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY  
 ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES  
 AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE  
 INFORMATION ISSUED IN WRITING AND ADDED TO THE  
 SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.

*[Handwritten Signature]*

SIGNATURE

S & S Engineers, Inc.

COMPANY

Oct. 1, 2008

DATE

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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*[Handwritten Signature]*

(304) 342-7168

Oct. 1, 2008

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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President

55-0601971

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 Department of Administration  
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<p>REV. 11/96</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT MAY BE DEEMED NULL AND VOID, AND TERMINATED WITHOUT FURTHER ORDER.</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED EOI MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION            PURCHASING DIVISION            BUILDING 15            2019 WASHINGTON STREET, EAST            CHARLESTON, WV 25305-0130</p> <p>THE EOI SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE EOI MAY NOT BE CONSIDERED:</p> <p>SEALED EOI</p> <p>BUYER: FRANK WHITTAKER-FILE 44</p> <p>EOI. NO.: DNR209026</p> <p>EOI OPENING DATE: OCTOBER 2, 2008</p> <p>EOI OPENING TIME: 1:30 PM</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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ADDRESS CORRESPONDENCE TO ATTENTION OF:  
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**304-558-2316**

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

S & S Engineers, Inc.  
 501 Eagle Mountain Road  
 Charleston, WV 25311  
 (304) 342-7168

SHIP TO

DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 BUILDING 3, ROOM 719  
 1900 KANAWHA BOULEVARD, EAST  
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 25305-0662 304-558-2775

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PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY  
 TO CONTACT YOU REGARDING YOUR EOI:  
 (304) 342-7169

CONTACT PERSON (PLEASE PRINT CLEARLY):  
 Mr. Ashok M. Sanghavi, P.E.

\*\*\*\*\* THIS IS THE END OF RFQ DNR209026 \*\*\*\*\* TOTAL: \_\_\_\_\_

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *A. Sanghavi* TELEPHONE (304) 342-7168 DATE Oct. 1, 2008

TITLE President FEIN 55-0601971 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

STATE OF WEST VIRGINIA  
Purchasing Division

## PURCHASING AFFIDAVIT

### VENDOR OWING A DEBT TO THE STATE:

*West Virginia Code* §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

### PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

*West Virginia Code* §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

### ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will 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 the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

### LICENSING:

Vendors 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 agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

### CONFIDENTIALITY:

The vendor agrees that he or she 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. Vendors should visit [www.state.wv.us/admin/purchase/privacy](http://www.state.wv.us/admin/purchase/privacy) for the Notice of Agency Confidentiality Policies.

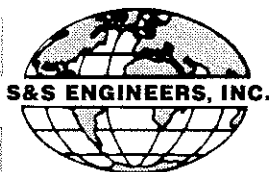
Under penalty of law for false swearing (West Virginia Code §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and is in compliance with the requirements as stated.

Vendor's Name: S & S Engineers, Inc.

Authorized Signature: \_\_\_\_\_

Date: Oct. 1, 2008

October 1, 2008



501 Eagle Mountain Road  
Charleston, WV 25311  
(304) 342-7168  
(304) 342-7169 FAX  
s-s-eng@wvdsi.net

WV Division of Natural Resources  
Parks & Recreation Section  
Building 3, Room 719  
1900 Kanawha Blvd. East  
Charleston, WV 25305-0662

Re: Professional Engineering Services  
RFQ No. DNR209026  
Tucker County, WV

Dear Sirs:

We are pleased to submit our proposal for wastewater system services for the Cannan Valley Resort State Park Project.

S & S Engineers, Inc. is a Charleston, WV based engineering firm providing environmental, civil and surveying services to the Federal, State, municipal, industries, and individuals.

S & S has three (3) West Virginia registered professional civil engineers on staff. S & S has provided water supply & wastewater system services for over 28 years and has always completed all projects within time and budget without litigation.

S & S has full capability to carry out this project in-house and will meet the time schedule desired by WVDNR-Parks & Recreation Section.

S & S is a registered disadvantaged business enterprise (DBE) firm with the State of West Virginia.

We would appreciate an opportunity to present our detailed qualifications and answer any questions you may have.

Please call me at (304) 342-7168, if you have any questions or need further information.

Very truly yours,

S & S ENGINEERS, INC

Ashok M. Sanghavi, P.E., DEE, QEP  
President

- ENGINEERS
- DESIGNERS
- SURVEYORS

- ENVIRONMENTAL
- MUNICIPAL WASTE
- INDUSTRIAL WASTE
- STORMWATER/SCP
- NPDES PERMITS
- CIVIL DESIGN
- LAND PLANNING
- LAND SURVEYS
- DIGITAL MAPS
- HYDROLOGY
- ENVIRONMENTAL SITE ASSESSMENT
- GPS/GIS
- CONSTRUCTION MANAGEMENT

Enclosure



**WEST VIRGINIA DIVISION OF NATURAL RESOURCES  
PARKS & RECREATION SECTION  
BUILDING 3, ROOM 719  
1900 KANAWHA BLVD. EAST  
CHARLESTON, WV 25305-0662**

**PROPOSAL FOR  
CANAAN VALLEY RESORT STATE PARK  
WASTEWATER SYSTEM PROJECT  
DAVIS, WEST VIRGINIA**

**OCTOBER 2008**

**S & S ENGINEERS, INC.  
501 EAGLE MOUNTAIN ROAD  
CHARLESTON, WV 25311  
(304) 342-7168  
(304) 342-7169 (FAX)  
Email: S-S-ENG@WVDSL.NET**



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**PROJECT MANAGEMENT**

**RESUMES OF KEY PERSONNEL**

**PROJECT EXPERIENCE**

**CLIENT REFERENCES**

**DBE CERTIFICATION**



QUALIFICATIONS OF FIRM



## QUALIFICATIONS OF FIRM

### SERVICES

S & S Engineers, Inc. , was formed in 1980 to provide consulting engineering and surveying services to government, industry, municipalities, commercial, and individuals.

S & S Engineers provides a wide variety of technical services in the following areas:

### Engineering:

- Water Supply, Treatment, Storage, and Distribution Systems
- Wastewater Collection and Treatment Systems
- Industrial and Hazardous Waste Treatment Systems
- Environmental Site Assessments
- Storm Water NPDES Permit Services
- EPA and WVDEP Compliance Discharge Permits
- WVDEP 401 and USACE 404 Permit Services
- Solid Wastes Management and Landfill Designs
- Subdivision Design and Permit Applications
- Site Development Plans
- Earth Work Quantity Estimates
- Street Paving Design and Drainage Control
- Construction Management
- Technical Expert Testimony

### Surveying:

- Aerial Mapping Control Surveys
- Topographic Mapping
- Rights-of-Way and Land Acquisition Maps
- GPS/GIS Services
- Loan and Refinancing Surveys
- Property Surveys
- Construction Stakeout
- Computer Mapping



S & S Engineers' office, with 4,100 sq. ft. area is conveniently located at the Yeager Airport Complex in Charleston, West Virginia. S & S uses the latest CAD software on computers and electronic distance measurement instruments to complete the work in a professional, timely and cost-effective manner.

The highly qualified staff consisting of engineers and land surveyors is supported by technicians, draftspersons, construction inspectors, and office clerical staff.

Cost effective design and survey projects are processed using Autocad Softdesk and Eagle Point software. Other software packages utilized are Haestead Flow Master, SCS TR55 Urban Hydrology, WaterCAD, StormCAD, FlowMaster, Carlson Survey 2006, Word Perfect, CAD scanning conversion and various spread sheet applications.

The survey crew is equipped with either a Topcon APL 1 Robotics Total Station set or a Nikon Total Station EDM with TDS/SMI Data Collectors. The instruments have a range of over 9,000 feet and storage capacity of +3,000 locations. S & S has provided GPS/GIS services since 1991 using Ashtech GPS equipment as an alternate to high cost long distance traverse with accurate results.

S & S has provided services on projects funded by the U.S. Environmental Protection Agency, HUD-Small Cities Block Grant, WV Infrastructure Council, WV Water Development Authority, Economic Development Administration, U.S. Corps of Engineers, USDA-Farmers Home Administration, Soil Conservation Service, Office of Surface Mining, U.S. Forest Service, state and local government agencies as well as industry and private businesses.

### **STATES OF REGISTRATION**

S & S Engineers, Inc. has Engineer and Surveyor registered in the following states:

West Virginia  
Kentucky

Ohio  
Virginia

Qualifications of Firm/2008



**SCOPE OF SERVICES**



**WV DIVISION OF NATURAL RESOURCES  
PARKS & RECREATION SECTION  
CANAAN VALLEY RESORT STATE PARK  
WASTEWATER SYSTEM PROJECT  
DAVIS, WEST VIRGINIA**

**GENERAL**

The Canaan Valley Resort State Park is a four seasons resort located near Davis in Tucker County, WV. There are five (5) separate wastewater collection and treatment systems serving 1) Cabins, 2) Ski Area and Ski Maintenance Building, 3) Lodge, 4) Campground and 5) Golf Course Areas. The wastewater effluent from these plants is discharged into various streams which are tributary of the Blackwater River & Dry Fork River. The package wastewater treatment plants are 5,000 gallons per day (gpd) to 100,000 gallons per day capacity and operate in extended aeration mode. The estimated wastewater flows range from 3,750 gpd to 54,300 gpd. Seasonal fluctuations in wastewater flows occur according to the number of visitors and staff members.

The wastewater collection systems in certain areas are subject to inflow/infiltration due to type of pipe material, age of sewers and/or lack of maintenance.

**SPECIFICS**

We have reviewed the Wastewater System Assessment Study - May 2006 prepared by Woolpert, LLP. This study recommends corrective actions for wastewater collection & treatment facilities.

The wastewater collection system corrective action recommended are smoke testing and dye testing, internal inspection by closed circuit TV cameras, slip lining of pipes, and repair to several sewers and manholes.

The wastewater treatment plant recommended Alternate No. 3 abandons existing plants at Cabins, Ski Area, Campground and Golf Club House. A pump station will be installed at each of this location to pump wastewater to the Lodge wastewater plant. Several improvements to this plant will include new headworks, new equalization tank, new aeration basin, new clarifier, new tertiary sand filters, new UV disinfection unit and replacement of blowers, control system, pumps and piping and valves.

S & S has designed several extended aeration plants and improvements for over 28 years. S & S through its sister firm operated several extended aeration plants & pump stations for private clients. S & S has carried out collection system evaluation, including smoke testing, dye testing, repairs to sewer lines, manholes and pump stations.



## S & S APPROACH

S & S Engineers (S & S) believes in a team approach for the development of projects. Therefore, our first task is to always meet with WVDNR-Parks officials and evaluate the project requirements and gain input from local officials and system operators. Following data gathering, the firm will develop a proposal that meets the clients needs at a reasonable cost. S & S specializes in working with smaller utilities mindful that planning, design, construction and future operations require careful consideration to assure projects are developed in the most cost effective manner possible.

## DESIGN PHASE

S & S will prepare contract documents including plans and specifications conforming to WV Bureau of Public Health and WVDEP - DWWWM requirements. Our design phase will be carried out as follows:

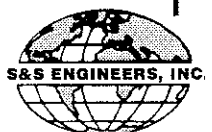
### 1. Define Existing Conditions

Assemble and evaluate data to eliminate conflicts and redundancy. All major decisions regarding data will be discussed with the WVDNR - Parks officials, WVDEP, and BPH. Important data sources include, but are not limited to the following:

- WV Division of Natural Resources - Parks & Recreation Section
- West Virginia Department of Environmental Protection
- WV Bureau for Public Health
- Soil Conservation Service
- U.S. Geological Service
- U.S. Corps of Engineers
- Local Citizens and Groups
- WV Dept of Highways
- Public Lands Corporation
- Public Service Commission

### 2. Identify Problems

- Wastewater Collection System Evaluation
- Infiltration/Inflow Identification
- Wastewater Facilities
- Pump Stations





3. Preliminary Design

- Preliminary Layout
- Land surveys for mapping, rights-of-way, and land acquisition
- Coordination with the WVDNR, WVDEP, BPH, DOH, and PSC
- Preliminary Cost Estimates
- Preliminary review with the WVNR

4. Final Design

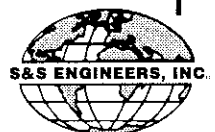
- Incorporate review comments from the WVDNR, WVDEP, BPH, DOH, PSC, and other agencies
- Prepare detailed plans, specifications, and design report in accordance with federal and state guidelines
- Attend public meetings
- Prepare final cost estimates
- Secure permits from WVDEP, BPH, DOH, PSC and other agencies
- Prepare bid documents
- Conduct pre-bid conference
- Assist in advertising for bids, attend bid opening, and assist in evaluation of bids with recommendations for awarding the construction of the project(s)

**CONSTRUCTION PHASE**

S & S will provide the following services during the construction phase of the project:

1. Administrative Services

- Assist and advise the WVDNR in the preparation of construction contracts for signature(s).
- Issue a "Notice to Proceed" to the appropriate Contractor(s).
- Provide consultation and advise to the WVDNR during construction
- Preparation of elementary and supplementary sketches and/or drawings required to resolve problems arising from actual field conditions encountered.
- Review and approve shop drawings, diagrams, illustrations, brochures, catalog data, schedules, and samples, results of tests and inspections, other data which the contractor(s) is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the contract documents. Receive and review maintenance and operating instructions, schedules, guarantees, bond and certificates of inspections which are to be assembled by the contractor(s) in accordance with the contract documents.
- Review and approve requests for periodic and final payments to the contractor(s).



- Issue certificates of completion to the WVDNR for completed construction contracts.
- Review original drawings and provide AutoCAD disk to the WVDNR and two (2) sets of black line prints of "as-built" plans
- Advise the WVDNR whether the project is capable of meeting the project performance standards.
- Attend monthly Board meetings during the construction period.
- Represent WVDNR in technical matters and litigation, if required
- Provide engineering services during start-up of the facility.
- Provide training to WVDNR employees for the operation of the new facility
- Provide one (1) year project performance certification.

## 2. Field Services

- A Qualified Design Professional will make periodic visits to the site to observe the progress and quality of the executed work, and determine, in general, if the work is proceeding in accordance with the contract documents. Efforts will be directed toward providing assurance to the WVDNR that the completed project will conform to the requirements of the contract documents.
- Make general monthly construction progress reports to the WVDNR.
- Observe initial operation of the project, or any performance tests as required by the specifications.
- Make final inspection and report on the completed project
- Advise the WVDNR of any special test or necessary outside services that may be required to assist construction of the project.
- On the date, one (1) year after the initiation of the operation of the project, a Professional Engineer shall certify to the WVDNR whether the project is capable of meeting the project performance standards in accordance with requirements for the project

## 3. Resident Inspection Services During Construction

- **General:** A Resident Project Representative(s) will be furnished for each construction contract (as a minimum) to provide extensive representation at the project site during the construction phase. Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the Resident Project Representative(s), the Town will be provided further protection against defects and deficiencies in the work
- In addition to the general duties outlined above, the Resident Project Representative(s) will:

- Observe the installation of approved materials and equipment and construction techniques and procedures in accordance with contract documents.
- Aid in public relations activities as the construction progresses through private property.
- Monitor the construction schedule and report conditions which may cause delay in completion.
- Review contract documents with the contractor's superintendent. Obtain necessary interpretations and transmit them to the contractor.
- Consider the contractor's suggestions and recommendations, evaluate them and submit them with recommendations for a final decision.
- Attend field meetings as directed and report on the proceedings.
- Observe tests required by the contract documents. Record and report test procedures and, where applicable, the results.
- Maintain records at the construction site in an orderly manner. Include correspondence, change orders, supplementary drawings, requests for payment, and names and addresses of contractors, subcontractors, and principal material suppliers.
- Keep a diary or log book recording time and activities related to the project, weather conditions, nature and location of work being performed, verbal instructions and interpretations given to the contractor, and specific observations. Record any occurrence of work that might result in a claim for a change of contract sum or contract time. Maintain a list of visitors, their titles, and time and purpose of their visit.
- Review applications for payment submitted by the contractor and forward them with recommendations for disposition.
- Prepare a punch list as construction nears completion. Inform contractor of items on punch list.
- Assist in final inspection of the work.

## **SPECIAL SERVICES**

### 1. Land Surveys

- Mapping for Design
- Easements and right-of-way plat maps
- Verify existing aboveground and underground utilities
- Construction stakeout



2. Public Meetings
  - Attend public meetings and represent the WVDNR on technical matters
3. Technical Meetings
  - Attend meetings with WVDNR, WVDEP, DOH, PSC, etc
4. Technical Assistance
  - Furnish technical assistance to the accountant and legal staff to acquire certification of convenience and necessity from PSC
5. Technical Expert Testimony
  - Provide technical testimony before courts and/or administrative hearings related to the project
6. O & M Manual
  - Prepare O & M Manual

### **INSURANCES**

S & S carries \$ 2,000,000 Professional Liability Insurance.

S & S is covered under WV Worker's Compensation by the Hartford Insurance.



PROJECT MANAGEMENT



## PROJECT MANAGEMENT

The project team will be made up of the following personnel, including the principal of the firm:

Ashok M. Sanghavi, P.E., DEE, QEP	President / Principal Engineer
Randy B. Crace, P.S.	Vice President / Professional Surveyor
Victor R. Wilford, P.E.	Senior Engineer
Jessie Parker, Jr., P.E.	Project Engineer
Brian Condron, SIT	Survey Party Chief
David M. Shelton	Engineering Technician
Mike Whitman	Construction Inspector

The above team will also be supported by the other staff such as technicians, survey crew, a Autocadd operator and a secretary.



RESUMES OF KEY PERSONNEL



## CURRICULUM VITAE

**ASHOK M. SANGHAVI, P.E., DEE, QEP**

**PRESIDENT**

### **SUMMARY**

Thirty seven years of professional experience in environmental, water supply, wastewater, solid wastes management, civil and mining engineering fields. He has provided planning, design, construction management and technical expert testimony for environmental, mining and general civil engineering projects. He has prepared Phase I environmental site assessments and carried out subsequent Phase II and Phase III remediation work. He has also prepared portions of environmental impact statements for highway projects. Having worked for state government, as well as private firms, he thoroughly understands both sides, which results in extremely satisfactory completion of a project. He has extensive knowledge of the state and federal water supply, UST, wastewater and reclamation laws and regulations. In addition, he is fully familiar with federal/state grant and loan programs.

### **EXPERIENCE WITH FIRM**

**S & S Engineers, Inc.  
President**

As the president of the firm, he manages all the projects, assuring professional work and timely completion of work at reasonable fees. He has *hands on* experience in planning, design and construction management and troubleshooting activities in water supply, wastewater, and environmental fields. He has provided technical expert testimony in courts on drainage control, sediment control, wastewater discharges and environmental impacts. He has thorough knowledge of federal and state grant/loan programs. Some of the representative projects are summarized below.

- 1) **Chelyan PSD, Cabin Creek, WV** - Planning, design and construction management of 35 miles of sewers, twenty-nine (29) pumping stations, telemetry system, intermunicipal agreements, upgrading of wastewater treatment plant to 1.6 mgd capacity, r.o.w., and land acquisitions to provide services to the communities of Witcher Creek, Diamond, Carroll Branch, Shrewsbury, Dry Branch, Ronda, Sharon, Miami, Dawes, Giles, Leewood and Eskdale, Town of Cedar Grove and Town of East Bank. Project cost \$22,000,000.00 funded by USEPA, WWDA, HUD-CDBG, ARC, Kanawha County Commission, Infrastructure Council, and Quincy Coal Company.
- 2) **City of Charleston Sanitary Board** - Planning, design, and construction management of Oakvale Road Sewer Extensions. WWSRF funded, total project cost \$400,000.00, completed in 1996.  
Filter Belt Press installation construction inspection service Project completed in 1997.





- 3) **City of Paden City** - Water pollution control facility improvements. Planning, design and construction management of 0.6 mgd wastewater treatment plant, sludge drying bed covers and raw wastewater pumping station. EPA funded project, cost \$2.2 million, completed in 1988.
- 4) **Crab Orchard-MacArthur PSD** - Design of three pumping stations, property survey for pumping stations and construction stakeout of 47 miles of sewers. This work performed for Gates Engineering Company as MBE sub-consultant.
- 5) **City of Ripley, WV** - Wastewater Facilities Improvements. Engineering report, EPA grant applications, design and construction management of wastewater collection system, pumping station and upgrading of lagoons. EPA funded project, cost \$1.1 million, completed in 1992.
- 6) **City of Sistersville, WV** - Water Pollution Control Facility Improvements. Planning, design and construction management of 0.3 mgd treatment plant and pumping station. EPA funded project, cost \$2.4 million, completed in 1992.
- 7) **Berkeley County Public Sewer Service District** - Sub-consultant services for preparation of O & M manual for 0.6 mgd wastewater treatment plant. Main components included grit chamber, equalization basin, primary clarifiers, trickling filter, secondary clarifier, ultra-violet disinfection and sludge drying beds.
- 8) **West Virginia Division of Highways-Route 10 Man to Logan** - Preparation of a portion of Environmental Impact Statement for 12.5 miles of proposed highway. Data collection, field visits, public meetings, draft EIS, and final EIS.
- 9) **West Virginia Division of Highways-Eldora/S. Fairmont I-79 Interchange** - Preparation of a portion of Environmental Assessment for a new interchange. Data collection, field visits, draft EA and final EA.
- 10) **Jackson County Landfill** - Subsurface investigations, planning and design of a valley fill type sanitary landfill, closure and post closure monitoring of the old landfill.
- 11) **Don's Disposal Service, Inc., Charleston, WV** - Design of improvements for wastewater treatment facilities, construction management and O & M troubleshooting; Leachate treatment facility, negotiations with POTW for pre-treated leachate discharge; Annual compliance monitoring and closure plan for the landfill.

- 12) **Chelyan Public Service District, Kanawha County, WV** - Design of 14 miles of water mains, 200,000 gallon storage tank to serve 1,100 customers in Cabin Creek area. Project was built under the budget amount and 100 additional customers were served. Funds left over were used for feasibility study to extend water mains to other communities.
- 13) **WV Army National Guard, Camp Dawson, Kingwood, WV** - Project involved new groundwater source selection, 120 gpm water treatment plant, 150,000 storage tank and distribution system to serve approximately 1,000 persons at WVARNG training center. This project was completed in August 1987.
- 14) **City of Ripley, Jackson County, WV** - Water System Improvements: S & S provided full-time resident construction inspection and management services for modifications to water plant, 200,000 and 500,000 gallon storage tanks, booster station and distribution system. Project completed in early 1988 under budget amount.
- 15) **WV Department of Corrections** - Anthony Correctional Center, Greenbrier County, WV: Feasibility report, design of iron and manganese removal unit, chlorination facility, well improvements, softeners, storage tank telemetry controls and related appurtenances. Project was completed under budget amount in 1983.
- 16) **Boone County Commission, Madison, WV** - Water System Improvements Project for Danville PSD, South Boone PSD and Spruce Fork PSD. Planning, design and construction management of water distribution system, water plant renovations and storage tank. Project cost - \$1,000,000.00, completed in 1989
- 17) **Town of Fort Gay, Wayne County, WV** - Planning, design and construction management of 250 gpm new water treatment plant, modifications to existing water plant and new 158,000 gallon water storage tank. Project cost \$700,000.00 to be completed in 1995.
- 18) **West Virginia State Health Department** - Review of numerous projects throughout the State of West Virginia. Projects included groundwater and surface water sources. Various degrees of treatment including flocculation, mixing, sedimentation, filtration, chlorination and fluoridation, operator training, troubleshooting, O & M manuals, and administrative regulations for public water supplies.
- 19) **McDonald's Corporation; Pittsburgh, PA** - Phase I Environmental Site Assessment for proposed McDonald's Restaurant throughout WV, Ohio, and Kentucky.



- 20) **Venable Trust Property; Winfield, WV** - Phase I, II & III Environmental Site Assessment, Remediation Action Plan and Remediation Work for hazardous and non-hazardous wastes.
- 21) **Yeager Airport; Charleston, WV** - Surveying, mapping, permitting for fueling facilities and construction inspection for the Rent A Car Service Area (1999).
- 22) **Yeager Airport; Charleston, WV** - Surveying, mapping, utilities, design, and construction inspection for Terminal Expansion Project (2001).

**PAST  
EXPERIENCE**

**West Virginia State Health Department**

**1) Acting Chief, Wastewater Division; 2) District Engineer; 3) Water Supply Engineer**

In various capacities, he has gained valuable experience related to water supplies from abandoned mines for small communities, wastewater treatment needs, assistance in planning and design of water and wastewater systems, governmental functions such as writing regulations, design standards, liaison with public, private groups and other agencies. He prepared "draft" design standards for wastewater systems which are now adopted by the State Health Board.

**Flaherty-Giavara Associates; New Haven, Connecticut  
Project Manager**

Experience includes planning and design of wastewater facilities, recreational facilities solid waste management plans and general environmental services.

**ACADEMIC  
BACKGROUND**

**M.S.C.E. (Major - Environmental Engineering) 1970**  
Partial course work for Ph.D.

**PROFESSIONAL  
REGISTRATION**

Registered Professional Engineer, West Virginia  
Registered Professional Engineer, Ohio  
Registered Professional Engineer, Kentucky  
Registered Professional Engineer, Virginia  
Diplomate, American Academy of Environmental Engineers  
Qualified Environmental Professional, IPEP

**PROFESSIONAL  
AFFILIATIONS**

Member, West Virginia Rural Water Association  
Member, Water Pollution Control Federation (President, WV Section, 1987-88) (National Director 1989-92)  
Member, American Water Works Association

**AWARD**

Arthur Sidney Bedell Award, Water Environment Federation, (1993)



## CURRICULUM VITAE

RANDY BROOKS CRACE, P.S.

VICE PRESIDENT

### SUMMARY

Thirty three years of surveying and engineering experience. Areas of concentration in boundary surveys, hydrology, topography, wastewater collection systems, hazardous waste site mapping, highway surveying, mapping, and construction stakeout, minor roadway design, solid waste disposal permits, aerial mapping controls, GPS control networks, right of ways, oil and gas well locations, construction stakeout, stormwater control plans, site grading, AutoCadd / Softdesk / Eagle Point computer network design, Phase I - ASTM environmental site assessment and technical expert witness testimony in surveying field.

### EXPERIENCE WITH FIRM

**S & S Engineers, Inc.**  
**Vice President**

Management of support staff on engineering and land surveying projects for EPA, HUD, WVDOH, industrial, commercial, and private development. Reporting directly to the president for project budgets, manpower estimates, staff assignments and contract management. Areas of special expertise in Phase I ASTM environmental site assessments, erosion and sediment control plans, stormwater retention systems, commercial site planning, subdivision design and layout, accident reconstruction surveying, expert testimony, hydraulic analysis of sewers and pumping stations.

- 1) **LRK / WV Department of Transportation Statewide** - GPS and conventional field control surveys and target placement for various aerial photography projects throughout West Virginia.
- 2) **National Park Service, New River Gorge Visitors Center** Topographic mapping, cross sections, profiles, control surveys and geotechnical investigations over 200 acre development.
- 3) **Marathon/Ashland Group** - Surveying, mapping and descriptions on commercial sites for development of convenience stores and gas stations throughout West Virginia.
- 4) **OHM Remediation Services, Inc.** - Engineering, surveying, GPS services, quantity estimates and digital mapping services on EPA cleanup projects submitted to the US Army Corps of Engineers.



- 5) **McDonald's Corporation** - Surveying, mapping, descriptions, grading plans, and Phase I Environmental Assessments on commercial sites for over 160 restaurants and real estate development throughout West Virginia, Ohio, Kentucky, and Virginia.
- 6) **Wendy's International** - Surveying, mapping, descriptions, grading plans, and Phase I Environmental Assessments on commercial sites for over 50 restaurants and real estate development throughout West Virginia, Ohio, Kentucky, and Virginia.
- 7) **McDevitt Street Bovis** - Construction layout of foundation, floors, and site stakeout for \$38 million Embassy Suites in Charleston, West Virginia.
- 8) **USDA - Capitol Soil Conservation Service** - Surveying, mapping and descriptions for land and right-of-way descriptions on flood control and road way relocation projects in Charleston, WV and Little Whitestick Creek Channel Relocation Project; Beckley, WV.
- 9) **Southern Land Company** - Quincy Mall; Dickinson, WV. Property survey, topographic maps, utilities, right-of- ways and construction stakeout.
- 10) **Kanawha County Schools** - County wide land surveying services including topographic mapping, flood elevation certificates, construction stakeout, expert witness on boundary, and utility planning.
- 11) **Mariner's Trust** - Property survey of 10,000± acre property in trust account in Kanawha County, WV.

**EXPERIENCE  
WITH OTHER  
FIRMS**

**Assistant Coordinator**

Assisted in the management of survey crews, processing and plotting of data by PC computer, and scheduling of the drafting with the department supervisor for EPA wastewater projects. Special assignments included compiling, processing, mapping and testimony for city boundary annexations.



### **Surveyor**

Responsible for the professional services in mortgage loan inspections, oil & gas well locations and permits, construction layout and management on coal facilities, various engineering and land surveying assignments to the private sector

### **Field Crew Supervisor**

Duties included engineering and layout on short span bridges, right of way maps, oil & gas well locations, mining permits, Department of Health permits, commercial site surveys and site planning, subdivision design of lots and utilities, engineering of roadways and bridge approaches, and basic surveying and mapping services to the general public.

### **Survey Crew Chief**

Direct field survey crew on engineering surveys for mining permits, quantity estimates, mountain top removals, alignment of overland belts, boundary locations, royalty line controls.

### **Engineering Technician**

Assisted the engineer on the preparation of surface and deep mine maps, coal property maps for investors, mining permit applications, mineral reserve estimates and geologic columns of core drilling.

**U.S. Army - SP4**  
**Honorable Discharge - 1974**

### **ACADEMIC BACKGROUND**

**MUCGS, Institute, WV**  
Attended graduate classes toward M.S., Major in  
Environmental Studies

**West Virginia State College, Institute, WV**  
BA, Major Industrial Technology, December 1989

**Cedar Lakes Conference Center, Ripley, WV**  
OSHA 40 Hour Hazardous Materials, July 1990

**AGC/WSDOT**  
Construction Site Erosion and Sediment Control Certification  
Spokane, WA



**Environmental Site Assessment**  
Commercial Real Estate Certification  
ASTM E-1527 & E-1528  
Phoenix, AZ

**West Virginia Department of Environmental Protection**  
Approved Person - Mining Permits 1986

**Putnam County Schools, Hurricane, WV**  
Real Estate Law, 90 Hour certificate, 1985

**ACSM Surveying Instrumentation and Coordinate Computation  
Certificate, 1978**

**U.S. Army Ordinance Center, Aberdeen, MD, 1972**  
Certificate in Fuel and Electrical Systems Repair

**Center College, Charleston, WV 1970**  
Technical Degree, Drafting

**PROFESSIONAL REGISTRATIONS** Professional Surveyor, West Virginia, 1982  
Professional Surveyor, Ohio, 1990  
Registered Surveyor, Kentucky, 1982

**PROFESSIONAL ASSOCIATIONS** Member, West Virginia Association of Land Surveyors  
Member, American Congress on Surveying & Mapping  
Member, National Society of Professional Surveyors  
Associate, American Institute Architects, WV



## CURRICULUM VITAE

VICTOR R. WILFORD, P.E.

SENIOR ENGINEER

### SUMMARY

Thirty six years of experience in water supply, wastewater, and environmental engineering. Liaison with USEPA, WVDEP, WVDOH and other agencies, budget and personnel administration

### EXPERIENCE WITH FIRM

#### **S & S Engineers, Inc.**

Project management of various water supply and wastewater projects.

### PAST EXPERIENCE 12/70 - 6/04

WV Department of Health & Human Resources  
Bureau for Public Health  
Office of Environmental Health Services  
Environmental Engineering Division  
815 Quarrier Street, Suite 418  
Charleston, West Virginia 25301

Director, Environmental Engineering Division (11/2000 - 6/2004)  
Responsible for the overall administration and management of a 70 person staff for the implementation of the state's environmental engineering programs for water and wastewater. Primary duty includes the implementation of the federal Safe Drinking Water Act including the source water protection programs and state revolving loan fund. Program budget was approximately \$12.5 million including the \$7.5 million DWT-SRF funding.

Assistant Director, Environmental Engineering Division (1984 - 2000)  
Responsible for the administration of engineers, sanitarians, and engineering technicians in five district offices for the implementation of the state's drinking water and waste water Programs. Duties include personnel management, technical assistance, policy development and interpretation, regulatory development and emergency assistance. Responsible for coordination of program with USEPA, other sections of the Division and other state and federal agencies. Also assisted Division Director with budget and grant preparation.

Section Chief, Drinking Water Program (1978-1984)  
Responsible for administration of the state's drinking water program in three district offices. Duties included the review of inspection reports, evaluation of various treatment techniques, taking enforcement actions, and providing technical assistance to staff.





Staff Engineer, Drinking Water Program (1970-1984)  
Responsible for performing inspections, development of reports and recommendations and the evaluation of drinking water treatment plants throughout the state.

**ACADEMIC  
BACKGROUND**

- 1969 New Jersey Institute of Technology, Newark, New Jersey  
B.S. in Civil Engineering
- 1972 University of Colorado, Boulder, Colorado  
M.S. in Civil Engineering
- 1988 Marshall University, Huntington, WV  
M.S. in Engineering Management

**PROFESSIONAL  
REGISTRATION**

Registered Professional Engineer, West Virginia #6628

**PROFESSIONAL AFFILIATIONS, OFFICER, & AWARDS**

- 1970-Pres. American Water Works Association (Life Member)
- 1988 Silver Presidential Award
- 1988 - 95 National Education Division Trustee
- 1985 - 88 Director, National Board of Directors
- 1984 - 85 Member, National Ad Hoc Committee on Small Water Systems
- 1984 - 85 National Advisory Committee Member for publication of "Design and Construction of Small Water Systems - A Guide for Managers"
- 1981 - 84 Secretary - Treasurer, WV Section
- 1983 - 84 President, Diamond Pin Club
- 1981 George Warren Fuller Award Recipient
- 1981 Ambassador Award Recipient
- 1980 - 81 Chairman, WV Section
- 1975 - 80 Trustee, WV Section
- 1974-1984 Conference of State Health and Environmental Managers (now defunct)

Served as member for the development and publication of "Small Water Systems Serving the Public"

Liaison representative to the AWWA Water Utility Council.

- 1985-2004 National Sanitation Foundation  
Member of the Joint Committee on Drinking Water Treatment Units  
Member, Steering Committee for ETV (Evolving Technology Verification) program



- 1989-1997 Interstate Commission on the Potomac River Basin  
Alternate Commissioner for the State of West Virginia
- 1993-2004 West Virginia Solid Waste Authority  
Proxy representative for the Commissioner of Health
- 2000-2004 West Virginia Water Development Authority  
Proxy representative for the Commissioner of Health
- 01/04-06/04 Association of State Drinking Water Administrators  
Board Member represented EPA Region III States
- 1976-1997 Nitro Sanitary Board  
Member of the Board. During tenure provided oversight for approximately five million dollars of construction including both the plant and sewer system.



## CURRICULUM VITAE

JESSIE O. PARKER, JR., P.E.

PROJECT ENGINEER

### SUMMARY

Five years of civil engineering projects including water, wastewater, storm sewers, drainage calculations, grading plans, inspections, payment request approvals, quantity & cost estimates, having worked with Contractors, City & PSD personnel, private sector, regulatory and funding agencies, he is able to move the project in a professional, cost-effective and timely manner.

### EXPERIENCE WITH FIRM

#### **S & S Engineers, Inc.**

Employed as Project Engineer. Experience includes planning, design, and construction management for a variety of environmental and civil engineering projects. This encompasses line layout, hydraulic analysis, pump and booster station designs, plant layout and design, process design, specification writing, permitting, storm water and drainage control, and cost estimating, as well as management of all phases and details of the projects. He works closely with all involved parties to ensure timely, cost efficient, and successful projects. He has also written several preliminary engineering reports and environmental reports. Some of the representative projects are summarized below

- 1) **South Putnam PSD, Putnam County, WV** - Shawnee Estates / Teays Pointe Business Park Sewer Extension Project. Design and construction management of twelve (12) miles of sewers, six (6) pumping stations, twelve (12) grinder pumping stations, and river crossing to provide service along US Route 35 from Cannery Lane to Teays Pointe Business Park.
- 2) **South Putnam PSD, Putnam County, WV** - Midway Phase II Sewer Extension Project. Construction management of two (2) miles of sewers to provide service in the community of Midway.
- 3) **Prichard PSD, Wayne County, WV** - Wastewater Collection System & Wastewater Treatment Plant Project. Planning, design, and construction management of seven (7) miles of sewers, four (4) pumping stations, and 0.1 mgd wastewater treatment plant to provide service to the community of Prichard.



- 4) **Town of Winfield, Putnam County, WV** - General services for Sanitary Board. Services include planning, design, and construction management of various wastewater and storm water projects
- 5) **Chelyan PSD, Kanawha County, WV** - Winifrede Sewer Extension Project. Planning and design of five (5) miles of sewers, three (3) pumping stations and telemetry system to provide service to the residents along Winifrede Hollow Road.
- 6) **Chelyan PSD, Kanawha County, WV** - Cabin Creek Sewer Extension Project, Phase II. Construction management of ten (10) miles of sewers, five (5) pumping stations, telemetry system, upgrading of wastewater treatment plant to 1.6 mgd capacity to provide services to the communities of Giles, Ohley, Eskdale and Leewood.
- 7) **Town of Sophia, Raleigh County, WV** - Soak Creek & Independence Road Sewer Extension Project. Design and construction management of eight (8) miles of sewers, five (5) pumping stations to provide service to the residents along Soak Creek on the western side of Town and provide service up to three schools along Independence Road on the eastern side of Town.
- 8) **Silverton Public Service District** - Watermain Extension Project. Design and construction management of office and maintenance buildings, 23 miles of water line, two (2) water storage tanks, three (3) booster stations, and one (1) pressure reducing vault to serve 300+ customers throughout the District.
- 9) **City of Sistersville, Tyler County, WV** - Klondike Avenue / Virginia Terrace Waterline Replacement Project. Planning and design of two (2) miles of water line to provide fire flow service to the elementary school.
- 10) **City of St. Marys, Pleasants County, WV** - Water and Sewer Line Replacement & Water Storage Tanks Project. Planning and design for the replacement of two (2) miles of sewer line and three (3) miles of water line, and two (2) water storage tanks.
- 11) **City of St. Marys, Pleasants County, WV** - Wastewater System Improvements Project - Phase I. Planning and design for the replacement of four (4) pumping stations, and one (1) new pumping station and extension to serve the St Marys Correctional Center



- 12) **Ellenboro - Lambertson PSD, Ritchie County, WV** - Ritchie County Industrial Park Water & Sewer Line Extension Project. Planning and design to extend water line and sewer line, and water booster and storage tank to serve the proposed industrial park.
- 13) **Town of Fort Gay, Wayne County, WV** - Meeting House Branch Road Waterline Extension Project. Design for water line extension to serve approximately 40 customers.
- 14) **Yeager Airport, Kanawha County, WV** - Runway 23 and Taxiway A Expansion Project. Design of stormwater and drainage control structures along with calculations for WVDEP NPDES Storm Water Permit, and design and preparation of Stream and Wetland Mitigation Plan for WVDEP 401 Water Quality Certification and USACOE 404 Permit.
- 15) **Yeager Airport, Kanawha County, WV** - Planning and preparation of environmental audit for Rent-A-Car facility.
- 16) **John Bosley Enterprises, Wood County, WV** - Design of stormwater and drainage control structures along with calculations for WVDEP NPDES Storm Water Permit.
- 17) **USDA - Forestry Department, Menifee County, KY** - Frenchburg Conservation Center Wastewater Treatment Plant Replacement Project. Design of a 0.03 mgd packaged wastewater treatment plant to replace the existing treatment pond.

**ACADEMIC  
BACKGROUND**

**WVU Institute of Technology, Montgomery, WV**  
B. S. Civil Engineering - 2002

**Marshall University, South Charleston, WV**  
M. S. Engineering - May 2006

**PROFESSIONAL  
REGISTRATION**

Registered Professional Engineer, West Virginia

**PROFESSIONAL  
AFFILIATIONS**

Member, Water Environment Federation



## CURRICULUM VITAE

**BRIAN J. CONDRON, SIT**

**SURVEY PARTY CHIEF**

### **SUMMARY**

Fourteen years of surveying experience with major emphasis on aerial photography control surveys, GPS control surveys, construction layout, earthwork projects, topographic mapping, location surveys and roadway surveying. Competent in the use of robotic and conventional total stations, data collectors, and Autocad drafting

### **EXPERIENCE WITH FIRM**

**S & S Engineers, Inc.  
Survey Party Chief**

Duties include supervising survey crews, performing all stages of field work with various types of survey equipment including auto-tracking robotic total stations, conventional total stations, and control-grade GPS receivers. Responsible for project research, data collection survey note reduction, computations, and computer drafting. Involved with various WVDOH funded highway projects including horizontal and vertical controls, property surveys, right-of-way, construction layout and mapping.

### **PAST EXPERIENCE**

**Dechandelle Surveying Company  
Survey Party Chief**

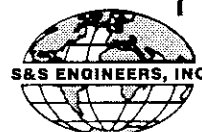
Responsible for contacting clients and performing courthouse research. Supervised a rod person and operated a total station for rural boundary surveys.

**Adkins Surveying Company  
Survey Party Chief**

Managed up to a four person survey crew, coordinated surveys and client meetings, performed all stages of survey research, and used Autocad to generate plats.

**Adkins Surveying Company  
Instrument Operator**

Operated a total station for acreage and location surveys, operated a theodolite with EDM for boundary line surveys and supervised a rod person.



**Adkins Surveying Company  
Rod/Chain Person**

Operated rod for property line surveys. Operated level rod for flood elevation certificates. Responsible for maintaining equipment.

**Bowman Land Surveying Company  
Rod/Chain Person**

Operated rod for land and coal stockpile topography projects. Cut cross section lines. Responsible for maintaining equipment

**ACADEMIC  
BACKGROUND**

**West Virginia Institute of Technology, Montgomery, WV**  
BS, Surveying Engineering Technology, May 1995.

**West Virginia Institute of Technology, Montgomery, WV**  
AS, Civil/Surveying Engineering Technology, May 1991

**Hurricane High School, Hurricane, WV**  
Graduated in top 10 percent of class in Academics Program, June 1988.



## CURRICULUM VITAE

DAVID MATT SHELTON

CIVIL ENGINEERING TECHNICIAN  
CONSTRUCTION INSPECTOR

### EXPERIENCE WITH FIRM

Employed as Civil Engineering / Survey Technician or Inspector. Experienced in site grading, surveying, quantity surveys, building layout, water & sewer system design, construction inspection on civil engineering projects.

One year as Civil Engineering Technician. Experience as Engineering Technician includes design of pump stations, water & sewer lines, manholes, drainage calculations, and quantity estimates.

Three years on Survey Crew. 6 months as Rodman and 2½ years as Instrument Man. Experience as Instrument man includes topographic surveys, construction stakeout for water & sewer systems and highways, cut sheets for sewer systems, GPS surveying for field control work, etc.

### ACADEMIC BACKGROUND

**WVU Institute of Technology, Montgomery, WV**

A. S. Civil Engineering Technology - (December 2004)

B. S. Civil Engineering Technology - (May 2005)





## CURRICULUM VITAE

**MICHAEL WHITMAN**

**CONSTRUCTION INSPECTOR**

### **SUMMARY**

Experience in construction management, record keeping, quantity and payment reviews, inspection, site grading, and surveying. Having worked with general contractors, subcontractors, community representatives and residents, he has developed solid techniques to move the projects in a professional, cost-effective and timely manner

### **EXPERIENCE WITH FIRM**

#### **S & S Engineers, Inc.**

Employed as construction inspector for Prichard PSD wastewater system project. Previously completed Chelyan PSD's Cabin Creek Sewer Extension Project - Phase II. Duties include sewerline & pump station construction inspection, keeping daily log books, maintain tap reports and as-builts, quantity estimates and pay requests.

### **EXPERIENCE WITH OTHER FIRM**

#### **Thrasher Engineering - Oct. 2003 - July 2004**

Pea Ridge Public Service District - Wastewater System Project

#### **July 2004 - November 2004**

Union - Williams Public Service District

#### **Boyles & Hildreth - Apr. 2005 - Dec. 2005.**

Walton Public Service District - Water System Project

Various job duties included construction inspection, installation of telecommunication and cable lines; construction stakeout concrete testing, heavy equipment operator, assist surveyor and several other construction related

### **ACADEMIC BACKGROUND**

#### **Glenville State College**

Course work in Environmental Technology

Spencer High School Graduate



PROJECT EXPERIENCE



## WASTEWATER PROJECT EXPERIENCE

1. **Putnam Public Service District, Putnam County, WV** - Planning, design, and construction management of Kanawha Valley Sewer Project including 15 miles of sewer & forcemains, 6 pump stations, 13 grinder pump stations, 6 emergency generators, master flowmeter, etc. Total project cost \$ 7.2 million. Completed in August 2007. Approximately \$ 700,000 leftover in budget - used to purchase TV/Camera inspection system, a pump station & forcemain replacement, and excavator.
2. **Prichard Public Service District, Wayne County, WV** - Planning, design and construction management of wastewater collection system and 0.125 mgd wastewater treatment plant. Total project cost \$ 2.2 million. Completed in May 2007.
3. **Chelyan Public Service District, Kanawha County, WV** - Cabin Creek Sewer Extensions - 20 miles of sewer extensions and treatment plant upgrading. (Total Estimated Project cost - \$13 million). Phase I of this project was completed in August 2000 (\$5.8 million). Phase II involves sewer extensions and treatment plant upgrading from 0.815 mgd to 1.63 mgd. Project completed within budget in November 2003.
4. **Chelyan Public Service District, Kanawha County, WV** - 14 Miles of Sewer Extensions and Treatment Plant Upgrading: Project involved sewer extensions to Witcher Creek, Diamond, Quincy Center, Carroll Branch, and wastewater treatment plant expansion including 2 clarifiers, 0.7 meter belt filter press, and UV disinfection system. Project completed within budget in May 1996. (Total Project cost \$2.7 million)
5. **City of Charleston, WV** - Oakvale Road Sewer Extension: The project involved preliminary engineering report, design, and construction management of 1.5 miles of sewers and a pump station. Project completed within budget in June 1997, cost \$350,000.
6. **City of Charleston, WV** - Filter Belt Press Installation: This project involved inspection services, start up and troubleshooting for a 2.0 meter filter belt press. Project completed within budget in January 1998, cost \$800,000.
7. **Charleston Sanitary Board, Charleston, WV** - Construction inspection of installation of elastomeric check valves (12" through 54") on the combined sewer overflows outfalls.
8. **Town of Cairo, Ritchie County, WV** - Planning, design and construction management of \$1.4 million new wastewater collection and 40,000 gpd treatment system. Project completed within in budget in August 1995. Another sewer extension project, approximately \$1.0 million, was completed in year 2000.



9. **City of Paden City, Tyler and Wetzel Counties, WV** - Water Pollution Control Facility Improvements: This project involved preparation of facilities plan, design and construction management of upgrading a 0.3 mgd primary plant to 0.6 mgd secondary plant, smoke testing of sewers, and I/I analysis, sewer extensions, PSC Rule 42 application, sewer use ordinance, and WDA bond application. This project was completed in 1989. (Total Project cost \$2.0 million)
10. **City of St. Marys, Pleasants County, WV** - Planning and design of sewer extensions, pump station upgrading, new pump stations for connection to the St. Marys Correctional Center, and new 0.525 mgd wastewater plant. Project expected to go in construction by summer of 2005. (Estimated Total Project cost \$4.85 million)
11. **Mt. Zion Public Service District, Calhoun County, WV** - Planning, design and construction management of \$1.1 million wastewater collection and 40,000 gpd treatment system project. Project completed within budget in May 1996.
12. **City of Ripley, Jackson County, WV** - Wastewater Treatment Facility Improvements: Through a unique and innovative approach, S & S has retained full utilization of existing wastewater lagoons facility to meet State/NPDES permit requirements, smoke testing of sewers and I/I analysis. Construction of sewer extensions, pumping station replacement and further upgrading of lagoons completed in June 1991.
13. **City of Sistersville, Tyler County, WV** - Project involved rehabilitation of wastewater pumping station, abandonment of existing primary plant, and construction of secondary plant with a 0.3 mgd capacity including an oxidation ditch with intrachannel clarifier, sludge holding tank, 0.5 meter belt filter press, and UV disinfection system. S & S provided select area I/I analysis of combined sewers to assess impact on treatment facility. Construction completed in May 1991 within the budgeted amount of \$2.2 million.
14. **Town of Winfield, Putnam County, WV** - Wastewater system improvements, combined sewer overflows - nine minimum controls, water quality impact evaluation, long term control plan, smoke testing, sanitary and storm sewer separation, GPS mapping of manholes and catch basins, Planning Commission engineering review of streets, sanitary sewer, stormsewer, water system, etc.
15. **Town of Winfield, Putnam County, WV** - Upgrading of existing lagoon, stormsewer and sanitary sewer separation, sewer extensions and pump station upgrading. Construction to be completed in June 2004.
16. **Enviro-Tank Clean, Inc. Belpre, Ohio** - Planning, design and construction management of a chemical tank cleaning and industrial wastewater treatment facility, construction management and operation assistance, and permit applications to Ohio EPA.



17. **Woodland Estates, Charleston, Kanawha County, WV** - Planning design and permit approvals for 12 lot subdivision, water and sewer system.
18. **Elk-Pinch PSD, Kanawha County, WV** - Successful negotiations with USEPA for audit of 1980s project. Total amount desired by USEPA was \$3,900,000 and was negotiated down under \$100,000
19. **WVDNR - Bluestone State Park, Summers County, WV** - Replacement of a 50 gpm wastewater pumping station and a 12,000 gpd package extended aeration treatment plant at Meador Campground. Project completed in 1998.
20. **Greater St. Albans PSD, Kanawha County, WV** - Assistance in making wastewater system operational, general consultation, extension of sewers, pre-treatment coordination for industrial users.
21. **WVDNR - Kanawha State Forest, Kanawha Co., WV** - Septic tanks in series, effluent pumping, recirculating sand filters and chlorination to serve camp ground. Project completed in 1998.
22. **Enviro Clean services, Wooster, OH** - Planning, design and construction management of 50 gpm industrial treatment facilities; 200,000 gallon pre-treatment tanks, sludge processing facilities, assistance in obtaining permits from City of Wooster and Ohio EPA. Project completed in 1995.
23. **City of Nitro, WV** - Design and construction management of the Poca River Road Sewer Extension Project Phase I and Phase II. Project cost approximately \$2.0 million, completed in April 2001 under budget.
24. **Ellenboro-Lamberton PSD, Ritchie County, WV** - Planning, design and construction management of 0.125 mgd wastewater plant, 175 gpm pump station, and extension of sewers. Project cost \$1.0 million, completed in 1998.
25. **Buffalo Creek PSD, Logan County, WV** - Planning, design and construction management of a 12 meter belt filter press and accessories. Provide general consulting on both the water and wastewater systems.
26. **Town of Wytheville, VA** - New pre-treatment program for industrial wastes, wastewater sampling and analysis, review and approval of Pre-Treatment Program by Virginia Department of Environmental Quality - Southwestern Office. Yearly evaluation and assistance to Town in implementation of Program.
27. **Green Valley - Glenwood PSD, Mercer County, WV** - Negotiations with WVDEP regarding sanitary sewer overflow compliance order. Modification of WVNPDES to increase ammonia-nitrogen limit, and general consultation.



CLIENT REFERENCES



## WASTEWATER CLIENT REFERENCES

1. Hon. Rusty Casto, Mayor (304) 755-3669  
City of Nitro  
P.O. Box 607  
Nitro, WV 25143
2. Hon David B. Fox, Mayor (304) 652-6361  
City of Sistersville  
200 Diamond Street  
Sistersville, WV 26175
3. Mr Michael W. McNulty (304) 757-6551  
Executive Director  
Putnam Public Service District  
P. O. Box 860  
Scott Depot, WV 25560
4. Mrs. Joyce McPhail, Chairperson (304) 595-2203  
Chelyan Public Service District  
P.O. Box 8  
Cabin Creek, WV 25035
5. Hon. Ronald C. Stone, Mayor (304) 586-2122  
Town of Winfield  
One Main Street  
Winfield, WV 25213
6. Hon. Paul Ingram, Mayor (304) 684-2401  
City of St. Marys  
418 Second Street  
St. Marys, WV 26170
7. Mr. James H. Walters, Chairman (304) 869-3280  
Ellenboro-Lamberton Public Service District  
418 Main Street  
Pennsboro, WV 26415
8. Hon Harry Taylor, Mayor (304) 683-4456  
Town of Sophia  
P.O. Box 700  
Sophia, WV 25921-0700
9. Mr. Arnold Hazlett, Chairman (304) 486-5514  
Prichard Public Service District  
P. O. Box 13  
Prichard, WV 25555



**DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATION**







**WEST VIRGINIA**  
**DEPARTMENT OF TRANSPORTATION**  
1900 Kanawha Boulevard East • Building Five • Room 109  
Charleston, West Virginia 25305-0440 • 304/558-0444

**Joe Manchin III**  
Governor

July 26, 2006

Mr. Ashok M. Sanghavi, P.E.  
S & S Engineers, Inc.  
501 Eagle Mountain Road  
Charleston, WV 25311

Dear Mr. Sanghavi:

West Virginia Department of Transportation  
Division of Highways  
Socially and Economically  
Disadvantaged Business Certification


This is to inform you that the documents your firm submitted for recertification as a Socially and Economically Disadvantaged Business have been reviewed and approved. Your firm will continue to be listed in the West Virginia Department of Transportation, Division of Highways Contractor's Proposals as a firm certified under the provisions of 49 CFR Part 26.

This certification shall be valid until June 1, 2009 unless it is determined that the firm is no longer eligible to participate in the program. Prior to the date of expiration, a recertification form will be sent to you.

You are further advised that your certification as a DBE is subject to our review at any time during the effective period of this certification. Pursuant to the policy, we reserve the right to call for any and all relevant documentation, at any time, during the effective period of certification.

You should notify the Transportation EEO Division within 30 days of any changes in the information you have submitted.

Sincerely,

  
Drema L. Smith, Director  
EEO Division

DLS:tw