

**STAFFORD  
CONSULTANTS  
INCORPORATED**

*Engineering, Design and Consulting*

Web: [staffordconsultantsinc.com](http://staffordconsultantsinc.com)

Pictures from Canaan Valley Resort web page

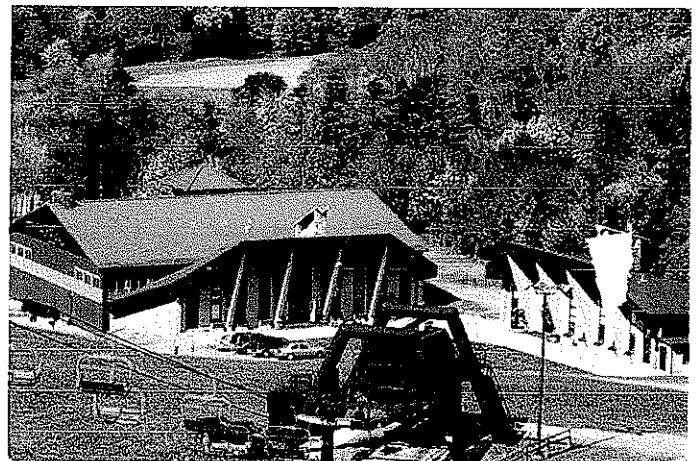
**PROPOSAL FOR  
DIVISION OF  
NATURAL RESOURCES**

**CANAAN VALLEY  
RESORT  
STATE PARK**

**Improvements to the  
Wastewater Facilities  
DNR #209026**

**Tucker County,  
West Virginia**

**October 9, 2008**



1105 Mercer Street  
Post Office Box 5849  
Princeton, West Virginia 24740

Phone: (304) 425-9555

Fax: (304) 425-9557

E-Mail: [staffordconsultants@frontiernet.net](mailto:staffordconsultants@frontiernet.net)

**ENGINEERING**  
*A PEOPLE SERVING PROFESSION*

**STAFFORD**  
*A CLIENT- CARING AND SERVING COMPANY*



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

RFQ COPY  
 TYPE NAME/ADDRESS HERE

Stafford Consultants, Inc.  
 1105 Mercer Street  
 P.O. Box 5849  
 Princeton, WV 24740

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
09/10/2008				

BID OPENING DATE: 10/02/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL  EXPRESSION OF INTEREST  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.  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.  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.  EXHIBIT 10  ADDENDUM ACKNOWLEDGEMENT						

RECEIVED

REQUISITION NO.: DNR209026 2008 OCT -8 A 9:37

PURCHASING DIVISION  
 STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>C. Dean Gorton</i>	TELEPHONE 304 / 425-9555	DATE 10-9-08	
TITLE President	FEIN 550656181	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 F.O.B. 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

RFQ NUMBER  
 DNR209026

PAGE  
 1

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

RFQ COPY

TYPE NAME/ADDRESS HERE  
 Stafford Consultants, Inc.  
 1105 Mercer Street  
 P.O. Box 5849  
 Princeton, WV 24740

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
0001	1	LS		906-00-00-001		
***** 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 ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL ***** THIS IS THE END OF RFQ DNR209026 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *C. Dean Hyatt* TELEPHONE (304) 425-9555 DATE 10-9-08  
 TITLE President FERN 55-0656181 ADDRESS CHANGES TO BE NOTED ABOVE

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



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

**Request for  
 Quotation**

REQ NUMBER  
**DNR209026**

PAGE  
**2**

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

RFQ COPY

TYPE NAME/ADDRESS HERE


Stafford Consultants, Inc.  
 1105 Mercer Street  
 P.O. Box 5829  
 Princeton, WV 24740

RFQ COPY

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
-----------------------------------	---------------	----------	--------	---------------

BID OPENING DATE: **10/02/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOF	QTY NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED            ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY            PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p> <p>ADDENDUM NO.'S:</p> <p>NO. 1 Acknowledged - dated 09/22/08</p> <p>NO. 2 .....</p> <p>NO. 3 .....</p> <p>NO. 4 .....</p> <p>NO. 5 .....</p> <p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF TH            ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>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.</p> <p style="text-align: right;">             .....            SIGNATURE            Stafford Consultants, Inc.            .....            COMPANY            October 9, 2008            .....            DATE         </p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>C. Dean Upton</i>	TELEPHONE 304 / 425-9555	DATE 10-9-08	
TITLE President	FERN 550656181	ADDRESS CHANGES TO BE NOTED ABOVE	

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



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:  
**3**

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

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
**Stafford Consultants, Inc.  
 1105 Mercer Street  
 P.O. Box 5849  
 Princeton, WV 24740**

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
------------------------------------	---------------	----------	--------	---------------

BID OPENING DATE: **10/02/2008** BID OPENING TIME: **01:30PM**

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

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>C. Lee Yipton</i>	TELEPHONE <b>304 / 425-9555</b>	DATE <b>10- 9-08</b>	
TITLE <b>President</b>	FEIN <b>550656181</b>	ADDRESS CHANGES TO BE NOTED ABOVE	

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



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:  
**4**

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

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
**Stafford Consultants, Inc.  
 1105 Mercer Street  
 P.O. Box 5849  
 Princeton, WV 24740**

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
BID OPENING DATE: <b>10/02/2008</b>		BID OPENING TIME <b>01:30PM</b>		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR EO1: <b>304 / 425-9557</b>						
CONTACT PERSON (PLEASE PRINT CLEARLY): <b>C. Dean Upton, President</b>						
***** THIS IS THE END OF RFQ DNR209026 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>C. Dean Upton</i>	TELEPHONE <b>304 / 425-9555</b>	DATE <b>10-9-08</b>
TITLE <b>President</b>	FEIN <b>550656181</b>	ADDRESS CHANGES TO BE NOTED ABOVE

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

Revised July 26, 2007

EXPRESSION OF INTEREST  
Canaan Valley Resort State Park  
Wastewater Facilities Improvements  
#DNR 209026

Part 1      **GENERAL INFORMATION**

**1.1 Purpose:**

The Acquisition and Contract Administration Section of the Purchasing Division "State" is soliciting Expression(s) of Interest (EOI) for West Virginia Division of Natural Resources, Parks and Recreation Section, "Agency", from qualified firms to provide architectural/engineering services as defined in section two (2) and three (3).

**1.2 Project:**

The mission or purpose of the project described in sections 2 & 3 is to provide professional engineering services pursuant to the following objectives:

Provide necessary professional engineering services to implement the recommendations of Woolpert LLP for Canaan Valley State Park in their study date May 5, 2006 prepared for the Division of Natural Resources, Titled "Wastewater System Assessment Study", or further improve on those recommendations. Included in this project will be the production of plans, specifications, all required bidding documents, and other related services necessary to construct the desired improvements.

**1.3 Format: N/A**

**1.4 Inquiries:**

Additional information inquiries regarding this EOI must be submitted in writing to the State Buyer with the exception of questions regarding proposal submission, which may be oral. The deadline for written inquiries is identified in the Schedule of Events, Section 1.16. All inquiries of specification clarification must be addressed to:

Frank Whittington, Senior Buyer  
Purchasing Division  
P.O. Box 50130  
Charleston, WV 25305-0130  
Fax: (304) 558-4115



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:

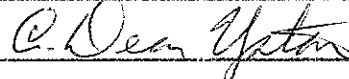
Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, 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: Stafford Consultants, Inc.

Authorized Signature:  Date: October 9, 2008



**STAFFORD  
CONSULTANTS  
INCORPORATED**

*Engineering, Design, and Consulting  
Planning and Environmental Services*

October 9, 2008

File: 08-9999.00/N

Department of Administration  
Purchasing Division  
Attention: Frank Whittaker, Senior Buyer  
2019 Washington Street, East  
P.O. Box 50130  
Charleston, WV 25305-0130

Dear Mr. Whittington:

RE: Division of Natural Resources  
Parks and Recreation  
Canaan Valley Resort  
Wastewater Facilities Improvements

We appreciate the opportunity of providing our qualifications for the referenced project. If selected for the work, Stafford Consultants will bring the following advantages to the Project.

1. **Experience and Knowledge of Similar Wastewater Projects:** The following proposal highlights just a few of the similar wastewater projects successfully performed by Stafford Consultants. Many of these projects include the same elements as your project: small wastewater plants, pumping stations, collection system piping, and force mains.
2. **Responsiveness to Client's Needs:** Your proposed project includes an evaluation of the existing "Wastewater System Assessment Study", recommendations regarding improvements to the plan, and implementing the plan. Stafford has demonstrated the ability to promptly complete these elements on numerous projects. Your best assurance of our responsiveness to our client's needs is through contacting our clients. We encourage you to contact the New Haven PSD, Kenny Hayes (304/658-5872) and Dave Pollard (304/574-4258) and the Oakvale Road PSD, Pamela Browning, Manager (304/487-2750) and Lyle Huntington, former Manager (304/320-9703). Please feel free to contact any of our clients from the contact information provided in our proposal.
3. **Experience of Engineering and Technical Team:** As demonstrated by our proposal, Stafford's professional staff consists of registered professional engineers, each with over 25 years experience. Our design technicians and field representatives have similar extensive records of experience in projects similar to your project. Our project manager has worked directly with the Department of Health and West Virginia Department of Environmental Protection on wastewater projects for over 30 years. His prior experience includes wastewater treatment

Mr. Whittaker  
October 9, 2008  
Page 2

STAFFORD 

projects for the Parks and Recreation Section at Babcock State Park, Pipestem State Park, and Panther State Forest. His experience in working with the review agencies will assist in a prompt review and approval of your project.

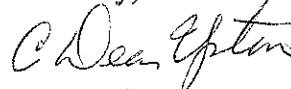
4. **Established Formal Quality Assurance Program:** Each project at Stafford receives a peer review by an in-house professional engineer not directly responsible for the project. This independent review by a “new set of eyes” provides greater protection from items being overlooked in the preparation of reports, plans, and specifications. The quality assurance review is also geared to evaluate “bidability” and “constructability” issues, to reduce the chance of “surprises” during construction. Our quality assurance program also includes several reviews of the project documents with our clients’ key milestones so the clients’ needs are met.

I am including the following information, which I feel will respond to your request:

1. Project Approach
2. Project Team (Organization Charts)
3. Resumes of Key Project Personnel Showing Experience and Technical Expertise
4. Project Experience Maps and Prior Related Experience
5. Wastewater Experience
6. Quality Control Statement
7. Professional References

I appreciate your consideration of our proposal and trust you will give our Firm your serious consideration for this important project. I will be pleased to respond to any questions you may have and will provide any additional information you may require. We will make ourselves available for an interview at your convenience.

Sincerely,



C. Dean Upton, P.E.  
President



CDU/cld

Enclosures

# TABLE OF CONTENTS

- I. Project Approach
- II. Project Team (Organization Chart)
- III. Resumes of Key Project Personnel  
Technical Expertise
  - C. Dean Upton, P.E.
  - Edward L. Shutt, P.E.
  - Kenneth R. Crowe, P.E.
  - Christopher L. Perdue
  - Howard "Sonny" Berry
  - Kevin Smith
  - Sidney P. Burns
  - Clyde King
- IV. Project Experience Map and Prior Related Experience
- V. Wastewater Experience
- VI. Quality Control
- VII. Professional References

**SECTION I**

**PROJECT APPROACH**

# PROJECT APPROACH

Based upon the Divisions' request for Expressions of Interest (EOI), including Addendum No. 1, the project will include a review of the existing "Wastewater System Assessment Study". Stafford proposes a team approach to this assessment that will involve the management and operations personnel of the Parks and Recreation Section. Each recommendation will be evaluated considering both initial investment requirements and the on-going operating costs. The evaluation must also consider the long-term plans for the Park and the goals of the management team. Through our staff's experience over the past thirty years, we have developed an excellent working relationship with the WV Department of Environmental Protection and the WV Department of Health. This relationship has resulted in prompt approval of submissions such as wasteload allocations, preliminary engineering reports, design reports, plans, specifications, and permit applications. Stafford will review viable options for improvements in detail with the Division (including local operating staff). We believe input from operating personnel is essential to providing a system that will meet regulatory requirements without undue burden on operating staff.

For this DNR – Division of Parks and Recreation Project, Stafford has assembled a project team that consists of registered or certified personnel. The key members and their specific duties are presented on the Stafford Project Team Summary that follows.

The varied activities of the firm are guided by its principles. Mr. C. Dean Upton, P.E. will serve as Project Manager for Stafford on this project. He will provide overall monitoring of the progress of your project. Mr. Upton has a strong engineering background relative to water and wastewater systems. He is a native of West Virginia and is available to work closely with you throughout the course of your project. Mr. Edward L. Shutt, P.E. will serve as Quality Assurance Officer. Mr. Shutt has over 30 years experience in sanitary engineering to draw from in providing an independent review of each aspect of the Project.

Members of the project team include:

<b>C. Dean Upton, P.E.</b>	<b>Principal / Project Manager</b>
<b>Edward L. Shutt, P.E.</b>	<b>Quality Assurance Officer</b>
<b>Kenneth R. Crowe, P.E.</b>	<b>Chief Structural Engineer</b>
<b>Christopher L. Perdue</b>	<b>Civil / Assistant Project Manager</b>
<b>Howard Berry</b>	<b>Contract Administrator/Designer</b>
<b>Kevin Smith</b>	<b>Designer/Technician</b>
<b>Sidney P. Burns</b>	<b>Resident Project Representative</b>
<b>Clyde King</b>	<b>Resident Project Representative</b>

After selection by the Division, Stafford Consultants will negotiate a mutually agreeable professional engineering agreement for all work to be performed.

Initially, Stafford will provide a thorough review of the existing plan, review regulatory requirements, develop schematic level options for improvements to the existing plan, review these options in detail with the Division, and provide recommendations for implementation. We will obtain current wasteload allocation for viable options and provide an updated cost analysis of viable treatment options.

Following selection and approval of the plan and upon the Division's authorization to proceed with preliminary design, Stafford will:

1. Prepare preliminary design documents consisting of final design criteria, preliminary drawings and outline specifications. Stafford will review these documents with your operations staff, to incorporate any ideas they may have that will improve the ease of operations. Our preliminary plan will be reviewed with your operations staff prior to starting final design.
2. Based on the information contained in the Preliminary Design Documents, submit a revised opinion of probable project costs.
3. Present and review Preliminary Design Documents with your staff.

After written authorization to proceed with the Design Phase, Stafford will:

1. On the basis of the accepted Preliminary Design Documents, prepare detailed drawings to show the character and scope of the work to be performed by Contractors on the Project and instructions to bidders, general conditions, special conditions and technical provisions.
2. Furnish to the Division such documents and design data as may be required for, and assist in the preparation of, the required documents so that the Division may secure approval of such governmental authorities as have jurisdiction over design criteria applicable to the Project.
3. Advise the Division of any adjustments to the cost estimate for the Project caused by changes in scope, design requirements, or construction costs based on the final Drawings and Specifications.
4. Prepare proposal forms and Notice to Bidders and assist in the preparation of Contract Documents.
5. Prepare for review and approval by the Division, its legal counsel and other advisors, Contract Agreement forms, General Conditions and Supplementary Conditions and Bid Forms, Invitations to Bid and Instructions to Bidders.

After written authorization to proceed with the Bidding or Negotiating Phase, Stafford will:

1. Assist the Division in obtaining and evaluating bids or negotiating proposals and prepare construction contracts.

The Construction Phase will commence with the execution of the first of the prime construction contracts to be executed (or on such other date as may be specified by the Division for commencement of the work under any construction contract) and will terminate upon written approval of final payment by Stafford to all of the Contractor(s).

During the Construction Phase, Stafford will:

1. Consult with and advise the Division and act as its representative as provided in Articles 1 through 17, inclusive of the Engineers Joint Contract Document Committee's Standard General Conditions of the Construction Contract No. 1910-8.
2. Make periodic visits to the site to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the Contract Documents. We will keep you informed of the progress of the work, will endeavor to guard you against defects and deficiencies in the work of the Contractor(s), and may disapprove or reject work as failing to conform to the Contract Documents.
3. Review and approve shop drawings, diagrams, illustrations, brochures, catalog data, schedules, and samples, the results of tests and inspections and other data which any Contractor 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; and receive and review maintenance and operating instructions, schedules, guarantees, bonds and certificate(s) of inspection which are to be assembled by the Contractor(s) in accordance with the Contract Documents.
4. Issue all instructions of the Division to the Contractor(s) and prepare routine change orders as required. We may, as the Division's representative, require special inspection or testing of the work. We will act as interpreter of the terms and conditions of the Contract Documents and judge of the performance thereunder by the parties thereto and will make initial decisions on all claims of the Division and the Contractor(s) relating to the execution and progress of the work and all other matters and questions related thereto.
5. Based on our on-site observations as an experienced and qualified design professional and on our review of the Contractor(s) applications for payment and supporting data, determine the amount owing to the Contractor(s) and approve in writing payment to the Contractor(s) in such amounts. Such approvals of payment shall constitute a representation to you based on such observations and review that the work has progressed to the point indicated and that to the best of our knowledge, information and belief, the quality of the work is in accordance with the Contract Documents (subject to an evaluation of the work as a functioning project upon substantial completion, to the results of any subsequent tests called for in the Contract Documents, to minor deviation from the Contract



Documents, correctable prior to completion and to any qualifications stated in his approval), but by approving an application for payment Stafford shall not be deemed to have represented that he made any examination to determine how or for what purposes any Contractor has used the monies paid on account of the contract price.

6. Conduct an inspection to determine if the Project is substantially complete and final inspection to determine if the Project has been completed in accordance with the Contract Documents and if each Contractor has fulfilled all of his obligations thereunder so that Stafford may approve in writing final payment to each Contractor.
  
7. Provide full time on-site representation, if requested and approved by the Division, which will include inspection, testing, filing of daily reports, review of change orders, review of pay estimates and other duties required to assure the highest quality work possible. A copy of the daily reports will be provided weekly to the Division.

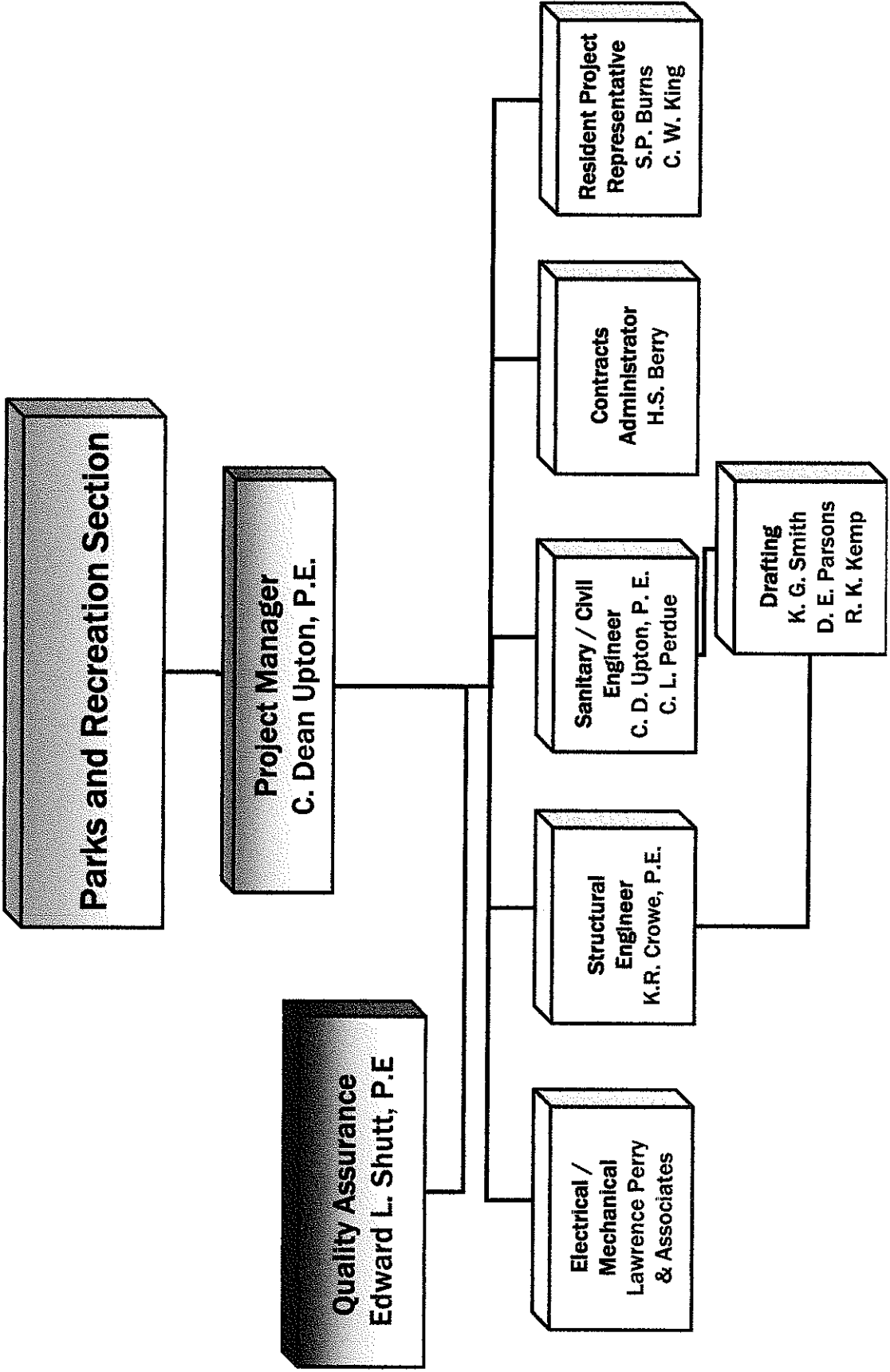
***SECTION II***

***PROJECT TEAM***  
***(ORGANIZATION CHART)***

# DIVISION OF NATURAL RESOURCES

## CANAAN VALLEY RESORT WASTEWATER SYSTEM IMPROVEMENTS

### Stafford Consultants Project Team



***SECTION III***

***TECHNICAL EXPERTISE  
AND  
RESUMES***

# TECHNICAL EXPERTISE

Each of the key members of the project team have at least 25 years of engineering experience in water and wastewater projects to draw upon in serving you. Resumes of the team and others appear on the following pages.

## COMPUTER CAPABILITIES:

Project layout, design and management are fully computerized. Stafford's twelve computer workstations are networked to provide full utilization of all peripherals. Hardware includes Pentium based computers, plotters, printers and scanners.

Project plans are developed using five AutoCAD workstations. Project reports and specifications are developed generally using Windows based "Word" software, though other software may be used to meet specific client needs.

Specific computer programs utilized in-house include:

EXCEL and LOTUS	-	Various Analysis & Design Spreadsheet
WORD	-	Word Processing
WORDPERFECT	-	Word Processing
WATER CAD	-	Pipe Network Analysis
SURGE	-	Pipe Network Analysis
RETWALL	-	Retaining Wall Design
FHWA	-	Hydraulic Analysis
HYDRAIN	-	Calculates Discharges
HEC-1	-	Flood Hydrograph
HEC-RAS	-	River Analysis System
GANTT	-	Project Scheduling
AEPEX	-	Project Management and Accounting
INROADS SELECTCAD	-	Roadway Design Package
MERLIN DASH	-	Bridge Beam Analysis
		Straight Bridge Beam Design and Analysis
DESCUS I	-	Curved Beams and Girders Analysis
		Curved Beam Design and Analysis
MDX	-	Highway Bridge Curved and Straight
		Beam and Girder System Analyses

Numerous Miscellaneous Structural and Hydraulic Programs



Engineering, Design and Consulting  
Planning and Environmental Services

**C. Dean Upton, P.E.**  
**President**

**Education:** Marshall University  
Bachelor of Science in Civil Engineering, 1973

**Professional Registration:** West Virginia  
Virginia  
Engineer

**Professional Memberships:** National Society of Professional Engineers; West Virginia Society of Professional Engineers,  
1998 President; American Water Works Association.

**Business and Civic Activi-** Past President of Marie Ruritan Club and member New Hope United Methodist Church.

**Experience:** 2004 - Present **Stafford Consultants Incorporated, President**  
1997 - 2004 **Stafford Consultants Incorporated, Chief Sanitary Engineer**

Mr. Upton's responsibilities at Stafford Consultants include administrative duties as chief executive officer and project management. Project management duties include the development of projects from conceptual planning through construction and initial operation of facilities.

Representative projects include:

- Center PSD Wastewater Treatment Plant Improvements. Planning, design, and construction engineering for new decanters and UV disinfection system for existing wastewater treatment plant
- Ansted Wastewater Improvements, Ansted, West Virginia. Prepare planning, design, funding applications and construction engineering for upgrade of 220,000-gpd wastewater plant and eight pumping stations
- Athens Wastewater Plant Improvements, Athens, West Virginia. Prepare Wastewater Facilities Plan and design services for expansion and upgrade of wastewater plant to 0.5 MGD capacity.
- Wastewater Treatment Plant Modifications, Princeton, WV. Provide design and construction assistance for improvements to 3.6 MGD wastewater plant to enhance nitrification and solids handling.
- Water Treatment and Distribution Improvements, Gary Regional Water. Provided design and project engineering for 2.0 MGD plant improvements, three storage tanks, three pumping stations and 50,000 L.F. of water mains.
- Water System Extension, Gary Regional System Phase II, Pageton and Skygusty. Provide design and project engineering for booster station, 400,000-gallon storage tank, and water main extensions for McDowell County PSD.
- Pre-sedimentation Basin, Lewisburg, West Virginia. Provide planning, design, and construction assistance for 500,000 gallon pre-sedimentation basin for water treatment plant
- Flocculators and Sludge Removal System, Lewisburg, WV. Provided design and construction phase assistance for installation of horizontal, two-stage flocculators and sludge removal in existing 500,000-gallon concrete tank
- City of Hinton, Gold Coast and Brooklin Sewer Extension. Planning and Design phase services for extension of sewer services to residential and commercial areas adjacent to Hinton.



- 
- Marshall University Weight Training Facility, Huntington, WV. Design and construction phase services for 14,000 square foot weight training facility.
  - Wastewater Pump Stations, Blacksburg, Virginia Evaluate existing Shenandoah wastewater pumping station. Design, plans and specifications for Murphy and Highland Park Pump Stations.

**1986 - 1997      Anderson & Associates, Project Manager**

Responsible for numerous water and wastewater projects from planning through design and construction. Representative projects include:

- Wastewater Pumping Stations, Town of Blacksburg, Virginia. Four new wastewater pumping stations and expansion of the Cedar Run pumping station from 2.6 MGD to 3.1 MGD capacity.
- Alleghany County, Virginia. Four wastewater pumping stations and I/I rehabilitation of existing sewer systems. Three new water storage tanks and rehabilitation of three existing tanks.
- Wastewater Treatment Plant, Rich Creek, Virginia. New 150,000-gpd RBC wastewater treatment facility.
- Water System Improvements, Pearisburg, Virginia. Development of a 220 gpm well, extension of water system, two booster stations, and a 125,000-gallon storage tank.
- Wastewater Treatment Plant Expansion, Shawsville, Virginia. Expansion of plant from 100,000 gpd to 200,000-gpd capacity.
- Foxcroft Avenue Water Improvements, Martinsburg, West Virginia. Distribution system improvements to enhance fire protection.

**1981 - 1985      G. A. Tice, Incorporated, Project Engineer/Chief Engineer**

- Responsible for planning, design and construction administration for water and wastewater projects. Also responsible for coordination of activities for up to three field survey crews. Major municipal projects for which Mr. Upton provided construction administration services include the Shady Springs PSD's wastewater system and the Town of Pax wastewater system. The Shady Spring system included construction of approximately 50 miles of sanitary sewers, three pumping stations, and a 0.8 MGD wastewater treatment plant.

**1974 - 1981      Holley Kenney Schott, Incorporated, Project Engineer**

- Prepared wastewater facilities plans, design drawings and specifications for water and wastewater projects. Projects completed included numerous sewer system extensions for the City of Beckley and the North Beckley Public Service District. Facilities plans completed included the City of Beckley - Raleigh County Facilities Plan and the Red Sulphur Public Service District Facilities Plan. Design projects also included wastewater treatment plants for Babcock and Pipestem State Parks.

**1973 - 1974      John E. Harms, Inc., Inspector**

- Construction inspector for wastewater collection systems, wastewater pumping station, and storm water systems in Anne Arundel County, Maryland.



*Engineering, Design and Consulting  
Planning and Environmental Services*

**Edward L. Shutt, P.E./P.L.S.  
Vice President**

<p><b>Education:</b> Virginia Polytechnic Institute and State University Bachelor of Science in Civil Engineering, 1969</p> <p>Studies for graduate degree in Sanitary Engineering VPI 1974 &amp; 1975; Water Storage Facilities Design - 1977, University of Wisconsin; Professional Liability/A/E Quality Control - 1980, Victor O. Schinnerer &amp; Company; EPA Construction Grants Administration - 1980, The Cilren Company; Construction Claims and Disputes - 1984, Engineering News Record; Claims - Anticipation and Avoidance - 1986, WV Rural Water Association; Construction Contract Administration - 1994 American Institute of Architects; Understanding and Managing Risk - 1995 Victor O. Schinnerer and Company; Better Management - Leading Your Firm and it's Project Manager - The Picus Group; Balanced Evaluation of Public/Private Partnerships - AWWA Research Foundation; Management of Public Works Construction Project - American Public Works Association; West Virginia Construction Law: Can This Job Be Saved - Lorman Education Services - Ethics for Engineers - Chitester Management System, Inc. - 2000; Water Storage Tank Inspections - WVACE/WV Rural Water; Modern Contracting Practices for Infrastructure Projects - Professional Development Option. 2001 - Construction Issues in West Virginia - Lorman Education Services; 2005 - Victor O. Schinnerer and Company, Inc.- Contracts for Professional Services / Alternate Methods for Project Delivery / Insurance for Design Professionals / Dispute Prevention and Non-Adjudicative Resolution - Litigation on Arbitration / Planning for Success in the International Project Arena / Concepts in Risk Management / Legal Liability of Design Professionals / Developing the Capacity to Manage Risk / Evaluation of Projects and Clients / Planning Phase and Design Phase Risk Management / Bidding or Negotiation Phase Risk Management / Construction Phase Risk Management.</p>	<p><b>Professional Registration</b> West Virginia (Engineer)</p> <p>West Virginia (Surveyor)</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------

**Professional Memberships:** National Society of Professional Engineers, American Water Works Association, West Virginia Rural Water Association and West Virginia Society of Professional Engineers.

**Business and Civic Activities:** Member Johnston Chapel Church, Past Member Finance Committee; Johnston Chapel Church, former Sunday School Teacher; Mercer County Democratic Executive Committee, Treasurer; Former member West Virginia Association of Consulting Engineers; Former member West Virginia Association of Consulting Engineers Infrastructure Committee.

**Experience:** 1985 - Present Stafford Consultants Incorporated, Vice President

- Operating officer in charge of design, construction administration activities and quality assurance. Responsibilities have involved conceptual planning, preliminary engineering, final design, financing, bidding and negotiations, construction administration, supervision of resident project representation and final closeout for water projects ranging from \$250,000 to \$44,000,000 in size.
- Design/Quality Assurance Review for various projects.
- Expert Witness in construction claims, change orders and engineering standards of practice.





**1977 - 1985**

**Gates Engineering Company, Chief Environmental Engineer, Chief Sanitary Engineer, Assistant Chief Engineer - Sanitary, and Civil Engineer**

- Responsible for the supervision of civil and sanitary projects, as well as the day-to-day supervision of three engineers and the coordination of designers and draftsmen.
- Assisted clients by performing preliminary engineering studies and cost estimates for grant applications to secure funding from various government agencies, as well as performing detailed work in financing through revenue bonds.
- Prepared feasibility studies, rate studies and operational and maintenance budgets.
- Design and construction administration services for water and wastewater systems.
- Supervised design of 1.1 miles of WV Route 290/1 for the WV Department of Highways.
- Participated in planning and design of the West Virginia University Stadium.
- Participated in planning and design of expansion of Martinsburg Veterans Administration Hospital
- Provided engineer's services during construction and supervised resident project representatives.

**1975 - 1977      Region I Planning and Development Council, Sanitary Engineer**

- Prepared grant applications and assisted communities in obtaining funding for water and sewer projects.

**1975              Pentree Incorporated, Design Civil Engineer**

- Responsible for design of water treatment plant and distribution system.

**1974 - 1975      Virginia Polytechnic Institute and State University, Graduate Student and Graduate Research Assistant.**

**1972 - 1974      Pentree Incorporated, Design Civil Engineer**

- Coordination and supervision of all survey work. Survey work including topographic surveys, land surveys, control surveys for aerial mapping and construction surveys for contractors in the layout of their work.
- Design of wastewater plant, runway expansion and airport layout.

**1970 - 1972      United States Army, Draftsman  
Honorably discharged with the rank of Sergeant (E5)**

**Summer 1969    Frank R. McGuire Construction Company, Draftsman**

- Responsible for preparation and obtaining approval of all working drawings from Architect/Engineer on the Big Walker Mountain Tunnel Portal Building (I-77) in Wytheville, VA.

**Summers 1966, 1967 & 1968    West Virginia Department of Highways**

- Worked on survey crew in 1966, which was involved in layout of various highway projects. Also surveyed projects for final quantities. Worked as a laborer on bridge repair and as a survey taker for determining traffic counts.



Engineering, Design and Consulting  
Planning and Environmental Services

**Kenneth R. Crowe, P.E.**  
**Chief Structural Engineer**

**Education:** West Virginia Institute of Technology  
Bachelor of Science in Civil Engineering, 1976

**Professional Registration Engineer** West Virginia  
Virginia  
Kentucky

**Business and Civic Activities:** Church Treasurer, Board of Trustees Chairman, and member of New Hope United Methodist Church

**Experience:** 1985 - Present Stafford Consultants Incorporated, Chief Structural Engineer

Design Engineer and Project Manager for the following projects:

- Preparation of contract plans and bidding documents for sidewalk construction along Stafford Drive and Ingleside Road for the City of Princeton.
- Structural design for sequencing batch reactor at Athens Wastewater Treatment Plant.
- Structural design for flocculator tank at Summersville Regional Water Treatment Plant
- Preparation of contract plans and bidding documents for pedestrian underpass, Shott Building Elevator and Conley Hall Renovations at Bluefield State College.
- Preparation of contract plans and bidding documents for sidewalk replacement and drainage improvements for the Town of Oakvale.
- Preparation of contract plans and bidding documents for renovations to Married Student Housing Building at Marshall University.
- Preparation of contract plans and bidding documents for street paving and sidewalk construction for the Town of Peterstown.
- Structural design for clarifier at Welch Wastewater Treatment Plant.
- Structural design for Princeton Community Hospital's Behavioral Medicine Center.
- Structural design for skybox addition at West Virginia University.
- Structural design for Athletic Facilities Building at Virginia Tech.
- Structural design for Mathena Cultural Arts Center in Princeton
- Bridge design, roadway design and WVDoH coordination for Patterson Creek Bridge, Devils Backbone Bridge, Cassity Bridge, Reeses Mill Bridge, Tabbs Station Bridge, Bowles Bridge, Gardner Truss Bridge, Jaeger/Bradshaw Bridge, Mineral Wells Interchange Overpass Bridge, Camden Avenue I-77 Bridge, Mullens Overhead Bridge, Cass Arch Bridge, Gould Bridge, Wiggins Bridge, Hutchinson Branch Bridge, Grapevine Creek Bridge, Rolfe Arch Bridge, Craigsville Intersection Improvements, Webster Road Intersection Improvements, Hinton Road Intersection Improvements, Bellepoint Road Widening, North Lewisburg Road Widening and 5.25 miles of the four lane Coalfields Expressway in McDowell County.
- Roadway design and WVDoH coordination for Poca Bridge, Pax Bridge, Rock Truss Bridge, Welch Post Office Bridge, Buckhannon Truss Bridge and Buffalo Creek Bridge.
- West Virginia Department of Energy Abandoned Mine Lands reclamation projects including Williamson Nursing Home Slide, Weyanoke Portals, Mason County Bond Forfeitures, Heizer Creek, Sarah Ann Drainage, Canebroke Complex, Milburn Red Dog Pile, Charleston Portals, Millersville Road Refuse Piles, Cabin Branch Refuse Pile, Mill Branch Refuse Piles, Ameagle Complex, Shoemaker Landslide, Kermit Drainage, Birds Creek Refuse and Blue



**Pennant Complex.**

- Building, structure, pile foundation design and truss analysis for Celanese Celco Plant, Narrows, Virginia
- Preparation of contract plans and bidding documents for parapet repair, roofing replacement and canopy construction projects for Princeton Community Hospital
- Preparation of contract plans and bidding documents for roofing replacement project for Princeton Public Library.
- Updating of Master Plans for Greenbrier Valley Airport and Mercer County Airport.
- Bridge inspection and rating for United Coal Company.

**1981 - 1985      Gates Engineering Company, Principal Consulting Mining Engineer and Civil Engineer II**

- Responsible for all mine permitting, including DR-4 Surface Mine Applications, DR-14 Underground Opening Applications, DR-3 Prospecting Applications, NPDES Permit Applications and Department of Mines Opening Approval Applications. Performed all permit related design; haulroads, diversion ditches, sediment ponds, drainage control structures, valley fills and refuse disposal areas.
- Assisted in mine design and refuse disposal area design. Performed property evaluations including coal reserves and reclamation needs. Operated department microcomputer; wrote programs; and provided computer analysis for STRESS and COGO. Assisted on bridge and structural design projects.

**1980 - 1981      Westmoreland Coal Company Central Engineering Department, Chief Environmental Engineer**

- Responsible for all civil engineering design and mine permitting in Westmoreland's West Virginia Divisions. Supervised three engineers and two draftsmen. Prepared OSM Permit Applications, West Virginia Department of Natural Resources DR-4, DR-14 and DR-23 Surface and Deep Mine Applications, State Water Pollution Control Permit Applications and NPDES Permit Applications. Designed sediment ponds, drainage control structures, concrete footings and walls and steel columns and beams. Prepared run-off hydrographs for drainage design, performed flood routing and performed fill slope design.

**1979 - 1980      Westmoreland Coal Company Central Engineering Department, Environmental Engineer**

- Prepared OSM Permit Applications, West Virginia Department of Natural Resources DR-4, DR-14 and DR-23 Surface and Deep Mine Applications, State Water Pollution Control Permit Applications and NPDES Permit Applications. Designed sediment ponds, drainage control structures, concrete footings and walls, and steel columns and beams. Prepared run-off hydrographs for drainage design, performed flood routing and performed slope design.

**1976 - 1979      Westmoreland Coal Company Imperial Smokeless Division, Mining Engineer**

- Performed all steel and concrete design for the division - beams, footings, columns and walls. Performed surveying outside and underground. Prepared NPDES, State Water Pollution Control, and deep and surface mining permits.



Engineering, Design and Consulting  
 Planning and Environmental Services

**Christopher L. Perdue**  
**Assistant Project Manager**

<b>Education:</b> Bluefield State College Bachelor of Science in Civil Engineering Technology May, 2003	<b>Professional Registration R.L.D.</b> Virginia #26145 (Exp 10-30-09)
---------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------

**Professional Memberships:** American Society of Civil Engineers (Since 2001), Engineers and Surveyors Institute (ESI)  
 Designated Plans Examiner (Fairfax and Loudoun Counties, and City of Alexandria, VA)

**Experience:** **January, 2008 - Present Stafford Consultants Incorporated, Assistant Project Manager**

Mr. Perdue's responsibilities at Stafford Consultants include project design assistance and construction phase assistance for water, wastewater, stormwater management, and development projects.

Assignments include the following projects:

- **Wastewater Collection System Expansion and Wastewater Plant Improvements, Hinton, WV.** Preliminary design and project engineering for 2.0 MGD (peak flow) plant improvements, 2 pumping stations and 16,000 L.F. of Gravity Sewer and Sanitary Force Main.
- **Anchor Road Water System, Logan County, WV.** Design and project management assistance for \$2,500,000 water system expansion project.
- **Douthat Water System Extension, Alleghany County, Virginia.** Prepare VMRC and Corps permit applications and assist with construction phase engineering services.

**July, 2004 - October, 2007 VIKA, Incorporated, Project Manager/Project Engineer**

Project Management responsibilities included; Initial Project Feasibility Studies, conceptual design, Final Design to include Sediment and Erosion Control Plans, Wet Utility Design, Storm Water Management Facilities (Wet and Dry Ponds, regional impoundments, Underground Facilities, etc.), Traffic Control Plans. Responsibilities also included Construction Administration services from construction commencement to project occupancy or completion.

- **Fort Lincoln Townhomes, Washington, DC.** Planning, design and construction administration services for 222 townhouse unit development Project included stormwater management and retaining wall structures.
- **The Villages at Washington Gateway, Washington, DC.** Feasibility study and planned urban development preparation for 22 acre tract. Project included development of a regional stormwater management pond.
- **Stonewall Estates, City of Fairfax, VA.** Planning, design and construction administration services for 7-lot subdivision. Plan included utilities, roadway and storm water management.
- **Riverside Park Apartments, Fairfax County, VA.** Planning for new amenities to existing 1500-unit residential development. Amenities included new clubhouse, amphitheater, two swimming pools, leasing office and other site improvements.
- **Southeast Federal Center, Washington, DC.** Preliminary planning, site grading, hydraulic design related to floodplain issues and permitting for roadways and utilities in areas surrounding the Washington Nationals Stadium along the Anacostia River in Southeast D.C.



Engineering, Design and Consulting  
Planning and Environmental Services

**Howard "Sonny" Berry**  
**Construction Administrator**  
**Designer/Draftsman/Resident**  
**Project Representative**

**Education:** West Virginia Institute of Technology  
Bachelor of Arts, 1993  
  
Beckley College  
Associate of Science in Mining Technology, 1980  
  
Fayette Plateau Vocational Technical Center - Drafting, 1974  
WVU - Course work in Landscape Architecture, 1974

**Licensed:** West Virginia DoH  
Compaction Technician  
  
Troxler Certified Nuclear  
Density Gauge Operator

**Experience: 1985 - Present Stafford Consultants Incorporated; Construction Administrator, Designer/Draftsman, Resident Project Representative**

- Construction administration for various civil engineering projects. Work includes responsibility for writing change orders, reviewing pay estimates, maintaining construction project files, and serving as field person liaison. Prepares project cost estimates, permit applications, and performs shop drawing review and approval. Specific projects include New Haven PSD Regional Water Project, City of Welch Wastewater Collection System, Town of Alderson Wastewater Treatment Plant, City of Summersville Water Project and Oakvale Road PSD Mercer/Summers Water Project.
- Design layout and drafting various projects, including the City of Summersville Regional Water Treatment Plant, City of Welch Wastewater Treatment Plant, Big Bend PSD, New Haven PSD Waterline Extension Project, City of Mullens Street Paving Project, Wilderness PSD Nallen-Old Nicholas Road Waterline Extension Project and Oakvale Road PSD Water and Sewerline Improvements.
- Resident project observation for various project, including Wilderness PSD Waterline Extension Project, Town of Lester Water System Improvements, Raleigh County Airport Taxiway and Markings, Princeton Community Hospital Rehabilitation Center, Marshall University Fairfield Stadium Artificial Turf Replacement and City of Oak Hill Street Paving.

**1984 - 1985 Gates Engineering Company, Resident Project Representative**

- Resident project representative for Town of Alderson wastewater facilities.
- Checking shop drawings for West Virginia University Stadium Expansion
- Resident project representative for the Crab Orchard-MacArthur PSD wastewater facilities.

**1983 - 1984 Trion Construction Company, General Laborer**

**1981 - 1983 Republic Supply Company, Field Sales Representative**

- Servicing oil and gas field supply accounts.
- Inventories and purchasing
- Valves and fitting make-up

**1980 Roger Hornsby Construction, General Laborer**

**1977 - 1979 Riverton Coal Company, Mine Clerk**

- Responsible for production records, time records, mine supplies, underground communications, EMT and other duties

**1975 - 1977 Ben Bob, Inc., Survey Party**

- General rodman and chainman for survey party.



Engineering, Design and Consulting  
Planning and Environmental Services

**Kevin G. Smith**  
**Designer/CAD Technician**

**Education:** Raleigh County Vocational Education Center, 1979

Lay Minister Certificate, School of Christian Studies of the  
West Virginia Baptist Convention

**Licensed:** Civil I and Civil II  
Certificates

**Experience:** 1998 - Present **Stafford Consultants Incorporated, Designer/CAD Technician**

- Design and drafting for water and wastewater projects including, Summers County Sewer Study for Summers County Commission, Summersville Water Treatment Plant, John Nash Boulevard Sewer for Bluefield Sanitary Board, Brooks Barksdale Water Extension for Mercer/Summers County Commissions.
- Design and drafting on bridge and highway road projects throughout the State of West Virginia including Grapevine Creek Bridge, Hutchinson Branch Bridge, Cass Arch Bridge, Mullens Bridge, Coalfields Expressway US 121, Wiggins Bridge, Mineral Wells Interchange Overpass Bridge, US Route 219 Lewisburg Widening, Bellepoint Road Widening, Route 41 and West Webster Road Intersection Improvement, Route 20 and 55 Intersection Improvement, and Gould Bridge.
- Design and drafting for drainage and civil work associated with Gardner Industrial Park for Mercer County Commission, Chapmanville High School, Williamstown Middle School, Parkersburg High School and Parkersburg South High School.

**1998 Computects and DBD Professional Group, Inc. – Beckley, WV**

- Performed civil site designs and civil layout of architectural projects including Oak Hill Days Inn, Gary Library and Medical Center, Ronceverte Voluntary Fire Department, Ronceverte City Hall, and Sun Mountain.
- Design and drafting on engineering projects including Glade Springs Sanitary Sewer Relocation.
- Site development for A&E Construction at the NW intersection of US 19 and WV16 north of Beckley.

**1992-1997 G. A. Tice Incorporated – Beckley, WV**

- Design and drafting on various civil engineering projects including subdivision layouts and Pinecrest Industrial Park at Beckley.
- Highway and roadway storm drainage systems.
- Sanitary sewer collection and extensions systems including Shady Spring PSD, Town of Mount Hope, and North Beckley PSD.
- Water distribution systems including Town of Pax and Crow area water extension project.
- Calculations for many residential, commercial and government survey projects including Canaan Valley State Park for USFW Service and the New River National Park Service.
- Civil site design for commercial and government projects including Beckley Holiday Inn Addition, Haz Mat Facilities Administration Building, Pinecrest Industrial Park, and Cool Ridge Post Office.



**1986-1992      ESP Associates - Charlotte, NC**

- Development of custom CAD packages for in-house use, including Storm Water, Sanitary Sewer, Subdivision Layout and Staking, and Roadway Design.
- Drafting and design for layout of subdivisions with the responsibility of the layout of lots, roads, sanitary sewer, storm drainage and final plats for recording.
- Calculations for up to four field crews for field layout for Outer Beltway Interstate 485, Sanitary Extension along I-77 North of Charlotte, Widening of Park Road, Relocation of 36" and 42" Gas Transmission at High Point, NC, Rock Hill, SC subdivision development, Widening of US Route 17 in NC, Cabarrus Industrial Complex including I-85 interchange and Airport, Riverrun Subdivision including golf course, Cameron Woods Subdivision Phases III-VII, many other smaller industrial, commercial and residential projects in the Charlotte area.

**1981-1986      G. O. Bledsoe, Incorporated – Beckley, WV**

- Supervised drawing of plats and maps by other employees. Design and drafting for engineering and surveying projects using CAD. Survey calculations and reductions for many residential, commercial and industrial projects. Advanced from rodman to crew chief to supervisory position.

**1980-1981      HKS - Beckley, WV**

- Advanced from rodman to instrument man including note keeping and field note reductions for various commercial and industrial projects.



Engineering, Design and Consulting  
Planning and Environmental Services

**Sidney P. Burns**  
**Senior Resident**  
**Project Representative**

**Education:** Greenbrier High School, Ronceverte, WV, 1958

**Licensed:** Certified Engineering  
Technician - Level IV  
Troxler Certified Nuclear  
Density Gauge Operator

**Experience:** 1985 - Present **Stafford Consultants Incorporated, Senior Resident Project Representative**

- Responsible for inspection and documentation of work performed for various civil engineering construction projects including water treatment plants, wastewater treatment plants, collection lines, distribution lines, plant piping, pump stations, reclamation projects and street replacement. Specific projects include Mercer/Summers Water Project, City of Welch Wastewater Treatment Plant, Town of Alderson Wastewater Treatment Plant, City of Summersville Wastewater Treatment Plant, City of Mullens Streetscape Project, Wilderness PSD Waterline Extension Project, Williamson Nursing Home Slide AML Reclamation Project, and Danville PSD Wastewater Treatment Plant and Collection System.
- Assisted in preparation of cost estimates for construction projects including water plants wastewater plants, collection lines, distribution lines, street and pavement improvement projects.
- Performed field surveys for numerous projects including Mercer/Summers Water Project, Town of Athens Water Project, Oakvale Road PSD Sewer Project, Wilderness PSD Water Project, Greenbrier Valley Airport, Big Bend PSD water tank project, City of Welch Sewer Project, Logan County PSD Water Project, Impoundment for Bluewell PSD, Town of Bramwell Sewer Project, Mason County Bond Forfeiture AML Project, Millersville Road Refuse AML Project, Milburn AML Project, Sarah Ann AML Project, Welch Post Office Bridge Project, Town of Ansted Pump Stations and Big Bend PSD Sewer Project.

**1980 - 1985 Gates Engineering Company, Contract Administrator**

- Responsible for documentation and contract procedures for various construction projects related to water treatment and wastewater treatment facilities. Specific projects include Crab Orchard-MacArthur PSD Wastewater Treatment Plant, Town of Pineville Water Treatment Plant and distribution lines, and Mercer County Development Authority - Cumberland Industrial Park

**1961 - 1980 West Virginia Division of Highways, Project Supervisor**

- Responsible for inspection, documentation and testing of all material and work performed on several interstate highway and Appalachian Corridor construction projects.
- Coordinated all construction activities with the general public.
- Prepared all necessary change orders and coordinated construction with funding agencies and the Federal Highway Administration.

**1958 - 1961 V. N. Green Company Incorporated**

- Laborer and heavy equipment operator, highway construction Instrument man on survey party at Armco Steel, Ashland, Kentucky. Survey Party Chief for construction stakeout and documentation of work performed on two major highway projects in Marion, Virginia and Grayson, Kentucky.





Engineering, Design and Consulting  
Planning and Environmental Services

**Clyde W. King**  
**Resident Project**  
**Representative**

**Education:** Ansted High School, 1970

Oak Hill Vocational Technical School, Drafting, 1970

**Licensed:** West Virginia Division of  
Highways Certified  
Compaction Technician

Troxler Certified Nuclear  
Density Gauge Operator

**Experience:** 1985 - Present Stafford Consultants Incorporated, Resident Project Representative

Responsible for construction inspection and documentation of work performed for various civil engineering construction projects, primarily water and wastewater projects. Also performs survey work and layout work. Participated in many projects including the following:

- Field investigations, smoke testing, and data collection for Ansted Wastewater System Facilities Plan.
- Field representation and layout for New Haven PSD/West Virginia American water project, City of Summersville water project, Wilderness PSD water project, Mercer/Summers water project, and McDowell County PSD water project.
- Field layout for Bluewell PSD water project and the Town of Bramwell
- Field representation for West Virginia American's Oak Hill water treatment plant, Logan County PSD, Princeton Senior High School stadium project, City of War sidewalk project, Town of Athens sidewalk project and Crab Orchard-MacArthur wastewater project.

**1980 - 1985 Gates Engineering Company, Field Representative and Inspector**

Responsible for project coordination, inspection, reviewing pay estimates, preparing field orders and preparing project cost estimates on various projects including the following:

- Big Bend PSD, Summers County, WV.
- Mud Fork, Rum Junction/Lyburn and Sharples Water Projects in Logan County, WV.
- Wilderness PSD, Nicholas County, WV.
- Cumberland PSD and Cumberland Industrial Park, Mercer County, WV.
- Jenkin Jones PSD, McDowell County, WV.
- Raleigh County PSD (Arnett), and Crab Orchard - MacArthur PSD, Raleigh County, WV.

**1976 - 1978 Southern West Virginia Regional Health Council, Landfill Operator**

- Responsible for weighing in trucks and keeping records. Trained in operation of heavy earth moving equipment.

**1971 - 1976 West Virginia Division of Highways - District 9, Highway Inspection Technician**

- Responsible for the daily logging of construction work, recording of materials used, plotting cross sections, preparing estimates, et cetera

***SECTION IV***

***PROJECT EXPERIENCE MAP***

***AND***

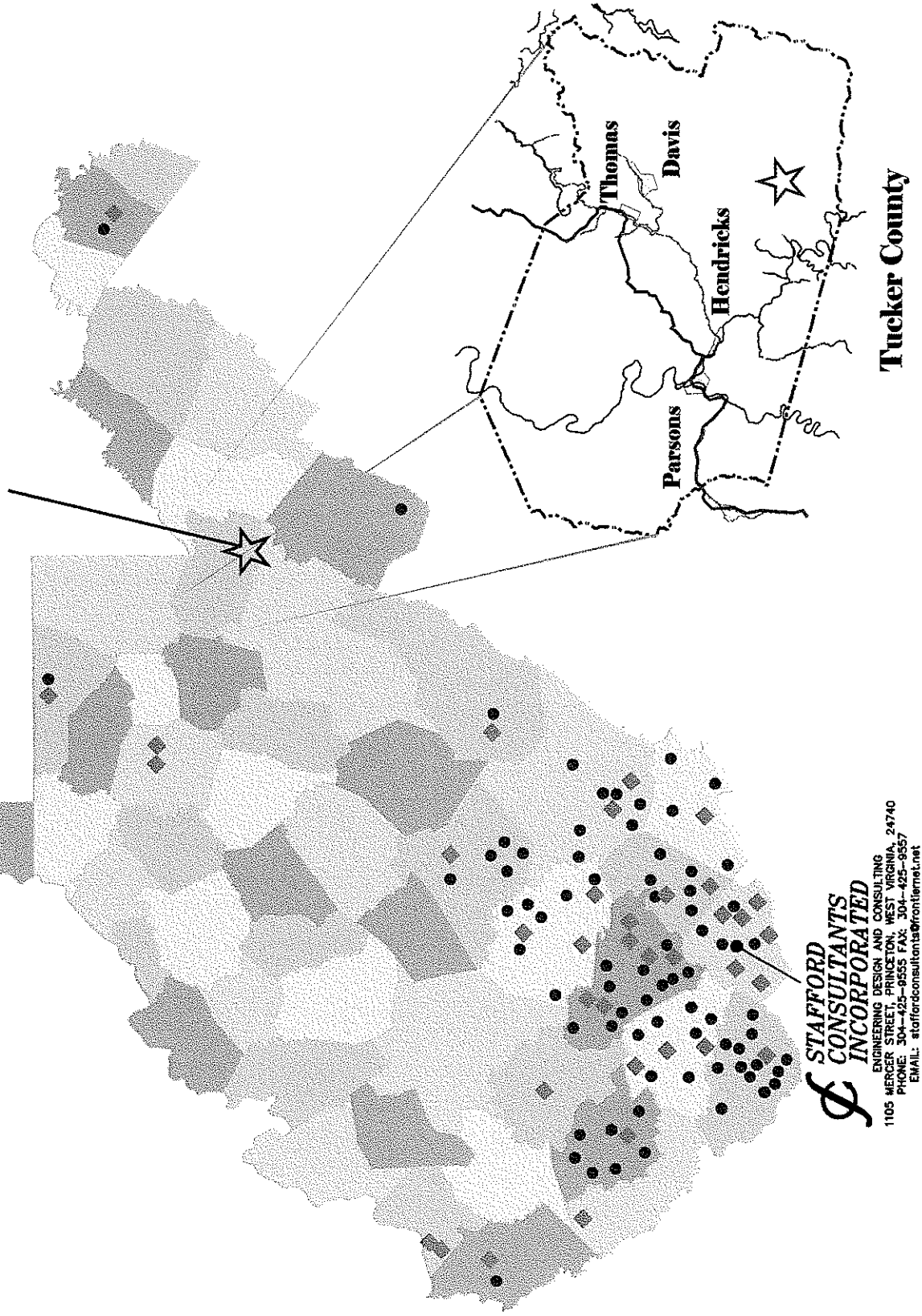
***PRIOR RELATED EXPERIENCE***

# SANITARY DESIGN EXPERIENCE

- Water Projects
- ◆ Sewer Projects

# STATE OF WEST VIRGINIA

CANAAN VALLEY  
RESORT  
STATE PARK



**STAFFORD  
CONSULTANTS  
INCORPORATED**

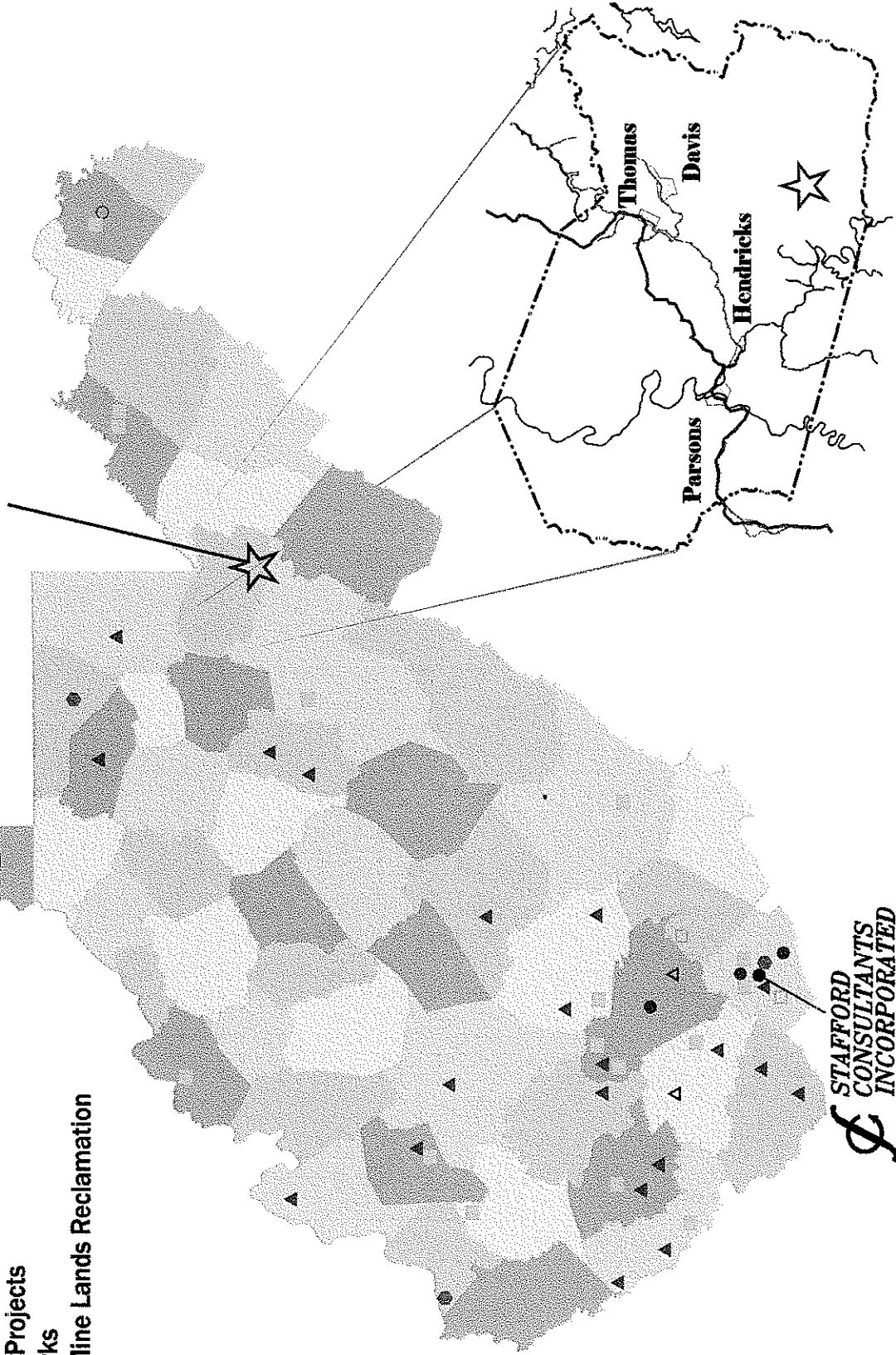
ENGINEERING DESIGN AND CONSULTING  
1105 MERCER STREET, PRINCETON, WEST VIRGINIA, 24740  
PHONE: 304-425-9555, FAX: 304-425-9557  
EMAIL: [staffordconsultants@frontiernet.net](mailto:staffordconsultants@frontiernet.net)

# STATE OF WEST VIRGINIA

CANAAN VALLEY  
RESORT  
STATE PARK

## DESIGN EXPERIENCE

- Major Sports Facility
- Major Hospital
- ▨ Highway/Bridges
- Water Supply Dam
- △ Recreational Projects
- Industrial Parks
- ▲ Abandoned Mine Lands Reclamation



**STAFFORD  
CONSULTANTS  
INCORPORATED**

ENGINEERING DESIGN AND CONSULTING  
1105 MERCER STREET, PRINCETON, WEST VIRGINIA, 24740  
PHONE: 304-425-9555 FAX: 304-425-9557  
EMAIL: [staffordconsultants@frontiernet.net](mailto:staffordconsultants@frontiernet.net)

**Tucker County**

# RELATED PRIOR EXPERIENCE

Stafford Consultants, Incorporated offers clients comprehensive professional services in civil engineering, ranging from feasibility studies through preliminary and final planning and design, preparation of construction drawings and specifications to construction administration and inspection.

Projects undertaken by Stafford have included dams, airports, mine planning and design, water and sewage facilities, highways and roads, hospitals, libraries, schools, athletic facilities, industrial parks, building and manufacturing facilities. We place emphasis on water and wastewater projects. The firm has been very successful in seeing these projects to completion.

## A. Related Prior Experience

Past services performed by Stafford include planning, design and inspection of all types of storm drainage, water supply and distribution systems, wastewater collection and treatment systems, highways, bridges, athletic stadiums, industrial parks, airports and several other Civil Engineering Design Projects. The projects often involve the preparation of impact statements, feasibility studies, facilities plans and reports as required by federal, state and local statutes. Stafford also participates in helping clients secure government aid and citizen support and project approval by the agencies having jurisdiction.

Stafford has considerable experience with public water and wastewater systems. Projects undertaken have ranged in size from small projects involving a construction cost of approximately \$5,000 to large projects in the range of twenty million.

Stafford's staff has been involved in the design and construction administration of over 45 water projects in the past 25 years. The firm's staff has designed numerous water storage facilities ranging in size from 30,000 gallons to 750,000 gallons. Included in several of these projects were water treatment facilities ranging in size from 50 to 2,000 gallons per minute. Stafford has also assisted clients in renovating their existing facilities.

Wastewater treatment projects designed and administered by Stafford includes new plants or major upgrades for the City of Welch, Town of Athens, Town of Ansted, City of Princeton, Town of Alderson, Bramwell Public Service District, and numerous others. Stafford has also completed work for collection systems or extensions for each of these clients and approximately 15 other significant collection and treatment systems.

Maps showing representative project locations in West Virginia and a list of descriptions of projects for which Stafford's staff has provided design and construction inspection services is presented herein.

**B. Government Agency Project Experience**

Close coordination between the Division, Stafford and government agencies is necessary to meet mutual goals in an efficient and timely fashion.

Stafford has aided communities and Public Service Districts in securing government aid, citizen support and project approval by the agencies having jurisdiction. The firm understands the regulations and funding applications required by law.

During the course of the past projects, Stafford has obtained the necessary approvals from the respective government agencies.

Stafford has been the engineer on many government funded projects including: EPA/DEP, HUD/SCBG, EDA, COE, Rural Utility Services (RUS) and West Virginia Infrastructure and Jobs Development Council. Examples include:

**City of Welch - Sewer System**  
**Mercer County Commission - Water Projects**  
**Logan County Public Service District Water Projects**  
**Town of Lester Water System Improvements**  
**Raleigh County Commission Sewer Projects**  
**Tams Mountain Water Project (Raleigh County)**  
**Town of Rainelle Water System Improvements**  
**The Big Bend Public Service District Water Project (Summers County)**  
**Rhodell Water Project**  
**Jumping Branch - Nimitz PSD Water Project - Summers County**  
**U.S. Steel Realty Housing Development**  
**Piney Oaks Urban Renewal (Beckley)**  
**Bridgeport Sewer Project**  
**Alderson Sewage Project**  
**Town of Bramwell - Sewer Treatment Plant & Collection System**  
**Oakvale Road Public Service District (Mercer County)**  
**Mercer/Summers Counties Water System**  
**Danville Public Service District Sewer System, Boone County**  
**McDowell County Public Service District - Water Systems**

Stafford has close association with agencies such as:

**USDA-Rural Utilities Services (Farmers Home Administration)**  
**Economic Development Administration**  
**U.S. Army Corps of Engineers**  
**Appalachian Regional Commission**  
**Housing and Urban Development**  
**Federal Aviation Administration**

**Water Development Authority  
Public Service Commission  
The West Virginia Bureau of Public Health  
Governor's Office of Economic and Community Development  
West Virginia Public Land Corporation  
Department of Culture and History  
Department of Environmental Protection  
West Virginia Infrastructure and Jobs Development Council  
Numerous local and regional agencies**

***SECTION V***

***WASTEWATER EXPERIENCE***



## **SANITARY EXPERIENCE - WASTEWATER**

**Client:** Big Bend Public Service District  
**Location:** Summers County, West Virginia  
**Project:** Planning, design and construction administration for 10,000 gpd extended aeration plant and related sewers serving the Pence Springs Hotel and Restaurant.

**Est. Cost:** \$150,000  
**Status:** Complete

**Contact:** Mr. Richard Halloran, Chairman (304) 466-5111  
**Address:** Big Bend Public Service District  
P.O. Box 114  
Talcott, West Virginia 24981

---

**Client:** Big Bend Public Service District  
**Location:** Summers County, West Virginia  
**Project:** Planning, design and construction administration for 20,000 gpd extended aeration plant and related sewers serving the Pine Hill Subdivision.

**Est. Cost:** \$300,000  
**Status:** Complete

**Contact:** Mr. Richard Halloran, Chairman (304) 466-5111  
**Address:** Big Bend Public Service District  
P.O. Box 114  
Talcott, West Virginia 24981

---

**Client:** City of Hinton  
**Location:** Summers County, West Virginia  
**Project:** Sandstone Sewer System. Includes gravity sewer system and new wastewater treatment plant to serve the Sandstone community and National Park Service Visitor Center.

**Est. Cost:** \$1,400,000  
**Status:** Complete

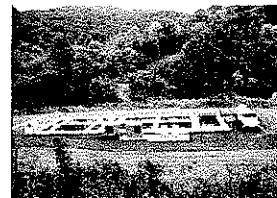
**Contact:** Mr. Cris Meadows, City Manager (304) 466-3255  
**Address:** City of Hinton  
322 Summers Street  
Hinton, West Virginia 25951

---

**Client:** Bramwell Public Service District  
**Location:** Mercer County, West Virginia  
**Project:** Wastewater Collection/Treatment Facilities

- Collection System including gravity, vacuum and pressure sewers
- Aeration System
- Clarifiers
- Control Building/Disinfection
- Project objectives of meeting compliance with State of West Virginia Consent Decree

**Est. Cost:** \$4,300,000  
**Status:** Complete

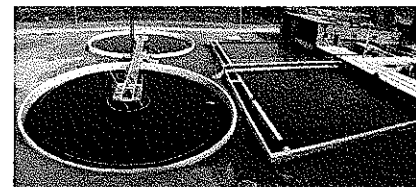


**Contact:** Mr. Dave Cole - Project Administrator (304) 431-7225  
**Address:** P.O. Box 1442  
Princeton, West Virginia 24740

**Client:** City of Princeton  
**Location:** Mercer County, West Virginia

**Project:** Phase I - Upgrade of wastewater treatment plant, including new clarifiers, solids handling and treatment units.  
Phase II - Expansion of wastewater treatment plant.

**Est. Cost:** \$1,200,000 - Phase I  
\$7,000,000 - Phase II  
**Status:** Phase I - Complete  
Phase II - Currently in Design



**Contact:** Mr. Mike Saffel, General Manager (304) 425-9599  
**Address:** Princeton Sanitary Board  
South Wickham Avenue  
Princeton, West Virginia 24740

**Client:** City of Bluefield  
**Location:** Mercer County, West Virginia

**Project:** New collection lines, force mains and pump stations along John Nash Boulevard and I-77, to serve area east of Bluefield. General engineering services for wastewater and stormwater systems.

**Est. Cost:** Phase I - \$350,000  
Phase II - \$1,200,000  
**Status:** Phase I - Complete  
Phase II - Planning complete

**Contact:** Mr. Ron Dodson, Assistant General Manager (304) 325-3681  
**Address:** Bluefield Sanitary Board  
Municipal Building  
P.O. Box 998  
Bluefield, West Virginia 24701

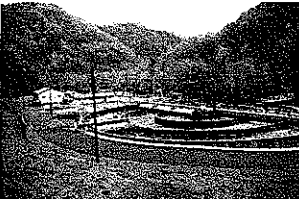
**Client:** City of Welch, West Virginia  
**Sanitary Board**  
**Location:** Welch, West Virginia  
**Project:** Complete Design and Construction period services for a wastewater collection system extension to serve the Tom's Mountain area  
  
**Est. Cost** \$1,300,000  
**Status:** In construction  
  
**Contact:** Mayor Martha Moore (304) 436-3114  
**Address:** 88 Howard Street  
Welch, West Virginia 24801

---

**Client:** McDowell County Public Service District  
**Location:** McDowell County, West Virginia  
**Project:** Complete Design and Construction period services for wastewater treatment plant and collection system project for community of Coalwood.  
  
**Est. Cost** \$4,000,000  
**Status:** Planning Underway  
  
**Contact:** Mr. Jerry Stepp, Chairman (304) 297-2622  
**Address:** HC 31 Box 436 J  
Welch, West Virginia 24801

---

**Client:** City of Welch, West Virginia  
**Sanitary Board**  
**Location:** Welch, West Virginia  
**Project:** Complete Design and Construction period services for new wastewater collection system and treatment plant for city and surrounding areas to achieve compliance with Federal Consent Decree.  
  
**Est. Cost** Phase I - \$13,100,000  
**Status:** Operational 1998  
  
**Est. Cost:** Phase II - \$8,000,000  
**Status:** Continuing  
  
**Contact:** Mayor Martha Moore (304) 436-3114  
**Address:** 88 Howard Street  
Welch, West Virginia 24801



**Client:** Logan County Public Service District  
**Location:** Logan, West Virginia  
**Project:** Phase II-A wastewater collection system project for communities of West Logan and Hedgeview.  
  
**Est. Cost** \$7,300,000  
**Status:** In Construction  
  
**Contact:** Mr. Rick Roberts, P.E., Managing Engineer (304) 946-2641  
**Address:** P.O. Box 506  
Logan, West Virginia 25601

---

**Client:** Town of Meadow Bridge  
**Location:** Fayette County, West Virginia  
**Project:** Wastewater treatment plant upgrade

**Est. Cost:** \$1,000,000  
**Status:** Preliminary Engineering Report Complete

**Contact:** Denvil "Bo" Wood (304) 484-7492  
**Address:** P.O. Box 8  
Meadow Bridge, West Virginia 25976

---

**Client:** Mercer County Commission  
**Location:** Mercer County, West Virginia  
**Project:** Comprehensive countywide sewer study for expansion and upgrade of wastewater facilities.

**Est. Cost:** Not applicable  
**Status:** Complete

**Contact:** Mr. Joe Coburn (304) 487-8306  
**Address:** 1501 West Main Street  
Princeton, West Virginia 24740

---

**Client:** Town of Ansted  
**Location:** Fayette County, West Virginia  
**Project:** Ansted Wastewater System Improvements Project, I/I Analysis, Study, Design, Construction Administration and Inspection

- Solids Handling and miscellaneous improvements at 0.2 MGD treatment plant
- Upgrade eight pump stations
- Rehabilitate 4,000 feet of sewer line

**Cost:** \$2,000,000  
**Status:** Complete

**Contact:** Romie "Pete" Hobbs, Mayor (304) 658-5901  
**Address:** P.O. Box 798  
Ansted, West Virginia 25812

---

**Client:** Town of Matoaka  
**Location:** Matoaka, West Virginia  
**Project:** Treatment Plant Improvements, sewer extension and sewer rehabilitation.

**Cost:** \$700,000  
**Status:** Complete

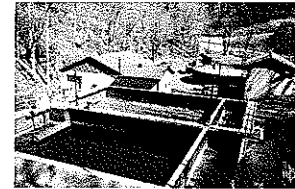
**Contact:** Mr. Billy Stables, Mayor (304) 467-7311  
**Address:** P.O. Box 528  
Matoaka, West Virginia 24736

---

**Client:** Town of Athens  
**Location:** Mercer County, West Virginia  
**Project:** Phase I and II 500,000 gallon per day sequencing batch reactor wastewater plant and associated collection lines to achieve compliance with State of West Virginia Consent Decree.

**Est. Cost:** \$3,800,000  
**Status:** Phase I Complete

**Contact:** Mr. Robert Richardson, Mayor (304) 384-3525  
**Address:** P.O. Box 458  
Athens, West Virginia 24712



---

**Client:** City of Hinton  
**Location:** Summers County, West Virginia

**Project:** Gravity sewer, pumping station, and force main crossing the New River serving Brooklin community.

**Est. Cost:** \$1,200,000  
**Status:** Complete

**Contact:** Mr. Cris Meadows, City Manager (304) 466-3255  
**Address:** City of Hinton  
322 Summers Street  
Hinton, West Virginia 25951

---

**Client:** City of Hinton  
**Location:** Summers County, West Virginia

**Project:** Brooks / Barksdale sewer. Includes gravity sewer, two pumping stations and treatment plant headworks.

**Est. Cost:** \$3,300,000  
**Status:** In design

**Contact:** Mr. Cris Meadows, City Manager (304) 466-3255  
**Address:** City of Hinton  
322 Summers Street  
Hinton, West Virginia 25951

---

**Client:** Town of Alderson  
**Location:** Greenbrier and Monroe Counties, West Virginia  
**Project:** Phases I and II – 400,000 gallon per day sewage treatment plant and approximately 11 miles of sewage collection system.

**Est. Cost:** Phases I and II - \$3,500,000  
**Status:** Phase I -- Begin 1976 – Operational 1980  
Phase II – Began 1982 – Operational 1995

**Project:** Phase III - Solids handling system with Belt Filter Press, Aerobic Digester and appurtenances.  
**Est. Cost:** Phase III - \$1,300,000  
**Status:** Operational 1999

**Contact:** Mayor Luther Lewallen (304) 445-2916  
**Address:** P.O. Box 179  
Alderson, West Virginia 24910

---

**Client:** City of Summersville  
**Location:** Summersville, Nicholas County, West Virginia  
**Project:** U.S. Route 19 Economic Development Center Upgrading, Study Design, Construction Administration, and Inspection of Water Storage Facilities, Distribution Lines, Wastewater Treatment Plant Upgrading and Collection System

**Est. Cost:** \$3,200,000  
**Status:** Complete

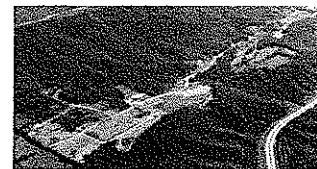
**Contact:** Mr. W.D. Smith, Project Administrator (304) 872-4970  
Mr. James Corbitt, Public Works Director (304) 872-5828  
**Address:** 400 North Broad Street  
Summersville, West Virginia 26651

---

**Client:** Development Authority of Mercer County  
**Location:** Mercer County, West Virginia  
**Project:** Feasibility study and design of an industrial park complex including:  
- 50,000-gallon per day sewage treatment and collection system  
- Water storage and distribution  
- Roads

**Est. Cost:** \$2,500,000  
**Status:** Begin 1978 - Operational 1981

**Contact:** Ms. Janet Bailey (304) 487-2896  
**Address:** Memorial Building  
Princeton, West Virginia 24740



---

**Client:** White Oak Public Service District  
**Location:** Fayette County, West Virginia  
**Project:** Wastewater Treatment Facilities Improvements  
- Grit Chamber  
- Aeration System Modifications  
- Clarifier  
- Chlorination/Dechlorination Contact Tank and Facilities  
- Control Building  
- Maintenance Building  
- Post Aeration

**Est. Cost:** \$762,000  
**Status:** Complete

**Contact:** Mr. Al Gannon, Board Member (304) 469-2512  
**Address:** Box 358  
Scarbro, West Virginia 25917

---

**Client:** Danville Public Service District  
**Location:** Boone County, West Virginia  
**Project:** Wastewater Treatment Facilities

- 550,000 Gallons Per Day
- Grit Chamber
- Bar Screen
- Aeration System
- Clarifiers
- Control Building
- Solid Handling System
- Collection System
- Lift Stations

**Est. Cost:** \$8,000,000  
**Status:** Complete

**Contact:** Fred Riggleman, Manager (304) 369-2269  
**Address:** Box 143  
Danville, West Virginia 25053

---

***SECTION VI***

***QUALITY ASSURANCE***



# QUALITY CONTROL

Because time delays usually result in increased construction costs, we recommend that as soon as a project team is together that Stafford prepare a preliminary schedule that would be reviewed and finalized by members of the project team. The schedule would provide critical dates for the entire project and how each member of the project team would operate within the schedule. It would provide the Division with a tool to monitor the progress of the project and each member's performance so that corrective actions can be taken to assure that the project stays on schedule. It has been our experience that a detailed schedule that is constantly monitored results in projects staying on schedule and within budget.

During the design phase and prior to issuance of Contract Documents for bidding, Stafford conducts an in-house quality control review of all Plans and Specifications by a Professional Engineer not involved with development of the Plans and Specifications. One purpose of this in-house review is to identify potential claim/problem areas. Following the review, Stafford will fully inform the Division of any areas of concern that may need to be addressed. This review would be performed by our personnel experienced in construction and claims avoidance.

During the review of the project it is important for the Division to take an active role in the review of the project to be sure their concept of the project is being fulfilled.

***SECTION VII***

***PROFESSIONAL REFERENCES***

## STAFFORD CONSULTANTS, INC. PROFESSIONAL REFERENCES

1. Mr. Randy Plum  
USDA – Rural Utilities Services  
Federal Building, Room 320  
75 High Street  
Morgantown, WV 26505  
(304) 284-4884
2. Mr. Arnold D. Lively, CPA  
1460 Main Street  
Princeton, WV 24740  
(304) 425-8771
3. Mr. David Cole  
Executive Director  
Region I Planning and  
Development Council  
1439 East Main St., Suite 5  
Princeton, WV 24740  
(304) 431-7226
4. Mr. Jeff Feamster  
Certified Public Accountant  
Lewisburg, WV 24901  
(304) 647-5980
5. Mr. Vince Collins, Esquire  
Steptoe & Johnson PLLC  
7085 Van Voorhis Rd.,  
Unit Cnt. 400  
P.O. Box 1616  
Morgantown, WV 26507  
(304) 598-8161
6. Mr. Jesse O. Guills, Jr.  
Attorney at Law  
State Senator  
119 North Washington Street  
Lewisburg, WV 24901  
(304) 645-3313
7. Ms. Martha Moore, Mayor  
City of Welch  
88 Howard Street  
Welch, WV 24801  
(304) 436-3114
8. Mr. W.D. Smith  
Executive Director  
Region IV Planning and  
Development Council  
425 Main Street, Suite A  
Summersville, WV 26651  
(304) 872-4970 Extension 14
9. Ms. Taunja Willis Miller  
Attorney at Law  
Jackson, Kelly, Holt and O'Farrell  
1600 Laidley Tower  
P.O. Box 553  
Charleston, WV 25372
10. Mr. Charles W. Pace  
Attorney at Law  
1608 W. Main Street  
Princeton, WV 24740  
(304) 487-2610
11. Judge Rick Murensky  
Attorney at Law  
126 McDowell Street  
Welch, WV 24801  
(804) 436-2953
12. Mr. John Stump, Esquire  
Steptoe & Johnson  
P.O. Box 1588  
Charleston, WV 25326  
(304) 353-8196
13. Mr. Wayne Shumate  
City Manager, City of Princeton  
100 Courthouse Road  
Princeton, WV 24740  
(304) 487-5020
14. Mr. Jay Barringer  
Attorney at Law  
Box 5726  
Princeton, WV 24740  
(304) 425-5060

15. Dr. Edward Grose  
Vice President of Administration  
Marshall University  
400 Hall Greer Blvd.  
Old Main Room 114  
Huntington, W 25755-5000
16. Mr. David V. Moore  
Attorney at Law  
Francis, Nelson and Brison  
1560 Kanawha Boulevard, E.  
Charleston, WV 25311  
(304) 342-4567
17. Mr. Warren A. Thornhill, III  
Attorney at Law  
Raleigh County National Bank Bldg.  
P.O. Box 1597  
Beckley, WV 25802-1597
18. Mr. Tim Hayslett  
Hayslett Construction  
P.O. Box 447  
Hurricane, WV 25526  
(304) 757-9348
19. Mr. Mike Meadows  
Director of Facilities  
Marshall University  
Huntington, WV 25755  
(304) 696-6415
20. Mr. Ron Spradling  
Rover Construction Company  
648 Winfield Road  
P.O. Box 127  
St. Albans, WV 25177  
(304) 759-2100
21. Ms. Pam Browning  
General Manager  
Oakvale Road PSD  
P.O. Box 1061  
Princeton, WV 24740  
(304) 487-2750
22. Mr. Herbert Montgomery  
City of Lewisburg  
Former Public Water Works Director  
P.O. Box 548  
Lewisburg, WV 24901  
(304) 645-2745
23. Mr. Fred Riggelman  
Manager, Boone County PSD  
P.O. Box 287  
Danville, WV 25053  
(304) 369-2622
24. Mr. Dave Pollard  
Resource Coordinator  
Fayette County Courthouse  
P.O. Box 307  
Fayetteville, WV 25840  
(304) 574-4258
25. Mr. William S. Winfrey, II  
Attorney at Law  
1608 W. Main Street  
Princeton, WV 24740  
(304) 487-1887
26. Mr. Ron Dodson, Assistant Manager  
Bluefield Sanitary Board  
200 Rogers Street  
Bluefield, WV 24701  
(304) 325-3681
27. Mr. Greg Tucker  
Attorney at Law  
719 Main Street  
Summersville, WV 26651  
(304) 872-6988