

BURGESS & NIPLE

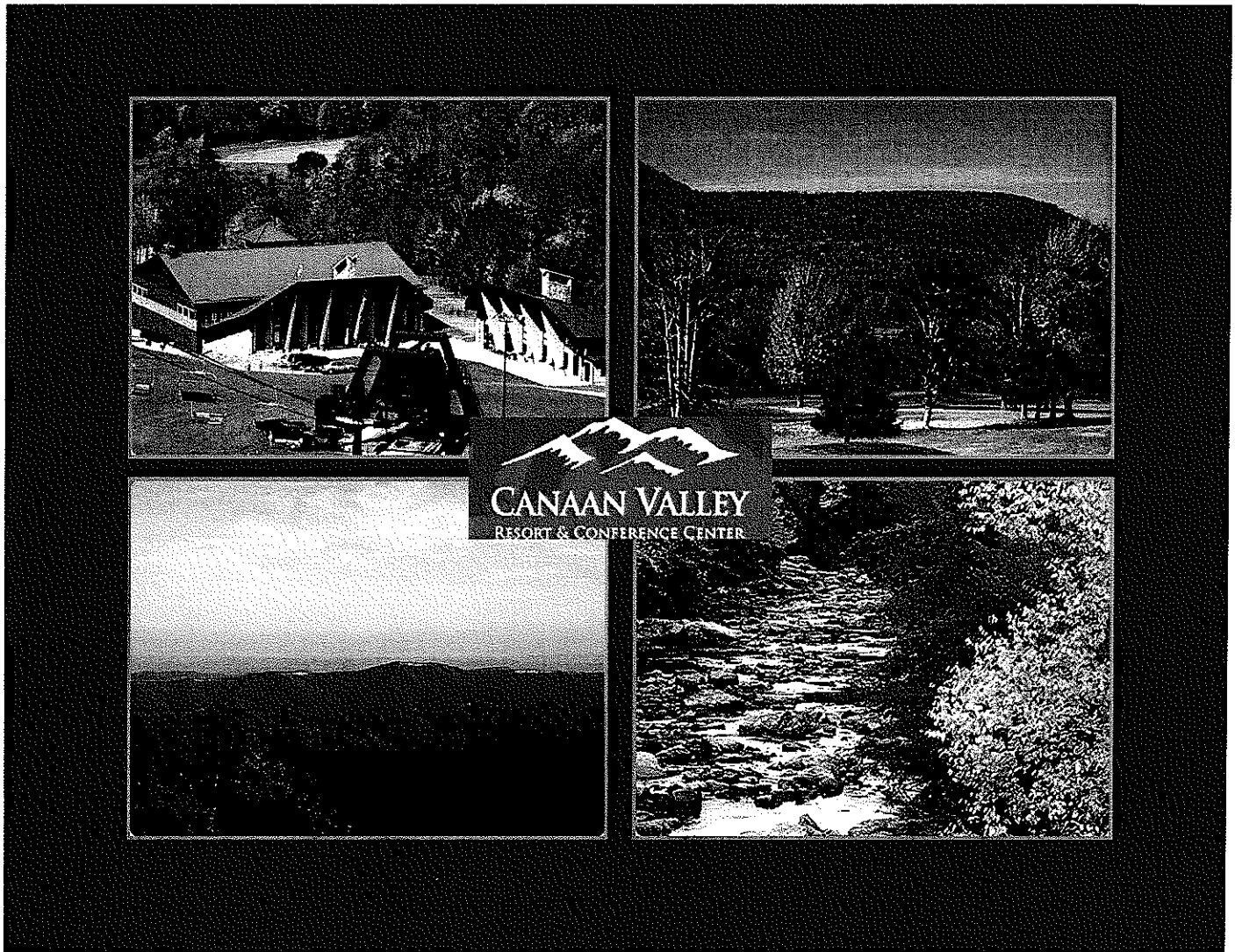
Engineers ■ Architects ■ Planners

Engineering Services Proposal

RFQ Number DNR209026

Wastewater Facilities Improvements for *West Virginia Division of Natural Resources*

October 9, 2008





BURGESS & NIPLE

Department of Administration
Purchasing Division, Building 15
2019 Washington Street, East
Charleston, WV 25305-0130

Attention: Mr Frank Whittaker

Re: Professional Engineering Services
Proposal for Wastewater Facilities
Improvements
Canaan Valley Resort State Park
RFQ Number DNR209026

October 9, 2008

Dear Mr. Whittaker:

Burgess & Niple, Inc.
4424 Emerson Avenue
Parkersburg WV 26104
304 485 8541
Fax 304 485 0238

Burgess & Niple (B&N) is pleased to present for your consideration this Proposal for professional engineering services at Canaan Valley Resort State Park, which has been prepared in response to your "Expression of Interest" (EOI) numbered DNR209026

Following this letter, you will find a Proposal prepared in a manner that provides you with a straightforward and concise description of not only our firm's capabilities, but also of the key individuals who will be responsible for completing your project. Following your review of this Proposal, we trust that you will agree that the Project Team assigned to your project have the experience and knowledge necessary to successfully plan and design wastewater collection and treatment facilities serving parks and recreational facilities

We are excited about the opportunity to provide professional services to the West Virginia Division of Natural Resources. We respectfully request the opportunity to further discuss our credentials and capabilities in an interview where we will demonstrate our ability to become a member of your successful project team.

Sincerely,

BURGESS & NIPLE, INC.

Rodney D. Holbert, PE
Parkersburg District Director

Craig D. Richards, PE
Project Manager

RDH/CDR:jeb

RECEIVED

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PURCHASING DIVISION
STATE OF WV

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

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

INSTRUCTIONS TO BIDDERS

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



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History and Credentials of Firm

- *History of Firm*
- *Project Team*
- *Resumes*



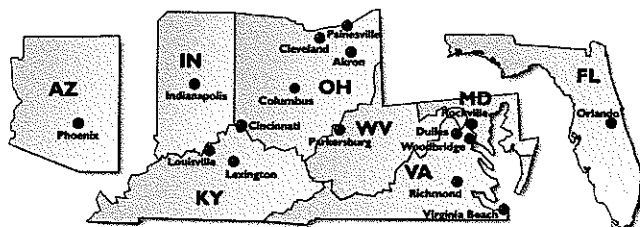
1. HISTORY AND CREDENTIALS OF FIRM

History of Firm

Burgess & Niple, Inc. (B&N) was established in 1912 in Columbus, Ohio and began providing services in West Virginia around 1918. Our Parkersburg office opened in 1972. The company has been continuously engaged in engineering and architectural projects for municipalities, government agencies, and private industries since its inception. Today, B&N enjoys an outstanding reputation for quality work. From the small-scale to the monumental, B&N is attentive to every detail. We are innovative problem solvers with extensive resources and an award-winning track record.

B&N is a full-service engineering firm of 639 professionals that can provide planning, design and construction services on utility infrastructure, transportation, architectural, environmental, and land development projects. This single source responsibility provides our clients with consistency in the various elements comprising a project.

B&N employs personnel nationwide. Offices are located in Akron, Cincinnati, Cleveland, Columbus, and Painesville, Ohio; Chantilly, Richmond, Virginia Beach, and Woodbridge, Virginia; *Parkersburg, West Virginia*; Louisville and Lexington, Kentucky; Indianapolis, Indiana; Rockville, Maryland; Phoenix, Arizona; and Orlando, Florida.



The size and diversity of B&N's services can be measured by our inclusion in the *Engineering News Record (ENR)* list of the top 500 design firms in the United States. In 2008, *ENR* ranked B&N 131st based on 2007 total billings and 93rd in the listing of the top 100 "pure" design firms. Our solid standing on both lists is a reflection of the hard work and commitment to client satisfaction that our employees continually demonstrate. We are proud of our record of growth and accomplishments, and strive to provide close personal service to all of our clients.



Project Team

Burgess & Niple offers experienced project teams of engineers, scientists, architects, surveyors, and technicians that have helped make engineering related improvements to countless communities. Our staff has kept abreast of recent important technological advances from sewer pipe rehabilitation methods to green building design practices. Our plans and specifications reflect these advances. Whether it's our experienced-based evaluation of facilities or tight installer qualifications, we stand by our commitment to ensuring your improvement projects will last for many years to come.

Your project will be managed and completed by our Parkersburg office personnel. Our Project Team members and their relevant expertise to your project are identified in a matrix on the following page. Brief resumes for each team member that highlight their relevant work experience are provided.

The highlights of our Project Team includes:

- ***Extensive experience on West Virginia utility infrastructure improvements*** Within the past 10 years, B&N's Parkersburg Office has assisted West Virginia communities with completing more than \$90 million of water & wastewater system improvements. The majority of the Project Team members participated in nearly all of those projects. With an average experience of more than 21 years per team member, the Project Team will successfully complete the planning and design of your projects. They will use their knowledge and experience to ensure the timely and cost-effective completion of your project.
- ***Supported by a single firm that can provide all of the engineering services necessary to complete the projects*** B&N is a full-service engineering firm that can provide planning and design services on your wastewater collection and treatment plant project without the need to utilize subconsultants. This single source responsibility and the expansive resources and support personnel we offer provides you with consistency in the various elements that comprise a project.

- ***Experience with wastewater facilities serving public parks, recreational areas and "small flow" facilities.*** During the past 10 years, our Parkersburg Office has provided planning and design services for small wastewater collection and treatment facilities serving subdivisions, camping areas, rural educational facilities, and industries. Our clients have included Brooke County Public Service District, Cytec Industries and the USDA Forest Service.
- ***Experience with the State Agencies*** An indicator of our success in completing wastewater facilities for our West Virginia clients includes our ability to obtain approvals from the various agencies responsible for reviewing our projects. Our working experience has included obtaining approvals from the West Virginia Department of Environmental Protection (WVDEP) and the West Virginia Bureau for Public Health.

Assigning knowledgeable and experienced personnel to our project teams is one of the keys to any successful project. The key personnel assigned to B&N's Project Teams bring the specific experience and knowledge necessary to meet the anticipated challenges of your project.



PROJECT TEAM EXPERIENCE CHART

| | Project Experience | | |
|---------------------------|--------------------|---|--|
| | Years Experience | Wastewater Treatment Plant Improvements | State and Federal Regulatory Approvals |
| Craig Richards, PE | 24 | ● | ● |
| Sam Swanson, PE | 22 | ● | ● |
| Mike Davis, PE | 9 | ● | ● |
| Mike Spear | 31 | ● | ● |



Project Team Members

Craig D. Richards, PE, Associate



Mr. Richards will be your Project Manager. As such, he will be your primary contact and responsible for assuring that B&N's Project Team is appropriately engaged in their assignments for your project. He has more than **24 years of municipal engineering experience** involving

wastewater collection and treatment. The focus of his efforts will be to make sure that the Project Team has the staff and resources available to complete your project on time and within budget, and to assure that your project objectives are clearly defined and understood. He will be responsible for scheduling and attending meetings with your staff to obtain their input and provide project status reports. He also will assist with obtaining approvals from regulatory agencies.

Samuel W. Swanson, PE *Design Engineer*

Mr. Swanson will serve as a Design Engineer for improvements to the wastewater treatment plant. He has **22 years of experience** on a variety of wastewater and water treatment projects including *preliminary investigations, process designs, detailed facility designs, and construction phase services on conventional and design/build projects.*

Michael P. Davis, PE *Project Engineer*

Mr. Davis will be the Project Engineer responsible for the planning and design of the wastewater treatment plant. He has **9 years of experience** involving the planning and design of large and small wastewater treatment facilities, including package plants. He has worked as a civil/sanitary design engineer and project manager. He has been involved in a variety of water and wastewater preliminary investigations, process designs, detailed facility designs, and construction phase services.

C. Michael Spear *Senior Engineering Technician*

Mr. Spear will assist Mr. Davis with the preparation of plans and specifications for your wastewater collection and treatment plant project. He has more than **31 years of experience** involving design and related technical activities for wastewater facilities. His most recent experience has included the planning and design of small wastewater collection and treatment facilities for the USDA Forest Service.

The following pages provide you with brief resumes of these Project Team members and their experience with wastewater system projects.



Craig D. Richards, PE Project Manager

Summary

Mr. Richards joined Burgess & Niple in 1988 and is Director of the Engineering Section for the firm's Parkersburg office. His experience with Burgess & Niple encompasses a wide variety of municipal and transportation engineering projects involving wastewater collection and treatment, water storage and distribution, storm drainage analysis and design, and street reconstruction. Mr. Richards has assisted municipalities, public service districts, water and/or sewer districts, and regional planning agencies with obtaining financing for projects, including the preparation of grant and loan applications. He has managed projects for municipalities, public service districts, water and/or sewer districts and private industries. Prior to joining B&N, Mr. Richards served as City Engineer for the City of Parkersburg.

Relevant Background

Engineering Reports – Project engineer responsible for preparation of wastewater and water system preliminary engineering reports and facilities plans for several communities in Ohio and West Virginia. Wastewater system reports include Final Plans for Combined Sewer Overflows, Infiltration/Inflow reports, and Sewer System Evaluation Surveys. Several of these reports have been prepared in accordance with requirements of funding agencies including the Ohio Environmental Protection Agency, West Virginia Department of Environmental Protection, West Virginia Infrastructure and Jobs Development Council, and USDA-Rural Utilities Service. These communities have included:

- Parkersburg Utility Board, West Virginia
- City of New Martinsville Water and Sanitary Sewer Board, West Virginia
- City of Benwood, West Virginia
- City of Pennsboro, West Virginia
- Malden Public Service District, Kanawha County, West Virginia
- City of Philippi, West Virginia
- Brooke County Public Service District, West Virginia

- USDA Forest Service at various West Virginia locations

Wastewater Systems – Project engineer responsible for design of sanitary sewers, lift stations, force mains, and treatment plants. Representative projects include:

- USDA Forest Service, Seneca Shadows wastewater collection system and treatment plant design.
- USDA Forest Service, Horseshoe Run Campground Wastewater Conveyance and Treatment System Evaluations
- USDA Forest Service, Big Bend Campground Water and Wastewater Systems Evaluation.
- Brooke County PSD (WV), Franklin Manor collections system and package wastewater treatment plant
- New Martinsville Water & Sanitary Sewer Board (WV), Wastewater Collection and Treatment System Improvements
- Cytec Industries, Domestic Wastewater Separation and Package Treatment Plant Project

Education

West Virginia Institute of Technology – BS, Civil Engineering, 1983

Registration

Professional Engineer – Ohio, West Virginia, Virginia



Samuel W. Swanson, PE

Design Engineer

Summary

Mr. Swanson will serve as Project Engineer on your water and wastewater system projects. He joined Burgess & Niple in 2000 and is a Project Manager in B&N's Cincinnati office. Mr. Swanson's **22 years of experience** includes work as a civil/sanitary design engineer and project manager. He has been involved in a variety of water and wastewater preliminary investigations, process designs, detailed facility designs, and construction phase services, including design/build projects.

Relevant Background

Water Treatment Plants, Pump Stations, Tanks, & Pipelines – Project Engineer/Manager for planning, design, and construction of treatment plants, tanks, pipelines, and booster and finished water pump stations ranging in capacity from 16-mgd to 64 mgd.

Representative projects include:

- Expansion of Pump Station - Northern Kentucky Water District, Kenton County, Kentucky
- 4.5 miles of Rural 20-inch-diameter DIP Water Main - Western Water, Warren County, Ohio
- 0.5-Mgal Spheroid Elevated Storage Tank - Greater Cincinnati Water Works, Cincinnati, Ohio
- 5 miles of Urban 30-inch Water Main and 2-Mgal Elevated Storage Tank - Boone-Florence Water Commission, Florence, Kentucky
- Urban Water Main Replacement Program – Greater Cincinnati Water Works, Cincinnati, Ohio
- 7,000 feet of 24-inch-Diameter Rural Water Main - Tate Monroe Water Association, Bethel, Ohio
- Fruit Hill Tank and Pump Station, Chillicothe, Ohio
- Westport Road Transfer Station, Louisville, Kentucky
- Forsyth County Finished Water Pump Station, Cumming, Georgia
- 2-mgd Iron/Manganese Removal and Nanofiltration Membrane Softening WTP - Tate Monroe Water Association, Bethel, Ohio
- 30-gpm Membrane Pilot Plant - Tate Monroe Water Association, Bethel, Ohio

- 16-mgd Design/Build Project at Forsyth County WTP, Cumming, Georgia
- Deep Bed Filter Expansion at WTPs - Broward County, Florida

Wastewater Treatment Plants & Pump Stations – Project Engineer/Manager for planning, design, and construction of treatment facilities and sanitary pumping stations ranging in capacity from 0.5 mgd to 200 mgd. Representative projects include:

- Elkins WWTP, Elkins, West Virginia
- Huntington WWTP, Huntington, West Virginia
- Morris Forman WWTP, Louisville, Kentucky
- South River WRC, Atlanta, Georgia
- North AWRP, Gwinnett County, Georgia
- West County WWTP, Louisville, Kentucky
- Sugar Creek WWTP, Alexander City, Alabama
- Morristown WWTP, Morristown, New Jersey
- Four Pole and 13th Street Pump Stations, Huntington, West Virginia
- Southwestern Pump Station, Louisville, Kentucky
- South Service Area, Orange County, Florida
- Portion Pac WWTP, Mason, Ohio
- Hoechst Celanese WWTP, Salisbury, North Carolina
- MCB Camp Lejeune 15-mgd WWTP, Jacksonville, North Carolina

Education

West Virginia University - MS, Civil Engineering, 1986
West Virginia University - BS, Civil Engineering, 1984

Registration

Professional Engineer – West Virginia, Ohio, Florida, Georgia, and Kentucky



Michael P. Davis Project Engineer

Summary

Mr. Davis joined Burgess & Niple in 2008 as a civil/sanitary engineer in the Parkersburg office. Mr. Davis's 9 years of experience includes serving as a civil/sanitary design engineer and project manager. He has been involved in a variety of water and wastewater preliminary investigations, process designs, detailed facility designs, and construction phase services

Relevant Background

Wastewater Treatment Plants – While employed by a previous consulting engineering firm, he served as a project engineer and manager for planning, design, and construction of treatment facilities, including influent pumping, preliminary, primary, secondary, tertiary, and sludge processing facilities. Project engineer and manager for:

- Hartford, Ohio – Design and construction of new gravity collection system with two lift stations and 0.06-mgd package plant.
- Hayesville, Ohio – Design and construction of new gravity collection system with four lift stations and 0.06-mgd package plant.
- Sparta, Ohio – Design and construction of new gravity collection system with one lift station and 0.042-mgd package plant.
- Cave Lake Campground, Latham, Ohio – Design and construction of replacement collection system and treatment facility utilizing recirculating media filter technology.
- Darbydale WWTP, Franklin County, Ohio – Planning, design, and construction of a new collection system and 0.30-mgd WWTP utilizing VLR technology. Delphos WWTP, Delphos, Ohio – Revised Long-Term Control Plan, design, and construction of 4.0-mgd WWTP utilizing MBR and ATAD treatment technologies.

Memberships, Affiliations and Honors

American Water Works Association
Water Environment Federation
West Virginia Water Environment Association

Education

West Virginia Institute of Technology – BS, Chemical Engineering, 1994

West Virginia University – MS Civil Engineering, 1996

Registration

Professional Engineer – Ohio and West Virginia



C. Michael Spear

Senior Engineering Technician

Summary

Mr. Spear joined Burgess & Niple in 1987 and is a designer in B&N's Parkersburg office. He has more than **31 years' experience** involving design and related technical activities for roadway projects, street improvements, utility relocations, water and sewer designs, sewer reconstruction and lining, wastewater treatment plants, site planning and design, various industrial related designs, electrical designs, plumbing designs, and HVAC designs. Mr. Spear's experience in the architectural field includes providing design and technical services for a number of architectural projects.

Relevant Background

Wastewater Treatment Plants – Completed design and technical services for wastewater treatment plants including primary and secondary treatments, advanced treatment systems, and recirculating sand filter advance tertiary blackwater treatment systems ranging in size from less than 5,000 gpd to 15 mgd. Representative projects include:

- City of New Martinsville, West Virginia
- Hoffman LaRoche, Waverly, West Virginia
- HAWK Battalion Facilities, McConnelsville, Ohio
- Village of Bethesda, Ohio
- Town of Reedy, West Virginia
- Village of Pomeroy, Ohio
- Brooke County Public Service District, Brooke County, West Virginia
- USDA Forest Service, Seneca Shadows Campground, West Virginia
- USDA Forest Service, Big Bend Campground, West Virginia
- USDA Forest Service, Horseshoe Campground, West Virginia

Wastewater Collection Systems – Performed design and technical services for wastewater collection systems including lift stations, odor control facilities, force mains, sewer siphons, interceptor, and collection sewers. Representative projects include:

- Brooke County Public Service District, Brooke County, West Virginia
- Lubeck Public Service District, Washington, West Virginia
- New Martinsville Water and Sanitary Sewer Board, West Virginia
- Hoffman LaRoche, Waverly, West Virginia
- City of Parkersburg, West Virginia
- Village of McConnelsville, Ohio
- City of Philippi, West Virginia
- City of Athens, Ohio
- Village of Matamoras, Ohio
- Village of Pomeroy, Ohio
- Morgantown Utility Board, Morgantown, West Virginia
- USDA Forest Service, Seneca Shadows Campground, West Virginia
- USDA Forest Service, Big Bend Campground, West Virginia
- USDA Forest Service, Horseshoe Campground, West Virginia
- Wood County Airport Authority, West Virginia
- Taylor County Commission, West Virginia
- City of Vienna, Parkersburg, West Virginia
- City of Wheeling, West Virginia
- City of Belpre, Ohio
- Beckley Sanitary Board, West Virginia
- City of Chino Valley, Arizona

Education

Roane-Jackson Technical Center – 2-Year Degree, Engineering Technologies, 1976

History of Completing Similar Projects

- *Projects*
- *References*



2. HISTORY OF COMPLETING SIMILAR PROJECTS

PROJECTS

On the most fundamental level, our job is responding to clients and translating their visions into utility infrastructure that works – today and long into the future. We are innovative problem solvers with extensive knowledge, experience and resources.

B&N is a full-service engineering firm that can provide planning and design services for the WVDNR's wastewater treatment plant projects. As a full-service engineering firm, we can serve as a single resource on projects that involve multiple services and provide you with consistency in the various elements comprising a project.

B&N brings several distinct advantages to the WVDNR:

- A successful track record spanning 90 years in West Virginia,
- In-house resources and expertise in essential engineering fields,
- Extensive experience with small flow wastewater facilities,
- A reputation for listening to clients and providing responsive, custom solutions, and
- Attention to detail and unsurpassed dedication to quality

For any project that we undertake for the WVDNR, we will aspire to meet the following goals:

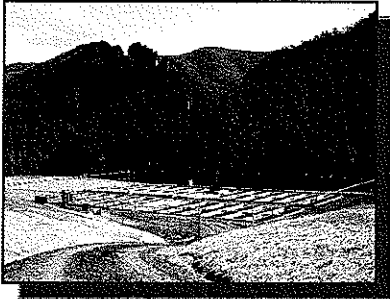
- Mutually develop an understanding of your needs,
- Create a durable and functional design that meets those needs, and
- Meet deadlines and assist you with effectively managing project budgets.

We work closely with our clients and other professionals comprising their project teams to deliver quality services that result in projects that are “approvable and constructable”. *B&N's greatest value to its West Virginia clients has been the ability to provide a wide range of professional services that result in projects that meet their needs and are approved by State agencies including the WVDEP and the West Virginia Bureau for Public Health.*

Our experience in completing similar wastewater system projects is highlighted on the following pages.



**USDA FOREST SERVICE
Monongahela National Forest
Various Sites in West Virginia**



Burgess & Niple (B&N) has provided on-call engineering services for the Forest Service's Monongahela National Forest. The scope of our

various projects has included civil/site work; wastewater collection and treatment; water treatment and distribution; electrical and mechanical engineering; surveying; condition observations (structural inspections); landscape architecture for miscellaneous trail and campground improvements; and bridge design projects.

Professional services involving wastewater systems have included the following projects:

Camp Horseshoe – Prepared a design study to evaluate alternative wastewater collection and treatment systems to replace the existing system serving this recreational area and campground. Alternative treatment systems evaluated included a mound system and recirculating sand filters.

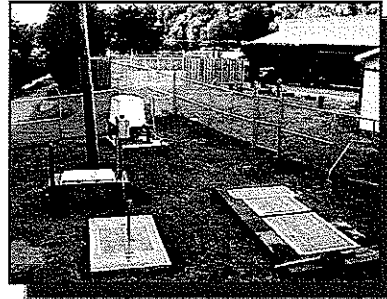
Big Bend Recreation Area – Prepared a design study and preliminary design to evaluate the existing wastewater collection and treatment system and water distribution system. The wastewater system evaluation included sewer cleaning and television inspection services. Additional evaluations included the inspection of the existing package treatment plant and the evaluation of alternatives for its replacement.

Seneca Shadows Campground – Prepared plans and specifications for the replacement of existing STEP systems and the construction of a new recirculating sand filter treatment plant. The construction of this project was completed in 2007.

Reference:

Ms. Mary M Smakula, PE
Monongahela National Forest
200 Sycamore Street
Elkins, WV 26241
(304) 636-1800 ext 260

**ROANE-JACKSON TECHNICAL CENTER
Wastewater Treatment Plant Improvements
Leroy, West Virginia**



Burgess & Niple provided professional engineering services for additions and modifications to an existing package treatment

plant serving this educational facility. The scope of the project included:

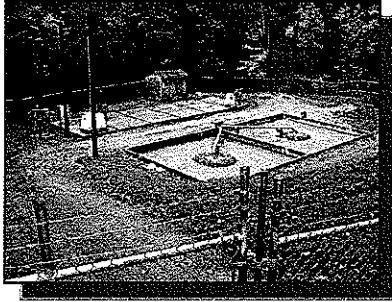
- Preparing a preliminary engineering report to evaluate alternatives for improvements.
- Design of various improvements including:
 - Modifications to the existing aeration and dosing tank structures.
 - New alternating surface sand filters, sludge holding tank, chlorination/dechlorination tank, and post aeration tank.
 - Various electrical improvements and upgrades.
- Obtaining approvals and permits from the West Virginia Bureau for Public Health and WVDEP
- Providing service during construction of the improvements

Reference:

Mr. Vince Tolley
Maintenance Superintendent
4800 Spence Road
Leroy, WV 25252
(304) 372-7335



**BROOKE COUNTY PUBLIC SERVICE DISTRICT
Franklin Manor Subdivision
Wastewater Treatment Plant Improvements
Brooke County, West Virginia**



Burgess & Niple provided professional engineering services for the design of a new 25,000 GPD packaged treatment plant. The new plant replaced an existing plant that was in

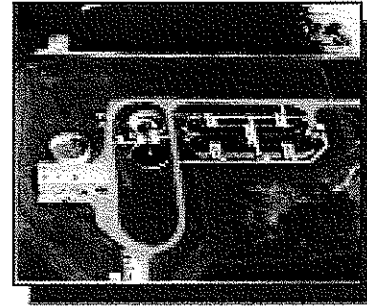
very poor condition and frequently violated the parameters of the NPDES permit. Components of the project included:

- Preparing a preliminary engineering report to evaluate alternative treatment systems.
- Design of improvements, which included:
 - Package plant components including a trash trap, equalization basin, aeration tanks, settling tanks, chlorination and dechlorination tank, alternating surface sand filters, post aeration tank, and aerated sludge holding tank.
 - Various electrical improvements and upgrades
 - New sanitary sewers for the Franklin Manor subdivision.
- Obtaining approvals and permits from the West Virginia Bureau for Public Health and WVDEP.
- Providing service during construction of the improvements.

Reference:

Ms Janet Klein, Office Manager
Brooke County PSD
711 Charles Street
P.O. Box 150
Wellsburg, West Virginia 26070
(304) 737-4078

**WASTEWATER SYSTEM IMPROVEMENTS
Lubeck Public Service District
Wood County, West Virginia**



The Lubeck Public Service District was created to serve a rapidly growing area southwest of Parkersburg, West Virginia. The area consisted of a number of subdivisions, which were provided wastewater service via

15 package wastewater treatment plants.

Burgess & Niple prepared a comprehensive program to construct a centralized modern treatment system and the necessary conveyance systems. The project, which was constructed in 2001, included abandonment of the 15 package plants.

The treatment facility is a 1.5-mgd average daily flow plant with component processes including a mechanical screen, two horizontal rotor oxidation ditches, two 55-foot-diameter final clarifiers, ultraviolet light disinfection, aerobic digestion, belt filter press, plant air supply, treatment plant building, and flood protection. To transport wastewater to the treatment plant, a collection system was constructed which includes 40 miles of gravity sewers ranging in size up to 30 inches; seven pump stations; small grinder pump stations to serve homes located in low-lying areas; 14,300 feet of 16-inch force main; Chemical feed system for odor control; and 3,200 feet of 18-inch force main. Standby power is provided at the two main pump stations and the treatment plant.

Key Features:

- Individual grinder pump stations and low pressure force mains to serve homes in low lying areas
- Staff utilized from several B&N offices to complete project within a very short time frame.

Key Personnel:

Mike Spear – Senior Engineering Technician
John Goodman – Construction Services

Construction Cost: \$20 million

Completion Date: 2001

Reference:

Mr. James Cox, Manager
P.O. Box 700
Washington, WV 26181
304-863-3341



WASTEWATER SYSTEM IMPROVEMENTS City of Elkins Sanitary Board Elkins, West Virginia

In 2000, B&N began providing professional services involving the planning for a major upgrade to the Board's wastewater treatment plant. The Board, which operates a combined sewer system, was experiencing problems with plant components that were either near the end of their useful life or were inadequate to treat the large volume of combined wastewater that was experienced during wet weather events. B&N designed improvements to the plant, including components for influent screening, degritting, septage receiving, RAS/WAS pumping, settling, and sludge handling. Other improvements include expanding the capacity of the existing oxidation ditch without increasing its footprint, replacing the existing belt filter presses, and expanding the laboratory.

B&N further assisted the Board with obtaining an \$8 million loan from the WVDEP's State Revolving Fund. Since 2005, the Board has retained the services of B&N on an "indefinite delivery" basis to assist with providing a wide range of professional services including NPDES permit negotiating, planning and design. Recently, we have prepared plans and specifications for the replacement of a major lift station that will reduce the frequency of combined sewer overflows and provide additional capacity to accommodate several planned residential developments.

Key Features:

- Use of innovative approach to expand capacity of the oxidation ditch
- Doubled the capacity of the treatment plant without encroaching upon an adjacent recreational facility
- Assisted with securing project financing
- Providing "Indefinite Delivery" services to address ongoing needs of the Sanitary Board

Key Personnel:

Craig Richards, PE – Project Manager
Sam Swanson, PE – Senior Project Engineer
John Goodman – Construction Services
Eric Raper – Engineer Intern

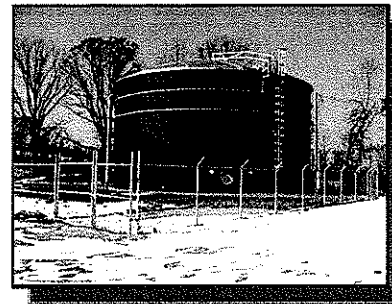
Construction Cost: \$6.7 million

Completion Date: December 2007

Reference:

Ms. Judith Guye
304.636.1414
401 Davis Avenue
Elkins, West Virginia 26241

WASTEWATER COLLECTION SYSTEM IMPROVEMENTS Parkersburg Utility Board Parkersburg, West Virginia



In 1997, the Parkersburg Utility Board (PUB) and B&N launched a major planning effort to identify wastewater improvements for 15,700 customers in the City of Parkersburg and

adjacent areas. The end result was a \$2.5 million project that provides many customer benefits.

Throughout the planning and design phases of this project, B&N collaborated with the PUB to utilize their staff and equipment resources to clean and televise sewers, and to perform dye testing to identify active sewer service connections.

Improvements to the sanitary sewer system included:

- 6,700 feet of new sanitary sewer
- Lining of 27,600 feet of sanitary sewer

Key Personnel:

Craig Richards, PE – Project Manager
Mike Spear – Senior Engineering Technician
John Goodman – Construction Services

Construction Cost: \$2.5 million

Completion Date: 2003

Reference:

Mr. Eric Bennett, Manager
125 Nineteenth Street
Parkersburg, WV 26101
304-424-8535



References

Why B&N? Past performance with other clients demonstrates our ability to understand, manage, and ultimately provide quality work

Our clients can provide the best indication of our staff's level of experience, ability to provide professional services, commitment to projects, and compatibility with clients. In addition to the references identified in the previous section of this Statement of Qualifications, we are providing you with the names of additional clients and references familiar with our experience and qualifications. We strongly encourage you to contact these individuals to help you assess B&N's ability to meet your project goals.

City of Elkins Sanitary Board

Ms. Judith A. Guye, Mayor
401 Davis Avenue
Elkins, WV 26241
(304) 636-1414

Previous Experience with Client:

- *Wastewater treatment plant expansion*
- *Lift station improvements*
- *Various evaluations and reports*

Parkersburg Utility Board

Mr. Eric Bennett, Manager
125 Nineteenth Street
Parkersburg, WV 26101
(304) 424-8535

Previous Experience with Client:

- *Sanitary sewer replacements and rehabilitation*
- *Water mains, booster stations and storage tank*
- *Various evaluations and reports*

City of Beckley Sanitary Board

Mr. Luke Richmond, Manager
301 South Heber Street
P.O. Box 2494
Beckley, WV 25802
304-256-1760

Previous Experience with Client:

- *"Indefinite Delivery" contract for various professional services.*
- *Update of Combined Sewer Overflow Long-Term Control Plan*
- *Evaluation of wastewater pumping and treatment systems*
- *Preliminary engineering report and funding application for major wastewater system improvements*

Moundsville Sanitary Board

Mr. Larry Bonar, Superintendent
819 Lafayette Avenue
Moundsville, WV 26041
304-845-4360

Previous Experience with Client:

- *"Final Plan" for CSO's*
- *Combined sewer inspections (TVI)*
- *Storm sewer design (separation of combined sewers)*
- *Wastewater treatment plant improvements*

Appendix

- *Professional Liability Insurance Certificate*
- *Addendum Acknowledgement*
- *Purchasing Affidavit*

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
12/14/07

PRODUCER 1-614-228-5565
Wells Fargo Insurance Services of Ohio, LLC
580 N Fourth St. Suite 400

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

Columbus, OH 43215
TIM PREECE

INSURERS AFFORDING COVERAGE

INSURED
BURGESS & NIPLE, INC.

INSURER A: CONTINENTAL CASUALTY CO

INSURER B:

INSURER C:

INSURER D:

INSURER E:

5085 REED ROAD

COLUMBUS, OH 43220

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS | |
|----------|--|---------------|----------------------------------|-----------------------------------|-------------------------------------|--------------------------|
| | GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | | | | EACH OCCURRENCE | \$ |
| | | | | | FIRE DAMAGE (Any one fire) | \$ |
| | | | | | MED EXP (Any one person) | \$ |
| | | | | | PERSONAL & ADV INJURY | \$ |
| | | | | | GENERAL AGGREGATE | \$ |
| | | | | | PRODUCTS - COMP/OP AGG | \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | COMBINED SINGLE LIMIT (Ea accident) | \$ |
| | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | GARAGE LIABILITY <input type="checkbox"/> ANY AUTO | | | | AUTO ONLY - EA ACCIDENT | \$ |
| | | | | | OTHER THAN EA ACC | \$ |
| | | | | | AUTO ONLY: AGG | \$ |
| | EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$ | | | | EACH OCCURRENCE | \$ |
| | | | | | AGGREGATE | \$ |
| | | | | | | \$ |
| | | | | | | \$ |
| | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | WC STATUTORY LIMITS | OT- HER |
| | | | | | E.L. EACH ACCIDENT | \$ |
| | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | E.L. DISEASE - POLICY LIMIT | \$ |
| A | OTHER PROFESSIONAL LIABILITY | AEH008215011 | 12/14/07 | 12/14/08 | PER CLAIM/AGG | \$ 8,000,000 \$ \$ |

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

CERTIFICATE HOLDER

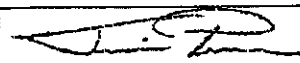
ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

FOR INFORMATION ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER. ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

DNR209026

RFQ No. _____

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 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: Burgess & Niple, Inc.

Authorized Signature: Rodney D. Albert Date: Oct. 8, 2008



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
2

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

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

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: 09/10/2008 | 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>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 ✓</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;"> <i>Rodney D. Hollert</i> SIGNATURE <i>Burgess & N.pte, Inc.</i> COMPANY <i>October 8, 2008</i> DATE </p> | | | | | | |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

| | | |
|-----------|-----------|-----------------------------------|
| SIGNATURE | TELEPHONE | DATE |
| TITLE | FEIN | ADDRESS CHANGES TO BE NOTED ABOVE |

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