

September 18, 2008

Roberta Wagner Purchasing Division 2019 Washington Street, East Charleston, WV 25305-0130

Re: Expression of Interest and Statement of Qualifications

Requisition #EHS90039

Dear Ms. Wagner:

EnviroProbe Integrated Solutions, Inc. (EnviroProbe) is pleased to submit this letter and attached Expression of Interest to the West Virginia Bureau of Public Health, Office of Environmental Health Services, Environmental Engineering Division. This letter of qualification is submitted in response to Requisition Number EHS90039.

EnviroProbe is a woman-owned small business employing a team of engineers, asbestos inspectors, geologists, toxicologist, field technicians, and drillers.

In the attached prospectus, we have addressed the items required by the requisition. EnviroProbe holds a valid "Certificate of Authorization" from the West Virginia Board of Professional Engineers to offer engineering services in West Virginia. We are excited about this opportunity and will strive to exceed your expectations on this project.

Yours truly,

Roderic E. Moore, P.E., LRS - President

Attachments (8)

08 SEP 18 PM 1: 22 PURCHASING DIVISION STATE OF WY

Telephone: (304) 776-6717



TODEM

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

Request for REGINEMBER Quotation

EHS90039

PAGE 1

ADDRESS CORRESPONDENCE TO ATTENTION OF ROBERTA WAGNER 304-558-0067

RFQ COPY TYPE NAME/ADDRESS HERE <u>ENVIROPROBE</u> INTEGRATED SOLUTIONS, INC. 630 Cross Lanes Drive

Nitro WV 25143

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HEALTH AND HUMAN RESOURCES BPH ENVIRO HLTH SERVICES CAPITOL AND WASHINGTON STREETS 1 DAVIS SQUARE, SUITE 200 CHARLESTON, WV 25301-1798 304-558-2981

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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 \$125.00 registration fee.
- 5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, 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 Covered 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: It 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 sworm statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia Alcohol 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 cases 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



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RFQ COPY

TYPE NAME/ADDRESS HERE

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

Request for Quotation

REQUUMBER EHS90039 PAGE 2

ADDRESS:CORRESPONDENCE TO ATTENTION OF ROBERTA WAGNER 304-558-0067

HEALTH AND HUMAN RESOURCES BPH ENVIRO HLTH SERVICES CAPITOL AND WASHINGTON STREETS 1 DAVIS SQUARE, SUITE 200 CHARLESTON, WV 25301-1798 304-558-2981

DATE PRINTED TERMS OF SALE FREIGHTTERMS SHIP VIA FOB. 08/05/2008 BID OPENING DATE: 09/18/2008 BID OPENING TIME 01:30PM LINE QUANTITY. UOP ITEM NUMBER UNITPRICE AMOUNT ORIGINAL CONTRACT THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE. UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT. RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS. CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE right to cancel this contract immediately upon written NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN. OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANS-PORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.) QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE DATE TITLE ADDRESS CHANGES TO BE NOTED ABOVE



RFQ COPY

TYPE NAME/ADDRESS HERE

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

Request for PEGNUMBER Quotation

EHS90039

AGE 3

ADDRESS CORRESPONDENCE TO A TENTION OF ROBERTA WAGNER 304-558-0067

HEALTH AND HUMAN RESOURCES BPH ENVIRO HLTH SERVICES CAPITOL AND WASHINGTON STREETS 1 DAVIS SQUARE, SUITE 200 CHARLESTON, WV

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EXPRESSION OF INTEREST

Source Water Protection Technical Help Program (SWPTHP) Requisition Number EHS90039

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 Department of Health and Human Resources, Office of Environmental Health Services, Environmental Engineering Division, "Agency", from qualified firms to provide architectural/engineering services as defined in part two (2) and three (3).

12 Project:

The mission or purpose of the project described in sections 2 & 3 is to provide sufficient information to enable Vendors to satisfy a need for technical assistance to assist community water systems in developing local source water protection programs to protect public health and safety.

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:

Roberta Wagner
Purchasing Division
P.O. Box 50130
Charleston, WV 25305-0130
Fax: (304) 558-4115
roberta.a.wagner@wv.gov

The firm, or anyone on the firm's behalf, is not permitted to make any contact whatsoever with any member of the evaluation committee. Violation may result in rejection of the EOI. The State Buyer named above is the sole contact for any and all inquiries after this EOI has been released.

1.5 Vendor Registration:

Firms participating in this process should complete and file a **Vendor Registration and Disclosure Statement** (Form WV-1) and remit the registration fee. Firm is not required to be a registered vendor in order to submit an EOI, but

the successful firm must register and pay the fee prior to the issuance of an actual contract.

1.6 Oral Statements and Commitments:

Firm must clearly understand that any verbal representations made or assumed to be made during any oral discussions held between firm's representatives and any State personnel are **not** binding. Only the information issued in writing and added to the Expression of Interest specifications file by an official written addendum is binding.

1 7 Economy of Preparation:

EOI's should be prepared simply and economically, providing a straightforward, concise description of firm's abilities to satisfy the requirements of the EOI. Emphasis should be placed on completeness and clarity of content.

1.8 **Labeling of the Sections:** The response sections should be labeled for ease of evaluation.

1.9 Submission:

- 1.9.1 State law requires that the original expression shall be submitted to the Purchasing Division. All copies to the Purchasing Division must be submitted **prior** to the date and time stipulated as the opening date. All expressions will be date and time stamped on the Purchasing Division official time clock to verify time and date of receipt.
- 1.9.2 Firms mailing expressions should allow sufficient time for mail delivery to ensure timely arrival. The Purchasing Division **CANNOT** waive or excuse late receipt of an expression which is delayed and late for any reason according West Virginia State Code §5A-3-11. Any EOI received after the bid opening time and date will be immediately disqualified in accordance with State law and the Legislative Rule 148-CSR-1.

Submit:

One original plus (7) convenience copies to: Purchasing Division 2019 Washington Street, East P.O. Box 50130 Charleston, WV 25305-0130

The outside of the envelope or package(s) should be clearly marked:

Buyer: Roberta Wagner Req#: EHS90039 Opening Date: 9/18/08 Opening Time: 1:30 p.m.

1.10 Rejection of Expressions:

The State shall select the best value solution according to §5G-1-3 of the West Virginia State Code. However, the State reserves the right to accept or reject any or all expressions and to reserve the right to withdraw this Expression of Interest at any time and for any reason. Submission of, or receipt by the State of Expressions confers no rights upon the firm nor obligates the State in any manner.

1 11 Incurring Costs:

The State and any of its employees or officers shall not be held liable for any expenses incurred by any firm responding to this EOI for expenses to prepare, deliver, or to attend the short-list interviews.

1.12 Addenda:

If it becomes necessary to revise any part of this EOI, an official written addendum will be issued by the State to all potential firms of record.

1.13 Independent Price Determination:

A contract will not be considered for award if the negotiated price was not arrived at independently without collusion, consultation, communication, or agreement as to any matter relating to prices with any competitor.

1.14 **Price Quotations:** No "price" or "fee" quotation is requested or permitted in the response.

1.15 Public Record:

1.15.1 Submissions are Public Record.

All documents submitted to the State Purchasing Division related to purchase orders/contracts are considered public records. All EOI's submitted by firms shall become public information and are available for inspection during normal official business hours in the Purchasing Division Records and Distribution center after the expressions have been opened.

1.15.2 Written Release of Information

All public information may be released with or without a Freedom of Information request, however, only a written request will be acted upon with duplication fees paid in advance. Duplication fees shall apply to all requests for copies of any document. Currently the fees are \$0.50/page, or a minimum of \$10.00 per request, which ever is greater.

1.15.3 Risk of Disclosure.

The only exemptions to disclosure of information are listed in West Virginia Code §29B-1-4. Primarily, only trade secrets as submitted by a firm are the only exemption to public disclosure. The submission of any information to the State by a firm puts the risk of disclosure on the firm. The submission of any

information to the State by a vendor puts the risk of disclosure on the vendor. The State does not guarantee non-disclosure of any information to the public.

1.16 Schedule of Events:

Release of the EOI	8/8/08
Firm's Written Questions Submission Deadline	9/2/08
Response to Questions	9/5/08
Mandatory Pre-Bid Conference	8/28/08
Addendum Issued	9/5/08
Expressions of Interest Opening Date	9/18/08
Estimated Date for Interviews (week of)	\mathtt{TBD}

Mandatory Prebid Conference: There will be a mandatory pre bid meeting. The contractor must attend to submit an Expression for consideration. The meeting will be held at the Office of Environmental Health Services located at 1 Davis Square Suite 200 Charleston WV 25301 in the training room located on the second floor of the west wing on 8/28/08 at 9:00 A.M.

1.18 Bond Requirements: None

1.19 Purchasing Affidavit:

West Virginia State Code §5A-3-10a (3) (d) requires that all firms submit an Affidavit regarding any debt owed to the State and licensing and confidentiality certifications. The Affidavit **must** be signed and submitted prior to award It is preferred that the Affidavit be submitted with the EOL.

PART 2

OPERATING ENVIRONMENT

- 2.1 Location: Bureau for Public Health/Office of Environmental Health Services/ Environmental Engineering Division, Capitol and Washington Streets, 1 Davis Square, Charleston, WV 25301 shall coordinate the assigned projects and services
- 2.2 Background: As required under the 1996 Federal Safe Drinking Water Act (SDWA), West Virginia developed a Source Water Assessment and Protection (SWAP) Program to assess the susceptibility of public drinking water sources to pollution as the basic framework for building voluntary, community-based source water protection programs to be the primary prevention barriers to drinking water contamination. The Source Water Protection Technical Help Program (SWPTHP) is a federally funded contract administered by Department of Health and Human Resources (DHHR), Bureau for Public Health (BPH) to provide contracted services to public water systems seeking assistance in developing and implementing local source water protection programs. The program is federally funded through DHHR's Drinking Water State Revolving Fund (DWSRF) Set-Aside account under

EXPRESSION OF INTEREST EXPRESSION OF INTEREST AND

STATEMENT OF QUALIFICATIONS Source Water Protection Technical Help Program (SWPTHP) Requisition No. EHS90039

Prepared for:

West Virginia Bureau for Public Health Office of Environmental Health Services **Environmental Engineering Division** 1 Davis Square, Charleston, WV 25301

Submitted to:

Roberta Wagner **Purchasing Division**

Prepared by:

ENVIROPROBE INTEGRATED SOLUTIONS, INC.

DRILLING * ENGINEERING * ENVIRONMENTAL PROFESSIONALS

630 Cross Lanes Drive Nitro, West Virginia 25143

Phone: (304) 776-6717, Fax: (304) 776-6769

www.enviroprobeinc.com

Roderic E. Moore, P.E. LRS - President remoore@enviroprobeinc.com

09-18-08

Date



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Requisition No. EHS90039

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Telephone: (304) 776-6717



EXPRESSION OF INTEREST AND STATEMENT OF QUALIFICATIONS Source Water Protection Technical Help Program (SWPTHP) Requisition No. EHS90039

1.0 PURPOSE AND PROJECT UNDERSTANDING

The Acquisition and Contract Administration Section of the Purchasing Division (State) is soliciting Expressions of Interest (EOI) for the Department of Health and Human Resources (DHHR), Office of Environmental Health Services (OEHS), Environmental Engineering Division (Agency). The mission of the project is to provide sufficient information to enable Vendors to satisfy a need for technical assistance to assist community water systems in developing local source water protection programs to protect public health and safety.

This information is necessary and required under the 1996 Federal Safe Drinking Water Act (SDWA). The State developed the Source Water Assessment and Protection (SWAP) program to assess the susceptibility of public drinking water sources to pollution. The SWPTHP is a federally funded contract administered by the DHHR, Bureau of Public Health (BPH) to provide contracted services to public water systems seeking assistance in developing and implementing local source water protection programs.

EnviroProbe fully understands this project. Personnel at EnviroProbe have been involved with prior SWAP projects. Roderic Moore, P.E., LRS and Dana Elkins of EnviroProbe have participated in SWAP projects. Dana Elkins was actively involved in SWAP program development while employed by DHHR-OEHS from 1999-2002.

Mr. Elkins was responsible for developing the source water access database for the SWAP unit and was also responsible for training staff from the West Virginia Rural Water Association, private sector contractors, and college interns, on performing SWAP assessment on surface and groundwater public drinking water systems PDWS. Training included field identification of potential contaminant sources (PCS); collecting spatial data for PCS's using Trimble GPS; photographing-cataloging PCS's; and merging the data into the source water access database.

Telephone: (304) 776-6717

Mr. Elkins was responsible for creating a single GIS from assessment data to be used by OEHS staff as an integral part of the SWAP.

1.1 Understanding of General Requirements

If selected, EnviroProbe will implement the activities associated with the State SWAP Program in the St. Albans, WV and Wheeling, WV districts. EnviroProbe will work with the Agency in an effort to encompass all of the water sources (groundwater and surface water) operated by the systems. The community public water supply (CPWS) systems are divided into two classes as follows:

- 1. Groundwater
 - a Small
 - b Medium
 - c. Large
- 2 Surface Water
 - a. Small
 - b. Medium
 - c Large

EnviroProbe's efforts will be based on several criteria and required tasks defined by the project and Agency

1.2 Groundwater CPWS

EnviroProbe will focus on the 5-year capture zones as defined by the BPH SWAP program. The 5-year capture zones for the small, medium, and large groundwater systems correspond to the following:

Small:

<500 acres

Medium:

500 to 1,000 acres

Large:

>1,000 acres

There are a total of 28 community groundwater systems in the two areas (9 – St. Albans and 19 – Wheeling).

1.3 Surface Water CPWS

In lieu of the entire watershed, EnviroProbe's inventory efforts for surface water CPWS will be focused on the SAWP Zone of Critical Concern (ZCC) as defined by the BPH SWAP. The ZCC is the corridor along the streams, lakes, and reservoirs within the watershed areas the warrants additional inventory and management due to the proximity to the source water and the susceptibility to potential contaminants from Potential Contaminant Sources (PCS).

EnviroProbe understands the ZCC delineations for free flowing streams, lakes, and reservoirs within the Watershed Delineation Area (WSDA). The surface water project areas are also divided into small, medium, and large categories based on the following criteria:

Small:

<1,000 acres

Medium:

1,000 to 8,000 acres

Large:

>8,000 acres

There are a total of 32 community surface water systems in the two areas (24 – St. Albans and 8 – Wheeling)

2.0 PROCUREMENT SPECIFICATIONS

A broad range of disciplines is required to meet the multi-faceted challenges of this project. EnviroProbe's team will provide the full range of services necessary for the following:

- 1. Project Management Communication,
- 2. Project Meetings,
- 3. PCS Surveys,
- 4. Plan Development (Management, Contingency)
- 5. Site-Specific Report Preparation

EnviroProbe has included a Project Organization Chart (**Appendix A**), showing the lines of communication and hierarchy for project management.

2.1 Project Team Members

EnviroProbe is providing a listing, brief description, and resumes (**Appendix B**) of personnel to be assigned to this project.

Program Manager and SWAP Project Manager:

Mr. Roderic E. Moore, P.E., LRS

Mr. Moore is the president of EnviroProbe and has over 15 years of experience performing and managing environmental and engineering projects. He has performed and/or managed numerous project including: Phase I and II ESAs, regulatory compliance and negotiations, soil and groundwater remediation, Brownfield/WV VRRA, WVDEP FUDs, risk assessment, environmental/regulatory permitting, SPCC, Superfund, and waste management projects.

Mr. Moore has served as the LRS on 14 WVDEP VRRA projects and as Project Manager for the WVDEP Landfill Closure Assistance Program/Leaking Underground Storage Tank (LCAP/LUST) contract on 18 projects. He has also served as the Project Manager for the WVDEP as a contract risk assessor responsible for reviewing and commenting on VRRA risk assessments. Some of his personal information is provided below:

Education: B.S. Civil Engineering, West Virginia University
M.S. Civil Engineering, West Virginia University
Registrations: Licensed Remediation Specialist (LRS #41), WVDEP
Registered Professional Engineer (PE #16390) State of West Virginia
Certified Well Driller (CWD #0154), WVDEP
40 Hour OSHA HAZWOPER
OSHA Confined Space Entry (Entrant and Attendant)
Affiliations: Air & Waste Management Association
American Society of Civil Engineers
National Ground Water Association
Experience: 15 years
Representative Projects: 13 WVDEP VRRA Projects as LRS
15 WVDEP site assessment, risk assessment, and remediation projects
Managed U.S. Army Corps of Engineers Contract (Huntington District)
Managed WVDOH Statewide Petroleum Site Assessment Contract
Fike/Artel Trust - Fike Chemical Superfund Site - Stormwater WWTP O&M
Performed and/or managed over 75 Phase I ESAs
Performed and/or managed over 25 UST Closures
Managed installation of over 100 monitoring/remediation wells
Performed and/or managed over 75 Phase II ESAs

Mr. Moore will serve as the Program Manager and SWAP Project Manager and serve as the official point of contact for contractual and technical issues between EnviroProbe and the BPH Project Manager.

He will allocate personnel and resources to meet the project timelines within the allotted budget. He and other staff will attend the project meetings. EnviroProbe personnel will initiate, coordinate, and conduct those meetings. EnviroProbe will prepare and deliver short project presentations and then discuss the project and provide updates, recommendations, and information on upcoming milestones.

Senior SWAP Specialist:

Mr. Dana Elkins, BS Geology, Sr. Geologist/GIS Specialist

Mr. Elkins is a Sr. Geologist/GIS Specialist for EnviroProbe and has over 13 years experience in the coal industry, environmental health service, Arcview®/GIS, and environmental consulting. Mr. Elkins has worked in the mining and

engineering/environmental consulting industries as well as state government for the WV Bureau for Public Health (WVBPH), Office of Environmental Health Service, Source Water Protection Program (SWPP). Mr. Elkins is arguably the most experienced and qualified GIS Specialist in the region and will perform the mapping for the project. Some of his personal information is provided below:

Registrations:	40 Hour OSHA HAZWOPER
	O Hour MSHA Surface and Underground
	National Ground Water Association
Representative Projects:	
- эн эн империя на	GIS Database - WVBPH SWPP
Built GIS data layers, Zones of Sp	pecial Concern, Wellhead Protection Areas WVDEP VRRA Projects
Developed GIS mapping to 2001	flooding in Upper Guyandotte Watershed
1 11 0	e/hydrologic conditions in support of mine
	Created mine planning and reserve maps
	Mapped and reported coal reserves
	maps of roof and floor geology using GIS
	ated overburden ratios for surface mines
	sk assessment, and remediation projects
andwa	ater Modeling and Capture Zone Analysis
	Engineers Contract (Huntington District) Phase I/II ESAs
	•
	erground Storage Tank Tier 1 Evaluation
	mation cost estimates for old deep mines
	a GIS database for the locations of public uding water intakes, wells, and springs
"acor supply technics, mer	danis "ator irranco, wono, and opringo.

Mr. Elkins will serve as EnviroProbe's Senior SWAP Project Manager. His duties will include consulting and working with the SWAP PM and others to implement all phases of the work.

Should EnviroProbe be awarded the work for both areas, Dana Elkins will serve as the Sr. Project Manager. In that capacity he will be entirely responsible for one of the areas, while working closely with the EnviroProbe's other SWAP Specialist. This will ensure continuity and consistency between the two areas.

SWAP Specialist(s):

Neil A. Capper - Environmental Toxicologist

Mr. Capper is a Staff Environmental Scientist/Toxicologist for EnviroProbe. He

Telephone: (304) 776-6717

holds a M.S. degree in Environmental Toxicology and a B.S. in Marine Science (Minors in Environmental Science and Chemistry). Mr. Capper is experienced with asbestos inspections and abatement, Phase I and II ESAs, soil and groundwater sampling, soil and groundwater remediation, watershed assessment, habitat assessments, drilling including hollow stem auger and Geoprobe® direct-push, permitting and reporting

Mr. Capper will serve as EnviroProbe's SWAP Project Manager for one area. His duties will include consulting and working with the SWAP PM, Sr SWAP Specialist, and others to implement all phases of the work

Other Personnel:

Ms. Ronda J. Moore, Vice-President, Contract Specialist

Ms Moore is the vice-president of EnviroProbe Integrated Solutions, Inc. and has over 20 years experience in contract administration, accounting, auditing, and reporting. In her career, she has excelled at staff and management positions including auditor, accountant, controller, Chief Executive Officer, Chief Financial Officer, and Chief Operating Officer. Ms Moore will provide contract administration, accounting, and reporting support on this project for the EIS team. In addition, she will provide logistical support to the project team members from the EnviroProbe headquarters. Her familiarity and expertise in terms of project accounting and invoicing for statewide projects will be beneficial to EnviroProbe and the WVDOH throughout this contract. Some of her personal information is provided below:

Education: B.S. Business Administration, Glenville State College
Accounting Major and Minor in Economics
Affiliations: Leadership Putnam County 2003
President, Putnam Area Kiwanis 2004-2005
Vice President, Putnam Area Kiwanis 2003-2004
Board Member, Big Brothers, Big Sisters of Kanawha/Putnam Area
Member, American College of Healthcare Executives
Member, Healthcare Financial Management Association
Experience: 20 years

Ms. Moore will be instrumental in this project from the standpoint of:

- Logistical concerns and planning
- Personnel needs and acquisition of equipment and supplies
- Contractual issues including administrative tasks, assistance with preparation of weekly and monthly status reports,
- Clerical and data entry support

Roy Christopher Henderson - Engineering Technician

Mr Henderson is a Certified Asbestos Inspection and Field Technician for EnviroProbe. He offers significant experience in various sampling, field data collection, engineering and environmental projects. Specifically, Mr Henderson has extensive experience with asbestos inspection sampling and report preparation, environmental and geotechnical projects, proper sampling of environmental media, O&M of soil and groundwater remediation systems, construction management, Phase I and II Environmental Site Assessments, NPDES Stormwater and Groundwater Protection Plans, air monitoring, leaking underground storage tank (LUST) corrective action, Quality Assurance/Quality Control (QA/QC), and drilling in numerous geologic types using Geoprobe® direct-push technology and rotary drilling rigs

Lash McGhee - Sr. Technician

Lash McGhee is a Senior Environmental Technician and Certified Well Driller (CWD) for EnviroProbe. Mr. McGhee began his career in the chemical manufacturing industry in 1976 before entry into the environmental services and petroleum construction industry in 1988. Mr. McGhee offers significant experience in various asbestos inspections, field data collection, engineering and environmental projects. Specifically, Mr. McGhee has extensive experience with environmental and geotechnical drilling, proper sampling of environmental media, design/build of soil and groundwater remediation systems, construction management, Phase I and II Environmental Site Assessments, NPDES Stormwater and Groundwater Protection Plans, air monitoring, leaking underground storage tank (LUST) corrective action, Quality Assurance/Quality Control (QA/QC), and drilling in numerous geologic types using Geoprobe® direct-push technology and rotary drilling rigs.

Eric Lupardus - Technician

Mr. Lupardus is an Environmental Technician and Certified Well Driller (CWD) for EnviroProbe. Mr. Lupardus offers significant experience in field data collection for engineering and environmental projects. Specifically, Mr. Lupardus has extensive experience with environmental and geotechnical drilling, proper sampling of environmental media, design/build of soil and groundwater remediation systems, construction management, Phase I and II Environmental Site Assessments, Spill Prevention Control and Countermeasure (SPCC) Plans, leaking underground storage tank (LUST) corrective action, and drilling in numerous geologic types using Geoprobe® direct-push technology and rotary drilling rigs.

Nathan Paxton - Technician

Mr. Paxton is an Environmental Technician for EnviroProbe. Mr. Paxton offers significant experience in field data collection for engineering and environmental projects. Specifically, Mr. Paxton has extensive experience with environmental

and geotechnical drilling, proper sampling of environmental media, design/build of soil and groundwater remediation systems, construction management, Phase I and II Environmental Site Assessments, Spill Prevention Control and Countermeasure (SPCC) Plans, leaking underground storage tank (LUST) corrective action, and drilling in numerous geologic types using Geoprobe® direct-push technology and rotary drilling rigs

2.2 Project Management Communication

EnviroProbe's SWAP PM, Mr. Roderic E. Moore, P.E., LRS will function as the primary point of contact with the BPH PM. Mr. Moore has managed a vast array of multi-faceted and multi-disciplined projects. His project management and communication experience has included projects with state agencies, federal agencies, city and county governments, watershed associations, coordination of community meetings, and stakeholder advisory groups.

Mr. Moore, as the owner and President of the company is available 24 hours per day, 7 days per week. He possesses a cell phone with direct email (i.e., Blackberry) and will provide all other means of communication available to the BPH PM.

As a requirement on several other projects, Mr. Moore has successfully prepared weekly and monthly project status reports. He will work with the BPH PM to establish the requirements of the summary prior to preparation of the first report. As the project continues, the content of the weekly and monthly summary reports can be adjusted.

2.3 Project Meetings

EnviroProbe personnel will initiate, coordinate, and conduct various project meetings. EnviroProbe will prepare and deliver short project presentations and then discuss the project and provide updates, recommendations, and information on upcoming milestones.

2.3.1 Project Initiation Meetings

This meeting (one per CPWS) will serve as the formal beginning of the project. EnviroProbe is prepared to fully describe the SWAP program to the various stakeholders and the community. The primary purpose will be to:

- Establish local points of contact
- Establish lines of communication within the area
- Gather preliminary information on the area and potential PCS's

- Present a proposed project timeline
- Discuss the need for this effort, the deliverable (i.e., report or product) and the anticipated outcome
- Present and discuss the Project Management and Project Contingency Plans to the stakeholders
- Review the existing PCS listing (provided by the OEHS) with representatives of the CPWS and other stakeholders
- Edit the list based on information gathered during the meeting
- · Address questions from attendees

Prior to this meeting, EnviroProbe is prepared to obtain/download various lists of regulated PCS's that will include, but not be limited to:

Federal databases

- National Priorities List (NPL)
- Comprehensive Environmental Response and Liability Information System (CERCLIS) list
- RCRIS databases
- Emergency Response Notification System (ERNS) list
- No Further Remedial Action Planned (NFRAP) Sites list

State databases

- Registered Underground Storage Tank (UST) facility information list
- Leaking Underground Storage Tank report (LUST) list
- Hazardous Waste Site report (HWS) list
- Solid Waste Facility (SWF) information list
- NPDES Permits (industrial)
- NPDES Permits (construction activities)
- Mine Permits
- Wastewater facilities (permitted)
- Air Permits
- Solid Waste Permits
- Underground Injection Control (UIC) Permits

Other Sources

- Historical Sanborn Fire Insurance Maps
- Historical aerial photographs
- Historical City Directories
- Local water well records
- Local Environmental/Remediation Wells
- Public water supply well records

EnviroProbe will review the available information and modify the OEHS PCS list prior to the initial meeting.

2.3.2 Follow-Up Meetings

EnviroProbe will conduct one follow-up meeting for each CPWS. Prior to the meeting, EnviroProbe will invite CPWS representatives, stakeholders, others considered to be resources to the effort, and other parties having an interest in the project.

During the meetings, EnviroProbe will present preliminary PCS maps, and discuss the Project Management and Project Contingency Plans. Input from those in attendance will be recorded and reviewed to modify the PCS maps where possible.

2.3.3 Project Closure Meetings

As a result of the implementation of the project tasks, including the input from the stakeholders and interested parties in the CPWS, EnviroProbe will present the results of the study. EnviroProbe will discuss how the CPWS can use the report for their benefit. Conclusions and recommendations will be presented and discussed. Priority PCS's (based on a ranking system) will be presented and discussed. Other PCS's other less concern, based on the ranking system, will be discussed in less detail.

2.4 PCS Survey of Areas

EnviroProbe will perform the PCS survey of each area attempting to identify regulated and non-regulated PCS's within the wellhead and ZCC areas. Prior to sending personnel to the field, EnviroProbe will provide internal training to ensure the project expectations are met during the data collection phase. We have all necessary equipment (see section 2.8) and experience personnel to perform this project. Using the database of known PCS's provided from the BPH, EnviroProbe will attempt to further develop it (see section 2.3.1) by research more recent records.

EnviroProbe will develop field survey forms for use by our personnel to ensure consistency and collection of appropriate data.

Information gained from the initial planning and development and the site surveys will be added to the database. EnviroProbe will prepare necessary mapping and reports as required by the project specifications.

2.5 Project Management Plan Development

2.5.1 Project Management Plan for the CPWS

EnviroProbe prepare a project management plan that will identify and document ways to protect the source water within each area. We will present steps to reduce the likelihood of future contamination. The plan will at a minimum include:

- List of local officials and private citizens willing to lead or assist in local source water protections efforts
- Identify management techniques to be utilized such as local regulations or ordnances, property easements, public education techniques, Best Management Practices (BMPs)
- Comparison of the original SWAP reports with the current report to compare conclusions and recommendations as well as efforts already initiated. Discuss successes and failures since the last report.
- List of contacts and resources
- Other issues identified during the project

2.5.2 PM Plan to Implement SWAP Project

EnviroProbe's SWAP PM/Program Manager and our SWAP Specialists have developed numerous project management plans for a variety of multi-faceted projects including:

- Voluntary Remediation and Redevelopment Program (VRRP) sites. These plans included:
 - o project team assignments
 - o defining the project lines of communication
 - o involved regulatory project personnel (WVDEP, EPA, USACE, etc.)
 - o preparation of site health and safety plans (HASPs), quality assurance project plans (QAPPs), site assessment work plans (SAWPs), remediation work plans (RWPs), VRRP Applications, and VRRP Agreements
 - o Permit requirements
 - o file reviews (FOIA),
 - o preparation, coordination, and conducting community meetings
 - o preparation of a programmatic plan for assessment and remediation
- Projects involving up to 100 retail petroleum gas stations owned by single clients. These plans included:
 - o project team assignments
 - o involved regulatory project personnel (WVDEP, EPA, USACE, etc.)
 - o file reviews (FOIA),

- o preparation of a programmatic plan for assessment and remediation of each site,
- o project schedules,
- U.S. Army Corps of Engineers and WVDEP In-kind project involving up to 100 facilities requiring environmental site assessments and remediation rankings
- USACE Groundwater Modeling and Mapping Data Analysis to show groundwater remediation systems are Operating Properly and Successfully (OP&S) per the definition of the USEPA
- WVDEP, Division of Water and Waste Management Statewide Contracts
- WVDOH Statewide Contract for assessment and remediation

EnviroProbe will prepare the Project Management Plan for these projects that at a minimum meets the requirements the contract to identify and document ways to protect source water.

With every project, there are unanticipated events, problems, conflicts, and considerations that can affect the performance of the project that must be addressed. It is best to attempt to identify such factors early and have a plan in place to address them during the project to overcome obstacles and to project avoid delays. EnviroProbe will prepare the plan using our experience with this type of project that will consider performance issues such as:

- Logistical considerations
- Contacts
- Emergency contacts
- Health and safety protocols
- Backup personnel
- Transportation routes

2.6 Project Contingency Plan Development

Each CPWS needs to be aware of potential problems (both anticipated and unanticipated). EnviroProbe will work the each CPWS and the BPH to develop an extensive Contingency Plan that can be used for planning and for reaction to unexpected events. The plan will consider:

- Water supply characteristics such as:
 - Source capacity
 - o Geology
 - o Factors affecting water quality and quantity (i.e., lock and dams, accidents, terrorists' activities/events, major spills/releases, natural disasters, etc.)

- Identification of alternate supplies
- · List of contacts and resources
- Secondary threats to water quality and/or quantity
- Other issues identified during the project

2.7 Site Specific Report Preparation

EnviroProbe will prepare a site-specific report for each CPWS area. The report will be inclusive of all site activities from the award of the contract to the end. The discussion will include at a minimum:

- Project introduction
- Summary of project meetings
- Attendees to the meetings
- PCS inventory development, revision (new, deleted PCS's, justification), and rankings
- Maps
- Modifications made to the original SWAP report (discussion of prior and current conclusions and recommendations)
- Project Management Plan for future use by the CPWS personnel
- Activities that should be pursued by the CPWSs such as:
 - o Best management practices (BMPs)
 - o Funding sources to implement BMPs
 - o Local ordinances (existing and proposed)
- Prioritization of management techniques and BMPs that should be pursued
- Presentation of the Contingency Plan for the CPWS as discussed above

2.8 Requisite Project Equipment

To implement the project successfully, EnviroProbe understands specific minimum requirements for equipment and software include the following:

- 1 All necessary and appropriate equipment shall be readily available to the SWAP personnel at all times,
- 2. All costs related to this equipment shall be borne by EnviroProbe
- 3. All EnviroProbe staff shall have internet access capable of sending and receiving e-mail with large attachments,
- 4. EnviroProbe currently owns or will acquire the following equipment and software:
 - a. Numerous computers with Microsoft Windows 2000 or later
 - b Computers capable of running all necessary software and peripherals as defined by the software manufacturer
 - c. Wide Area Augmentation System (WAAS) capable global positioning

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system (GPS)

- d. Environmental Systems Research Institute (ESRI) ArcGIS 9.2 or later and GIS MS Access 2000 or later
- e. Large scale color plotter

EnviroProbe currently has ALL necessary equipment and software in-house and the experience and expertise to provide all services required under this contract.

In addition to that listed above, EnviroProbe maintains a fleet of company vehicles with four-wheel drive, all-terrain vehicles (ATVs), digital cameras, cellular telephones, laptop computers, survey equipment, hand-held GPS units, dash-board navigation systems, boats, and other ancillary equipment necessary to complete the project.

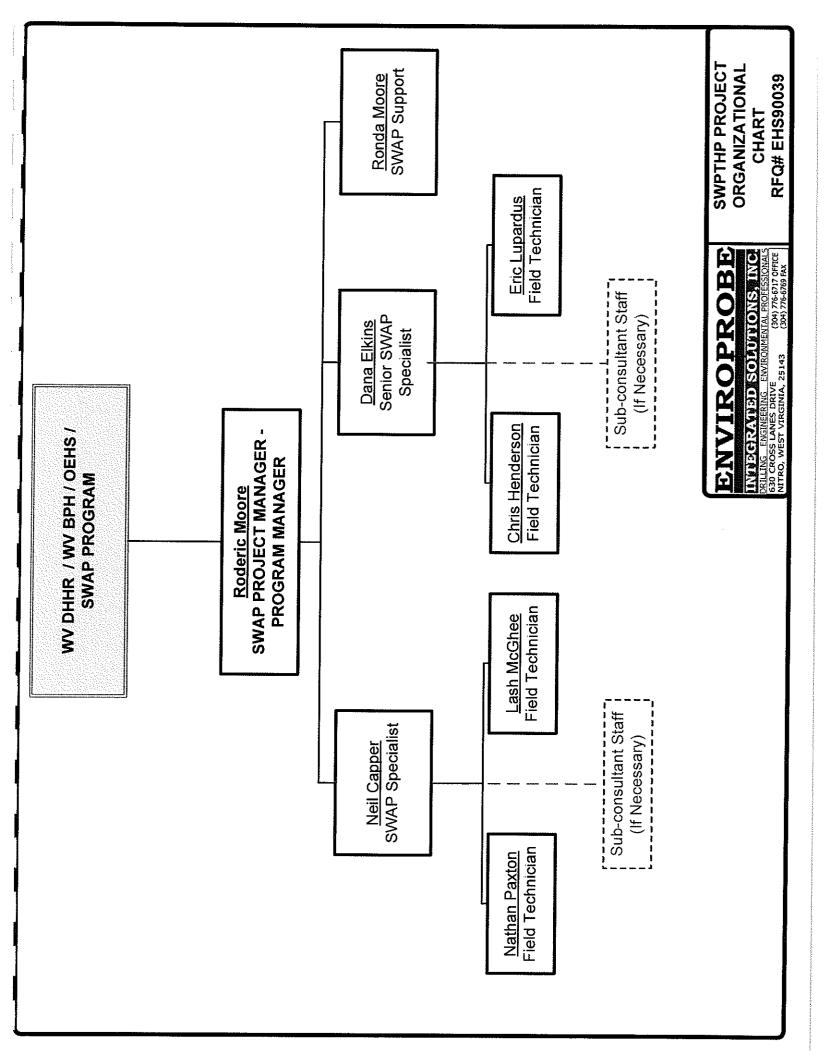
2.9 Deliverable Review, Revisions, and Acceptance

EnviroProbe understands that the BPH has a minimum time necessary to review and comment no draft deliverables. We also understand that certain modifications and revisions may be required and that payment to EnviroProbe will not occur until after acceptance of the deliverable.

3.0 PAST PERFORMANCE AND EXPERIENCE

EnviroProbe is presenting a discussion of three (3) recently completed projects that demonstrate our ability to complete the project successfully. Each of these projects required strong project management, communication skills, detailed planning, and adherence to project schedules.

The project abstracts are presented in Appendix C.





Roderic E. Moore, P.E., L.R.S. President remoore@enviroprobeinc.com

AREAS OF SPECIALIZATION

Roderic E. Moore, P.E., CWD, LRS is president of EnviroProbe Integrated Solutions, Inc. (EnviroProbe), a drilling/direct-push, professional engineering, and environmental consulting

He possesses extensive experience providing solutions to variety of complex environmental projects for various private, retail/commercial, and industrial clients, as well as state and federal government agencies.

Environmental Engineering and Management

Mr. Moore offers a combination of project management, technical expertise and leadership experience in the environmental, engineering, regulatory compliance, and health and safety industry. His related experience and expertise is comprised of over 15 years completing engineering and environmental projects which have included:

- Asbestos Inspections
- Solid/Hazardous Waste Management
- Storm/Wastewater Management & Treatment
- Phase I/II Environmental Site Assessments
- "Brownfield" Voluntary Remediation
- · Waste Minimization and Management
- Marketing and Technical Presentations
- SPCC Plans and Spill Response
- Expert Testimony

- Health and Safety Planning
- Remediation Design/Implementation
- Risk-based Corrective Action
- Staff Training and Development
- Health and Safety Plan Monitoring
- · Soil Groundwater Remediation
- Environmental Compliance Audits
- Groundwater Protection Plans
- Permitting and Regulatory Liaison

EDUCATION AND REGISTRATION

- M.S.Civil and Environmental Engineering, West Virginia University December 1994
- **B.S. Civil Engineering**, West Virginia University May 1992
- West Virginia State Board of Registration for Professional Engineers (P.E. Reg. No. 16390)
- Licensed Remediation Specialist (LRS #41), WV Department of Environmental Protection
- West Virginia Certified Well Driller (CWD #0154); WVDEP
- 40 Hour OSHA Hazardous Waste and Emergency Response (Current 8-hour Refresher)
- OSHA Confined Space Entry Training (entrant and attendant)
- ASFE Fundamentals of Professional Practice course
- Actively participate in ongoing professional development

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630 Cross Lanes Drive Nitro, West Virginia 25143



Roderic E. Moore, P.E., L.R.S. President

remoore@enviroprobeinc.com

EMPLOYMENT HISTORY

March 2006 - Present
March 1997 - March 2006
January 1996- March 1997
September 1994 - January 1996
January 1994 - August 1994
1992 - 1993
Summer 1992
Summers 1990 - 1991

EnviroProbe Integrated Solutions, Inc.
Potesta & Associates, Inc.
Terradon Corporation
Omega Environmental Services, Inc.
Rucker & Associates, Inc.
West Virginia University, Graduate Research Assistant,
Stilson and Associates, Inc.
West Virginia Department of Transportation

PROFESSIONAL ORGANIZATIONS/AFFILIATIONS

- American Society of Civil Engineers
- National Ground Water Association
- Air and Waste Management Association
- Water Environment Federation
- Hazardous Materials Control Resources Institute

PROFESSIONAL EXPERIENCE

Numerous single-site UST Ow SuperAme Limbocker Oil Comp Petroleum Products, Inc. – One Go-Mart, Triumph Energy Corpora WV-American Water Comp Marathon Petroleum Company, Amherst Industries,	Numerous commercial properties (non-retail petroleur
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Auto Dealers West Virginia Department of Environmental Protect Phase I ESAs – Property Transactions: Ba	Phase II ESAs for Property Transaction
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ENVIROPROBE INTEGRATED SOLUTIONS, INC. DRILLING + ENGINEERING + ENVIRONMENTAL PROFESSIONALS

Roderic E. Moore, P.E., L.R.S. President

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	Phase II ESAs:
	UST/LUST sites
	Chemical industry
	Commercial property
	Residential property
	City-owned property
	County-owned property
	Manufacturing facilities
	,
	,
	Brownfield/Voluntary Remediation sites
SPILL	LEANUP AND EMERGENCY RESPONSE
	Trucking Companies
	Insurance Providers
	Coal Companies
	Chemical Industry
	Retail Petroleum
	Bulk Petroleum Facilities
CERC	A/RCRA/SUPERFUND
	Fike/Artel Chemical Site – Nitro, WV
	Burke Parsons Bowlby – Goshen, VA
	Columbia Gas Transmission - Charleston, WV
	Raleigh Junk Company – Sattes, WV
	Raleigh Junk Company - Parkersburg, WV
	Raleigh Junk Company – Charleston, WV
	Twin City Iron & Metal – Bristol, VA
D. m.	•
DNER	Y AND RESOURCE EXTRACTION
	Columbia Gas Transmission
	Massey Coal Services
	International Coal Group
	Arch Coal
	польтической выправления в политической политической выправления в политической в политической в политической в
PERM	TING AND COMPLIANCE
	NPDES Permitting:
	Construction activities
	Industrial/manufacturing activities
	Remediation activities
	Compliance Audits:
	Numerous clients
	Transfer of the second



Roderic E. Moore, P.E., L.R.S. President

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Spill Prevention, Control and Countermeasure (SPCC) Plans:
Bulk Storage Facilities
Numerous clients storing petroleum products
Boggs Aviation - Spencer, WV
Amherst Industries, Inc.

BROWNFIELD AND LICENSED REMEDIATION SPECIALIST

Mr. Moore has been the Licensed Remediation Specialist, WVDEP Project Manager of record, or Project Manager for the following Brownfield/Voluntary Remediation Program (VRP) sites in West Virginia:

- VRP Charleston Sanitary Board, Copenhaver Park Former Sludge Facility Charleston,
 WV
- VRP Proposed Wal-Mart Glen Dale, WV
- VRP Blenko Glass Milton, WV
- VRP City of Parkersburg Former CSX Site Parkersburg, WV
- VRP Former G-M Properties Site (Roman Catholic Diocese of Wheeling-Charleston) -Charleston, WV
- WVDEP Former Fostoria Glass Moundsville, WV
- VRP Poor Charlie & Company, Inc., Cremer Iron & Metal Parkersburg, WV
- VRP Amherst Industries, Former Pt. Pleasant Marine (Parcel 1) Pt. Pleasant, WV
- VRP Amherst Industries, Former Pt. Pleasant Marine (Parcel 2) Pt. Pleasant, WV
- VRP Amherst Industries, Amherst Dock Facility Chelyan, WV
- VRP Poor Charlie & Company, Inc., Riverside Glasgow, WV
- WVDEP PPG/Former Marshall Army Landfill New Martinsville, WV
- WVDEP Former WV Plastics (Baby World) Grafton, WV
- VRP Poor Charlie & Company, Inc., Campbell's Creek Charleston, WV
- VRP Poor Charlie & Company, Inc., Sattes Nitro, WV
- VRP T.L. Diamond & Company and E.I. DuPont de Nemours & Company, Spelter Smelter Facility - Spelter, WV
- VRP Meyer Darragh Buckler Bebenek & Eck, Tanker Truck Spill Site West Hamlin, WV
- VRP Desco, Inc. Weirton, WV
- VRP Former Pack Lumber Site Marmet, WV

These multi-disciplinary projects involved environmental site assessment, risk assessment, remediation work plan preparation/design, remediation work plan implementation, and follow-up reporting and/or monitoring.



Ronda J. Moore Vice President Contract Specialist rjmoore@enviroprobeinc.com

AREAS OF SPECIALIZATION

Ronda Moore is the Vice President and Contract Specialist for EnviroProbe Integrated Solutions, Inc (EnviroProbe) EnviroProbe is a woman-owned drilling/direct-push, professional engineering, and environmental consulting firm.

FINANCIAL SERVICES AND CONTRACTS

Ms. Moore is responsible for the financial services/accounting staff at EnviroProbe. She is experienced and responsible also for contract administration, human resources, insurance, and other administrative tasks.

EDUCATION AND REGISTRATION

Bachelor of Science, Business Administration (Accounting Major, Economics Minor)
 Glenville State College (Glenville, WV), 1988

EMPLOYMENT HISTORY

March 2006 - Present

1997 - 2006

Chief Financial Officer

Chief Operating Officer
Interim Chief Executive Officer

Controller

1995 – 1997

1993 - 1994

1988 - 1993

EnviroProbe Integrated Solutions, Inc. Putnam General Hospital

Columbia River Park Hospital- Controller Rucker & Associates, Inc. – Controller Midwest Corporation

PROFESSIONAL ORGANIZATIONS/AFFILIATIONS

- Leadership Putnam County 2003
- President, Putnam Area Kiwanis 2004-2005
- Vice President, Putnam Area Kiwanis 2003-2004
- Board Member, Big Brothers, Big Sisters of Kanawha/Putnam Area
- Member, American College of Healthcare Executives
- Member, Healthcare Financial Management Association

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AREAS OF SPECIALIZATION

Mr. Elkins is a Sr. Geologist and Geographical Information Systems (GIS) Specialist for EnviroProbe Integrated Solutions, Inc. (EnviroProbe). EnviroProbe is a woman-owned drilling/direct-push, professional engineering, and environmental consulting firm. EnviroProbe is a growing firm comprised of one Professional Engineer, environmental professionals, Geologist/GIS Specialist, drillers, and field service technicians.

Mr. Elkins has worked in the mining and engineering/environmental consulting industries as well as state government (WV Bureau for Public Health – Office of Environmental Health Service, Source Water Protection Program).

ENVIRONMENTAL ASSESSMENT, REMEDIATION AND MANAGEMENT

Mr. Elkins offers a combination of project management, technical expertise and leadership experience in the mineral extraction and environmental consulting industry. He possesses extensive experience providing solutions to variety of complex environmental projects for various private, retail/commercial, and industrial clients, as well as state and federal government agencies. His related experience and expertise is comprised of nearly 14 years completing numerous projects which have included:

Solid/Hazardous Waste Management

Storm/Wastewater Management & Treatment

Phase I/II Environmental Site Assessments

"Brownfield" Voluntary Remediation

GIS and related applications

Database development and application

SPCC Plans and Spill Response

Surveying and mapping

Watershed delineation and mapping

Remediation Planning

Site layout and roadway design

Staff Training and Development

Health and Safety Plan Monitoring

Soil - Groundwater Remediation

Environmental Compliance Audits

Groundwater fate and transport

modeling

Permitting and Regulatory Liaison

EDUCATION AND REGISTRATION

- B.S. Geology, Marshall University 1993
- 40 Hour OSHA Hazardous Waste and Emergency Response (Current 8-hour Refresher)
- 40 Hour MSHA Surface and Underground
- Actively participate in ongoing professional development

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EMPLOYMENT HISTORY

September 2006 - Present 2003 - September 2006

2002 - 20031999 - 2002 EnviroProbe Integrated Solutions, Inc.

Potesta & Associates, Inc.

Snap Creek Mining, Inc.

WV Bureau for Public Health

Office of Environmental Health Services, Source Water Protection

Program

1997 - 1999

1994 - 1997

1991 - 1994

Christopher Consultants, Ltd.

Guyandotte Consultants, Inc.

Ark Land Company

PROFESSIONAL ORGANIZATIONS/AFFILIATIONS

National Ground Water Association

PROFESSIONAL EXPERIENCE

ARCVIEW AND GIS MAPPING PROJECTS

- Developed multi-well database and performed Capture Zone Analysis for the U.S. Army Corps of Engineers. Project involved fate and transport modeling using GMS Software in support of an evaluation of an existing groundwater remediation system to show it was Operating Properly & Successfully (OP&S).
- Developed mapping in support of pending litigation related to flooding.
- Developed mapping in support of pending litigation related to air deposition of contaminants from industrial facilities
- Implemented GPS programs, trained field staff using Trimble GeoExplorer and Trimble Pocket Global Positioning System (GPS). Training included data collection methods, environmental assessments, and mapping
- Generated mapping for mine subsidence and hydrologic conditions in support of mine permitting. Also mapped geology for the permitted mine area.
- Built GIS data layers of Zones of Special Concern and Wellhead Protection Areas for public water supplies in West Virginia
- Delineated watershed areas for surface water systems.

630 Cross Lanes Drive



- Developed the West Virginia Source Water Information System (WVSWIS), Microsoft Access module which incorporated GPS data, digital photographs, and other site specific information into a single GIS using Microsoft SQL and ArcSDE to store spatial data in a geodatabase model.
- Trained field staff to perform environmental assessments, use of GPS, notebook PCs, and Microsoft Access module.
- Delineated Zones of Critical Concern (ZCC) for WV Bureau of Health based on 5-hour travel time at 90% of high flow using GIS.
- Created and maintained a database for the locations of public water supply facilities, including water intakes, wells, and springs
- Created mine planning and reserve maps. Mapped and reported coal reserves.
 Generated mine-specific maps of roof and floor geology. Calculated overburden ratios for surface mines.
- Created and maintained spatial database on coal reserve holdings and managed core hole database for quantitative and qualitative coal modeling.
- Managed drilling program for large surface coal mine, including obtaining property exploration permits, scheduling road construction and working with drilling company.
- Planned large-scaled GPS project for survey control and mine construction.
- Determined reclamation cost estimates for old deep mines.
- Coordinated with field surveyors on several designs on a railroad crossing, several valley fills, mine punch-outs and road construction.
- Worked with PLS and performed boundary surveys.
- Worked with design team to design roads and travel ways to meet WVDOT specifications.
- Generated detailed topographic maps based on survey notes and SCR-33 electronic data collector using Carlson's SurvCADD 200 field to finish features.

ENVIRONMENTAL SITE ASSESSMENTS, RISK ASSESSMENTS, AND REMEDIATION

Mr. Elkins has performed or performed tasks in support of the following project types related to environmental assessment and remediation:



- Leaking Underground Storage Tank (UST) Sites
- Phase I ESAs Property Transactions
- Phase II ESAs
- Spill Cleanup and Emergency Response
- CERCLA/Superfund
- Energy and Resource Extraction
- Permitting and Compliance

VOLUNTARY REMEDIATION AND REDEVELOPMENT (WVDEP "BROWNFIELD")

Mr. Elkins performed various site assessment and data management on behalf of Licensed Remediation Specialists, for various Brownfield/Voluntary Remediation Program (VRP) sites in West Virginia.

These multi-disciplinary projects involved environmental site assessment, risk assessment, remediation work plan preparation/design, remediation work plan implementation, and follow-up reporting and/or monitoring



Neil A. Capper Environmental Scientist nacapper@enviroprobeinc.com

AREAS OF SPECIALIZATION

Mr. Capper is an Environmental Toxicologist/Scientist for EnviroProbe Integrated Solutions, Inc. (EnviroProbe) EnviroProbe is a woman-owned drilling/direct-push, professional engineering, and environmental consulting firm. EnviroProbe is a growing firm comprised of one Professional Engineer, environmental professionals, Geologist/GIS Specialist, drillers, and field service technicians. Mr. Capper has worked in the environmental consulting industry prior to, during, and following his higher education.

ENVIRONMENTAL ASSESSMENT, REMEDIATION AND MANAGEMENT

Mr. Capper offers a combination of project management, technical expertise and leadership experience in the environmental consulting industry. He possesses experience with a variety of environmental projects for various private, retail/commercial, and industrial clients, as well as state and federal government agencies. His related experience and expertise is comprised of completing numerous projects which have included:

- Phase I/II Environmental Site Assessments
- Solid/Hazardous Waste Management
- Watershed assessments
- **Asbestos Inspections**
- Phase I Environmental Site Assessments
- Phase II Environmental Site Assessments
- "Brownfield" Voluntary Remediation
- GIS and related applications
- LUST Site Assessments
- SPCC Plans and Spill Response

- Soil Groundwater Remediation
- Remediation Planning
- Stream habitat assessments
- · Air monitoring
- Asbestos Abatement Monitoring
- Health and Safety Plan Monitoring
- Environmental Compliance Audits
- Permitting and Regulatory Liaison
- LUST Corrective Action Plans
- Surveying and mapping

EDUCATION AND REGISTRATION

- M.S. Environmental Toxicology 2006. Clemson University. Pendleton, SC
- B.S. Marine Science (Minors in Environmental Science and Chemistry). 2004 Coastal Carolina University. Conway, SC
- 40 Hour OSHA Hazardous Waste and Emergency Response (Current 8-hour Refresher)
- WV Asbestos Inspector

Telephone: (304) 776-6717



Neil A. Capper Environmental Scientist nacapper@enviroprobeinc.com

EMPLOYMENT HISTORY

June 2007 - Present September 2006 - June 2007 August 2004 - May 2006 August 2003 - May 2004

EnviroProbe Integrated Solutions, Inc.
Triad Environmental Consulting, Inc.
Graduate Research Assistant – Clemson University
Laboratory Assistant – Coastal Carolina University

PROFESSIONAL ORGANIZATIONS/AFFILIATIONS

- Licensed Lead Inspector and Lead Risk Assessor
- Licensed Asbestos Inspector

PROFESSIONAL EXPERIENCE

ENVIRONMENTAL SITE ASSESSMENTS, RISK ASSESSMENTS, AND REMEDIATION

- Leaking Underground Storage Tank (UST) Sites
- Phase I ESAs Property Transactions
- Phase II ESAs Primary Site Assessments, Free Product Recovery and Reporting, Corrective Action Plans
- Spill Cleanup and Emergency Response
- Permitting and Compliance

WATERSHED WATER QUALITY MONITORING

- Live organism cultures
- Stream electro-shocking and fish/organism sampling and identification
- Stream habitat assessments
- Water and sediment sampling
- Installation and maintenance of automatic samplers

ASBESTOS INSPECTIONS AND ABATEMENT

- Asbestos Sampling and Report Preparation
- Air Monitoring following OSHA and NIOSH Guidelines
- Asbestos Abatement Monitoring and Reporting

Telephone: (304) 776-6717



Eric Lupardus, CWD Driller/Field Technician

AREAS OF SPECIALIZATION

Eric Lupardus, CWD is a Driller and Field Technician for EnviroProbe Integrated Solutions, Inc. (EnviroProbe), a woman-owned small business.

DRILLING AND PROJECT MANAGEMENT

Mr. Lupardus offers significant experience drilling in numerous geologic types using Geoprobe® direct-push technology and rotary drilling rigs. Mr. Lupardus also possesses the appropriate certifications including 40-Hour OSHA HAZWOPER, First Aid/CPR, and Certified Well Driller. Other duties and experience include soil and groundwater sampling, well development, and mentoring other drilling staff. His related experience and expertise have included:

Geoprobe® 54LT, 5400, 6600, 7720DT

Air rotary

Direct-push (soil and groundwater)

· Air sparge/SVE wells and implants

Monitoring wells (2", 4", and 6")

DPT injection of remediation compounds

Remediation system installation

Well purging and sampling

· Mobile™ rotary drill rig

Health and Safety Planning

NO rock core

Remediation/recovery wells

Well abandonment

Health and safety plan monitoring

Well development

Well design

EDUCATION AND REGISTRATION

- Roane County High School Spencer, West Virginia
- West Virginia Certified Well Driller (CWD #00392); WVDEP
- 40 Hour OSHA Hazardous Waste and Emergency Response (Current 8-hour Refresher)
- Federal Railroad Administration (CSX Transportation) Worker

EMPLOYMENT HISTORY

October 2007 - Present April 2007 - October 2007 December 2003 - May 2006 Driller - EnviroProbe Integrated Solutions, Inc.
Driller - E.L. Robinson, Cross Lanes, WV
Driller Helper - Triad Engineering, St. Albans, WV



Roy C. Henderson Sr. Environmental Technician

AREAS OF SPECIALIZATION

Mr. Henderson is a Sr. Engineering/Environmental Technician for EnviroProbe Integrated Solutions, Inc. (EnviroProbe). EnviroProbe is a woman-owned drilling/direct-push, professional engineering, and environmental consulting firm.

ENVIRONMENTAL SERVICES

Mr. Henderson offers significant experience in various engineering and environmental projects. Specifically, Mr. Henderson has direct experience with proper sampling of environmental media, asbestos inspections, design/build of soil and groundwater remediation systems, construction management, Phase I and II Environmental Site Assessments, NPDES Stormwater and Groundwater Protection Plans, air monitoring, leaking underground storage tank (LUST) corrective action, Quality Assurance/Quality Control (QA/QC), and drilling in numerous geologic types using Geoprobe® direct-push technology and rotary drilling rigs. His related experience and expertise includes:

Groundwater Protection Plans

- Asbestos Inspections

Solid/Hazardous Waste Management

"Brownfield" Voluntary Remediation

SPCC Plans and Spill Response

Well purging and sampling

Construction Monitoring

Chemical Process Controls

Soil/Groundwater Remediation System O&M

Mobile Remediation Trailer O&M

Phase I/II Environmental Site Assessments

Health and Safety Plan Monitoring

Soil - Groundwater Remediation

Environmental Compliance Audits

Drilling and Direct-push Sampling

· Monitoring Well Installation

EDUCATION AND REGISTRATION

- B.A. Environmental Technology Glenville State College, 1997
- Environmental Technology Calhoun-Gilmer Career Center, 1995
- High School Diploma, Gilmer County High School
- 40 Hour OSHA Hazardous Waste and Emergency Response (Current 8-hour Refresher)
- 8 Hour OSHA Supervisor Training for Hazardous Waste Activities
- Certified Asbestos Inspector West Virginia
- WVDEP Certified Well Driller (WV00271)
- Nuclear Density Gauge Safety Certification
- Fork Truck Certification



Roy C. Henderson Sr. Environmental Technician

EMPLOYMENT HISTORY

November 2007 - Present 1998 - 2007 1997 - 1998 1997 (Intern) 1996 (Intern) EnviroProbe Integrated Solutions, Inc.
Potesta & Associates, Inc., Charleston, WV
REI Consulting, Inc., Beaver, WV
NRCS, Glenville, WV
Terradon Corporation, Nitro, WV



Lash N. McGhee Field Technician

AREAS OF SPECIALIZATION

Lash McGhee is an Environmental Technician for EnviroProbe Integrated Solutions, Inc. (EnviroProbe). EnviroProbe is a woman-owned drilling/direct-push, professional engineering, and environmental consulting firm

ENVIRONMENTAL SERVICES

Mr. McGhee began his career in the chemical manufacturing industry in 1976 before entry into the environmental services and petroleum construction industry in 1988. Mr. McGhee offers significant experience in various engineering and environmental projects. Specifically, Mr. McGhee has direct experience with proper sampling of environmental media, asbestos inspections, design/build of soil and groundwater remediation systems, construction management, Phase I and II Environmental Site Assessments, NPDES Stormwater and Groundwater Protection Plans, air monitoring, leaking underground storage tank (LUST) corrective action, Quality Assurance/Quality Control (QA/QC), and drilling in numerous geologic types using Geoprobe® direct-push technology and rotary drilling rigs. His related experience and expertise have include:

Groundwater Protection Plans

Solid/Hazardous Waste Management

"Brownfield" Voluntary Remediation

SPCC Plans and Spill Response

Well purging and sampling

· Construction Monitoring

Chemical Process Controls

Soil/Groundwater Remediation System O&M

Phase I/II Environmental Site Assessments

· Health and Safety Plan Monitoring

Soil - Groundwater Remediation

Environmental Compliance Audits

Drilling and Direct-push Sampling

Monitoring Well Installation

EDUCATION AND REGISTRATION

- High School Diploma, George Washington High School, 1973
- 40 Hour OSHA Hazardous Waste and Emergency Response (Current 8-hour Refresher)
- 8 Hour OSHA Supervisor Training for Hazardous Waste Activities
- WVDEP Underground Storage Tank Class A and B (#604) certification
- WVDEP Certified Well Driller (WV00008)
- Fork Truck Certification



Lash N. McGhee Field Technician

EMPLOYMENT HISTORY

May 2007 - Present	EnviroProbe Integrated Solutions, Inc.
2002 – 2006	Kemron Environmental Services, Inc Poca, WV
1997 – 2001	NESCO/NEC Inc South Charleston, WV
1988 – 1997	National Petroleum Testing Consultants - So. Charleston, WV
1976 – 1985	FMC Corporation - South Charleston, WV

ENVIROPROBE INTEGRATED SOLUTIONS, INC. DRILLING + ENGINEERING - ENVIRONMENTAL PROFESSIONALS

PROJECT ABSTRACT

Inspection and SPCC Plans for Oil & Gas Facilities

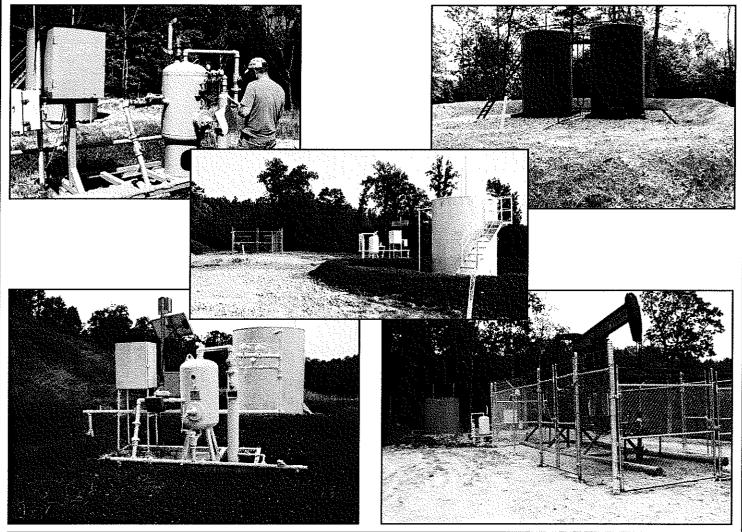
Chesapeake Energy

Jim Mottesheard, Environmental Affairs Coordinator - (304) 391-5142

The client operates over 8,000 oil and natural gas facilities in Kentucky, Tennessee, West Virginia, Pennsylvania, New York

EnviroProbe was tasked with inspecting many of these facilities and preparing Spill Prevention Control and Countermeasure (SPCC) plans. The facilities included producing wells, compressor stations, tank batteries, and electronic measuring sites.

Our services included identifying the facilities, collecting information for each facility based on records and interviews, driving to each of the facilities, photographing, recording GPS readings, measuring, sketching, and inspecting the facility, checking for obvious leaks or releases, and collecting detailed and pre-determined information about each facility. All information was recorded on prepared field inspection forms and entered into a company database. Based on the inspection, EnviroProbe prepared SPCC plans for those sites that stored oil greater than 1,320 gallons.



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ENVIROPROBE INTEGRATED SOLUTIONS, INC DRILLING + ENGINEERING - ENVIRONMENTAL PROFESSIONALS

PROJECT ABSTRACT

Management of Retail Petroleum LUST Account

Go-Mart, Inc.

Telephone: (304) 776-6717

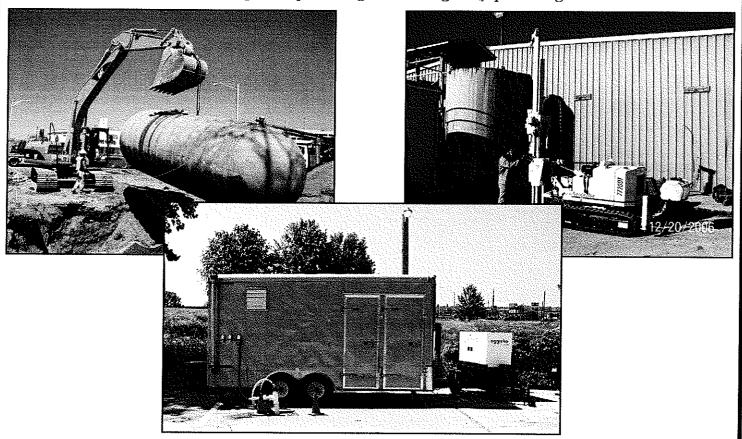
Fax: (304) 776-6769

Mike Conant, Environmental Director - (304) 364-8000, ext. 127

The client operates over 100 gas stations, convenience stores and related bulk facilities in West Virginia, Ohio, Kentucky, and Virginia. EnviroProbe has served Go-Mart by performing quarterly site inspections, Phase I and II ESAs, and managing the assessment and corrective action of their facilities. This project includes daily planning and performance evaluation. Planning and implementation of various tasks to meet the client expectations and regulatory requirements is crucial to their operations.

EnviroProbe was tasked with developing a programmatic plan to address short-terms (non-emergency) tasks, long-term regulatory-required assessment and remediation (soil and groundwater), and daily/weekly/monthly tasks to maintain compliance with state and federal laws. EnviroProbe developed plans to address issues such as:

- Quarterly UST system inspections
- UST system maintenance schedules
- Waste management (characterization, disposal, and record keeping)
- Permitting, operation, and updates required for various facility types (bulk terminals, facilities with WWTPs, air permitted facilities, LUST sites with on-going corrective action, UST system inspections, UST automatic tank gauging systems, annual tightness tests, spill response planning, and budgetary planning





PROJECT ABSTRACT

GIS and Mapping and Data Analysis

US Army Corps of Engineers

United States Army Corps Of Engineers Former West Virginia Ordnance Works, Point Pleasant, West Virginia.

Gene Struthers, PG Senior Geologist Novel Geo-Environmental, LLC 171 Montour Run Road Moon Township, Pennsylvania 15108 412-722-1970

Frank Albert, PE Environmental Engineer U.S. Army Corps of Engineers 502 Eight Street Huntington, WV 25701-2070

Develop Site GIS that is used as mapping and data analysis program.

EnviroProbe was responsible for developing, managing and updating Microsoft access database that contained contaminant data from 9 years of sampling and monitoring events from 78 monitoring wells. Groundwater samples were analyzed for five nitro aromatic contaminants of concern (COC). The samples were taken from two semi-confined aquifers present in ancient Ohio River fluvial deposits. The database was linked to a GIS created in ArcGIS 9.2. Analysis of contaminants of concern was performed using ArcGIS 9.2 and Base mapping was provided by the client in CAD format. Surfer 8.0 EnviroProbe developed and updated a MODFLOW groundwater model using Aquaveo's GMS 6.5. The groundwater model was developed on a regional scale. A smaller more site specific groundwater model was derived from the regional model that predicted capture zones for extraction wells at the site. The site groundwater model was calibrated and tested by EnviroProbe using monitoring data form the 78 monitoring wells on the site. EnviroProbe developed GIS mapping that combined COC analysis, base mapping, and groundwater modeling elements to support remediation efforts at the site.

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