

Expression of Interest

# Pipestem State Park | Beech Fork State Park Campground Improvements



West Virginia  
Division of Natural Resources

November 18, 2015

**BURGESS & NIPLE**  
Engineers ■ Architects ■ Planners

11/18/15 10:04:55  
WV Purchasing Division

# BURGESS & NIPLE

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4424 Emerson Avenue | Parkersburg, WV 26104 | 304.485.8541

Mr. Guy Nisbet  
Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

Re: Expression of Interest for Engineering Services  
Pipestem and Beech Fork State Parks  
Campground Improvement Project

November 18, 2015

Dear Mr. Nisbet:

Burgess & Niple, Inc. (B&N) is greatly interested in providing engineering services to the West Virginia Division of Natural Resources (WVDNR) for the design of electrical, potable water service, and sanitary sewer service improvements for campgrounds at Pipestem State Park and Beech Fork State Park. The design of these utility improvements for both of these campgrounds will require the services of an experienced cohesive engineering team. B&N's team will be led by Craig Richards and he will provide the experience and commitment necessary to make this project successful.

The project team we have assembled has vast experience with planning and designing utility improvements for both municipalities and park facilities. This experience makes us uniquely qualified for your project. We have prepared detailed construction documents for multiple campgrounds in West Virginia, which have encompassed both new and existing campgrounds and involved the design of electric, water, and sanitary sewer services.

B&N has experience working for Federal and State of West Virginia agencies. We have provided site development services for the U.S. Army Corps of Engineers in multiple states and State agencies including WVDNR, Division of Highways and Division of Public Transit.

We are very familiar with the campground facilities at both Pipestem State Park and Beech Fork State Park. We look forward to the opportunity for an interview where we will discuss our approach to improving these campgrounds.

Sincerely,



Craig D. Richards, PE  
Project Manager

CDR:jeb



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## OVERVIEW OF FIRM

Burgess & Niple, Inc. (B&N) was established in 1912 in Columbus, Ohio and began providing services in West Virginia in the 1920s. Our firm has been continuously engaged in engineering projects for municipalities, government agencies, and private industries since its inception. Today, as one of the region's premiere engineering firms, B&N enjoys an outstanding reputation for quality work. We are innovative problem solvers with extensive resources and an award-winning track record.

B&N is a full-service engineering firm of more than 345 professionals that can provide planning, design and construction services on utility infrastructure, transportation, architectural, environmental, and land development projects. Our ability to provide a wide variety of technical services allows us to maintain design continuity without utilizing and coordinating the services of sub-consultants.

B&N employs personnel regionally and nationwide. Offices are located in Akron, Cincinnati, Columbus and Painesville, Ohio; Chantilly, Richmond, Virginia Beach, and Woodbridge, Virginia; **Parkersburg, West Virginia**; Louisville, Kentucky; Indianapolis, Indiana; Phoenix, Arizona; Orlando, Florida; Austin, Dallas, Fort Worth, Houston, and Midland, Texas.

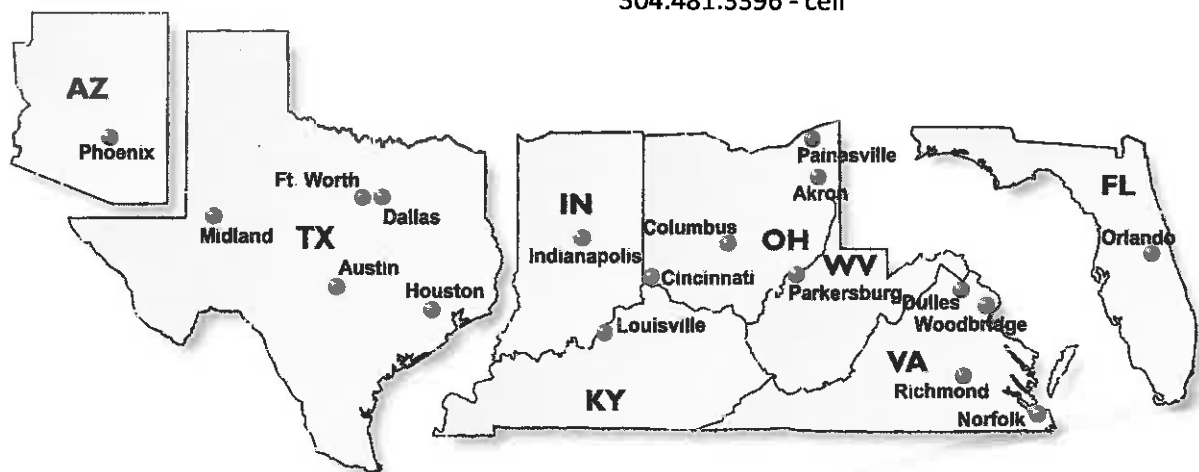
The size and diversity of B&N's services can be measured by our inclusion in the *Engineering News Record (ENR)* list of the top 500 design firms in the United States. In 2015, *ENR* ranked B&N 159<sup>th</sup> based on 2014 total billings. Our solid standing on both lists is a reflection of the hard 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.

### WEST VIRGINIA OFFICE LOCATION

*All work on your project will be managed by personnel in our Parkersburg office.* Our Parkersburg office has the staff and resources necessary to perform all of the design services associated with the proposed campground utility improvements at both Pipestem State Park and Beech Fork State Park. However, if additional resources are needed we can call upon our other district offices to lend support.

The primary contact for your project:

Mr. Craig D. Richards, PE  
4424 Emerson Avenue  
Parkersburg, WV 26104  
304.485.8573 – ext. 5130  
304.481.3396 - cell



BURGESS & NIPLE OFFICE LOCATIONS



## RELATED FIRM EXPERIENCE

On the most fundamental level, our job is responding to clients and translating their visions into completed facilities that meet expectations today and long into the future.

B&N is a full-service engineering firm that can provide quality site development design and construction services for the West Virginia Division of Natural Resources. Our diverse staff includes professionals in **engineering**, planning, **landscape architecture**, and scientific disciplines who are supported by experienced technicians, surveyors, drafters, construction representatives, and administrative staff. ***Our ability to integrate engineering and landscape architecture, and other project-essential services into one seamless team provides a distinct advantage to our clients.***

As a full-service engineering firm, we can serve as a single resource for your project and provide you consistency with the various components that comprise your project. B&N's in-house engineers, landscape architects and support personnel will assist our project manager in providing a seamless team approach to completing the required tasks for the design of campground utility improvements to Pipestem State Park and Beech Fork State Park.

B&N brings several distinct advantages to the WVDNR:

- A successful track record spanning 100 years;
- In-house resources and expertise in essential supplemental fields;
- A reputation for listening to clients and providing responsive, custom solutions;
- Attention to detail and unsurpassed dedication to quality; and
- A wide range of experience with site development projects with an emphasis on parks and utility infrastructure improvements.

## SITE DEVELOPMENT

B&N has provided design and construction administration services on site development projects for private, City, County, State, and Federal clients.

**Our site development experience includes:**

- Surveying
- Roadway design
- Parking design
- ***Camp site design***
- Grading and drainage
- Storm water management
- ***Utility infrastructure improvements***
- Landscape improvements

The following provides the West Virginia Division of Natural Resources with relevant examples of projects completed and client references.

## PARK DESIGN

### NORTH FORK HUGHES RIVER PARK DODDRIDGE AND RITCHIE COUNTIES, WEST VIRGINIA

B&N and Alpha Associates were awarded a contract by the Natural Resources Conservation Service to prepare preliminary design and construction documents for four new parks in rural Doddridge and Ritchie Counties, West Virginia. The project was broken into eleven construction packages to allow greater bidding flexibility for the client. Specifically, B&N's responsibilities included the layout and design for three of the parks, preparation of construction documents for two park sites, mechanical and electrical engineering design for all proposed amenities at all four park sites, and the planting design at two park sites. The three parks designed by B&N vary in size and recreational experiences. The existing steep topography at each site created many challenges for the B&N design team when laying out the proposed improvements. All the park improvements were designed to meet ADA standards. The following are recreational amenities and support services included at each of the three park sites:



**Jughandle Park**

- Accessible fishing pier
- Comfort station with fish cleaning facilities
- Picnic table sites with water fountains and grills
- Roadway and parking facilities with signage and security gates
- Utility Services: electric and storm sewer

**Deerfield Park**

- Picnic Shelter and Comfort Station
- Play structures with safety surface
- Picnic table sites with water fountains and grills
- Roadway and parking facilities with signage and security gates
- Utility Services: electric and storm sewer

**Maple Park**

- Bathhouse with concessions
- Comfort Station
- Picnic Shelters – (two - one with a stage)
- Picnic table sites with water fountains and grills
- Swimming Beach
- Walking/bicycle trail with a pedestrian bridge
- Softball Field
- Basketball, Volleyball, Shuffleboard, and Horseshoe Courts
- Roadway and parking facilities with signage and security gates
- Utility Services: electric and storm sewer

**Key Personnel Involved in Project:**

- Steven Staats, Project Manager
- Stephan Chevalier, Designer/Site Design
- Tom Bricker, Electrical Services Design

**MONONGAHELA NATIONAL FOREST  
UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)  
ELKINS, WEST VIRGINIA**

B&N provided on-call architectural/engineering services on a task-ordered basis at Monongahela National Forest. The scope of work for this annual contract, which was renewed for a second year, included civil, sanitary, electrical, and mechanical engineering, surveying, inspections, and landscape architecture for miscellaneous trail, campground, pier, and bridge projects.

B&N completed 7 tasks under this contract, including design improvements to several campground sites in the National Forest. Representative projects included:

- **Horseshoe Campground Area Improvements** – Upgrade of existing water and wastewater systems. Services included storm drainage, parking facilities, and campsite development. The existing sanitary sewer system was a 10,000-gpd Wisconsin Mound System. Design included the septic tank, pump station with automatic alternating fields, and 2 mounds with a total area of 27,000-square feet. Design tasks involved use of water-saving devices and manhole repair.
- **Big Bend Recreation Area Roadway Widening** – Construction plans for 1,200 feet of roadway widening. Services included the design of storm drainage, slope stabilization, parking facilities, bathhouse, sanitary sewer service and sanitary sewer treatment upgrades and other site improvements.



**Key Personnel Involved in Project:**

- Craig Richards, Project Manager
- Stephan Chevalier, Designer/Site Design
- Tom Bricker, Electrical Services Design
- Mike Spear, Project Manager Sanitary Sewer Design
- Steve Staats, Site Design

**SANITARY SEWERS, WWTP AND FORCE MAIN PROJECT**

CITY OF BECKLEY SANITARY BOARD, WEST VIRGINIA



Since 2006, the City of Beckley Sanitary Board (BSB) has retained the services of B&N on an indefinite delivery/indefinite quantity basis to

provide a wide variety of technical services, including:

- Updating the CSO Long Term Control Plan
- Reviewing developer’s plans for sanitary sewer extensions and site developments.
- Evaluating lift stations and preparing estimates for upgrades.



- Preparing construction contract documents and providing contract administration services for the emergency repair of a slip at the Whitestick Pumping Station.
- Preparing construction contract documents and providing contract administration services for the relocation of sanitary sewers to accommodate a WVDOH project.
- Preparing construction contract documents for the relocation of sanitary sewers to accommodate a USDA-NRCS channel upgrade project.
- Preparing construction contract documents and providing contract administration services for the replacement of the maintenance garage floor slab.
- Preparing construction contract documents for lining segments of sanitary sewer on Prince Street and Woodlawn Avenue (construction scheduled for 2015).

In 2007, B&N commenced providing services for a three phase project involving improvements to the wastewater collection and treatment system. The phases included the replacement of the Whitestick Force Main (Phase I), improvements to the WWTP and Whitestick CSO (Phase II) and extension, replacement and lining of sanitary sewers located in the Redbrush, Woodlawn, and Piney Oaks areas (Phase III). Phases I and II were completed in 2010 and 2011, respectively. B&N has assisted the BSB with preparing funding applications for all phases of this project and attended meetings of the WVIJDC. Construction contract documents for Phase III are complete and the BSB is obtaining easements. While preparing plans for Phase III, B&N and the BSB collaborated to locate and map existing sanitary sewers and house services. Utilizing its sewer cleaning, televising, and tracing equipment, the BSB mapped the sanitary sewers within the project area. The Phase III project consists of the replacement of 21,000 ft. and lining of 600 ft. of sanitary sewer.

**Key Personnel Involved in Project:**

- *Craig Richards, Project Manager*
- *Mike Davis, Sanitary Sewer Services Design*
- *Mike Spear, Sanitary Sewer Services Design*
- *John Moore, Construction Services*

**THE SANITARY BOARD OF THE CITY OF CHARLESTON (CSB)  
CHARLESTON, WEST VIRGINIA**

B&N has provided professional services for CSB since 2007 following the execution of our first "General Engineering Services Agreement". Our assignments have been diverse and challenging, and allowed us the opportunity to demonstrate our capabilities and experience across the firm. Assignments have encompassed preparing and updating the Capital Improvement Plan (CIP); reviewing developer's plans; preparing facilities plans, engineering reports, construction contract documents, funding applications, correspondence and calculations; surveying and mapping; property research; construction contract administration; resident project representation; and collaborating with CSB's team of in-house and contract professionals. Major projects completed or currently ongoing with B&N's assistance include:

**SANITARY SEWER IMPROVEMENTS**

- **Twilight Drive Area:** This project, which was constructed in 2011 and financed by CSB's general revenue, included the replacement of an existing lift station, replacement of approximately 6,500 ft. of sanitary sewer, lining of approximately 9,200 ft. of sanitary sewer, and the removal of a sanitary sewer overflow (SSO). The construction cost was \$2.2 million.
- **Kanawha Two-Mile and Sugar Creek Drive Area:** This project, which was financed by the WVDEP's State Revolving Fund (SRF) Program, commenced construction in 2011 and was completed in 2013. It consisted of the replacement of approximately 80,000 ft. and lining of approximately 12,000 ft. of sanitary sewer; and the construction of three inverted sewer siphons. B&N assisted with completing funding applications and attending meetings of the WVIJDC. The construction cost was \$18.2 million.

**Kanawha Two Mile  
Creek  
Inlet & Tail Chambers  
of Siphon No. 1**





- Lick Branch/South Ruffner Area. This project, which was financed by the WVDEP's SRF program, it was completed in 2014. The project consists of the replacement of approximately 35,900 ft. and lining of approximately 5,400 ft. of sanitary sewer. B&N assisted with completing funding applications and attending meetings of the WVIJDC. The construction cost was \$7.6 million.

Steep Slope Construction Near East Ridge



- Glen Street Siphon. CSB authorized B&N to provide design and bidding services following their discovery that one of the existing dual siphon tubes had failed. Design was completed and construction commenced in 2013. Construction of this \$700,000 project was completed in the Spring of 2014.
- Sherwood Forest Area. This \$4.3 million project, which is being financed by CSB's general revenue, is currently and is anticipated to be complete in the summer of 2015. The project consists of the replacement of approximately 16,000 ft. of sanitary sewer.

Existing Aerial and Exposed Sanitary Sewers



- Porters Hollow Area. B&N prepared the Wastewater Facilities Plan and is currently preparing construction plans for this \$15.9 million project. This project will encompass the replacement of approximately 42,100 ft. and the lining of approximately 4,800 ft. of sanitary sewer. B&N is collaborating with CSB to identify options to finance this project. Construction is expected to commence in 2016.

### LIFT STATION IMPROVEMENTS

By the end of 2015, B&N will have prepared plans, specifications and contract documents and participated in the construction of the rehabilitation or replacement of 19 lift stations, which have ranged in size from 25 gpm to 17,600 gpm, with construction costs ranging from approximately \$370,000 to \$2.1 million. Pump station configurations have included packaged grinder pump stations, packaged submersible non-clog pump stations, and wet pit/dry pit stations. The following summarizes the lift stations improved or replaced to-date:

### GEOGRAPHIC INFORMATION SYSTEM ASSISTANCE



During 2008 and 2009, B&N gathered field data to assist CSB with populating its geographical information system (GIS) database. These efforts included CSB assisting with identifying manhole locations and B&N's establishing X, Y, Z coordinates and obtaining attribute data for each manhole. These efforts resulted in surveying and obtaining data for approximately 8,000 manholes. Surveying assistance was provided by a local subconsultant, Potesta & Associates.

Since 2009, and as a result of ongoing CIP projects, B&N and CSB have collaborated to locate additional manholes, establish connectivity of the sanitary sewers, assess conditions of existing sewers, and identify the locations of house service connections. Sewer televising by CSB staff and a subcontractor has assisted with these efforts.

#### **Key Personnel Involved in Project:**

- *Craig Richards, Project Manager*
- *Mike Davis, Sanitary Sewer Services Design*
- *Mike Spear, Sanitary Sewer Services Design*
- *Robbie Cameruca, Electrical Design*
- *Timm Utt, Sanitary Sewer Services Design*
- *Jennifer Walker, Environmental Services*
- *John Moore, Construction Services*
- *Jonathan Owen, Sanitary Sewer Services Design*





### MUNICIPAL WATER MAINS, TANKS, AND BOOSTER STATION IMPROVEMENTS

PARKERSBURG UTILITY BOARD  
PARKERSBURG, WEST VIRGINIA



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

the City of Parkersburg and adjacent areas. The end result was a Phase I Project constructed in 2003 at a cost of \$6.5 million.

Phase I Improvements included:

- New screens and laterals on two of the existing wells
- Three new water storage tanks
- Two new water booster stations
- 66,000 feet of new water main
- Ten 20-inch water valves

Burgess & Niple and the PUB jointly utilized their resources and worked as a cohesive team to develop solutions to the problems affecting customers.

Benefits to the community included:

- Larger booster stations, new water storage tanks, and other system components to provide both the necessary levels of fire protection and accommodate future growth.
- Replacement water mains that will reduce the cost of maintenance associated with problematic breaks that have plagued the system over the past two decades.
- An increase in the reliability of service to all customers made possible through improvements to wells and replacement of inoperable valves on transmission mains.

In 2007, B&N's professional services involved the rehabilitation of the North Reservoir, which is comprised of two 3,000,000-gallon above-ground water storage tanks. Originally constructed in 1985, these tanks were in need of recoating to provide assurance that their useful lives would exceed 50 years. In 2012, B&N collaborated again with the PUB

to complete the construction of Phase II of its water system improvements, which was a \$6 million project involving the replacement of 53,000 ft. of water mains.

In 2014, B&N assisted with completing the construction phase associated with the rehabilitation of two water treatment plant clarifiers, which were originally constructed in the mid-1980's. Currently ongoing are evaluations of emergency water system connections between the PUB's water system and the water systems of Claywood Park PSD and the Vienna Utility Board.

*Other projects that have involved professional services of our firm include a raw water main and electrical conduit crossing of the Ohio River to Neale Island (1996); two separate water main crossings of the Little Kanawha River (1993 and 2002); and the evaluation and repair of a landslide at the North Reservoir site (2006).*

#### **Key Project Team Members:**

- Craig Richards, Project Manager
- Lise Sibicky, Water Services Design
- Vince Amato, Soils Engineer
- Mike Hinton, Structural Engineering
- John Moore, Construction Services
- Dave Dye, Water Services Design
- Jennifer Walker, Environmental Services

### VARIOUS WATER SYSTEM IMPROVEMENTS PROJECTS

LUBECK PUBLIC SERVICE DISTRICT  
WOOD COUNTY, WEST VIRGINIA

Since the early 1970's, B&N has provided planning, design and construction phase services for numerous water and wastewater system projects that have resulted in significant growth of Lubeck PSD's customer base. Since 2002, projects have included the completion of water treatment plant improvements, a new water supply well, a new water booster station, three new water storage tanks, rehabilitation of two water storage tanks, and more than 20 miles of new water mains. The success of these projects has been the result of the collaborative efforts of PSD leaders and its professional consultants, including B&N.



In addition to projects financed and constructed under the conventional design-bid-build process, B&N has assisted Lubeck PSD with the design of several "self-help" projects, which have involved the assistance of the customers served by the extensions with the construction of the water mains. A total of four self-help projects have been constructed, which have included nearly eight miles of water mains in the Pleasant Home Ridge, New England Ridge, College Hill, and Ball School Road areas. All of these water system projects were based upon a comprehensive planning report completed in the late 1990's and updated in the 2000's.

In 2011, B&N assisted Lubeck PSD with the design and construction of improvements necessary to rehabilitate the New England Ridge Tank (elevated, column supported) and the Homewood Road Tank (ground type).

Currently, Lubeck PSD and its team of professionals, which includes the Mid-Ohio Valley Regional Council, have completed the planning and secured a funding recommendation for the construction of 20 miles of water mains within the Belleville area of Wood County. Construction of this project is expected to commence in 2016.

**Key Project Team Members:**

- *Craig Richards, Project Manager*
- *Lise Sibicky, Water Services Design*
- *Mike Hinton, Structural Engineering*
- *Vince Amato, Soils Engineer*

**ELECTRICAL DISTRIBUTION SYSTEM UPGRADE**

**PATUXENT RESEARCH REFUGE**

**LAUREL, MARYLAND**



Patuxent Research Refuge (PRR) does not have the staff or expertise to maintain the overhead distribution system which they currently own.

The project goal was to *upgrade the overhead distribution system* to a condition that is acceptable to the local utility (Pepco) to assume ownership, provide secondary metering at each of 61 service

drops and upgrade service disconnect locations where these are found to be in non-compliance with the NEC. Presently, electrical service at Patuxent Research Refuge (PRR) is served by Pepco at a single point at 13.2KV. There is a 13.2 KV service to a 4,160 volt substation with primary metering. PRR owns and operates the overhead 4160 volt system. In order for Pepco to accept the distribution system an *upgrade to 13.2 KV is required*. PRR is also required to install secondary service meters at each of 61 service drops. B&N provided the following services:

1. Present Pepco preliminary 13.2 KV design in a format that can be publically bid by USFW.
2. Electrical design of secondary service and metering at each of 61 service drops.
3. Identification and correction of any code violations at the service entrance point at each of the 61 service drops.
4. Schedule for 15 service drops located in the Endangered Species Area. Construction work may only be completed in this area from September 15 through January 1. Field work must be completed with great caution so as not to disrupt the inhabitants.
5. Acquire Pepco approval of all installations prior to switch over.

**Key Project Team Members:**

- *Robbie Cameruca, Project Manager*
- *Tom Bricker, Electrical Services Design*
- *Randy Ayers, Electrical Services Design*
- *David Shook, Electrical Services Design*

**ARCHITECTURAL AND ENGINEERING DESIGN**

**SERVICES ID-IQ**

**U.S. DEPARTMENT OF AGRICULTURE**

B&N was awarded a task order for an indefinite delivery-indefinite quantity (ID-IQ) architectural/engineering services contract for USDA-Forest Service sites located in Illinois, Indiana, Missouri, Ohio, and West Virginia in 2003. B&N received task orders for the following four projects:



- **Seneca Shadows Campground Wastewater Improvements, Monongahela National Forest**  
B&N provided engineering services in connection with wastewater treatment facilities at Seneca Shadows Campground. This task order included:
  - Field topographic surveys of the proposed wastewater treatment plant site.
  - Waste load allocation for the proposed treatment plant.
  - Construction plans and specifications for the proposed treatment facilities.
  - Application for a permit from the West Virginia Bureau of Public Health.
  - Notice of Intent form and supporting materials to submit to the West Virginia Department of Environmental Protection to comply with the NPDES Water Pollution Control Permit.
  - National Environmental Policy Act (NEPA) screening for the proposed improvements.
- **Forest Road 112 Reconstruction, Monongahela National Forest**  
B&N will provide engineering services for study and design for reconstruction of Forest Road 112 in Pendleton County, West Virginia. This task order scope includes:
  - Topographic surveys of the five scenic overlook areas and two switchbacks.
  - Study of proposed roadway improvements.
  - Construction plans and specifications for the proposed roadway improvements.
  - Environmental services associated with NEPA screening for the proposed improvements.

**Project Team Members:**

- *Craig Richards, Project Manager*
- *Mike Spear, Project Manager Sanitary Sewer Services*
- *Stephan Chevalier, Site Design*

**PATUXENT RESEARCH REFUGE –  
MULTIDISCIPLINARY SERVICES  
U.S. FISH & WILDLIFE SERVICE  
LAUREL, MARYLAND**

Under contracts with the U.S. Fish & Wildlife Service, B&N was selected for design of a new facility, electrical service upgrades, and a bridge rehabilitation, and renovation of existing buildings at the Patuxent Research Refuge.

**Facilities Design**

B&N is designing a new 36,000-square-foot administration facility and rehabilitating eight buildings. As the design lead, B&N's scope of services includes architecture, mechanical and electrical engineering, plumbing, LEED® coordination, site civil work, environmental services, landscape architecture and services during construction.

With a construction value of \$9.5 million, Patuxent's new administration facility will house work rooms for migratory bird research, staff offices, a conference room and secure IT server room. The design will accommodate tightly controlled acoustic, HVAC and air quality specifications. Designed to LEED® Gold standards, the building's sustainable features will be displayed on educational signage for refuge visitors.

All the facilities will be located within a 990-acre campus of buildings eligible for the National Register of Historic Places. B&N's design will maintain the historical and aesthetic features of the Colonial Revival architecture seen throughout the campus.

**Secondary Electrical Service Upgrades**

The design of electrical service and metering equipment upgrades for 62 buildings, including employee residences, wildlife pens, lab buildings, an animal hospital and a service building is nearing completion.

The upgrades are part of a plan to transfer ownership and operation of the electrical system from U.S. Fish & Wildlife Service to a local utility company. Close coordination with the utility through design has been essential, and will continue to play a key role during construction. Additional challenges include working within a tight construction timeframe on one section of the refuge to accommodate the breeding schedule of the endangered whooping crane.

**Site Development**

B&N also is providing site planning, roadway design, utility coordination and landscape architecture to pave the way for development of eight employee residences on the refuge.

**Project Team Members:**

- *Robbie Cameruca, Project Manager*
- *Tom Bricker, Electrical Services Design*



## INDIVIDUAL STAFF EXPERIENCE

### EXPERIENCE OF KEY PERSONNEL

Having knowledgeable and experienced technical personnel is one of the keys to any successful project. B&N has assigned personnel who are available to perform the services necessary to successfully complete the design of the utility infrastructure improvements at both Pipestem and Beech Fork State Parks. The key personnel comprising B&N's Project Team bring the specific experience and knowledge necessary to meet the anticipated challenges of your project.

B&N Personnel Experience Matrix			Water Service Design & Construction Oversight	Wastewater Service Design & Construction Oversight	Electrical Service Design & Construction Oversight	Surveying	Site Development & Parks and Recreation Experience
Employee	Years at B&N	Years' Experience					
Craig Richards, PE	26	31	●	●			●
Steve Staats, ASLA	31	36				●	●
Stephan Chevalier	31	31	●	●		●	●
Timothy Utt, PE	17	22	●	●		●	●
John Bowie	20	20				●	
Mike Davis, PE	7	17	●	●			
Tom Bricker	13	45			●		●
Mike Spear	28	40	●	●		●	●



## PROJECT MANAGEMENT AND SUPPORT STAFF

The Pipestem State Park and Beech Fork State Park Campground Improvements Project will be completed by a team of individuals with expertise, knowledge and experience necessary to assist you with planning, designing, and administering the construction of the utility improvements. The following team of individuals will manage your project to its successful completion.

### CRAIG RICHARDS, PE, PRINCIPAL PROJECT MANAGER



**Primary Function:** Responsible for leading all tasks associated with the project design. He will be the WVDNR's primary contact person.

**Related Experience:** Mr. Richards joined B&N in 1988 and is Director of the Engineering

Section for the firm's Parkersburg office. His experience with B&N 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. He has managed projects for municipalities, public service districts, water and/or sewer districts, and private industries.

Project Engineer or Project Manager responsible for evaluation, planning, and design of sanitary sewers, lift stations, force mains, and wastewater treatment plants, public water supply system.

#### **Representative Municipalities Include:**

- City of Parkersburg, West Virginia
- City of Hurricane, West Virginia
- City of Charleston, West Virginia
- City of Beckley (Sanitary Board), West Virginia
- City of Philippi, West Virginia
- City of Pennsboro, West Virginia

**Educational Background:** BS in Civil Engineering from West Virginia Institute of Technology, 1983

**Registrations:** Professional Engineer in West Virginia, Ohio and Virginia

### STEVEN STAATS, ASLA LANDSCAPE ARCHITECT



**Primary Function:** Responsible for the design of relocated campsites and other park related amenities.

**Related Experience:** Mr. Staats joined B&N in 1984 as a landscape architect. His 34 years of design experience includes

the preparation of feasibility reports, master plans, graphic presentations, construction plans, specifications, and cost estimates for bicycle and multi-use trails, park campgrounds, military facilities, commercial developments, housing developments, industrial plants, highway beautification, educational facilities and street and parking beautification.

#### **Representative Projects Include:**

- Horseshoe Campground, Tucker County, West Virginia
- Big Bend Campground, Randolph County, West Virginia
- North Bend State Park, Ritchie and Doddridge Counties Park, WV

**Educational Background:** BS in Landscape Architecture from The Ohio State University, 1981

**Registrations:** Landscape Architect in West Virginia, Ohio and Virginia

**STEPHAN CHEVALIER**  
DESIGNER



**Primary Function:** Layout of roadway adjustments, parking facilities and grading and drainage improvements.

**Related Experience:** Mr. Chevalier joined B&N in 1984 and is a designer responsible for technical support coordination.

In his 31 years of experience, he has been involved in design, surveying, CADD and technical support coordination, and CADD drafting activities for such projects as camping areas, bicycle trails, bridges, roadways, site developments, utilities, and utility rehabilitations. Mr. Chevalier also has been involved in designs related to site planning, flood insurance studies, stormwater control, environmental studies, buildings, and building renovations.

**Representative Projects Include:**

- North Bend State Park, Ritchie and Doddridge Counties Parks project in West Virginia
- Horseshoe Park, Tucker County, West Virginia

**Educational Background:** Drafting Certificate from Washington Technical College, 1981

**MIKE SPEAR**  
DESIGNER



**Primary Function:** Design and layout of proposed sanitary sewer improvements

**Related Experience:** Mr. Spear joined B&N in 1987 as a designer. He has 40 years' experience involving design and related technical activities for

roadway projects, street improvements, utility relocations, water distribution and wastewater collection planning and design, sewer reconstruction and lining, 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.

**Representative Projects Include:**

- Horseshoe Campground, Tucker County, West Virginia
- Big Bend Campground, Randolph County, West Virginia
- Seneca Shadows Campground, Monongahela National Forest

**Educational Background:** Drafting Technologies from Roane-Jackson Technical Center

**TIMM UTT, PE**  
CIVIL ENGINEER



**Primary Function:** Assist with the design of the utility infrastructure improvements and administrating the construction services for those improvements.

**Related Experience:** Mr. Utt joined B&N in 1997 as a civil engineer. His experience includes

site development, water distribution systems, and wastewater collection systems and treatment. His experience has encompassed preliminary and final design documents for site development projects, comprehensive water supply plans including source water supply studies, distribution modeling, treatment and storage facility assessment, preliminary cost reports, and funding applications. Design experience includes distribution and transmission water lines, booster pump facilities, storage tank facilities, wastewater package plants, collection systems and lift stations and municipal storm sewers. Other design experience includes grading, drainage, and erosion control plans for site development and streetscape projects.

**Representative Projects Include:**

- Kanawha Two-Mile and Sugar Creek Drive Sanitary Sewer Improvements located in Charleston, West Virginia
- Lick Branch/South Ruffner Area Sanitary Sewer Improvements located in Charleston, West Virginia

**Educational Background:** BS in Civil Engineering from West Virginia Institute of Technology, 1992

**Registrations:** Professional Engineer in West Virginia and Ohio

**JOHN BOWIE**



**Primary Function:** Responsible for surveying services for both in the field and in the office.

**Related Experience:** Mr. Bowie joined B&N in 1994 as an Engineering Technician. He has been involved in surveying activities and has performed

CADD and drafting services on utility projects; bridge, railroad, and roadway designs; and bridge rehabilitations. Mr. Bowie has provided and coordinated surveying services including research, monument recovery and placement, data collection, field data reduction, and mapping. Mr. Bowie is a trained operator of AutoCAD and Microstation CADD software.

**Representative Projects Include:**

- West Virginia Corridor D, R/W Monumentation, Washington County, Ohio
- Dominion Hope, Gas Line Relocations, Wood County, West Virginia
- Wood County Airport Airfield Drainage Improvements, Wood County, West Virginia
- Brooke County Public Service District, West Virginia
- Philip Barbour High School Sewer Extension, Philippi, West Virginia
- Medina Interchange Bridges, Jackson County, West Virginia
- West Virginia Army National Guard – Williamstown Readiness Center, West Virginia

**Educational Background:** AAS in Engineering Technology from West Virginia University at Parkersburg, 1994

**Certification:** Society of Professional Rope Access Technicians (SPRAT) – Level II Certification, 2012

**MICHAEL DAVIS, PE  
CIVIL ENGINEER**



**Primary Function:** Responsible for sanitary sewer service evaluation and design.

**Related Experience:** Mr. Davis joined B&N in 2008 as a civil/sanitary engineer in the Parkersburg Office. His 17 years of experience includes providing

services as a civil/sanitary design engineer and project manager. He has been involved in a variety of water, storm water and wastewater preliminary investigations, process designs, detailed facility designs, and construction phase services.

**Representative Projects Include:**

Project Engineer and Project Manager for planning, design, and construction of pump (lift) stations. Representative services have been provided for the following clients:

- The Sanitary Board of the City of Charleston, Charleston, West Virginia
- Vienna Utility Board, West Virginia
- City of Philippi, West Virginia
- City of Maitland, Florida
- Village of Hartford, Ohio
- Village of Hayesville, Ohio
- Village of Sparta, Ohio
- Village of Sunbury, Ohio
- Village of Green Camp, Ohio
- Marion County Sanitary Engineer, Ohio
- Parkersburg Utility Board, West Virginia
- Mineral Wells Public Service District West Virginia

**Educational Background:** West Virginia University – MS, Civil Engineering, 1996

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

**Registrations:** Professional Engineer - West Virginia and Ohio



**THOMAS BRICKER**  
**SENIOR ELECTRICAL DESIGNER**



***Primary Function:***

Responsible for electrical services design and upgrades at each campground.

***Related Experience:*** Mr.

Bricker joined B&N in 2002 as a Senior Electrical Designer. He has 45 years of project experience in electrical

systems design, power distribution, lighting, and building systems design, as well as instrumentation and control, including PLC programming. He is responsible for design of parks and recreation complexes, water/wastewater plants, roadways, manufacturing facilities, testing labs, food processing facilities, office and commercial buildings, schools, street lighting, and bridge lighting systems. He also has experience in energy studies and audits for various types of facilities. His responsibilities include all aspects of project design including final contract document production and construction management.

***Representative Projects Include:***

- City of Marietta Municipal Building Remodeling, Marietta, Ohio
- Central West Virginia Transit Authority Bus Garage Remodeling, Clarksburg, West Virginia
- North Fork Hughes River Campground, Ritchie County, West Virginia
- FBI Office Remodeling, Cincinnati, Ohio
- Hidden Springs Ranger Station, Shawnee National Forest
- Lost Lodge Ranger Station, Lincoln National Forest
- Verde Ranger Station, Prescott National Forest
- Fostoria Rail Park, Fostoria, Ohio
- Columbus Zoo, Parking Lot Renovation, Columbus, Ohio
- Patuxent Research Refuge, Laurel, Maryland

***Educational Background:*** Associate Degree in Engineering Drawing Technology from Franklin University





## PARKERSBURG OFFICE AND SUPPORT STAFF SUMMARY

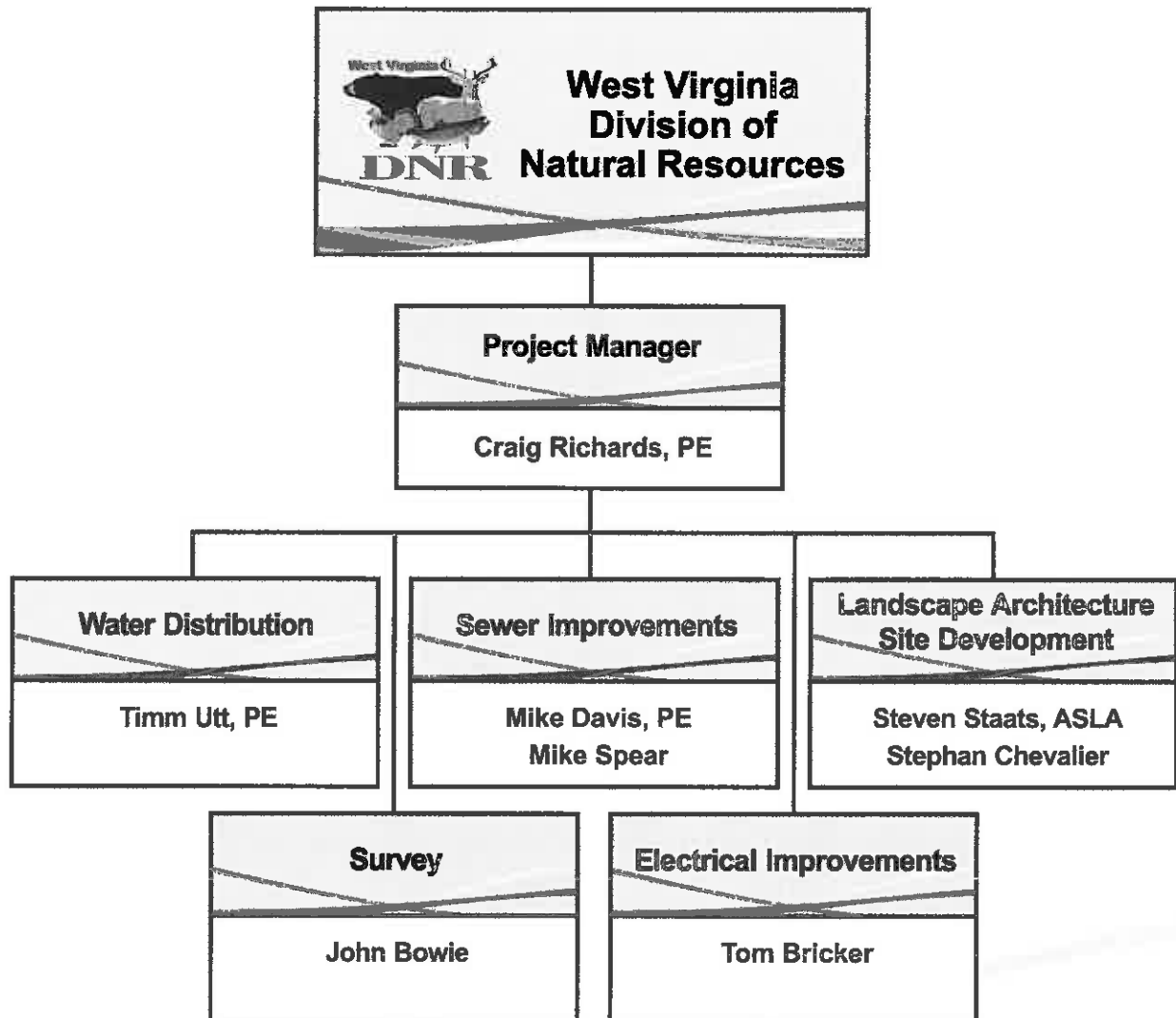
Project Discipline	Parkersburg Office	Firm
Administrative	2	41
Architects	0	11
Civil Engineers	10	96
Const. Project Reps	3	5
Data Processors	0	14
Designers	3	16
Drafters/CADD	0	12
Drillers	0	1
Electrical Engineers	0	5
Engineering Technicians	1	4
Environmental Engineers	0	4
Environmental Scientists	0	5
Field Technicians	0	4
Interior Designers	0	2
Geologists	0	9
Landscape Architects	1	1
Mechanical Engineers	0	4
Plan Processors	0	1
Planners	0	2
Sanitary Engineers	1	20
Soils Engineers	0	2
Structural Engineers	1	38
Survey Technicians	0	11
Surveyors	0	6
Transportation Engineers	0	31
<b>Total</b>	<b>22</b>	<b>345</b>



## COMMUNICATION WITH OWNER

The project will be managed by Craig Richards. He will assign specific duties to team members who will be responsible for completing those tasks. Mr. Richards will review the project status with team members on a weekly basis. Mr. Richards will communicate bi-weekly with the owner to provide an update on the progress and status of the project. Communications with the owner will be conducted by telephone, conference calls, written correspondence, or all of the above.

## Organization Chart





## PAST PERFORMANCE AND PROJECT COST CONTROL

B&N has experience with all facets of work associated with water, wastewater, and electrical service improvements. During the past decade alone, B&N completed more than 2,600 water and wastewater system projects. These projects included the evaluation, design, and construction of new and rehabilitated treatment plants, water lines, sewers, pump stations, storage facilities, and other water and wastewater facilities. Listed below in the table are examples of park related projects that involved utility infrastructure improvements and the performance achieved.

Project Name	Estimated Design Fee	Actual Design Fee	Estimated Cost	Actual Cost	Completion Time
USDA Horseshoe Campground	\$78,645.86	\$78,645.86	\$729,000	*	Completed within Project Timeframe
North Fork Hughes River Recreation Area	\$194,011.12	\$194,011.12	\$1.4 million	*	Completed within Project Timeframe
USDA Big Bend Campground	\$62,462.73	\$62,462.73	\$1,063,000	*	Completed within Project Timeframe
USDA Seneca Shadows Campground	\$73,284.98	\$73,688.62	\$739,000	*	Completed within Project Timeframe
Twilight Drive Sanitary Sewer Improvements	**	\$500,000	\$2,4 million	\$2.2 million	Completed within Project Timeframe
Kanawha Two-Mile & Sugar Creek Drive Sanitary Sewer Improvements	** \$2,013,000	** \$2,547,000	\$18 million	\$18.2 million	Completed within Project Timeframe
Parkersburg Utility Board Phase II Water Distribution System Improvements	\$271,200	\$271,200	\$5.7 million	*** \$4.5 million	Completed within Project Timeframe

B&N works diligently to maintain the agreed upon professional services fee and only discuss the need to adjust the fee if the scope of work changes and an adjustment is warranted. The owner will be kept apprised of the scope of work/fee status and notified immediately to discuss scope of work changes and the associated fee adjustments.

Early on the B&N team will generate a preliminary construction cost estimate and periodically update it as they work through the design phases. The cost estimates will be shared with the owner throughout the course of the project at milestone submittals. In the event the projected cost starts to exceed the project budget then alternatives to lower the cost can be discussed with the owner.

- \* Construction bidding and administration was conducted entirely by the owner and actual construction cost was not shared with B&N.
- \*\* Fee changed during the design phase of the project due to scope of work changes.
- \*\*\* Actual construction cost reflects a reduction of items actually constructed.



## CLIENT REFERENCES

### PROFESSIONAL EXPERIENCE

Our past clients include federal agencies, state transportation departments, county, city, and corporate entities. We believe our past accomplishments are the best indicators of our future performance. To confirm our past accomplishments, we offer the following list of professional references for your review.

**MR. GREG BAILEY, PE**  
**ENGINEERING DIVISION**  
**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**  
Building 5, Room A-317  
1900 Kanawha Boulevard, East  
Charleston, WV 25305  
Phone: 304-558-9722  
e-mail: Gregory.L.Bailey@wv.gov

**MR. ERIC BENNETT, GENERAL MANAGER**  
**PARKERSBURG UTILITY BOARD**  
425 19<sup>th</sup> Street  
Parkersburg, WV 26101  
Phone: 304-424-8535  
e-mail: eric.bennett@pubwv.com

**MS. MARY M. SMAKULA, PE**  
**MONONGAHELA NATIONAL FOREST**  
200 Sycamore Street  
Elkins, WV 26241  
Phone: 304-636-1800 ext. 260

**MR. JEREMIAH JOHNSON, GENERAL MANAGER**  
**BECKLEY SANITARY BOARD**  
301 South Heber Street  
P.O. Box 2494  
Beckley, WV 25802-2494  
Phone: 304-256-1760  
Fax: 304-256-1793  
e-mail: [jjohnson@beckleysanitaryboard.org](mailto:jjohnson@beckleysanitaryboard.org)

**TIM HAAPALA PE, OPERATIONS MANAGER**  
**THE SANITARY BOARD OF THE CITY OF CHARLESTON**  
208 26<sup>th</sup> Street  
Charleston, WV 25387-1818  
Phone: 304-348-1084  
Fax: 304-348-1808  
e-mail: [thaapala@csb-wv.com](mailto:thaapala@csb-wv.com)

**RANDY ATKINSON, GENERAL MANAGER**  
**LUBECK PUBLIC SERVICE DISTRICT**  
P.O. Box 700  
Washington, WV 26181-0700  
Office Phone: (304) 863-3341  
e-mail: [ra.lubeckpsd@cascable.net](mailto:ra.lubeckpsd@cascable.net)

**CHRISTINE BEAUREGARD**  
**U.S. FISH & WILDLIFE SERVICE**  
300 Westgate Center Drive  
Hadley, MA 01035

ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.: 0310 DNR16000005

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:  
(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further 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.

Burgess & Niple, Inc.

Company \_\_\_\_\_

  
Authorized Signature

November 17, 2015

Date \_\_\_\_\_

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

