

Expression of Interest

Tygart Lake State Park
**Boating and Parking
Improvements**



West Virginia
Division of Natural Resources

December 3, 2015

11/30/15 09:52:36
WV Purchasing Division

BURGESS & NIPLE
Engineers ■ Architects ■ Planners

BURGESS & NIPLE

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
Tygart Lake State Park
Boating and Parking Improvements

December 3, 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 boat ramp, vehicular access, and parking improvements for Tygart Lake State Park. The design of these improvements will require the services of an experienced cohesive engineering team. B&N's team will be led by Steve Staats and he will provide the experience and commitment necessary to make this project successful.

The project team we have assembled has experience with planning and designing of boat ramp improvements for Department of Natural Resources in Ohio and Indiana. This experience makes us uniquely qualified for your project. We have prepared detailed construction documents for multiple boat ramp improvement projects which have encompassed both new and existing facilities.

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 familiar with the boat ramp facility at Tygart Lake State Park. We look forward to the opportunity for an interview where we will discuss our approach to improving this boat launching facility.

Sincerely,



Steven D. Staats, PLA ASLA
Project Manager

SDS: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.

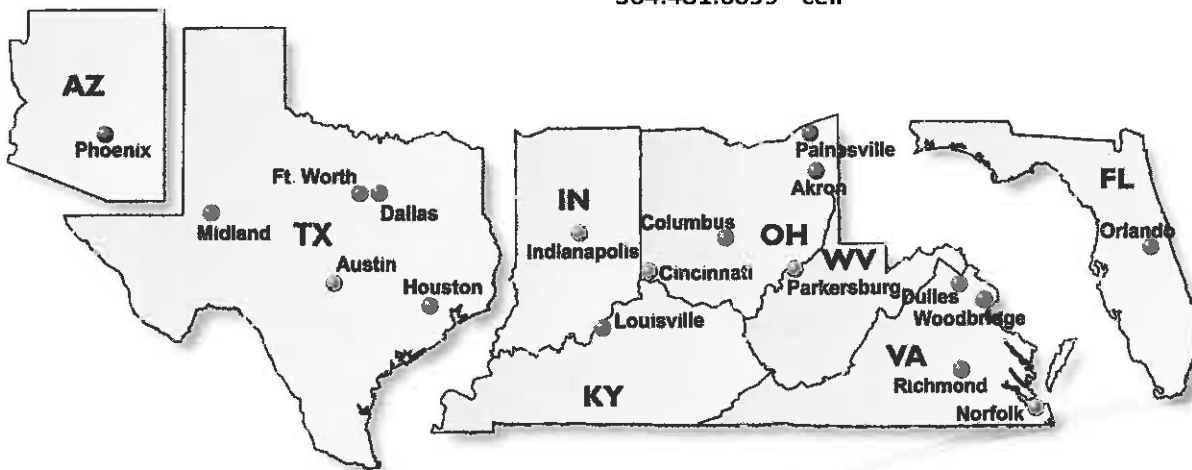
The size and diversity of B&N's services can be measured by our inclusion in the *Engineering News Record (ENR)* list of the top 500 design firms in the United States. In 2015, *ENR* ranked B&N 159th based on 2014 total billings. Our solid standing on both lists is a reflection of the hard work and commitment 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 boating and parking improvements at Tygart Lake 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. Steven D. Staats, RA ASLA
4424 Emerson Avenue
Parkersburg, WV 26104
304.485.8573 – ext. 5140
304.481.6099 - 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 boating and parking improvements to Tygart Lake 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 boating facilities.

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*
- *Boat ramp design*
- Grading and drainage and storm water management
- Structural engineering
- Soils engineering
- Environmental permitting

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

OHIO RIVER-RACINE BOATING ACCESS

OHIO DEPARTMENT OF NATURAL RESOURCES

B&N provided design, permitting, and construction services for the development of a three lane boating access ramp on the Ohio River in Racine, Ohio. The site design features include the following:



- Three boat launch lanes
- Two fixed courtesy docks
- ADA compliant access
- Design to accommodate significant river level fluctuations
- Parking facilities for 75 vehicles with trailers
- Constructed wetlands for storm water management
- Wildlife habitat restoration

In addition to the site design, B&N also was responsible for the Phase I, II, and III cultural resource management investigations of the site. As part of the investigation, the team uncovered artifacts dating as far back as 1520 B.C. The findings included fire cracked rock (from areas where it is believed fire pits were located), arrowheads, pottery fragments and ground/hammer stones.

Once the artifacts were discovered, the project team developed a Memorandum of Agreement with the State Historical Preservation Office (SHPO) and ODNR to establish mitigation requirements. In an effort to minimize costs through in-place preservation, the site design and ramp location were developed to avoid impacts on these cultural resources. This included locating the parking lot further from the river, aligning the ramp within a portion of the site containing minimal artifacts, and establishing habitat preservation within the area containing the highest concentration of artifacts.

Key Project Team Members:

- *Brian Tornes, Project Manager*
- *Steven Staats, Facilities Layout and Design*
- *Stephan Chevalier, Site Grading and Drainage*
- *Jennifer Walker, Design, Permitting, and Construction Services*

CHILO LOCK #34 BOAT RAMP IMPROVEMENTS

CLERMONT COUNTY PARK DISTRICT, CHILO, OHIO

Prior to 2008, the Clermont County Park District's Chilo Lock #34 park provided boating access to the Ohio River through a single lane boat ramp, limited parking, and a small amount of courtesy dock. The ramp pavement was in need of replacement and had limited site distances for boat launching operations. Through an Ohio Department of Natural Resources grant and assistance from B&N, the Park District was able to improve these boating access facilities.

Improvements included in the B&N design, included expansion of the ramp to two lanes, approximately 225 feet of floating launch and courtesy dock space, a floating trash boom to deflect debris in the river away from the docks and ramp, and expansion of the facility parking lot to include 40 additional spaces for automobiles with trailers. The design included plans for future expansion of the docks to ultimately include another 100 feet of floating dock space.

In addition to the sign services, B&N was also responsible for section 401/404 and stormwater permitting, bid assistance, and services during construction.

Key Project Team Members:

- *Brian Tornes, Project Manager*





**WINGFOOT LAKE BOATING ACCESS ROADWAY
AND PARKING LOT IMPROVEMENTS
AKRON, OHIO**

The gravel access drive and parking facilities servicing the Ohio Department of Natural Resources' Wingfoot Lake boating access facility was to be improved through the addition of asphalt pavement that would allow the facility to be more accessible during periods of prolonged inclement weather.

B&N's design services include geotechnical evaluation of the existing gravel pavement, pavement design and layout, storm water management, and site grading. The site design was also required to maintain use of the access drive by the neighboring residential sites that shared use of the site, installation of a portable restroom access pad, concrete pavement at the existing boat ramp entrance, and correction of site drainage issues.

The site included connection to the existing single lane boat ramp and a 15 space automobile/trailer parking facility.

Key Project Team Members:

- *Brian Tornes, Project Manager*



**EAST FORK LAKE STATE PARK BOAT RAMP AND
PARKING IMPROVEMENTS
BETHEL, OHIO**

Burgess & Niple, Inc. is currently providing engineering design for renovations to an existing boat ramp facility at one of Ohio's largest state parks. The park is located 25 miles from Cincinnati and offers boating activities on a 2,160 acre lake.

The Ohio Department of Natural Resources desires to have the current 2 lane boat ramp increased in size to three lanes. In addition, expanding parking facilities for vehicles and boat trailers is included in the overall boat ramp renovations.

The anticipated start of this project is the middle December of this year.

Key Project Team Members:

- *Brian Tornes, Project Manager*
- *Steven Staats, Facilities Layout and Design*
- *Stephan Chevalier, Roadway Layout*





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 boating and parking improvements at Tygart Lake State Park. 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			Boat Ramp Design and Construction Oversight	Roadway and Parking Design & Construction Oversight	Permitting	Surveying	Soils Engineering and Site Development Experience
Employee	Years at B&N	Years' Experience					
Steve Staats, PLA	31	36	●	●	●	●	
Stephan Chevalier	31	31	●	●		●	
Brian Tornes, PE	25	25	●	●	●		
John Bowie	20	20				●	
Vince Amato, PE	29	29	●	●	●		●
Mike Hinton, PE	28	28		●			●
Jennifer Walker, PWS	18	18	●		●		

PROJECT MANAGEMENT AND SUPPORT STAFF

The Tygart Lake State Park Boating and Parking 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 boat facilities improvements. The following team of individuals will manage your project to its successful completion.

STEVEN STAATS, ASLA 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. Staats joined B&N in 1984 as a landscape architect. His 36

years of design experience includes the preparation of feasibility reports, master plans, graphic presentations, construction plans, specifications, and cost estimates for boating facilities, 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:

- Racine Boating Access, Racine, OH
- Belpre Boat Ramp, Belpre, OH
- Monroe County Boat Ramp, Monroe County, OH
- East Fork Lake State Park Boat Ramp/Access Improvements, Bethel, OH

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

Registrations: Landscape Architect in West Virginia, Ohio and Virginia

STEPHAN CHEVALIER 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:

- Racine Boating Access, Racine, OH

Educational Background: Drafting Certificate from Washington Technical College, 1981

JOHN BOWIE SURVEYING



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, OH
- Dominion Hope, Gas Line Relocations, Wood County, WV
- Wood County Airport Airfield Drainage Improvements, Wood County, WV
- Brooke County Public Service District, WV
- Philip Barbour High School Sewer Extension, Philippi, WV
- Medina Interchange Bridges, Jackson County, WV
- West Virginia Army National Guard – Williamstown Readiness Center, WV

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

**BRIAN TORNES, PE
PROJECT ENGINEER**



Primary Function: Responsible for boat ramp design and modifications as well as coordination with permitting.

Related Experience: Mr. Tornes is Director of the Environmental Engineering Section. His experience includes civil/site

design for development of municipal, recreational, educational, industrial, and commercial facilities. Design responsibilities include site layout, utility service, parking lot and roadway design, site grading, stormwater control, and construction stormwater pollution prevention. Mr. Tornes has designed post-construction stormwater quality control features including wet and dry retention ponds, bioswales, constructed wetlands, vegetated swales, and pervious pavements.

Representative Projects Include:

- Racine Boating Access, Racine, OH
- Chilo Lock #34 Boat Ramp Improvements, Chilo, OH
- Wingfoot Lake Boating Access, Akron, OH
- State Wide Boating Access, OH

Educational Background: BS in Civil Engineering from The Ohio State University, 1990

Registrations: Professional Engineer in West Virginia, Ohio and Indiana

**MIKE HINTON, PE
STRUCTURAL ENGINEER**



Primary Function: Responsible for structural engineering design associated with boat ramp improvements and pavement design.

Related Experience: Mr. Hinton joined B&N in 1987 as a design engineer responsible for

detailed design calculations, plan and specification preparation, and shop drawing review for reinforced concrete, steel, timber, and masonry structures. He has been involved in a wide variety of structural projects; his diverse engineering background includes architectural, industrial, commercial, environmental and transportation projects.

Representative Projects Include:

- C-5 Conversion Project - WVANG, Martinsburg, WV
- Fourth Street Retaining Wall-WVDOT, Parkersburg, WV
- Arch Moore Bridge Load Rating-WVDOT, Moundsville, WV

Educational Background: BS/MS in Civil Engineering from Akron University, 1984/1986

Registrations: Professional Engineer in West Virginia and Ohio



VINCE AMATO, PE
SOILS ENGINEER



Primary Function: Responsible for soils analysis and recommendations for boat ramp and roadway improvements.

Related Experience: Mr. Amato joined B&N in 1986 and is a soils engineer in the Environmental

Engineering Section. He is responsible for coordinating geotechnical engineering investigations and analyses. His design experience includes building and bridge foundations supported by deep and shallow foundations. He has performed stability and settlement analyses for dams, dikes, levees, and earth slopes. He is experienced in the design of earth retaining systems and cofferdams. Mr. Amato is responsible for the preparation of construction plans and specifications, including associated geotechnical instrumentation. He provides services during construction and assists in the resolution of geotechnical-related construction problems.

Representative Projects Include:

- Racine Boating Access, Racine, OH
- Ohio River Bank Stabilization, Marietta, OH
- O'Shaughnessy Dam, Columbus, OH

Educational Background: BS/MS in Civil Engineering from The Ohio State University, 1984/1986

Registrations: Professional Engineer in West Virginia, Ohio, Florida, Kentucky, Missouri, and Indiana

JENNIFER L. WALKER, PWS
WETLANDS SCIENTIST



Primary Function: Responsible for coordination of necessary permits associated with the boat ramp improvements.

Related Experience: Ms. Walker joined B&N in 1997 as an Environmental Scientist in the Environmental Division. She has

more than 16 years of experience in the ecological and NEPA fields including wetland delineations and Clean Water Act permitting and mitigation, aquatic surveys, ecological investigations, and preparation of Categorical Exclusions (CEs) and Environmental Assessments (EAs), as well as the preparation of Phase I Environmental Site Assessments (ESAs) in accordance with ASTM standards and Phase I Property Assessments (PAs) in accordance with VAP protocols.

Representative Projects Include:

- Racine Boating Access, Racine, OH
- Hoover Reservoir and Smothers Road Permitting, Westerville, OH

Educational Background: BS/MS in Biology & Environmental Science from Ohio Northern University and The Ohio State University, 1995 & 1997

Registrations: Professional Wetlands Scientist in the United States



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
Total	22	345



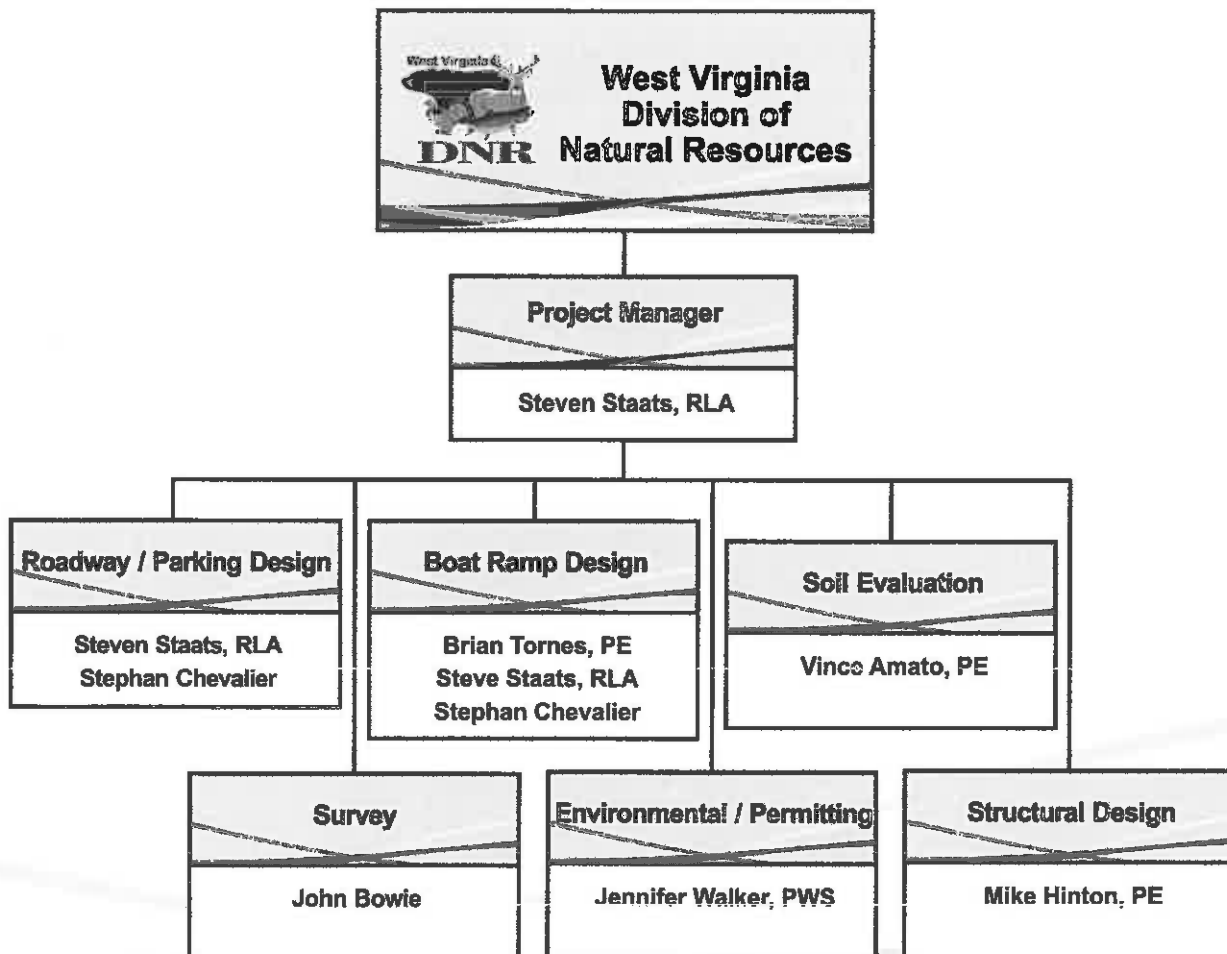
COMMUNICATION WITH OWNER

Project management is the key to smooth-running, cost-effective, and on-schedule projects. Elements necessary to provide effective project management include:

- Communication with project team members and the client
- Project scheduling to achieve client needs
- Staff scheduling for efficient time use
- Setting and meeting project milestones
- Monitoring costs and time expended

B&N will initiate a kickoff meeting with the West Virginia Department of Natural Resources and key B&N staff. This meeting will establish communication between WVDNR and B&N, refine B&N's scope of services, establish an overall project schedule, set project responsibilities, and gain a commitment from team members. Mr. Staats will have the authority to assign personnel to the project and oversee and review their performance. He will oversee all scheduling and budget management and progress management to assure that appropriate staff is utilized and project milestones are achieved. In addition, he will participate in engineering oversight and evaluation as a full team member. He will serve as WVDNR's single point of contact for all phases of this project.

Organization Chart





PAST PERFORMANCE AND PROJECT COST CONTROL

B&N has experience with all facets of work associated with design and construction of boat ramp and vehicular access improvements. The projects we have been involved with included the evaluation, design, and construction of new and rehabilitated boat ramps, roadway, and parking facilities. Listed below in the table are examples of projects that involved boating and parking improvements and the performance achieved.

Project Name	Estimated Fee	Actual Fee	Estimated Cost	Actual Cost	Completion Time
Racine Boating Access	\$325,725	\$325,725	\$2,250,000	* \$2,358,000	Completed within Project Timeframe
Chilo Lock #34 Boat Ramp Improvements	\$93,000	\$94,000	\$640,000-Phase 1 \$35,000-Phase 2	\$640,000-Phase 1 \$35,000-Phase 2	Completed within Project Timeframe
Wingfoot Lake Boating Access Roadway and Parking Lot Improvements	\$15,000	\$15,000	\$200,000	\$200,000	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 options will be discussed with the owner to make necessary adjustments in the funding and or scope of work.

* Includes change orders.



CRITICAL PATH METHOD (CPM) SCHEDULE APPROACH

The project schedule is perhaps the most important project control mechanism. Our Team of highly trained personnel has extensive, proven ability and experience in the development of a complete project schedule, which is accomplished through team planning and the establishment of critical dates in both design and construction. Our schedules are prepared using critical path methodology (CPM) utilizing Microsoft Project. Schedules are also prepared in a time-oriented format, providing graphical depictions of project progress and visual identification of schedule performance.

As highly competent CPM schedulers and Owner's Representatives, the B&N Team has the ability to review schedules submitted by project partners, ensuring that all appropriate activities and work areas have been identified, that work durations and crew sizes are in accordance with industry standards, all predecessor and successor relationships are valid, and that all appropriate commissioning, punchlist, inspection, owner occupancy and training activities are addressed. Additionally, should the project require the development of a full CPM schedule, B&N will assign an experienced and professional Team to develop, implement, and manage the project schedule.

The key to meeting schedule success throughout the program is to establish and follow a realistic design schedule agreed to by all parties.

DESIGN SCHEDULE MAINTENANCE STRATEGY

- Establish durations with Owner and Design Professional input
- Track schedule updates in an organized, sequential manner
- Produce monthly reports to the project Team and update on a monthly basis
 - Permits, approval times, etc. are figured into schedule to make it more accurate
 - Interim milestones are made as necessary to ensure longer items are being met
 - Work closely with the Owner to address any schedule issues and provide ideas for recovering time, if necessary
 - Generate realistic, accurate and achievable schedules

To alleviate the potential for delays on the project our Team will continuously monitor the process through regularly updated schedule analysis. As time appears to be slipping in any area, B&N will work with the Team to:

- Identify the issue
- Provide ideas for a solution
- Work with the Team and Owner to find a viable correction plan
- Adjust the schedule to reflect the newly implemented recovery plan
- Continue to monitor the situation until the original schedule has been recovered.



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. GUS SMITHHISLER
OHIO DEPARTMENT OF NATURAL RESOURCES
2045 Morse Road
Columbus, OH 43229-6693
Phone: 614-265-6965
e-mail: Gus.Smithhisler@dnr.state.oh.us

MR. CHRIS CLINGMAN
CLERMONT COUNTY PARK DISTRICT
2228 US Highway 50
Batavia, OH 45103
Phone: 513-732-2977
Email: Clclingman1@aol.com

**ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:**

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 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

Redney D. Holbert

Authorized Signature

November 23, 2015

Date

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

STATE OF WEST VIRGINIA
Purchasing Division
PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-9-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Burgess & Niple, Inc.

Authorized Signature: *Rodney A. Holbert* Date: November 24, 2015

State of West Virginia

County of Wood, to-wit:

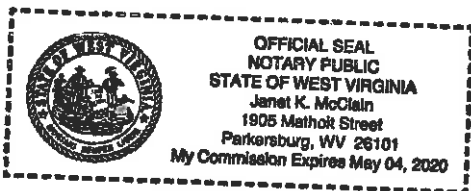
Taken, subscribed, and sworn to before me this 24th day of November, 2015

My Commission expires May 4, 2020

AFFIX SEAL HERE

NOTARY PUBLIC

Janet K. McClain
Purchasing Affidavit (Revised 08/01/2015)



CERTIFICATION AND SIGNATURE PAGE

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Burgess & Niple, Inc.

(Company)

Rodney D. Holbert Rodney D. Holbert, Vice President
 (Authorized Signature) (Representative Name, Title)

304-485-8541 304-485-0238 11/24/2015
 (Phone Number) (Fax Number) (Date)

BURGESS & NIPLE

Engineers ■ Architects ■ Planners

4424 Emerson Ave

Parkersburg, WV 26104

304.485.8541

burgessniple.com