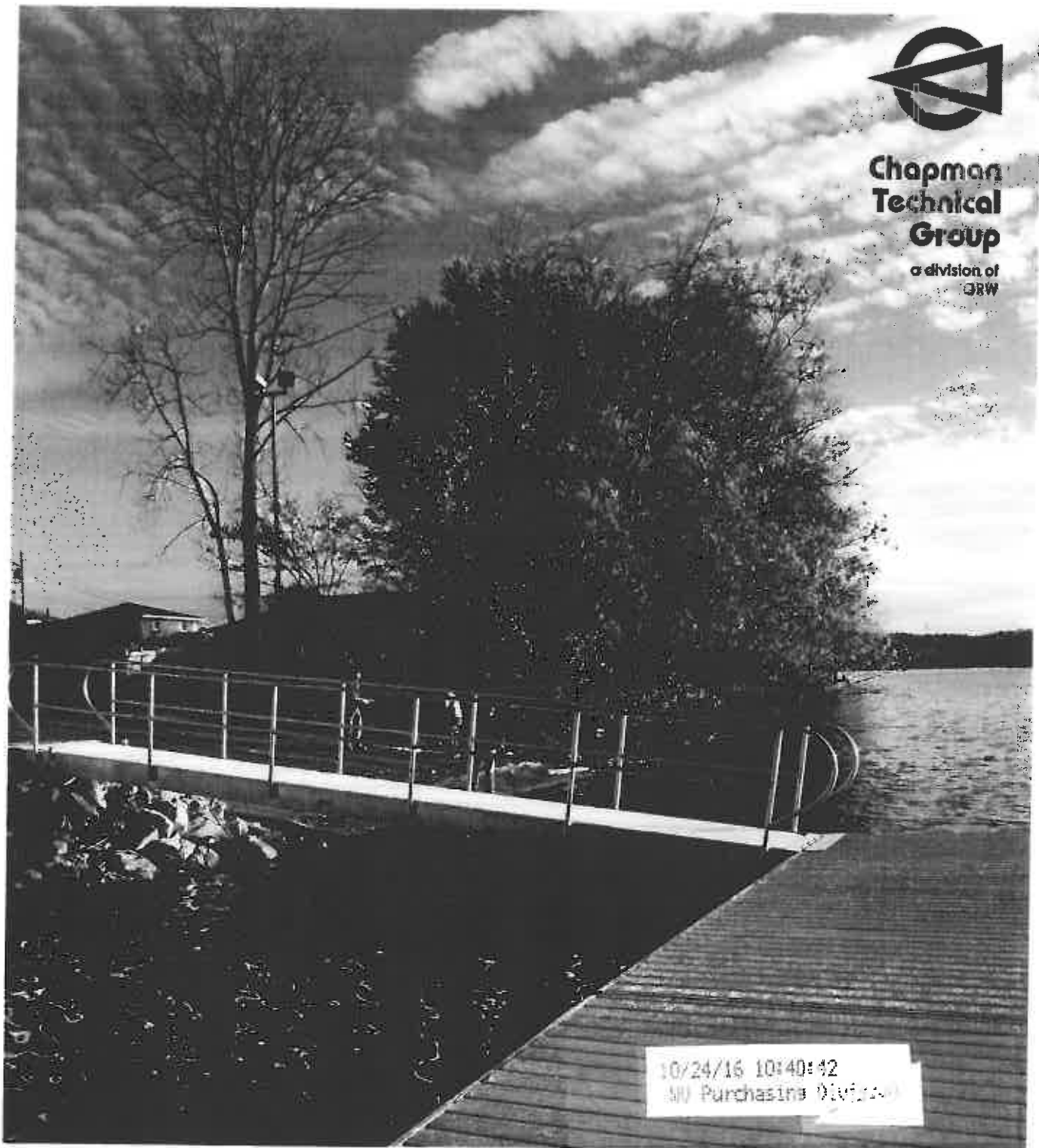




**Chapman
Technical
Group**

a division of
GRW



10/24/16 10:40:42
WV Purchasing Division

**Expression of Interest for
Architectural/Engineering Design Services
West Virginia Division of Natural Resources
A&E Services for Winfield and Huntington Boating Facilities
Solicitation Number 0310 DNR170000002**

Chapman Technical Group
200 Sixth Avenue
St. Albans, WV 25177

304.727.5501
304.727.5580 Fax

Buckhannon, WV
Martinsburg, WV
Lexington, KY



**Chapman
Technical
Group**
a division of
GRW

October 26, 2016

Department of Administration
Purchasing Division
2019 Washington Street, East
Charleston, West Virginia 25305-0130

**Re: A/E Services for
Winfield and Huntington
Boating Facilities**

Dear Selection Committee:

Chapman Technical Group is most interested in providing the engineering services for the design of the Boating Facilities at Winfield and Huntington. Over the years, we have designed many similar facilities for the West Virginia Division of Natural Resources.

Our Communications: In Chapman Technical Group's project management system, the Project Manager will be the point of contact for the DNR for all communications related to the project. It will be the Project Manager's responsibility to ensure that all project team members receive design directives and are involved in resolving project issues. Having a single point of contact helps minimize confusion and is the most efficient communications method. The Project Manager will also coordinate all progress meetings and site visits during construction and will ensure that all communications are forwarded to the appropriate DNR personnel. For this project, Roger Kennedy, ASLA will serve as the Project Manager, as well as the primary project designer.

Our Budget Control: Chapman Technical Group has an excellent track record of completing projects in budget. We recently completed a major dock facility at Blennerhassett Historic State Park within budget. Our method of cost control includes developing accurate opinions of cost in the early stages of design, so that decisions regarding the scope of the project can be addressed early when adjustments to the design are easier to achieve. As the project progresses, we will consider alternate systems that can provide the required result in a way that is cost-effective, both short-term and long-term. We will also develop alternate bid items to ensure that the project stays within the budget. During construction, we will work with the contractors to establish a team relationship so that as issues arise, we can work together to find the most cost-effective solution. We are often able to find alternative means of construction that help to costs associated with unforeseen conditions.

200 Sixth Avenue
Saint Albans, WV 25177

304.727.5501
304.727.5580 Fax

Buckhannon, WV
Martinsburg, WV
Lexington, KY

www.chaptech.com



Selection Committee
October 26, 2016
Page 2

Our Schedule Control: We have completed many projects for the Division of Natural Resources within the allotted schedule, our most recent being the design of four cabins and an access road for Chief Logan State Park. Although many of our boat access projects encounter regulatory delays, we have always completed our design in a timely manner and we are confident in our ability to meet any schedule required for this project. Our Project Manager will establish internal review deadlines with all parties which will ensure compliance with your schedule for bidding and construction.

During construction, we will strive to maintain a true team relationship so that issues are resolved quickly with input from all parties, including your field representative. Work at West Virginia DNR facilities can be subject to extreme weather conditions, which must be taken into consideration when scheduling construction activities. As always, it takes a coordinated effort from the Engineer and the Owner apply the appropriate pressure to keep the project moving expeditiously, while maintaining a positive relationship with the Contractor. I think we have demonstrated that balance in past projects.

Our Expertise: The Chapman Technical Group team will essentially consist of two people, Joseph Bird, who will provide overall project oversight, and Roger Kennedy, who will do the majority of the design work. Roger is becoming known as a leader in the design of boating facilities in West Virginia. Our survey crew will provide topographic surveys and Roger will be assisted as required by our civil engineers and technicians.

You will find all of the requested information regarding our firm and our ability to execute the requirements of this project within this submittal. We would very much appreciate the opportunity to present our project team and further discuss your project. In the meantime, if you have any questions or need additional information, please contact me.

Sincerely,

CHAPMAN TECHNICAL GROUP


Joseph E. Bird, ASLA
Vice President

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DNR00000002

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.

Chapman Technical Group

Company

Authorized Signature

Date

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

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

 (Name, Title)

Joseph E. Bird, Vice President

 (Printed Name and Title)

200 Sixth Avenue, St. Albans, WV 25177

 (Address)

304-727-5501/ 304-727-5580

 (Phone Number) / (Fax Number)

jbird@chapttech.com

 (email address)

CERTIFICATION AND SIGNATURE: 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.

Chapman Technical Group

 (Company)

 Joseph E. Bird, VP

 (Authorized Signature) (Representative Name, Title)

Joseph E. Bird, Vice President

 (Printed Name and Title of Authorized Representative)

10-17-2016

 (Date)

304-727-5501, 304-727-5580

 (Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division
PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, 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: Chapman Technical Group

Authorized Signature: [Signature] Date: 10-24-2016

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 24th day of October, 2016.

My Commission expires September 20, 2020.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]

Purchasing Affidavit (Revised 08/01/2015)

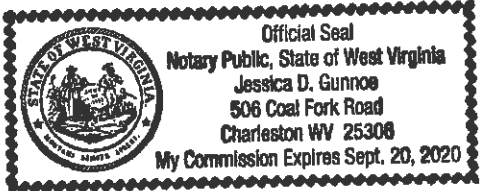


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Section 1.0 - Company Overview & Awards

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COMPANY OVERVIEW & AWARDS



Established in 1984, Chapman Technical Group has steadily grown into a diverse firm of professionals, many of whom were educated in West Virginia colleges and universities. We have achieved an outstanding reputation for developing high-quality projects, while meeting schedules and budgets.

In 2013, Chapman Technical Group was acquired by the Lexington, Kentucky based A/E firm of GRW, allowing us to provide a wider range of services while expanding our resources. Now, in addition to our offices in St. Albans, Buckhannon, and Martinsburg, West Virginia, as part of the GRW family, we also work in Kentucky, Ohio, Tennessee, and Indiana.

Our architectural group not only designs new buildings from the ground up, but also specializes in renovations and historic restoration projects. Our award-winning landscape architects provide master planning, as well as detailed site design for parks and public spaces projects.

In addition to our building studio, our engineering support staff gives us the ability to meet almost any challenge a project may present. All of our mechanical, electrical, plumbing engineering is provided in-house, and our civil engineers work with our landscape architects to provide site designs that are functional while achieving a high level of aesthetics.

Water and sewer system design is accomplished by our environmental engineers, and when on-site wastewater treatment is required, we can do it.

Working with our airport group, we can provide full airport design services, from runway and lighting design, to hangars and terminal buildings.

COMPANY OVERVIEW & AWARDS



SRC Building Renovation
WV AIA Merit Award, 2016
Historic Preservation

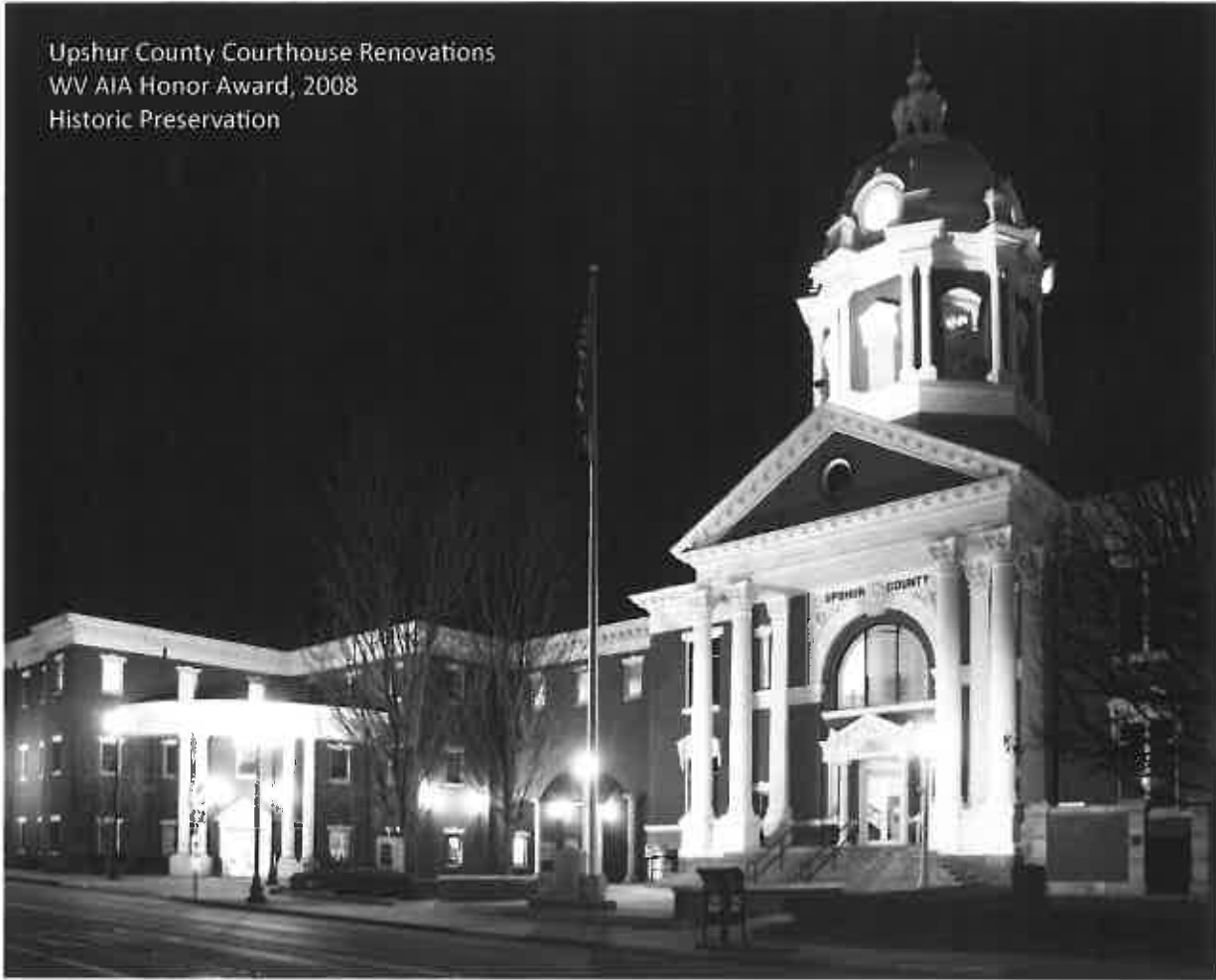


I-79 Rest Area
AIA Merit Award, 2010

COMPANY OVERVIEW & AWARDS



Upshur County Courthouse Renovations
WV AIA Honor Award, 2008
Historic Preservation



COMPANY OVERVIEW & AWARDS



Upper Big Branch Miners Memorial
WV ASLA Honor Award, 2012



Nuttallburg Historic Mining Complex
WV ASLA Merit Award, 2012



Warden Lake Boating Facility
West Virginia Division of Natural Resources
Warden Lake, West Virginia

Warden Lake is a 44-acre impoundment located five miles north of Wardensville in Hardy County, West Virginia. The project includes a new boat ramp, an ADA accessible courtesy dock, and parking improvements. Construction is scheduled for completion in the fall of 2016.

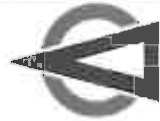




Buffalo Boat Ramp West Virginia Division of Natural Resources Buffalo, West Virginia

Located on the Kanawha River in Putnam County, the old boating facilities near the Town of Buffalo had fallen into disrepair. A new self-cleaning boat ramp was designed, along with an ADA-accessible courtesy dock. Parking, drainage, and general access was also improved in the \$500,000 project.





Blennerhassett Island Landing WV Division of Natural Resources Parkersburg, West Virginia

Chapman Technical Group provided planning and design services for a new landing and docking facility at historic Blennerhassett Island State Park in Parkersburg, West Virginia. The new facility will serve vessels of varying types and sizes, ranging from small pleasure craft to sternwheelers.

The project included a new floating concrete dock and gangway, as well as mooring pilings for the State sternwheeler, the Island Belle.





WV Division of Natural Resources
Nitro Boat Ramp
324 Fourth Avenue
South Charleston, West Virginia

In its ongoing program to develop fishing and boating opportunities around the state, the West Virginia Division of Natural Resources teamed with the City of Nitro to develop a boating access on the site of an old landfill along the Kanawha River.





**WV Division of Natural Resources
Wildlife Resources Section
Fort Martin Boat Ramp
South Charleston, West Virginia**

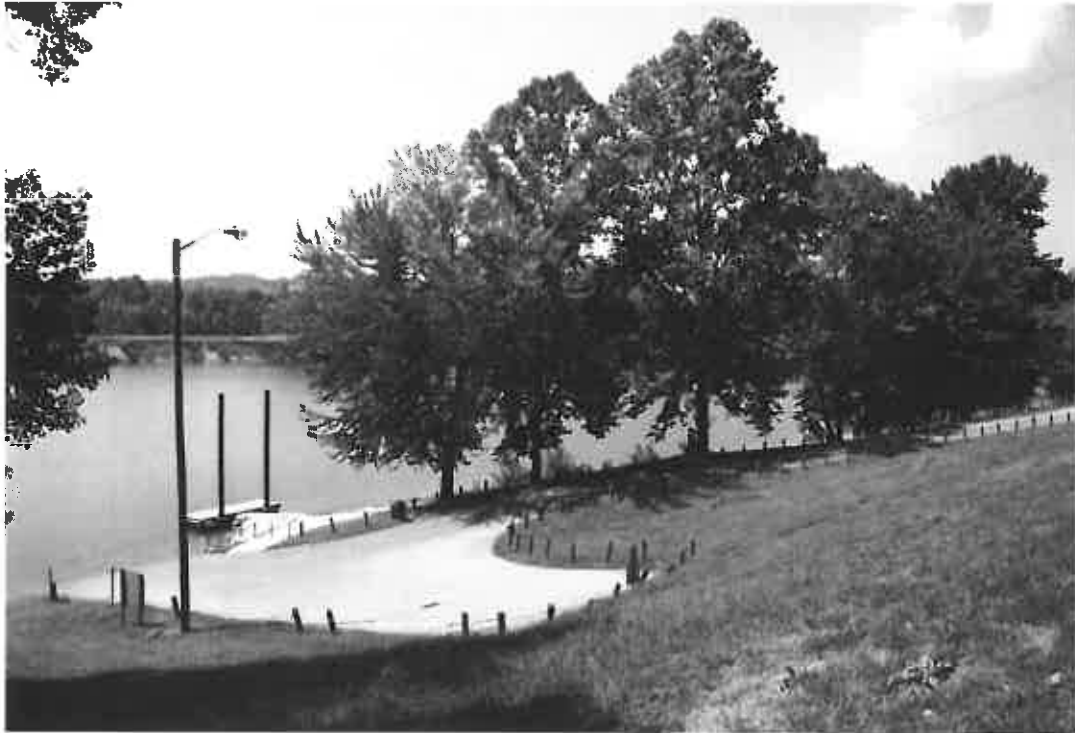
The project is located along the banks of the Monongahela River, between Morgantown & the Pennsylvania state line and consists of a thirty-foot wide boat launch, an ADA accessible boarding ramp and dock, and a 66-space vehicle parking lot. The project was completed at a cost of approximately \$100,000.



LANDSCAPE ARCHITECTURE



Town of Pocahontas
Boat Ramp and Dock
Pocahontas, West Virginia



The project consisted of a 30 space combined boat trailer and automobile parking lot, including handicapped parking; an ADA accessible ramp and railing; a stationary pile driven fishing pier; and all required permitting.



LANDSCAPE ARCHITECTURE



Town of Poca
Raymond City Fishing Pier
Poca, West Virginia



The project consisted of a 30-space combined boat trailer and automobile parking lot, including handicapped parking; an ADA accessible ramp and railing; a stationary pile-driven fishing pier; and all required permitting.

Joseph E. Bird, ASLA

Vice President Project Officer



Years of Experience: 37
Years with Chapman: 30

Education

B.S., Landscape Architecture,
1981, West Virginia University

Registration

Landscape Architect: WV, KY

Affiliations

WV Chapter, American Society of
Landscape Architects

Awards

Honor Award, WV ASLA
Shrewsbury Street Development Plan

Projects Include

St. Albans Streetscape Improvements
(St. Albans, WV)

Robert C. Byrd Federal Courthouse
Site Design (Beckley, WV)

VA Medical Center Healing Garden
and Site Design (Huntington, WV)

Canaan Valley State Park Ski Facility
Improvements (Canaan Valley, WV)

Lewisburg L & R Recreation Trail
(Greenbrier County, WV)

Smith Street Streetscape Improvements
(Charleston, WV)

Sixth Street Streetscape Improvements
(Covington, KY)

Qualifications

Site Development

Site planning and project management for numerous projects throughout West Virginia ranging from small campus sites to large sites for commercial, government, industrial, and institutional development. Projects include military complexes, campuses, public housing developments and other public facilities.

Parks and Recreation

Projects include swimming pools, bath-houses, cabins and support facilities for the West Virginia Division of Natural Resources and similar facilities for county and municipal park systems. Also involved in the design of facilities such as softball fields, fishing access facilities, recreation facilities for prisons, as well as passive recreation areas for public and private clients.

Miscellaneous

Other project experience includes the urban planning and development, streetscape design, roadway and storm drainage projects, as well as the project management of numerous major architectural projects throughout West Virginia. His recent relevant project experience includes the design and/or management of major recreation projects including the Beech Fork State Park Campground Improvements; the Beech Fork State Park Cabin Project; the Beech Fork State Park Swimming Pool and Bathhouse; the Blackwater Falls Cabin Projects; the Canaan Valley Golf Course Drainage Improvements Project, and the Canaan Valley Ski Area Improvements Project.

Roger J. Kennedy, ASLA

Landscape Architect
Project Manager



Years of Experience: 26
Years with Chapman: 25

Education

B.S., Landscape Architecture,
1990, West Virginia University

Registration

Landscape Architect: WV, KY

Affiliations

Trustee, WV Chapter,
American Society of
Landscape Architects
President, St. Albans Rotary Club
Member, Sigma Lambda Alpha Honor
Society of Landscape Architects

Qualifications

Site Development

Responsibilities include grading design, site planning and layout, analysis of existing features and services, storm water design and management, erosion control, as well as project management. Projects include prisons, landfills, military complexes, banks, airports, subdivisions, gas stations and other public facilities.

Bridge and Highway

Responsibilities include the design of horizontal and vertical road alignments, superelevation design, intersection layout, slope design and quality control review. Projects include several multi-lane highways and bridges throughout West Virginia.

Miscellaneous

Other experience includes the use of various civil design software packages for use in site development and road design, digital terrain modeling, hydraulic analysis and related computer aided design tools. Additional responsibilities include the development and management of the computing resources of the company. This includes the management of software and hardware inventories, as well as the development and management of all local area networks in each office and the wide area network which links them.

Stephen M. Johnson, P.E.

Civil/Environmental Group Manager



Years of Experience: 11
Years with Chapman: 9

Education

B.S., Civil Engineering, 2004,
West Virginia University
Institute of Technology

Registration

Civil Engineer: WV, NC, VA

Affiliations

Water Environment Association
WV American Water Works Association
WV & VA Rural Water Association
Water for People

Miscellaneous

National Electric Code Certified, 2011
SDI Certified SCUBA Diver

Projects Include

Bluefield Sanitary Board
Wastewater System Improvements
(Bluefield, WV/VA)

St. Albans Water/Wastewater/Stormwater
Improvements (St. Albans, WV)

Elkins Road PSD Water System Improvements
(Elkins, WV)

Middle Creek Decentralized Wastewater
System Improvements
(Tazewell County, VA)

Qualifications

Water Systems

Overall experience includes planning, design, bidding, and construction administration/management of various public and private water system projects throughout West Virginia, Virginia, and North Carolina. Specific project experience includes distribution systems, river crossings, horizontal directional drills, wells, raw water intakes, transmission lines, booster stations, treatment plants, ground and elevated water storage tank design, painting, and rehab, SCADA systems, computer modeling, treatment process evaluation, and problem troubleshooting in existing systems.

Wastewater Systems

Overall experience includes comprehensive system master plans, design, bidding, construction administration and management of various public and private wastewater system projects throughout West Virginia, Virginia, and North Carolina. Specific project experience includes gravity and low-pressure collection systems, pump stations and force main transmission systems, treatment plant process evaluation and design, trenchless pipeline rehabilitation, bypass pump system design, odor and corrosion control, effluent infiltration ponds, decentralized and alternative on-site disposal systems, and SCADA systems.

Storm Water Systems

Overall experience includes water management planning and facility design in West Virginia and Virginia. Specific project examples include MS4 compliance plans, NPDES construction storm water permitting, SWPPP preparation, design of bio-retention areas, infiltration basins, ponds, and underground storage/detention facilities.

David C. Hoy, P.E.

Civil/Structural Engineer



Years of Experience: 8
Years with Chapman: 8

Education

B.S., Civil Engineering, 2006,
West Virginia University

Registration

Civil Engineer: WV, KY, VA

Affiliations

Chi Epsilon, National Civil Engineering
Honor Society
ASCE, Member

Qualifications

Structural Engineering

Experience with investigation and analysis of existing structures. Experience with the design of various building structural systems including timber, concrete, steel, and masonry construction. Experience with foundation design, including metal building foundations and also deep foundations. Experience with structural design of water and wastewater structures both above and below ground. Performs shop drawing reviews and makes periodic site visits during the construction phase of projects.

Projects Include

Jane Lew Elementary School Renovation
(Lewis County, WV)

State Road Commission Building Renovations
(Charleston, WV)

Canaan Valley Resort State Park New Ski Lodge
(Davis, WV)

St. Albans Fire/Police Station Renovations
(St. Albans, WV)

Jason E. Brown, P.S.

Professional Surveyor



Years of Experience: 20
Years with Chapman: 5

Education

A.S., Land Surveying, 2002,
Glennville State College, WV

Registration

Professional Surveyor: WV, KY, VA

Affiliations

WV Society of Professional Surveyors

Qualifications

Highways

Established control, site surveying, topographic surveying, courthouse research, drawing production, Right-of-Way Questionnaires, bore hole stake out, and all surveying associated with the initial and final design of WV highways.

Site Development

Experienced in all types of surveying associated with site development, to include control, topographic boundaries, research, and drawing production. Projects include military complexes, public housing, commercial development, industrial and institutional complexes, churches, resorts and public facilities throughout the state.

Parks and Recreation

Associated surveying for projects including swimming pools, bathhouses, cabins and support facilities for the West Virginia Division of Natural Resources and similar facilities for county and municipal park systems.

Water/Wastewater/Stormwater Systems

Associated surveying for the design of water systems, sanitary sewer systems, and stormwater systems, including treatment facilities for both private and public systems throughout the state. Also, field experience in the inventory and collection of attribute data using GPS equipment for uploading to GIS databases.

Airports

Associated surveying for the design of runways, airport facilities, lighting, and asphalt design for holding pads for small and large airport facilities throughout the state.

Boundary Surveys

Experienced in full boundary surveys and ALTA surveys for military complexes, private residences, prison facilities, commercial sites, and all boundaries associated with various engineering projects throughout the state.

Fred L. Brown

CADD Manager



Years of Experience: 18
Years with Chapman: 13

Education

Drafting/Cadd Degree, 1997,
Carver Career Center, WV

Affiliations

Member, National Vocational-Technical
Honor Society

Achievements

Winner, 1996, Carver Career Center VICA
Skills Competition for Technical Drafting
Judge, 2001, State VICA Skills Competition
for Technical Drafting

Qualifications

Bridge and Highway

Responsible for CADD drafting on base map, site development, construction plan sheets, signal plans, super elevation plans, existing and proposed utilities, utility relocation plans, lighting plans, boring construction plans, typical sections and details, mainline cross sections, bridge plans and details, attenuator details, guardrail plan layout and details, geometric plans, station and offsets of mainline centerline, stationing and curve geometric information, survey reference and control plans, point dump creations.

Architectural and Structural

Responsible for CADD drafting on existing and proposed building plans, structural framing plans and details, foundation plans and details, structural scheduling.

Water and Wastewater

Responsible for CADD drafting on treatment plants, improvements on existing and new facilities, stormwater plans and profiles, booster stations, meter vaults, water system updates for public and private sectors, PRV plans and details.

Site Design

Responsible for CADD drafting on proposed site layouts, site details and cross sections.

Airport

Responsible for CADD drafting on existing and proposed taxiways and runways, taxiway signage, hangar layout, and airport master plans.

Mapping

Responsible for CADD drafting for city, street, and zoning maps.

REFERENCES



1. Honorable Dick Callaway, Mayor
City of St. Albans
Post Office Box 1488
St. Albans, WV 25177
(304) 727-2971

***“Without reservation, I would recommend
your Group for future projects.”
Steve Casto, Lewis County Schools***
2. Mr. Bradley Leslie, P.E., Assistant Chief
WV Division of Natural Resources
Parks and Recreation
324 4th Avenue
South Charleston, WV 25303
(304) 558-2764

*“Your design, expertise and foresight brought
this elementary facility into the 21st century. The
diligence and professionalism demonstrated by
your staff made the entire construction experience
more pleasant and rewarding for all involved.”*

- David Weekley, Ritchie County Schools
3. Mr. John Gerlach
County Administrator
Mason County Commission
200 Sixth Street
Point Pleasant, WV 25550
(304) 675-1110

*“I wish to express the appreciation of my department
for your work in renovating the third floor of the
Morrow Library. We had a thoroughly pleasant
experience while you were working on this project.”*

- Lisle Brown, Marshall University
4. Mr. Dave Weekley
Ritchie County Board of Education
134 South Penn Avenue
Harrisville, WV 26362
(304) 643-2991 ext. 223

*“Your design work has resulted in the renovation
of our 32,000 square-foot research and office com-
plex, which has enhanced the facility’s appearance
and increased the building’s energy efficiency.
Your attention to detail and the guidance of the
contractor made the renovation process painless.”*

- Roger Anderson,
WV Division of Natural Resources
5. Mr. Travis Knighton, P.E.
West Virginia Division of Highways
1338 Smith Street
Charleston, WV 25301
(304) 356-3840

*“Chapman Technical Group has been involved
in three projects for us to date. All three
were handled by your Group as if it were their
only project. Additionally, all three projects
were designed expertly and concisely, came
in on budget, and managed pragmatically.”*

- Steve Casto, Lewis County Schools
6. Mr. Dirar Ahmad, P.E.
West Virginia Division of Highways
1334 Smith Street
Charleston, WV 25301
(304) 558-9721