

April 30, 2019

RECEIVED
2019 APR 29 PM 12: 17

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

Re: South Charleston Boat Ramp Improvements

Dear Selection Committee:

Chapman Technical Group is most interested in providing the engineering services for the South Charleston Boat Ramp Improvements. Over the years, we have designed many similar facilities for the West Virginia Division of Natural Resources. The Winfield Boat Ramp, which would be similar to the South Charleston Boat Ramp, is nearing completion, and construction of the Guyandotte Boat Ramp is scheduled for this summer. We certainly have the knowledge and expertise to provide the services required for this project.

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, Joe Bird, ASLA will serve as the Project Manager, and Roger Kennedy will serve as the primary project designer.

Our Budget Control: Chapman Technical Group has an excellent track record of completing projects in 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 Lexington, KY

www.chaptech.com



Selection Committee April 30, 2019 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 three people, Joseph Bird, who will provide overall project oversite, and Roger Kennedy, who will do the majority of the design work, and David Hoy, P.E., who will provide civil and structural engineering. For electrical and lighting design, we will use Harper Engineering. 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

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.
THEREUX V.P.
(Name, Title)
Joseph Bird, V.P. (Printed Name and Title)
200 Sixth Avenue, Saint Albans, WV 25177
(Address)
(304) 727-5501/ (304) 727-5580
(Phone Number) / (Fax Number)
jbird@chaptech.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, offe 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
(Authorized Signature) (Representative Name, Title)
(Cramorized Signature) (Representative Planie, Title)
Joseph Bird, V.P.
(Printed Name and Title of Authorized Representative)
4-29-2019
(Date)
(304) 727-5501 (304) 727-5580
(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: 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 exceed 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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:

200 Sixth Ave. St. Albans, WV 25177

My Commission Expires April 17, 2022

Vendor's Name: Chapman Technical Group	"
Authorized Signature:	Date: 4-29-2019
State of West Virginia	
County of Kanawha, to-wit:	
Taken, subscribed, and swom to before me this 29 de	ay of <u>April</u> , 20 <u>19.</u>
My Commission expires April 17.2022	, 20 <u><i>33</i></u> .
AMFIO(16 BAA)14/1 BREITHINNIUM HINNIUM HINNIUM BREITHINNIUM BREITHINNI	NOTARY PUBLIC Somanda M. Suph i
Notary Public, State of West Virginia Amanda M. Sutphin Chapman Technical Group	Purchasing Affidavit (Revised 01/19/2018)

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 addendu	m received)
 X Addendum No. 1 Addendum No. 2 Addendum No. 3 Addendum No. 4 Addendum No. 5 	Addendum No. 6 Addendum No. 7 Addendum No. 8 Addendum No. 9
Li Addendum 140. 5	Addendum No. 10
discussion held between Vendor's ren	e receipt of addenda may be cause for rejection of this bid presentation made or assumed to be made during any oral presentatives and any state personnel is not binding. Only added to the specifications by an official addendum is
Chapman Technical Group	
Company	
Authorized Signature	
4-29-2019	
Date	

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

West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Chapman Technical G	roup Address: 200 Sixth Avenue
	Saint Albans, WV 25177
Name of Authorized Agent: <u>Joseph E. Bird</u>	Address: 200 Sixth Avenue, St. Albans, WV 25177
Contract Number: CEOI 0310 DNR1900000009 Ce	ontract Description: A/E services for So. Charleston Boat Ram
Governmental agency awarding contract: Department of Na	tural Resources
☐ Check here if this is a Supplemental Disclosure	
List the Names of Interested Parties to the contract which are k entity for each category below (attach additional pages if necessary)	nown or reasonably anticipated by the contracting business
 Subcontractors or other entities performing work or set □ Check here if none, otherwise list entity/individual name Harper Engineering 	
2. Any person or entity who owns 25% or more of contra ☑ Check here if none, otherwise list entity/individual name	· · · · · · · · · · · · · · · · · · ·
3. Any person or entity that facilitated, or negotiated to services related to the negotiation or drafting of the ap Check here if none, otherwise list entity/individual name Joseph E. Bird Signature: Notary Verification	pplicable contract)
State of West Virginia Count	
entity listed above, being duly sworn, acknowledge that the D penalty of perjury.	isclosure herein is being made under oath and under the
Sm	day of <u>April</u> , <u>2019</u> . Notary Public's Signature
To be completed by State Agency: Date Received by State Agency: Date submitted to Ethics Commission: Governmental agency submitting Disclosure:	

Table of Contents

Section 1.0 Company Overview and Awards

Section 2.0 Project Experience

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Section 4.0 References





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.

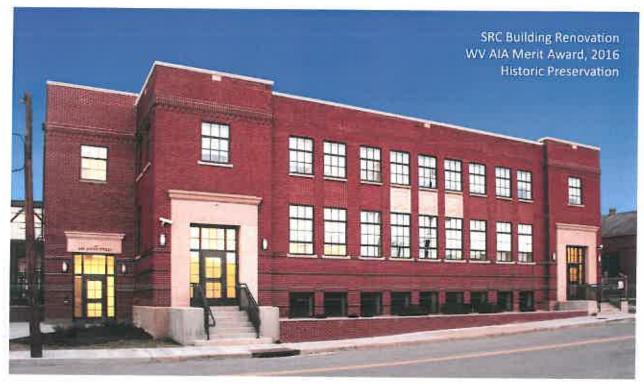
In 2013, Chapman Technical Group was acquired by the Lexington, Kentucky based A/E firm of GRW, allowing us to provide a wider range of services while expanding our resources. Now, in addition to our offices in St. Albans, Buckhannon, and Martinsburg, West Virginia, as part of the GRW family, we also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

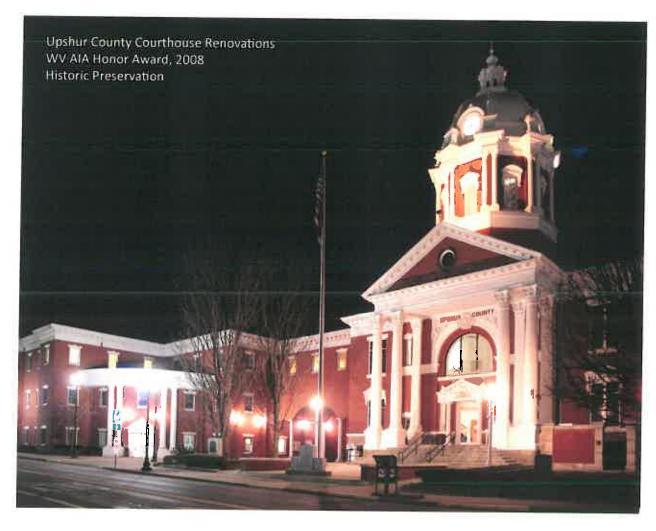
Working with our airport group, we can provide full airport design services, from runway and lighting design, to hangars and terminal buildings.



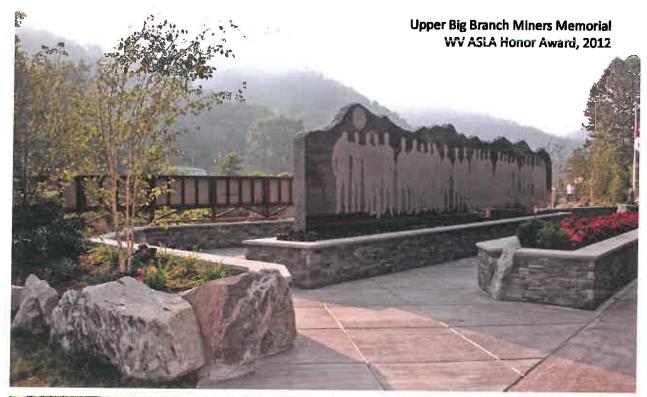


















WV Department of Natural Resources Winfield Boat Ramp Winfield, WV

The West Virginia Division of Naturai Resources teamed with the City of Winfield to develop a \$1.6 million boating access on the Kanawha River near the Winfield Bridge. The extra-wide ramp will allow for two boats to be launched at the same time, and an ADA-compliant courtesy dock will allow for easy passenger access.

Parking for more than 50 cars and trailers will be provided. The site was designed using lowimpact, green infrastructure techniques.







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.







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.







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.





Town of Poca Boat Ramp and Dock



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.







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 Blennerhasset 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.





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.



Years of Experience: 40 Years with Chapman: 33

B.S., Landsape Architecture, 1978 West Virginia University

RegistrationArchitect: WV, KY

Affiliations

Council
of Landscape
Architectural
Registration Boards

WV Chapter, American Society of Landscape Architects

Joseph E. Bird, ASLA Vice President Project Officer

Experience

Joe has been involved in a wide range of projects in his 30+ years of experience. In addition to his landscape architectural design experience, he has served as Project Manager for many major multi-discipline projects ranging from campus development projects to ski area renovations. His experience includes coordinating the efforts of various local, state, and federal agencies.

WV DOH District One Master Plan; Charleston, WV

Project Manager and Designer for the development of a master plan for the West Virginia Division of Highways District One campus to plan for future building sites, pedestrian and vehicular circulation, and the relocation of overhead utilities underground. The project also included the implementation of sustainable stormwater principles including bioswales, pavement infiltration where possible, and underground stormwater detention, to help alleviate chronic flooding which has plagued the project area.

Smith Street Streetscape; Charleston, WV

Project Manager and Landscape Architect for the design of a streetscape project as a part of the overall development of the District One Campus project. The plan includes placing overhead utilities underground, new street lights, new sidewalks and curb ramps, and new street trees.

Covington Streetscape Project; Covington, KY

Project Manager and Landscape Architect for the design of seven blocks of streetscape in Covington, Kentucky. The plan includes placing overhead utilities underground, new street lights, new sidewalks and curb ramps, and new street trees. The project also included the design of new traffic signs and pedestrian crossing signals.

Scottsville Streetscape Project; Scottsville, KY

Landscape Architect for the design of two blocks of streetscape in Scottsville, Kentucky. The plan includes placing overhead utilities underground, new street lights, new sidewalks and curb ramps, and new street trees.

WV DOH Alternative Transportation Projects

Project Manager and Designer for the Alternative Transportation and Trail projects throughout West Virginia, including sidewalk projects, streetscape projects, and recreational trail projects. Managed and designed several phases of the ongoing streetscape projects for the City of St. Albans.



Years of Experience: 29 Years with Chapman: 28

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

Registration

Landscape Architect: WV, KY

Affiliations

President, WV Chapter, American Society of Landscape Architects

Member, St. Albans Rotary

Cubmaster, Cub Scout Pack 146

Member, Sigma Lambda Alpha Honor Society of Landscape Architects

Awards

WV Division of Highways Engineering Excellence: WV Route 10 2011, 2000 Corridor H 2013

Roger Kennedy, ASLA Landscape Architect Experience

Roger has a very diverse professional background, having been involved in parks and recreation projects, highway design, stormwater management, and trail and streetscape design. 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, as well as the development and management of the computing resources of the company.

WV DOH Alternative Transportation Projects

Project Manager and Designer for the Alternative Transportation and Trail projects throughout West Virginia, including sidewalk projects, streetscape projects, and recreational trail projects. Current projects include Shepherdstown Multi-use Trail Project, Poca Sidewalk Project, Lewisburg Route 219 Sidewalk Project, Lewisburg L&R Trail Project, Lewisburg Civil War Trail Project.

Chief Logan State Park Cabin Access Road; Logan, WV Project Landscape Architect for a new 1700-foot access road serving three new cabins for the West Virginia Division of Natural Resources. The project included utility design, stormwater management, and extensive erosion and sediment control.

Meadow River Trail; Greenbrier and Fayette Counties, WV Project Landscape Architect for a multi-use rail trail being developed by the Greenbrier and Fayette County Commissions in West Virginia as a Recreation Trail Project administered by the West Virginia Division of Highways. The project includes the rehabilitation of 17 miles of compacted aggregate trail and six railroad trestles, which will be rebuilt to accommodate pedestrian, bicycle and equestrian traffic. After the initial design was complete, seasonal floods damaged the existing trail. Working with FEMA and the County Commissions, the project scope was expanded to include flood damage repair.

WV DOT Highway Projects

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.



Years of Experience: 15 Years with Chapman: 3

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

Registration

Civil Engineer: WV, OH, PA, KY

Amanda M. Sutphin, P.E. Civil/Environmental Engineer

Experience

Amanda's overall experience includes planning, design, bidding, and construction administration/management of various public and private water and wastewater systems throughout West Virginia. Her specific potable water experience includes distribution systems, river crossings, horizontal directional drills, wells, raw water intakes, treatment plants, water storage tank design, computer modeling, treatment process evaluation, and problem troubleshooting in existing systems.

Her wastewater experience includes gravity and low-pressure collection systems, pump stations and force main transmission systems, treatment plant process evaluation and design, trenchless pipeline rehabilitation, odor and corrosion control, and alternative on-site disposal systems.

WV DNR Projects; Charleston, WV

Project Engineer for wastewater treatment and septic systems for various State Park and Wildlife Management Area facilities.

WV American Water Company Projects; various locations, WV Project Engineer for the design of water distribution systems, water storage, and wastewater systems for West Virginia American Water Company.

Town of New Haven, New Haven, WV

Project Engineer for a water distribution system replacement, well rehabilitation, and water storage tank replacement project.

Elkins Road PSD; Buckhannon, WV

Project Engineer for a water extension project to include water tank rehabilitation, new office building, and emergency generators for existing pump staton.

Town of Hartford; Hartford, WV

Project Engineer for a water distribution system replacement, well rehabilitation, and water storage tank replacement project.



Years of Experience: 12 Years with Chapman: 11

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

Registration

Civil Engineer: WV, KY, VA

Affiliations

Chi Epsilon, National Civil Engineering Honor Society

ASCE, Member

David C. Hoy, P. E.Civil/Structural Engineer

Experience

Dave is experienced in the design of various building structural systems including timber, concrete, steel, and masonry construction, as well as foundation design, including deep foundation systems. He has provided structural engineering on a variety of structures including schools, office buildings, recreation facilities, and water and wastewater treatment structures.

WVDNR Elk River and Handley WMA Storage Buildings

Responsible for the structural design of two storage buildings to include a heated maintenance bay, unheated storage bays, and a boat storage bay, along with offices, bunk rooms and support facilities.

District One Equipment Shop Building; Charleston, WV

Project Strutural Engineer for the design of the new \$10 million vehicle equipment shop building for District One which includes multiple service bays, parts storage, welding shop, and offices. Design included pre-cast concrete wall panels, deep foundations to bedrock, and grade beams.

Pocahontas Wellness Center; Marlinton, WV

Project Structural Engineer for a 13,000 square-foot community wellness center, constructed adjacent to but separate from the existing Marlinton Elementary School.

Clay County High School Bus Garage; Clay, WV

Project Structural Engineer for the design of new bus maintenance garage including to maintenance bays, one bus wash bay, parts storage, tire storage, and drivers lounge. Project included inventory of existing equipment and specification of new maintenance equipment. Project included the design of deep foundations to bedrock.

State Road Commission Building; Charleston, WV

Project Structural Engineer for the renovation of the historic State Road Commission Building for the West Virginia Division of Highways. The 40,000 square-foot building houses offices and support facilities for the local highway district.

Tube Park Lodge; Canaan Valley, WV

Project Structural Engineer for the a new timber-frame tube park lodge at Canaan Valley Resort State Park

52 B Street

St. Albans, WV 25177 Office: 304.722.3602 Fax: 3 Fax: 304.722.3603



Kevin Mark King, PE mark@harperengwv.com

Education

West Virginia University Institute of Technology Montgomery, WV Bachelor of Science-Electrical Engineering

Bluefield State College Bluefield, WV Bachelor of Science-Computer Science

Registrations/Professional Affiliations

Licensed Professional Engineer - WV, KY, PA, OH, VA WV licensed Master Electrician **NFPA**

Experience

Kevin Mark King, PE brings 10 years of electrical design experience and over 11 years of electrical construction/maintenance experience to our firm. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, emergency services facilities, government buildings and industrial projects.

Projects

Fayette Co. 911 Center Wayne County 911 Center **Pulmonary Associates**

Huff PK-8 School Oakvale Elementary School Pineville Elementary School

REFERENCES



- 1. Mr. Travis Knighton, P.E.
 WV Department of Transportation
 Division of Highways
 1338 Smith Street
 Charleston, WV 25301
 (304) 356-3840
- Mr. Dirar Ahmad, P.E.
 West Virginia Division of Highways
 1334 Smith Street
 Charleston, WV 25301
 (304) 558-9721
- 3. Mr. Joe Paxton, Superintendent Clay County Schools P.O. Box 120 Clay, WV 25043 (304) 587-4266
- 4. Mayor John Manchester City of Lewisburg 942 Washington Street Lewisburg, WV 24901 (304) 645-2080