



West Virginia Purchasing Division

2019 Washington Street, East
Charleston, WV 25305
Telephone: 304-558-2306
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The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 2

List View

- General Information**
- Contact
- Default Values
- Discount
- Document Information
- Clarification Request

Procurement Folder: 979944

Procurement Type: Central Purchase Order

Vendor ID:

Legal Name: POTESTA & ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CEOI

SO Dept: 0313

SO Doc ID: DEP2200000007

Published Date: 1/18/22

Close Date: 1/20/22

Close Time: 13:30

Status: Closed

Solicitation Description:

Total of Header Attachments: 2

Total of All Attachments: 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	EOI: Elkins Landfill Remaining QA/QC and Final Report	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81100000			

Commodity Line Comments: This is an Expression of Interest with no bid amount required.

Extended Description:

QA/QC necessary to complete the final activities of the closure cap construction including oversight of the installation of concrete tanker truck turnaround pad; installation, testing and startup of the communication and flow metering system; final project walk-through for punch list items; and preparation of the Final Completion Report



TRANSMITTAL MEMO

7012 MacCorkle Avenue, SE, Charleston, WV 25304 ■ Phone: (304) 342-1400 ■ Fax: (304) 343-9031

To: Mr. Joseph E. Hager III
WV Department of Environmental Protection
Purchasing Division
2019 Washington Street, East
Charleston, West Virginia 25305-0130

Date: January 18, 2022
Project No.: 0101-22-0007

Sent Via: Mail Federal Express United Parcel Service
 Hand Carried Other: Uploaded Via WVOasis

Quantity	Description
1	Expression of Interest for Elkins Landfill Remaining QA/QC and Final Report, Solicitation No. CEOI 0313 DEP2200000007
Remarks:	

By: Dana L. Burns/clr
c: _____



EXPRESSION OF INTEREST

Prepared for:



West Virginia Department of Environmental Protection
Environmental Protection
Landfill Closure Assistance Program

Elkins Landfill Closure Project Closeout Quality Assurance/Quality Control and Final Report Completion Solicitation No. CEOI 0313 DEP2200000007



CHARLESTON

7012 MacCorkle Avenue, SE
Charleston, WV 25304
(304) 342-1400

MORGANTOWN

125 Lakeview Drive
Morgantown, WV 26508
(304) 225-2245

WINCHESTER

15 South Braddock Street
Winchester, VA 22601
(540) 450-0180

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EXPRESSION OF INTEREST

EXECUTIVE SUMMARY

Potesta & Associates, Inc. (POTESTA) is well qualified to provide quality assurance and quality control (QA/QC) necessary to complete the final activities of the closure construction. These activities include oversight of the installation of a concrete tanker truck turnaround pad; installation, testing and startup of the communication and flow metering system; final project walk-through for punch list items; and preparation of the Final Completion Report and submittal to the West Virginia Department of Environmental Protection (WVDEP), Solid Waste Permitting Unit. Our expression of interest addresses the requirements as stipulated in Solicitation No. CEOI 0313 DEP2200000007.

POTESTA has completed the Purchasing Affidavit in accordance with the instructions in the request for quotation (RFQ). Our signed Purchasing Affidavit can be found in **Appendix A**. POTESTA's signed Expression of Interest (EOI), Designated Contact Form, and Addendum Acknowledge Form can also be found in **Appendix A**.

POTESTA's staff qualifications and experience, references, copies of staff certifications and degrees, proposed staffing plan, and past projects completed are included in this EOI. Our Consultant Qualification Questionnaire is included in **Appendix B**. Our registered professional engineers and proposed staffing plan are listed in the Management and Staffing Section followed by copies of their certifications and degrees. POTESTA's organization chart is contained in **Appendix C**.

POTESTA has extensive experience with the closure of small, rural landfills in West Virginia. Many of these landfill closure projects were completed for WVDEP, LCAP. POTESTA has completed site characterization study, leachate management, closure cap design, and quality assurance and quality control for five landfill projects since 1997 including LCAP's Fleming Sanitary Landfill (Kanawha County), Jackson County Sanitary Landfill, Big Bear Lake Landfill (Preston County), South Charleston Landfill (Kanawha County), City of Kingwood Landfill (Preston County), Wyoming County Landfill, and Webster County Landfill. Our experience with capping and leachate management at the above projects plus the other municipal solid waste and industrial solid waste landfill projects we have completed will position POTESTA to effectively evaluate options and design a closure plan for the Elkins Landfill.



EXPRESSION OF INTEREST

CORPORATE PROFILE

HISTORY

POTESTA was founded in 1997 as a full-service engineering and environmental consulting firm headquartered in Charleston, West Virginia. We have now expanded to a diverse staff of 74 experienced engineers, scientists, and support personnel with branch offices in Morgantown, West Virginia, and Winchester, Virginia. Our clients include local, state and federal agencies; mining, manufacturing and chemical companies; utility companies; waste management companies; K-12 schools/colleges/universities; land developers; attorneys; financial institutions; insurance companies; construction companies; and architects.



SERVICES

- Air Permitting
- Biological and Toxicological
- CADD/GIS
- Civil Engineering and Design
- Construction Monitoring
- Environmental Site Assessment
- Geotechnical Engineering
- Groundwater
- Hydrology and Hydraulics
- Landfills and Solid Waste
- Litigation Support
- Mining
- Occupational Safety and Health
- Oil and Natural Gas Consulting
- Permitting
- Remediation
- Roadway Engineering
- Sampling
- Site Design
- Storage Tanks
- Surveying and Mapping
- Water and Wastewater
- Water Quality
- Wetlands

LEADERSHIP

Our firm is managed by two principals driving POTESTA forward with their experience and emphasis on exceeding expectations. Ronald R. Potesta, President, has served as the Director and Deputy Director of West Virginia's Department of Natural Resources (WVDNR) which, during his tenure housed all of the environmental regulatory programs, had an annual budget of \$23 million and 700 full-time employees. The agency at that time encompassed state environmental regulatory programs, wildlife management, and law enforcement.



Ronald R. Potesta

Dana L. Burns, P.E., Vice President, has more than 40 years' experience with civil, geotechnical, mining and environmental engineering projects. Mr. Burns, P.S., P.E., has managed numerous multi-discipline projects and understands the importance of client communication and the internal coordination of various disciplines on a project. The public service and experience of our principals has provided POTESTA with personal relationships with many of the regulatory staff members and in-depth program knowledge of West Virginia and surrounding state's regulatory programs. POTESTA builds our contact base, stays informed on current issues, and strengthens relationships with the regulatory community by contributing and serving on various boards and commissions.



Dana L. Burns

EXPRESSION OF INTEREST

TECHNICAL EXPERTISE

PRIMARY STAFF (CORPORATE) EXPERIENCE

POTESTA has completed several LCAP projects for the WVDEP. Most recently, POTESTA completed the Webster County Landfill closure project and the City of Kingwood Landfill closure project. These projects included landfill closure and sewer line designs; site assessments of the landfills; monitoring well installation and sampling/analysis; development of conceptual closure plans and cost estimates; development of detailed closure plans; preparation of contract bid documents including technical specifications, drawings, required contractor submittals, quality assurance/quality control requirements, contractor's bid form, and engineer's construction cost estimate. The Fleming Landfill sewer line design included site assessment, feasibility study of possible sewer line design, design of the sewer line, preparation of contract documents, preparation of permit applications, and negotiations with Sissonville Public Service District. POTESTA also completed the design for a sewer line extension serving the Jackson County Landfill. POTESTA completed QA/QC services for the Wyoming County Landfill closure project, Fleming Sanitary Landfill closure project, and Jackson County Landfill closure project. POTESTA's staff of engineers, surveyors, computer drafting and design operators, technicians, and construction monitors has relevant experience with the West Virginia Landfill Closure Assistance Program.



We are familiar with the requirements as contained in the Title 33, Series 1 Solid Waste Management Rules that govern work on landfill closure projects and the Bureau of Public Health Rules that govern the design and construction of sewer lines and pump stations. We are also experienced with the typical design expectations and requirements of the Landfill Closure Assistance Program based on experience gained from our work on past landfill closure projects from 1997 through the present. This experience will allow POTESTA to continue to provide engineering and related services to meet the requirements of LCAP.

POTESTA has successfully performed several projects for WVDEP within project timelines and proposed budgets and looks forward to continuing to do so under this contract. POTESTA's staff has 200+ years combined experience working on landfill projects and 200+ years combined experience working on the types of projects expected under this contract. Our commitment is to provide quality service, rapid response and project completion, and to exceed your expectations for services performed under this contract. The track record of our professionals working with WVDEP personnel demonstrates our ability and commitment.

EXPRESSION OF INTEREST

TECHNICAL EXPERTISE

RELATED PRIOR EXPERIENCE

POTESTA is well qualified to provide all of the services as described in the scope of services of the request for qualifications: oversight of the installation of a concrete tanker truck turnaround pad; installation, testing and startup of the communication and flow metering system; final project walk-through for punch list items; and preparation of the Final Completion Report and submittal to the West Virginia Department of Environmental Protection (WVDEP), Solid Waste Permitting Unit. POTESTA's previous experience, professional staff, and participation/involvement with the WVDEP LCAP program, other municipal waste landfills, and various industrial landfills will allow us to provide you with a quality project in an efficient manner.

All work for this project will be completed in-house. POTESTA has a staff of 74 engineers, designers, surveyors, scientists, construction monitors, and support personnel. The Management and Staffing section of this EOI describes our project team and qualifications of our key professionals.

We have been providing design services for the expansion/closure of landfill facilities continuously since 1997. Following is a brief description of similar projects completed by POTESTA.



WVDEP-LCAP

POTESTA has completed several projects for the Landfill Closure Assistance Program including site assessments, design of closure plans, preparation of contract and related documents, and construction quality assurance monitoring. These projects include:

- South Charleston Landfill Closure Project
- City of Kingwood Landfill Closure Project
- Fleming Sanitary Landfill Closure Plan
- Jackson County Sanitary Landfill Closure Plan
- Big Bear Lake Landfill Closure Design, Preston County, West Virginia
- Wyoming County Landfill Construction Quality Assurance Monitoring
- Fleming Sanitary Landfill Site Assessment
- Jackson County Sanitary Landfill Site Assessment
- Fleming Sanitary Landfill Final Design
- Fleming Sanitary Landfill Construction Quality Assurance Monitoring
- Jackson County Sanitary Landfill Final Design
- Jackson County Sanitary Landfill Construction Quality Assurance Monitoring
- Evaluation of Air Space and Flood Debris Disposal for the McDowell County Landfill and Wyoming County Landfill
- Wyoming County Flood Debris Disposal As-Built Survey
- Fleming Sanitary Landfill Sewer Line Design
- Fleming Sanitary Landfill Sewer Line Construction Quality Assurance Monitoring
- Webster County Landfill Closure Plan

EXPRESSION OF INTEREST

TECHNICAL EXPERTISE

Relative activities completed for the various projects included:

POTESTA's involvement in these projects included engineering and design services, preparation of contract documents, and completion of permit applications for regulatory approval. Several of the projects included construction monitoring, quality assurance and quality control services, documentation of construction activities, preparation of final summary reports, and certification of the completed construction. These projects included:



- Specification/drawing review to determine quality assurance/quality control requirements.
- Developing and following procedures for the required QA/QC items including testing and observation frequency.
- Developing and utilizing forms and checklists used for QA/QC work.
- Completion of daily field activity logs and data sheets to record both construction and QA/QC activities.
- Review of contractor methods and completed work to assess compliance with project specifications and recommended procedures.
- Reporting of non-compliance and documentation of repairs to achieve compliance.
- Preparation of certifications.
- Review of contractor pay applications to verify quantities.
- Photographic documentation.
- Maintaining as-built drawings and sketches of the work.
- Preparation of final summary report and project certification.



EXPRESSION OF INTEREST

MANAGEMENT AND STAFFING

STAFF PROFILE

Total Staff: 74

14	Civil Engineers	1	Environmental Engineer
11	Construction Technicians	1	Fish & Wildlife Specialist
4	Geotechnical Engineers	1	GIS Specialist
1	Geologist	1	Horticulturalist
8	CADD Operators/Draftsman	1	Environmental Scientist
5	Surveyors	1	Toxicologist
1	Mechanical Engineer	1	Economist
2	Aquatic Biologists	1	Aquatic Culturist
5	Biologists	1	Information Technologist
1	Chemical Engineers	11	Administrative Personnel



Included are 13 registered professional engineers (P.E.), 5 registered professional licensed land surveyors (P.S.), 5 Licensed Remediation Specialists (L.R.S.), 6 West Virginia Transportation Engineering Technicians, and one Ph.D. whose specialties include aquatic biology and water quality. POTESTA has assembled a team that has historically served WVDEP on numerous AML/LCAP projects. In fact, our staff has worked on over 160 AML/LCAP projects for WVDEP (and more in other states) on four different WVDEP contracts dating back into the mid-1980s.

KEY SENIOR PROJECT TEAM

Good communication is the key for successful project completion. POTESTA listens to our clients and works to specify products that meet your needs. POTESTA has experience in developing this type of project and moving them through the process from start to finish.

Mr. Dana L. Burns, P.E., Vice President at POTESTA, will serve as principal-in-charge for this project. As such, he will direct POTESTA's staff, answer questions, address problems encountered and review the project budget. Mr. Burns has over 40 years of experience with civil and environmental engineering projects, including water line extensions, sealing portals, regrading refuse, site assessments, mine fires, preliminary feasibility evaluations, detailed design, and preparation of construction drawings, specifications, and bid documents. Mr. Burns has served as project manager or principal-in-charge on three open end contracts for WVDEP from 1986 through 1997 totaling over 65 projects. In addition, Mr. Burns has served as the principal-in-charge for numerous other WVDEP projects since 2003.

Mr. Jarrett Smith, P.E., Senior Engineer, will serve as project manager for this project. As such, he will direct POTESTA's staff, answer questions, address problems encountered and review the project budget. Mr. Smith has over 19 years of experience with civil and environmental engineering projects. He has been project manager over numerous landfill closure projects. These projects have included such aspects as site reconnaissance for landfill delineation and leachate characterization, landfill regrading and consolidation plans, preparation of bid and technical specifications, detailing of leachate storage and loadout facilities, and oversight of construction quality assurance and quality. Other tasks for these projects were to review and approve contractor payment applications and submittals, review and approval of daily logs and photo documentation, and preparation, submittal, and PE approval of final closure reports.

EXPRESSION OF INTEREST

MANAGEMENT AND STAFFING

Mr. Mark Kiser, P.E., Chief Engineer, has over 36 years of engineering experience and has worked on over 75 different AML/LCAP projects for WVDEP. His experience includes abandoned surface and deep mine reclamation; mine portal and shaft closures; hydraulic and hydrologic design/evaluation; landslide investigation and stabilization; remining explorations; mine refuse fire abatement and extinguishing plans; subsidence explorations and stabilization plans; water feasibility studies and water system design; construction observation and management plans; natural stream restoration projects; geotechnical explorations; slope stability analyses; preparation of construction drawings, specifications and engineers estimates; and directing both pre-bid and pre-construction meetings. Mr. Kiser is familiar with management of subcontractors, as well as managing staff and equipment needs for the design team.

LIST OF PROFESSIONAL ENGINEERS

Professional Engineer	Years of Experience
Dana L. Burns, PE, PS (Charleston Office)	43
D. Mark Kiser, PE, LRS (Charleston Office)	39
Terry Moran, PE (Charleston Office)	35
Bob Bragg, PE (Charleston Office)	25
Robert Ammirato, PE (Charleston Office)	19
Jarrett Smith, PE (Charleston Office)	19
Kyle Stollings, PE (Charleston Office)	42
Patrick Ward, PE (Charleston Office)	30
Mark Sankoff, PE (Charleston Office)	39
Joe Knechtel, PE (Winchester Office)	32
Dave Sharp, PE (Morgantown Office)	27
Chad Griffith, PE (Morgantown Office)	18
Everett Mulkeen (Morgantown Office)	10

WORK LOCATION AND ORGANIZATION CHART

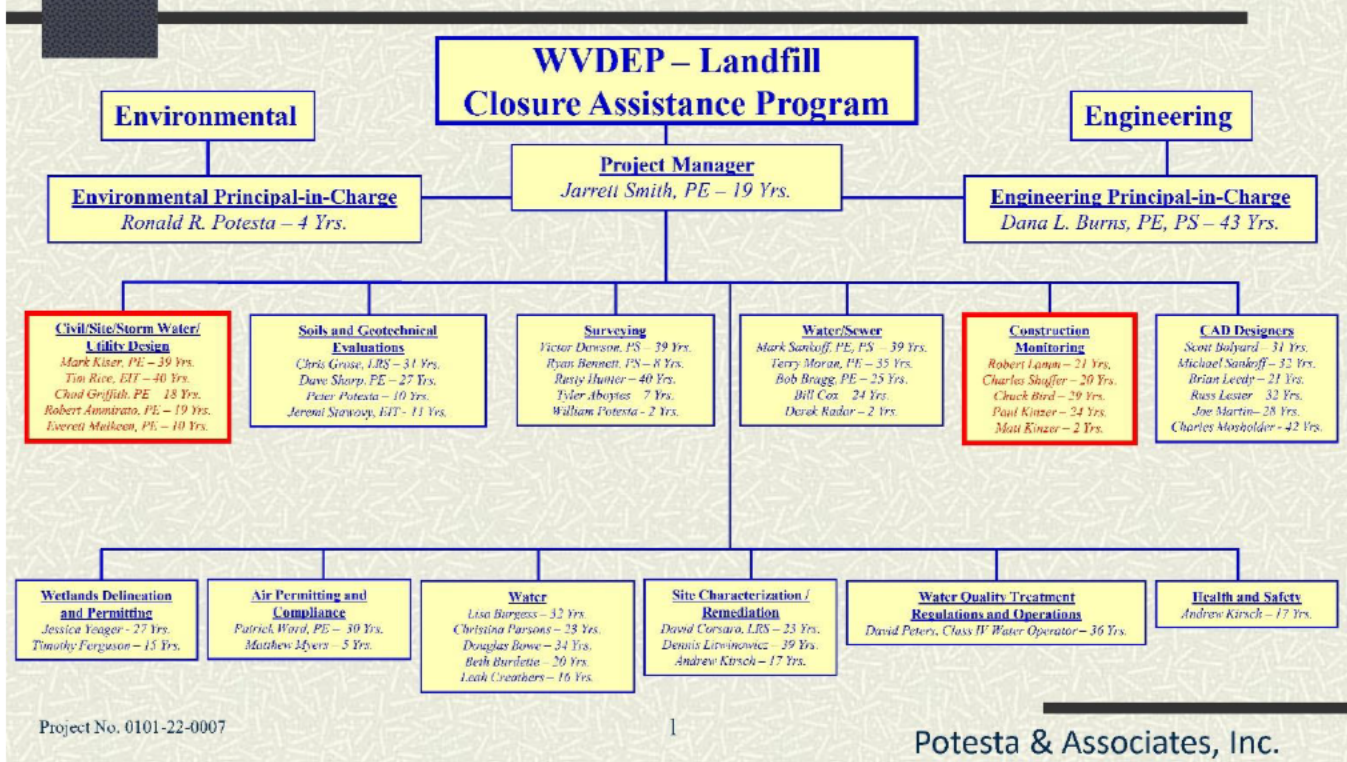
POTESTA will perform this project from our Charleston and Morgantown, West Virginia offices. Our office is located in close proximity to WVDEP's Charleston office.

POTESTA's organization chart and key staff certifications and degrees are included on the following pages.

EXPRESSION OF INTEREST

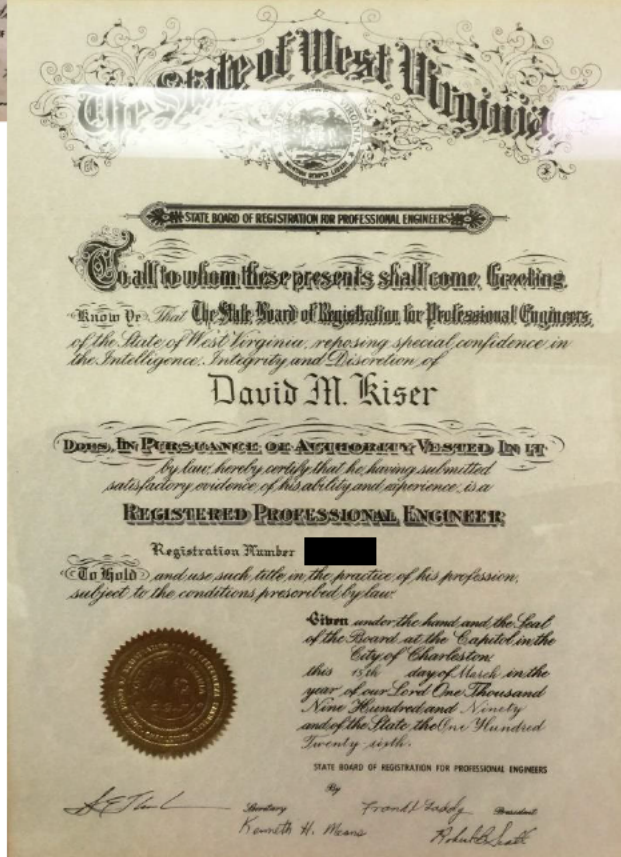
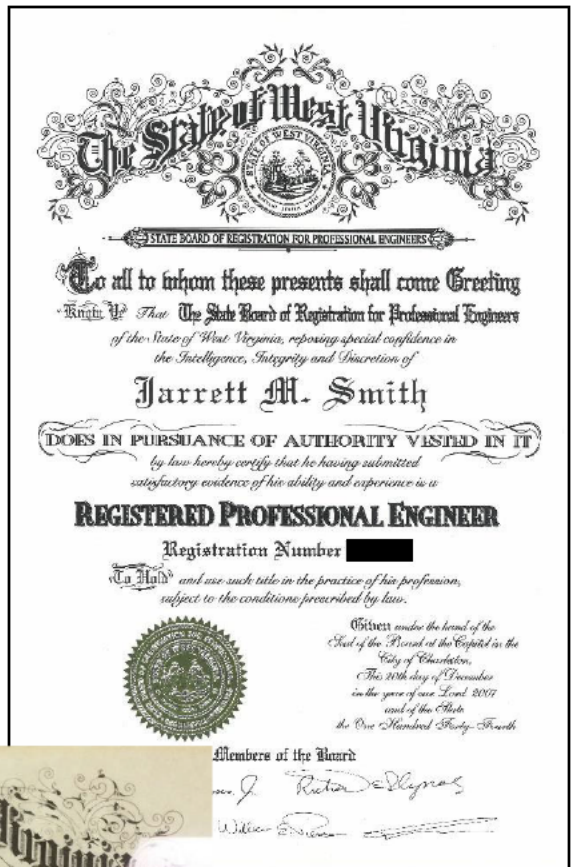
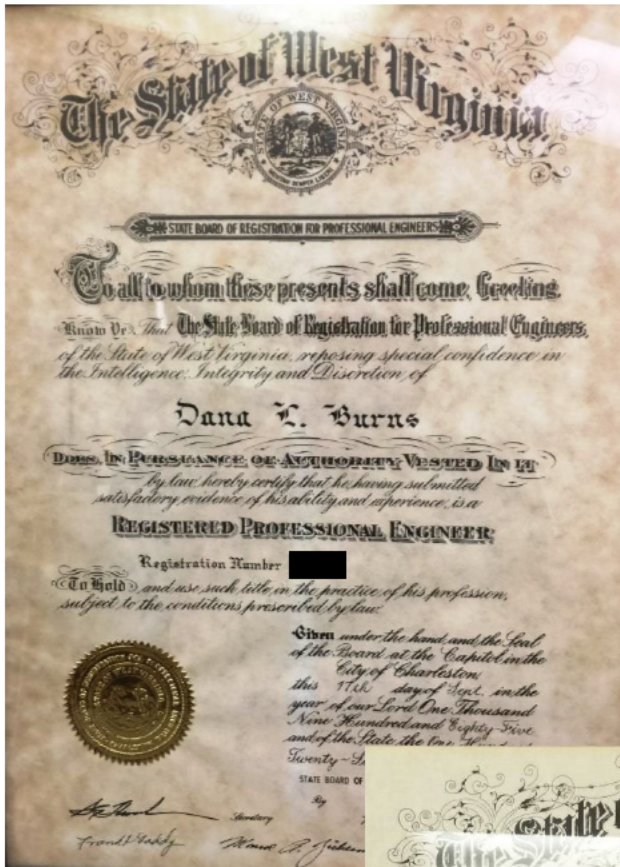
MANAGEMENT AND STAFFING

TEAM MEMBERS



EXPRESSION OF INTEREST

MANAGEMENT AND STAFFING



WEBSTER COUNTY LANDFILL

*West Virginia Department of Environmental Protection
Webster County, West Virginia*

The Webster County Landfill is located approximately 3.5 miles southwest of Webster Springs, West Virginia. The landfill reportedly consists of approximately 2.0 acres of waste disposal area according to the West Virginia Department of Environmental Protection, Landfill Closure Assistance Program (WVDEP, LCAP). Issues at the landfill include leachate seeps discharging to surface water drainways, improper slopes across a portion of the landfill, lack of proper surface water management devices, the existing cell, cap, and impoundment liners were inadequately installed, etc.



Potesta & Associates, Inc.'s (POTESTA) scope of services for this project was to evaluate the site to develop a closure plan, prepare bidding and contract documents, prepare and submit applications for required permits related to the project and perform construction quality assurance and quality control services.

POTESTA developed construction drawings and technical specifications for the regrading of the current landfill to reduce the existing extreme slopes that currently exist at the site, a new leachate surface impoundment and loadout/control facility to comply with solid waste regulations, a sediment pond, run-on and run-off control channels, leachate collection underdrains, access roads, and final cap and cover over the regraded landfill.



CITY OF KINGWOOD LANDFILL

*West Virginia Department of Environmental Protection
Landfill Closure Assistance Program
Kingwood, Preston County, West Virginia*

Potesta & Associates, Inc. (POTESTA) has been retained by the West Virginia Department of Environmental Protection (WVDEP) through the Landfill Closure Assistance Program (LCAP) to provide services relative to the closure of the former City of Kingwood solid waste landfill located north of Kingwood, Preston County, West Virginia. Services include surveying, subsurface exploration (soil boring, rock coring, piezometer installation, and test pit excavations), leachate and surface water sampling, site reconnaissance, and development of conceptual site plans for potential closure actions. Given the historic use of the site had been a surface mine prior to its use as a landfill and based on the results of POTESTA's field portion of services, POTESTA prepared conceptual level plans to a level of detail needed to compare two alternatives, both involving excavation of material within the encountered limits of waste to a depth necessary to collect and convey leachate, with the following further steps:



- Cap the existing landfill by raising the existing delineated landfill to support the required engineered cap thickness and the hauling of the generated leachate to the local WWTP.
- Placement of solid waste material within the limits of existing landfill and the creation of a new landfill on-site, complete with applicable liner and cap, and conveying the leachate system to the local WWTP through a sewer line extension including multiple lift stations.

Based on the anticipated quantities of solid waste excavation and the remote location of the site, it was determined by LCAP that the most effective landfill closure plan would be to cap the existing landfill and haul the generated leachate. POTESTA was hired to complete a construction drawing and technical specification package for the capping of the existing 8-acre landfill. The design also includes a leachate collection system consisting of a leachate storage tank and truck loadout facility.

EXPRESSION OF INTEREST

REFERENCES

1. Mr. Edward L. Riley
Chairman
Pocahontas County Solid Waste Authority
900-C Tenth Avenue
Marlinton, WV 24954
(304) 799-6262
2. Mr. David Carovillano, PE
West Virginia American Water
1600 Pennsylvania Avenue
Charleston, WV 25302
(304) 340-2018
3. Solutia, Inc.
1 Monsanto Road
Nitro, WV 25143
(304) 759-4400
4. Mr. Steve Brodsky
Development Director
City of Parkersburg
One Government Square
PO Box 1627
Parkersburg, WV 26102
(304) 424-8415
5. Allegheny Energy
800 Cabin Hill Drive
Greensburg, PA 15601-1689
(724) 838-6412
6. Big Sandy Peaker Plant
111 Market Place, Suite 200
Baltimore, MD 21202
(410) 230-4600

APPENDIX A



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

State of West Virginia
 Centralized Expression of Interest
 Architect/Engr

Proc Folder: 979944			Reason for Modification:
Doc Description: EOI: Elkins Landfill Remaining QA/QC and Final Report			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2021-12-22	2022-01-19 13:30	CEOI 0313 DEP2200000007	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code:
Vendor Name :
Address :
Street :
City :
State : **Country :** **Zip :**
Principal Contact :
Vendor Contact Phone: **Extension:**

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor Signature X **FEIN#** **DATE**

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

engineering services for the project titled Elkins Landfill Closure Project Closeout Quality Assurance/Quality Control and Final Report Completion.

This EOI will provide Quality Assurance and Quality Control (QA/QC) necessary to complete the final activities of the closure construction. These activities include oversight of the installation of concrete tanker truck turnaround pad; installation, testing and startup of the communication and flow metering system; final project walk-through for punch list items; and preparation of the Final Completion Report for submission to the WVDEP Solid Waste Permitting Unit. The Final Report must be reviewed and approved by the DWWM's Solid Waste Permitting Unit before the Elkins Landfill can be certified closed under 33CSR1 and Post Closure Care status can begin. The Final Report must include a complete description of construction activities, daily logs, photos, shipping manifests, all QA/QC monitoring reports and lab documentation, and a complete set of drawings illustrating all construction details prepared in AutoCAD and saved in PDF format per the attached specifications and terms and conditions.

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION LANDFILL CLOSURE ASSISTANCE PROGRAM 601 57TH ST SE CHARLESTON WV 25304 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

Line	Comm Ln Desc	Qty	Unit Issue
1	EOI: Elkins Landfill Remaining QA/QC and Final Report	0.00000	EA

Comm Code	Manufacturer	Specification	Model #
81100000			

Extended Description:

QA/QC necessary to complete the final activities of the closure cap construction including oversight of the installation of concrete tanker truck turnaround pad; installation, testing and startup of the communication and flow metering system; final project walk-through for punch list items; and preparation of the Final Completion Report

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
-------------	--------------	-------------------

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)
Jarrett M. Smith, PE, Senior Engineer

(Printed Name and Title)
7012 MacCorkle Avenue, SE

(Address)
(304) 342-1400 / (304) 343-9031

(Phone Number) / (Fax Number)
jmsmith@potesta.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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Potesta & Associates, Inc.

(Company)

(Authorized Signature) (Representative Name, Title)

Dana L. Burns, PE, Vice President

(Printed Name and Title of Authorized Representative)

January 18, 2022

(Date)

(304) 342-1400 / (304) 343-9031

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI 0313 DEP2200000007

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.

Potesta & Associates, Inc.

Company

Authorized Signature

January 18, 2022

Date

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

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(j), 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 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: (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:

Vendor's Name: Potesta & Associates, Inc.

Authorized Signature: _____ Date: January 18, 2022

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 18 day of January, 2022.

My Commission expires September 9, 2023.

AFFIX SEAL HERE

NOTARY PUBLIC _____

APPENDIX B

**WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION
 LANDFILL CLOSURE ASSISTANCE PROGRAM
 CONSULTANT QUALIFICATION QUESTIONNAIRE**

GENERAL INFORMATION

PROJECT NAME:	Elkins Landfill Closure Project Closeout Quality Assurance/Quality Control and Final Report Completion	
1. FIRM NAME	2. OFFICE BUSINESS ADDRESS	3. FEIN#
4. OFFICE PHONE	5. TYPE OWNERSHIP, INDIVIDUAL, CORPORATION, PARTNERSHIP, JOINTVENTURE	6. WV REGISTERED DBE (DISAVANTAGED BUSINESS ENTERPRISE)
7. NAMES OF PRINCIPAL OFFICERS OR MEMBERS OF FIRM		YES NO

8. TOTAL NUMBER OF WV REGISTERED PROFESSIONAL ENGINEERS IN PRIMARY OFFICE:

TECHNICAL INFORMATION

**9. IS YOUR FIRM EXPERIENCED IN THE OVERSIGHT AND INSPECTION OF SOLID WASTE LANDFILL CLOSURE CONSTRUCTION? IF YES, PROVIDE DESCRIPTION AND NUMBER OF PROJECTS.
 YES, PROVIDE DESCRIPTION AND NUMBER OF PROJECTS**

NO

**10. IS YOUR FIRM EXPERIENCED IN WRITING CERTIFICATION REPORTS FOR QUALITY CONTROL ACTIVITIES?
 YES, PROVIDE DESCRIPTION AND NUMBER OF PROJECTS**

NO

**11. IS YOUR FIRM EXPERIENCED IN THE OVERSIGHT AND INSPECTION OF SOLID WASTE LANDFILL CLOSURE CONSTRUCTION? IF YES, PROVIDE DESCRIPTION AND NUMBER OF PROJECTS.
 YES, PROVIDE DESCRIPTION AND NUMBER OF PROJECTS**

NO

**12. IS YOUR FIRM EXPERIENCED IN THE OVERSIGHT AND INSPECTION OF SOLID WASTE LANDFILL CLOSURE CONSTRUCTION? IF YES, PROVIDE DESCRIPTION AND NUMBER OF PROJECTS.
 YES, PROVIDE DESCRIPTION AND NUMBER OF PROJECTS**

NO

**WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION
LANDFILL CLOSURE ASSISTANCE PROGRAM
CONSULTANT QUALIFICATION QUESTIONNAIRE**

PERSONNEL INFORMATION

13. PERSONAL HISTORY STATEMENT OF PRINCIPAL RESPONSIBLE FOR QA/QC OF LANDFILL CLOSURE CONSTRUCTION (FURNISH COMPLETE DATA BUT KEEP TO ESSENTIALS)

NAME & TITLE (Last, First, MI)	YEARS OF EXPERIENCE
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BRIEF EXPLANATION OF RESPONSIBILITIES

EDUCATION (DEGREE, YEAR, SPECIALIZATION)

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS:	REGISTRATION (Type, Year, State)
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14. PERSONAL HISTORY STATEMENT OF PRINCIPAL RESPONSIBLE FOR QA/QC OF HEAVY EARTH WORK CONSTRUCTION PROJECTS (FURNISH COMPLETE DATA BUT KEEP TO ESSENTIALS)

NAME & TITLE (Last, First, MI)	YEARS OF EXPERIENCE
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BRIEF EXPLANATION OF RESPONSIBILITIES

EDUCATION (DEGREE, YEAR, SPECIALIZATION)

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS:	REGISTRATION (Type, Year, State)
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15. PERSONAL HISTORY STATEMENT OF PRINCIPAL RESPONSIBLE FOR WRITING QA/QC AND CLOSURE CERTIFICATION REPORTS FOR QUALITY CONTROL ACTIVITIES (FURNISH COMPLETE DATA BUT KEEP TO ESSENTIALS)

NAME & TITLE (Last, First, MI)	YEARS OF EXPERIENCE
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BRIEF EXPLANATION OF RESPONSIBILITIES

EDUCATION (DEGREE, YEAR, SPECIALIZATION)

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS:	REGISTRATION (Type, Year, State)
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