



**Chapman
Technical
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a division of
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Statement of Qualifications

Precision Approach Path Indicator (PAPI) Lights Installation
Design

Camp Dawson Army Airfield
Kingwood, West Virginia

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TAB 1

Letter of Interest/Introduction



**Chapman
Technical
Group**

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GRW

January 30th, 2025

Camp Dawson Army Airfield
Attn: David H Pauline
2019 Washington ST E
Charleston, West Virginia 25305

**Re: Camp Dawson Army Airfield
Precision Approach Path Indicator (PAPI)
Lights Installation Design**

200 Sixth Avenue
Saint Albans, WV 25177

304.727.5501

Buckhannon, WV
Lexington, KY

www.chaptech.com

Dear Mr. Pauline:

On behalf of Chapman Technical Group, I am pleased to submit this Statement of Qualifications in response to your notice soliciting Precision Approach Path Indicator (PAPI) Lights Installation Design Services for the Camp Dawson Army Airfield.

Over the last 30 years, Chapman Technical Group has enjoyed the privilege of providing consulting services to a number of airports in West Virginia as well as the Polk County Airport (Martin-Campbell Field) in Copperhill, Tennessee. We are confident that the level of service provided during our association with these airports is indicative of our commitment to providing superior service and support to our clients. As I am sure you will agree upon review of the attached Statement of Qualifications, Chapman Technical Group is excellently qualified to provide the required professional services in support of your PAPI Lights Installation Design Project.

I am enclosing one (1) hard copy of our Statement of Qualifications outlining our capabilities, representative project experience, and resumes of the key professionals in our firm. We sincerely appreciate the opportunity to respond to your announcement soliciting design services. If you have any questions or comments concerning our capabilities or the materials presented in this Statement of Qualifications, please do not hesitate to call me at (304) 472-8914. We look forward to your favorable consideration and are hopeful we can develop a relationship with your staff as we have with our current clients.

Very truly yours,

CHAPMAN TECHNICAL GROUP

Robert G. Belcher, P.E.
Senior-Vice President



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

Proc Folder: 1605858

Doc Description: Camp Dawson Army Airfield PAPI Lights Installation Design

Reason for Modification:

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2025-01-16	2025-01-30 13:30	CEOI 0603 ADJ2500000013	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: 000000207246

Vendor Name : Chapman Technical Group

Address : 200

Street : Sixth Avenue

City : St. Albans

State : West Virginia

Country : USA

Zip : 25177

Principal Contact : Robert G. Belcher

Vendor Contact Phone: 304-727-5501

Extension: 3125

FOR INFORMATION CONTACT THE BUYER

David H Pauline
304-558-0067
david.h.pauline@wv.gov

Vendor
Signature X *Robert G. Belcher*

FEIN# 550704766

DATE 1-29-25

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

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.

(Printed Name and Title) Robert G. Belcher

(Address) 200 Sixth Avenue, St. Albans, WV 25177

(Phone Number) / (Fax Number) 304-727-5501 / NA

(email address) gbelcher@chaptech.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Chapman Technical Group

(Company)

(Signature of Authorized Representative)

Robert G. Belcher, Senior Vice President

(Printed Name and Title of Authorized Representative) (Date)

304-727-5501/ NA

(Phone Number) (Fax Number)

gbelcher@chaptech.com

(Email Address)

Introduction



Established in 1984, Chapman Technical Group is a full-service consulting engineering firm with offices in St. Albans and Buckhannon, West Virginia offering an extensive range of professional engineering, architectural, interior design, surveying, and landscape architectural services. Chapman Technical Group has provided airport planning, design, and construction management services for aviation projects at airports located in West Virginia and Tennessee. In 2013, Chapman Technical Group was acquired as a wholly owned subsidiary by GRW, a multi-discipline architectural, engineering, and geospatial firm headquartered in Lexington, Kentucky. GRW has been ranked since 1972 in Engineering News Record's Top 500 Design Firms in the U.S.

Founded in 1964 by Mr. G. Reynolds Watkins, GRW has grown to become a full-service engineering, architectural and geospatial services firm with offices in Kentucky, Indiana, Ohio, Tennessee, and West Virginia. GRW's clients directly benefit from our "one stop" business model and multidiscipline staff of more than 200 employees, including a transportation team, as well as a dedicated staff of aviation professionals, with more than 30 civil/site, electrical, mechanical, and structural engineers and technicians in a supporting role.

Over the past four decades combined, the project team of Chapman Technical Group and GRW have provided airport planning, design, and construction management services to municipal airports in the region, as well as the U.S. Air Force and Air National Guard across the U.S. In fact, our project team has completed more than 400 plans, studies, and designs for civilian and military airports from Maine to California, with more than 150 of those projects being in West Virginia. As part of these assignments, we have worked closely with the FAA on many airport design projects, and we have coordinated with the FAA and reviewed FAA criteria compliance for Air National Guard (ANG) Installation Development Plans in 27 states. These ANG installations are often located on civilian airports which require meeting FAA and military regulations.

Throughout its over 30 years of providing aviation planning and engineering services to airports, Chapman Technical Group has achieved an outstanding reputation for providing high quality professional services for airport design and construction projects while maintaining superior relationships with our clients and delivering results that meet client schedules and budgets.

Our current market share in the State of West Virginia's aviation industry is highly indicative of our expertise in the field of aviation consulting and the exceptional level of service and support we provide to our clients. The State of West Virginia currently hosts twenty-four airports which are included in the National Plan of Integrated Airport Systems (NPIAS). Chapman Technical Group provides airport consulting services for nine of these twenty-four airports. We feel that this substantial market share and level of repeat business speaks volumes as to the incomparable quality of projects and aviation consulting experience provided to our clients.

TAB 2

Qualifications

Team Experience in a Similar Capacity

The vast majority of our project team's experience is in the role of Primary Consultant. We have been providing consulting services in this role for over 40 years and are highly qualified to fulfill this role and provide the required airport planning, design and construction management services required for the upcoming projects at the Camp Dawson Army Airfield.



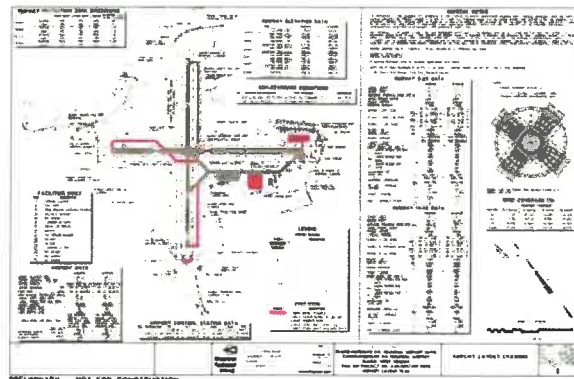
Our extensive experience in aviation planning, design and construction management puts us in an excellent position to provide the required services through all phases of a project. From conceptual design and layout to the completion of construction, our project team has an intimate understanding of the tasks required to successfully complete even the most complex airport development projects in an efficient and cost effective manner.

The following project services are typically provided in-house by our qualified team of professionals:

- Surveying
- Planning and Design Development
- Bidding and Contracting
- Construction Management and Administration
- Resident Construction Observation
- Aerial Mapping and Surveying
- Miscellaneous Permitting Services
- Grant Application and Administration
- Miscellaneous Administrative Services

The professionals and technical staff comprising our project team can provide a variety of airport-related planning and design services including:

- Airfield Layout and Pavement Design
- Airfield Lighting and Electrical Design
- Airfield Obstruction Removal Design
- Airfield Terrain Modification Design
- Terminal and Hangar Design
- Security Fencing Design
- Airfield Storm Water Drainage Design
- Airfield Surveying
- Airfield Obstruction Surveys
- Airport Master Planning
- Control Tower Design
- Airfield Feasibility and Site Selection Surveys
- Airfield Mapping and GIS Development
- Airspace Obstruction Surveys
- Aerial Imagery Collection



Some projects, however, require the assistance of various specialty consulting firms. The following services are typically performed by our network of qualified sub-consultants:

- Geotechnical Engineering and Material Acceptance Testing
- Environmental/Cultural Resources Assessment and Mitigation Planning

Project Team Experience

Professional Experience Summaries

The following are brief capsule summaries of the key project team members which are anticipated to be assigned to the projects at the Camp Dawson Army Airfield. Long form resumes for most of these team members are also included.

Greg Belcher, PE is a Senior Vice-President. He is a graduate of the West Virginia Institute of Technology and is registered as a Professional Engineer in West Virginia and Ohio. His thirty-four years of experience have encompassed a broad range of engineering projects including serving as the Principal-in-Charge for Chapman Technical Group's airport engineering projects. He will be responsible for overseeing the project quality control process.

Brian Huffman, BSCE, a principal aviation consultant, is a graduate Civil Engineer from West Virginia University. During his 49 years of engineering experience, Brian has gained a wealth of knowledge through a diverse range of projects. He provides general oversight of the administration of federal and state airport grants and strives to develop a close working relationship with the state and federal funding agencies to ensure that clients are in compliance with all applicable regulations. He is intimately familiar with the special nature of airports, aviation and the FAA, having served on an airport authority, and has managed, quite possibly, more airport projects than any other engineer in the State of West Virginia.



Brandon Curry, EIT, is a project manager who works exclusively with airport planning and development projects. He is a graduate of West Virginia University. Brandon is responsible for airport development, planning projects, and overseeing the projects through final completion. While with Chapman, he has worked with multiple airport authorities, completed various design elements, and project development tasks.

Rob Hench, GISP, is GRW's Chief Information Officer and GIS Manager. He is a graduate of Georgia Institute of Technology and is a certified GIS Professional. His thirty-eight years of experience provide a wide range of expertise in all areas of GIS database design and management. With this experience he has served over 100 airports in the United States with custom GIS application development for obstruction surveys in accordance with FAA Advisory Circular Requirements.

David Mitchell, the primary airport development resident construction observer, has worked with Chapman Technical Group for 23 years. During his 23 years of experience, he has provided resident construction observation services for various airport development projects. David is intimately familiar with all aspects of the construction process when it comes to airport development projects.

Kelly Queen is the Administrative Assistant in the Buckhannon office. Kelly has worked with Chapman Technical Group for 32 years. During her tenure, Kelly has provided administrative support for all airport development projects completed by Chapman Technical Group. Kelly assists our clients with grant administration and reporting requirements and is often the first point of contact for our clients with grant administration issues/questions. She is intimately familiar with FAA and DMTF policies and procedures pertaining to grant administration and has developed an excellent working relationship with both agencies.

Jason Brown, PLS, is a Professional Surveyor. He is a graduate of Glenville State College and is registered as a Professional Surveyor in West Virginia, Kentucky, Pennsylvania, and Virginia. Jason has provided surveying services on multiple airport projects in the State of West Virginia and will serve as the primary Surveyor.



Joe Bird, PLA, ASLA, is a Senior Vice-President and a registered Landscape Architect in West Virginia and Kentucky. He is a graduate of West Virginia University and has over 41 years professional experience in site planning and design. He has developed major projects throughout West Virginia. Joe has served as the Principal-in-Charge for Chapman Technical Group's airport architectural projects including the general aviation terminal building project at the Eastern West Virginia Regional Airport.

Walt Mitchell will serve as an Aviation Consultant. He will be responsible for providing general consultation to the Project Manager on all projects, especially airfield electrical and lighting projects. He will also be available to provide general consultation to the Airport Authority.

Jeff Bubar will serve as an Aviation Consultant. He will be responsible for providing general consultation to the Project Manager on all projects. He has over 50 years of experience in Aviation. As a retired military and corporate pilot, he will provide special consultation services in the airside design features of the airport.

Monty Maynard, PE, LEED AP BD+C is a Senior Vice-President. He is a graduate of the University of Kentucky and is registered as a Professional Engineer in twelve states, including West Virginia. Monty has provided electrical system engineering design and/or project management for more than 300 projects including numerous aviation related projects. Monty will serve as the Principal-in-Charge for GRW.

Tom Cloer, AIA, NCARB is a Project Architect. He is a graduate of the University of Tennessee and is registered as an Architect in West Virginia and Virginia. His seventeen years of experience have encompassed a broad range of projects including aviation related facilities. Throughout his career, Tom has been responsible for marketing and client relations, leading design, writing specifications, project management, and construction administration. Tom has also served on a number of boards and committees and is currently the Secretary for the WV Chapter of the American Institute of Architects.



Ability to Provide Qualified Resident Construction Observers

Effective construction management is an integral part of any successful construction project. Rather than our project design team (design engineers and project managers) turning over a project to a separate construction management team, our project teams oversee projects from conception through the completion of construction. Another integral part of successful construction projects is the utilization of qualified resident construction observers, as they can often times recognize and obtain solutions to problems before they escalate into major construction issues.

Our project team employs a team of experienced resident construction observers. Chapman Technical Group's primary airport construction observer is David Mitchell. David has 23 years of relative experience, with Chapman Technical Group performing construction observation and involved with many different types of airport development projects. With the combined capabilities of our project team, the Camp Dawson Army Airfield can be assured that they will receive the critical attention needed to successfully complete the required construction projects.

Qualifications and Experience of Outside Consultants

Some projects require the assistance of various specialty consulting firms. We are careful to collaborate with only those specialty firms which are qualified to provide us, in a timely manner, the information required to complete the project. The upcoming projects at the Camp Dawson Army Airfield may require the use of specialty firms to provide the required services, most notably geotechnical and materials acceptance testing.

Our project team will collaborate with Terracon Consultants, Inc.'s offices in Charleston, West Virginia; Louisville, Kentucky; and Lexington, Kentucky to provide the required geotechnical and materials acceptance

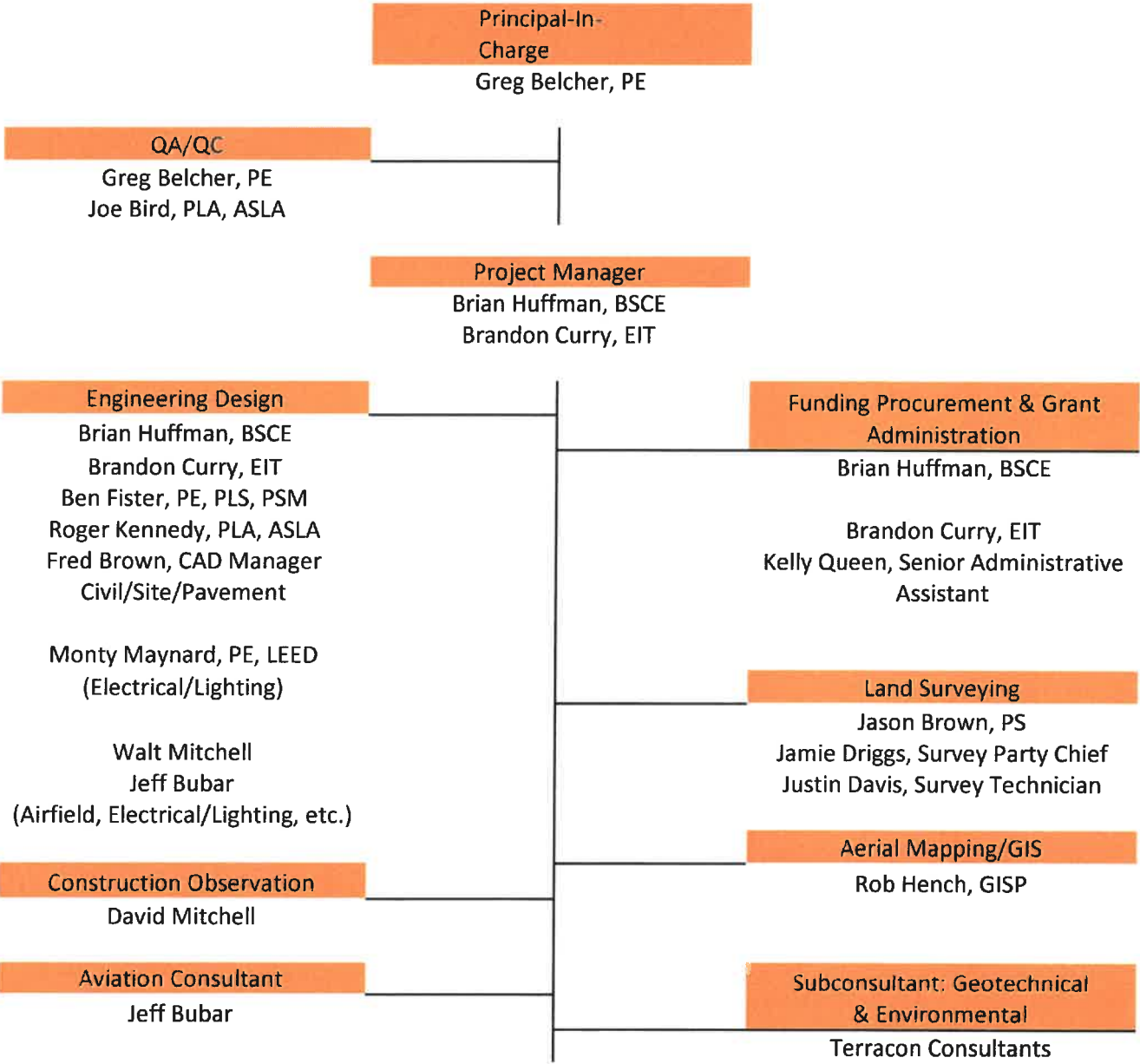
testing services for the proposed projects. With over 40 years of consulting experience and in excess of 100 offices nationwide, Terracon’s considerable expertise allows them to be well positioned to provide the required services in a cost effective and timely manner.

TAB 3

Organizational Chart

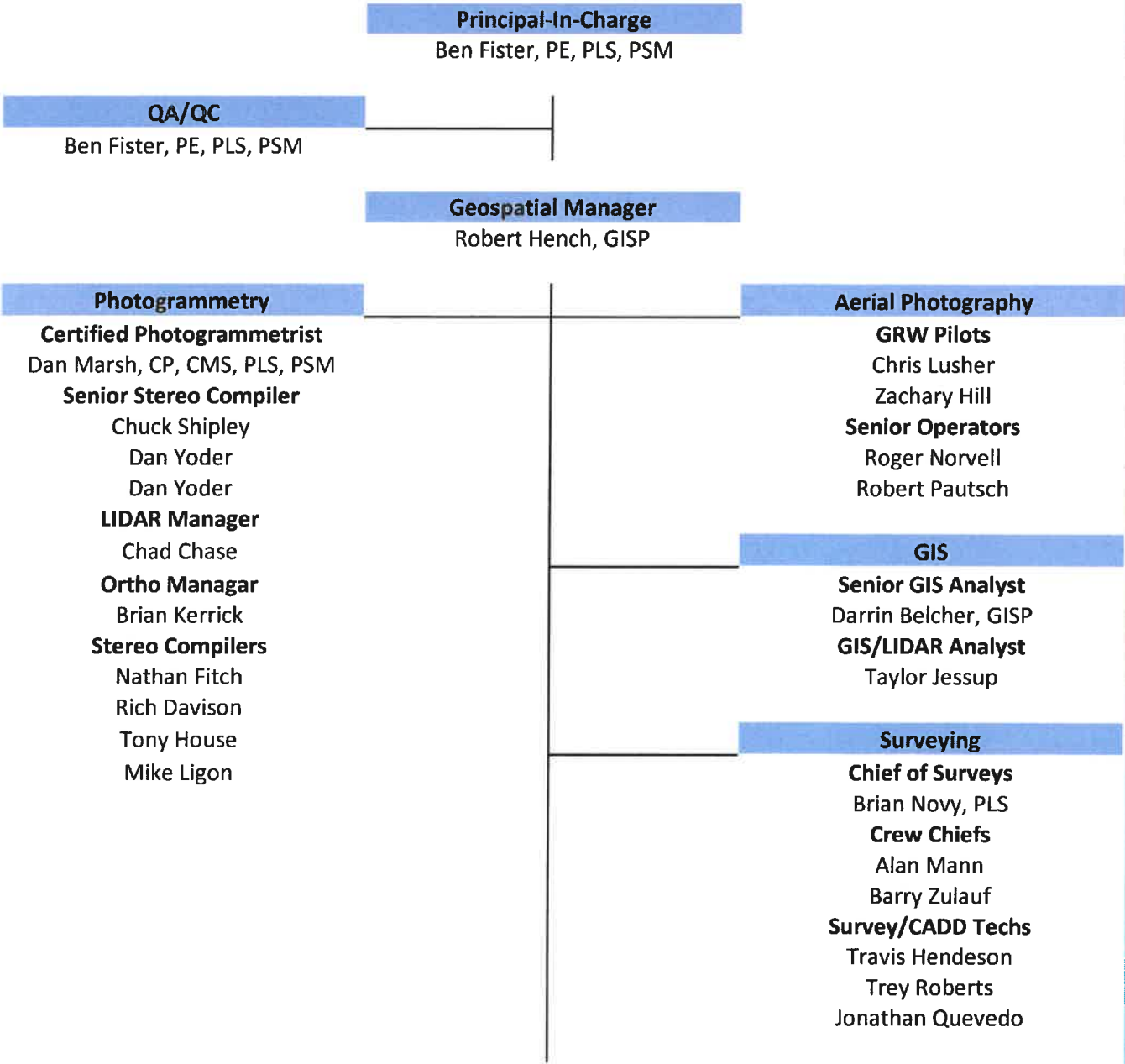
Organizational Chart

We are pleased to introduce our project team for the airport engineering services at the Camp Dawson Army Airfield. Below is an organizational chart of the primary professionals which will be assigned to projects at the airport along with an indication of the services they will provide.



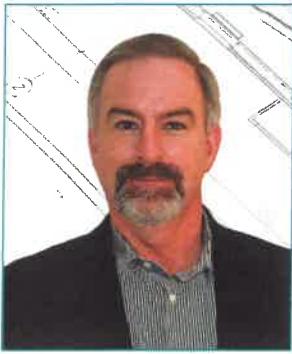
Geospatial Organizational Chart

We are pleased to further introduce our project GIS team for the airport geospatial services at the Camp Dawson Army Airfield. Below is an organizational chart of the primary professionals which will be assigned to GIS projects at the airport along with an indication of the services they will provide.



TAB 4

Resumes



Robert G. Belcher, P.E.

Senior Vice President Project Officer

Years of Experience: 38
Years with Chapman: 35

Education

**B.S., Civil Engineering, 1983,
West Virginia Institute of
Technology**

Registration

Civil Engineer: WV, OH, VA

Affiliations

**WV Water Environment
Association**

**Contractor's Association of
WV**

**WV American Water Works
Association**

**WV Society of Professional
Engineers**

**WV American Council of
Engineering Companies**

**WVUIT Civil Engineering Ad-
visory Board**

**WV Qualifications Based
Selection Council**

Awards

**George Warren Fuller
Award, 2001**

Qualifications

Water Systems

Design and project management for numerous water systems for both public and private water companies. Projects include new water treatment plants as large as 6.0 MGD, improvements to existing plants, water mains and distribution systems. Water storage projects include glass-lined steel tanks, welded high-strength steel tanks, elevated pedestal tanks, and pre-stressed concrete tanks.

Wastewater Systems

Design and project management for numerous wastewater systems throughout West Virginia. Projects include new, secondary and tertiary wastewater treatment plants as large as 4.5 MGD, improvements to existing plants, small-flow treatment plants, new and rehabilitation of wastewater collection systems, and facility plan updates.

Miscellaneous

Design and project management for large highway and bridge projects, airport improvements projects, large stormwater management projects including assistance with MS4 compliance, as well as potable water and wastewater system design for site development projects throughout West Virginia.



Rob Hench, GISP

GRW Geospatial Manager

Years of Experience: 38
Years with GRW: 38

Education

B.S., Computer Science,
1985, Georgia Institute of
Technology

Registration

Certified GIS Professional

Affiliation

Management
Association for Private
Photogrammetric
Surveyors (MAPPS)

Urban and Regional
Information Systems
Association (URISA)

Kentucky Association of
Professional Surveyors
(KAPS)

Experience

Rob is GRW's Chief Information Officer, and GIS Manager for GRW. With over thirty years of GIS experience, he has specialized expertise in all areas of GIS database design and development, ensuring quality control for all GIS projects. He is very familiar with FAA delivery requirements and is a certified Geographic Information System Professional. Under Rob's leadership and guidance, GRW has successfully implemented GIS programs across the nation, including national award-winning projects and innovative web-based Geographic Information Systems.

FAA Obstruction Mapping

GIS Manager for custom GIS application development for obstruction surveys for over 20 airports across the United States. The custom GIS application was developed in compliance with the latest FAA Advisory Circular 150/5300-18B. The application supported 3D surveying and storage of obstruction features as well as automated 3D generation of airspace surfaces.

Yeager Airport, West Virginia

Project Manager in charge of the creation of a GIS Database covering the entire Airport Property in compliance with the Spatial Data Standards for Facilities, Infrastructure and the Environment (SDSFIE). The GIS Database included Digital Orthophotography, Structures, Contours, Transportation, Airfield Pavement, Aircraft Parking, Land Use and Master Plan layers. The SDSFIE database was converted to comply with the GIS requirements defined in the FAA Advisory Circulars.

Kentucky Air National Guard

Project Manager for the Kentucky ANG Master Plan GIS development that included new aerial photography, digital orthophotography, planimetric mapping, topographic mapping, and GIS database development. The project also included a customized GIS link into the ANG's existing web-based Facility Management system.

Air National Guard CIP Contract

Project Manager. Completed GIS services at several Air National Guard Bases as part of GRW's Common Installation Picture contract. Task orders included locations in PA, MD, NY, NJ, AL, WV, TN, MO, IL, IN, KY, WV, OR, WI, IA, and Puerto Rico.

West Virginia Division of Highways

Project Manager. GRW was awarded a statewide contract to provide photogrammetric mapping services throughout West Virginia. Projects Included Aerial and Mobile LiDAR, Aerial Photography, Photogrammetric Mapping and Surveying.



Brandon Curry, EIT

Project Engineer

Years of Experience: 1 year, 10 months

Years at Chapman: 1 year, 10 months

Education

B.S., Industrial Engineering, 2022
West Virginia University, WV

Experience

Engineering and Design

Assisted project managers in overseeing projects at multiple locations, utilizing Global Mapper for aerial imaging and contour line data to create aerial maps. Monitored and documented conditions of various job sites before and after construction completion.

Airport Design

Designed a diverse range of projects, showcasing a wide range of expertise. These include pavement rehabilitation, perimeter fencing, weather reporting equipment, airport beacon, tower, airfield drainage, and easement acquisition.

Airfield Pavement

Project engineer and manager for projects involving the construction and rehabilitation of airfield pavements. Rehabilitation methods included crack repair, pavement sealer, and pavement resurfacing.

Resident Construction Observation

Resident construction observer for airport development projects. Responsibilities include airfield rehabilitation, pavement marking, perimeter fence rehabilitation, taxi lane reconstruction, airfield guidance sign installation, and runway safety area improvements.



Brian G. Huffman

Aviation Consultant

Years of Experience: 50
Years with Chapman: 32

Education

B.S., Civil Engineering, 1974
West Virginia University

Experience

Airport Consultant

Design and project management for a number of projects, including pavement rehabilitation, landslide repair, taxiway and apron construction, airfield drainage improvements, airfield lighting systems, SRE buildings, equipment purchases, perimeter fencing, visual aids, obstruction removal and aviation observation and utility systems. Prepared airport Exhibit 'A's and assisted with DBE plans and updates in accordance with FAA requirements.

Water/Wastewater

Design and project management for numerous wastewater and potable water systems for both public and private utility companies.

Miscellaneous

Design and project management for stormwater and sanitary sewer separation projects. City of Buckhannon Water Board Water Department Director and Buckhannon Upshur Airport Authority Member, Responsible for treatment plant and system operations and the development and implementation of a reservoir management and plant optimization program. Design and project management at a paper mill modernization project and numerous coal preparation plants and material handling systems.



Ben Fister, PE, PLS, PSM

GRW Aviation Engineer

Ben has more than four decades of master planning and engineering design experience. Highlights of his career include the management of major stormwater projects for the U.S. Army Corps of Engineers (USACE); dozens of roadway, bridge and aviation projects throughout Kentucky; and more than 25 master planning projects for the U.S. Army, Air Force and Air National Guard. Prior to his career at GRW, Ben served in the USACE as an instructor and construction manager for airfields and highways.

YEARS OF EXPERIENCE:

With GRW: 51

Total: 55

EDUCATION

B.A., Physics, 1966, Villa
Madonna College

B.S., Civil Engineering, 1968,
University of Kentucky

M.S., Civil/Environmental
Engineering, 1972, University of
Kentucky

REGISTRATION

PE: KY, AL, CO, FL, GA, IL, IN, KS,
LA, MO, MN, MS, NC, OH, OK,
SC, TN, TX, VA, WI, WV

PLS: KY, AL, IL, LA, MD, MS, NC,
TN, GA, WV

PSM: FL

SP: VA

PROFESSIONAL AFFILIATIONS AND TRAINING

American Society of
Photogrammetry & Remote
Sensing

Kentucky Society of Professional
Engineers

Kentucky Association of
Professional Surveyors

National Society of Professional
Engineers

Water Pollution Control
Federation

RELEVANT PROJECT EXPERIENCE

Air National Guard - Geospatial Mapping of 12 ANG Bases – QA/QC. This project involved aerial mapping, surveying and GIS services in compliance with the SDSFIE, at over a dozen Air National Guard Bases throughout the nation. Tasks supported the ANG's effort to increase operational efficiencies by establishing a geo-referenced map for the Common Installation Picture (CIP), a set of digital map layers covering base installation features and infrastructure necessary to conduct base operations and site management.

Airport Layout Plans - Airport Obstruction Surveys – Principal. GRW has completed airport mapping projects for multiple engineering clients in several states. Tasks involved obstruction surveys, Airport Layout Plan mapping, PACS and SACS, monumentation, tower siting surveys, and digital orthophotography services across the nation.

Blue Grass Airport Improvements, Lexington, KY – Principal-in-Charge. Planning, surveys, mapping, geotechnical investigation, design, cost estimates and resident inspection for more than three decades of regional airport major improvements including: air carrier apron and lighting; general aviation apron, taxiways and lighting; 4,500 feet of access road to the terminal; internal access roads; parking lots; utilities (gas, water, sewage, power, telephone); stormwater drainage system; remote rental car parking areas; air freight buildings; airfield power systems and regulator vault; and airport layout plan update.

Edwards Air Force Base Comprehensive Base Master Plan, Palmdale, CA – Project Manager. Comprehensive master planning, GIS development, natural and cultural resources services, environmental, and facility and infrastructure analysis services over a 7-year period, totaling \$16 million in professional services fees, at a 470-square-mile California air base, integrating the interests of myriad Air Force organizations, government agencies of multiple levels, civic and community organizations, and neighboring military installations, to guide future installation development decisions. Addressed comprehensive issues in multiple plan documents, including an Energy Plan that reduced energy costs by 30%.

Federal Aviation Administration - Airport Mapping Nationwide, , DC – Principal. GRW was selected to provide aeronautical obstruction surveys and photogrammetric mapping for obstruction analysis at airports nationwide. Task orders have included over 100 airports to date, at locations in: AL; AR; FL; IL; IN; KS; KY; LA; MS; MO; OK; TN; TX; VA; and WV.



David R. Mitchell

Construction Representative

Years of Experience: 26
Years with Chapman: 26

Education

A.S., Applied Science, 1998
Lee College
LA Wilson Technological Center,
1982

Projects Include

Mercer County Airport, WV;
Runway Safety Area and Piling
Wall

Raleigh County Airport, WV;
Runway Paving

Eastern WV Regional Airport, WV;
Taxiway Paving

Bluefield Sanitary Board, VA/WV;
Westside Sewer Plant Upgrade
and
ADA Wastewater Plant Upgrade

Elkins-Randolph County Airport,
WV;
Runway Re-Paving, Lighting, PAPI
System

City of St. Albans, WV;
Water System Improvements

City of Elkins, WV
Water Treatment Plant
3.0 MG Water Storage Tank

City of Lewisburg, WV;
Water Treatment Plant

Experience

Construction Observation

Responsibilities include all aspects of field construction and observation from commencement of construction through project start-up. Maintains field diaries and construction log books; monitors shop drawing approvals and fabrication schedules; observes field testing of completed work; verifies contractor's periodic payment requests; verifies completed site work for as-built drawings; attends construction progress meetings; and updates clients on project progress.

Water and Wastewater

Construction observation for water/sewer line and wastewater treatment plant upgrades.

Airport

Construction observation for runway, taxiway light installation, paving taxiway and runway, runway safety area, AWOS installation, piling wall, and PAPI installation.

Surveying

Assists with various types of field surveying for all types of projects.



Jason Brown, P.S.

Professional Surveyor

Years of Experience: 28
Years with Chapman: 13

Education

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

Registration

Professional Surveyor: WV,
KY, VA, PA

Affiliations

WV Society of Professional
Surveyors

Experience

Jason leads the Chapman Technical Group survey team and is experienced in topographical and boundary surveys, as well as flood plain mapping, ALTA surveys, and construction layout. Jason also coordinates aerial mapping and LiDAR services with GRW, the parent company of Chapman Technical Group. Jason has completed projects for a variety of industries including airport layout and obstruction projects.

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.

Schools

Associated surveying for new schools, additions, athletic fields, and sidewalks projects.

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.



Jeffrey D. Bubar

Airport Consultant

Years of Experience: 50
Years with Chapman: 26

Education

University of Maine, BS, 1968
West Virginia University, MS,
1971

U.S. Army Medical Field Service
School, 1971

U.S. Air Force Jet Pilot Training,
1972-1973

Past Affiliations

West Virginia Aeronautics
Commissioner

West Virginia Airport Managers
Association; Founding Officer

American Association of
Airport Executives

Southeast Airport Managers
Association; Director

West Virginia Aviation Museum
Foundation; Director

Aircraft Owners and Pilots
Association

Charleston Convention and
Visitors Bureau; Director

St. Albans Renaissance Group;
Director

Ameribank; Director

Experience

Airport Management

Managed a commercial/ general aviation/ military airport under the governorship of a regional airport authority. Supervised a staff of 53 personnel in four departments. Wrote an Airport Certification Manual and Airport Security, Emergency and Snow Removal Plans. Established professional Airport Police and Airport Rescue and Fire Fighting Departments. Secured federal and state grants and administered dozens of projects including equipment acquisition and renovation and construction projects involving the airfield, terminal building, access roadways, parking facilities, utility service, hangars, government-occupied buildings and support facilities. Negotiated a residual airport use agreement with the airlines that served to underwrite the airport's first revenue bond issue. Developed a computer-based budgeting program linked to an airport rates and charges analysis.

Aviation Consulting

Consult with Chapman Technical Group on all matters involving airport planning and construction work. Advise planners, engineers and designers on technical issues related to Federal Aviation Regulations, FAA Advisory Circulars and Orders, aircraft performance characteristics, flight procedures and air traffic control. Counsel company staff on matters related to airport management and governance and airport client relations.

Military Aviation

West Virginia Air National Guard; Command Pilot and Squadron Commander. Flew C-130s during Operations Desert Shield and Desert Storm.

Corporate Aviation

Corporate pilot for Chapman Technical Group, flying a Beech Baron 58.

Aviation Contracting

FAA Airport Master Records Contractor performing obstruction surveys, airfield inspection and inventory for all public-use general aviation airports in West Virginia to update each airport's FAA's Form 5010, Airport Master Record.



Joseph E. Bird, ASLA

Senior Vice President Project Manager

Years of Experience: 46
Years with Chapman: 39

Education

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

Registration

Landscape Architect: WV,
KY, IN

Affiliations

Council
of Landscape
Architectural Registration
Boards

WV Chapter, American
Society of Landscape
Architects

Experience

Joe has been involved in a wide range of projects in his 40+ 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 site development to major architectural projects. His experience includes coordinating the efforts of various local, state, and federal agencies.

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, master planning for municipal parks, swimming pools, bathhouses, cabins and support facilities for the West Virginia Division of Natural Resources and similar facilities for county and municipal park systems. He has also been 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.

Recent Relevant Experience

Old Central City Gazebo Space Redesign; Huntington, WV
Smith Street Streetscape; Charleston, WV
St. Albans C Street Plaza; St. Albans, WV
Scottsville Streetscape; Scottsville, KY
Canaan Valley Resort Snowmaking Improvements; Canaan Valley, WV
Bowden State Fish Hatchery; Elkins, WV
Gatlinburg Trout Rearing Facility; Gatlinburg, TN



Monty Maynard, PE

LEED AP BD+C

Vice President

Years of Experience: 45
Years with GRW: 26

Education

B.S., Electrical Engineering,
1978,
University of Kentucky

Registration

Professional Engineer
(Electrical): KY, WV, IN, GA,
TN, TX, FL

LEED Accredited
Professional, Building
Design + Construction

Affiliations

National Fire Protection
Association

International Society of
Automation

American Council of
Engineering Companies

National Council of
Examiners for Engineering
and Surveying

Experience

Monty's experience with electrical design, process instrumentation and control design, and project management is extensive. He has been involved with the design of building systems for more than 300 projects, ranging from water resources projects to the design-build of federal prisons with total construction values as high as \$984 million. His areas of technical expertise include electrical power distribution, substation design, alarm systems, communications, lighting, lightning protection, instrumentation/controls/telemetry, power quality, energy efficiency and code compliance.

Cumberland Valley Technical College Building One Renovation; Harlan, KY

Electrical Engineer. Renovation design for 31,000 SF building including updated exterior appearance, and modernized teaching spaces. Work included total replacement of building mechanical and electrical systems.

Fort Knox Macdonald Elementary School Renovation; Ft. Knox, KY

Principal-in-Charge. Renovation of a 63,000 SF Army school with year-round schedule. Involved a new standing seam roof installed over 48,000 SF to create an attic for 100% replacement of existing HVAC system equipment with geothermal-based heat pump system, new electrical service system, and fire alarm system upgrade.

Lexington Catholic High School Phase II Addition, Lexington, KY

Engineering Manager. 48,000 SF addition included 1800-seat two level gymnasium and running track, performing arts stage, art wing, and new administration area.

Marshall University Weisberg Family Engineering Laboratory, Huntington, WV

Electrical Engineer. New, 16,000 SF engineering laboratory building. Building security systems included access control and CCTV. HVAC systems feature rooftop VAV systems with variable electric reheat.



W. Thomas Cloer, III

NCARB, AIA Project Architect

Years of Experience: 22
Years with Chapman: 16

Education

B.S., Architecture, 2001
University of Tennessee

Registration

Architect: WV, VA, KY

Affiliations

National Council
of Architectural
Registration Boards

AIA National

WV Chapter
American Institute
of Architects
Past V.P. and Secretary

St. Albans Historic District
Committee Member

Experience

Tom has extensive architectural experience, having worked with clients on programming, planning, budget analysis, design, construction documents, bidding, construction phase services, and code compliance. He regularly provides leadership in architectural design and project management for new building design and renovation projects such as K-12, parks and recreation, and government and municipal facilities.

Comprehensive Educational Facilities Plan

Tommy worked as part of a team to develop the 2020 Comprehensive Educational Facilities Plan (CEFP) for both Ritchie County Schools and Clay County Schools. Work on the CEFP's include facilities assessments and reports, participation in educational planning committee meetings, presenting findings to the county board of education and assisting the county in translating educational needs into facility needs.

Jane Lew Elementary School Addition; Jane Lew, WV

Project Architect for the design of an addition and renovation project that included five new classrooms, an updated office suite, and a new building entrance and bus loop. Toilet rooms were also renovated and new floor finishes were installed throughout the building. A new HVAC system serves the addition, and a new sprinkler system and fire alarm were installed for the entire school. New ceilings and lighting were also provided throughout.

Clay County High School Addition and Renovation; Clay, WV

Tommy worked closely with Clay County Schools to obtain a WV School Building Authority Needs Grant to fund the design and construction of a multi-million dollar addition and renovation to the 106,000 sf Clay County High School. The project included the design and construction of a new multipurpose Commons Area that can serve as additional cafeteria space, a lobby for the gymnasium during sporting events and graduation, and as an area for students to congregate before and after school. Major renovations to the gymnasium and locker rooms include a new gym floor, bleachers, basketball and volleyball equipment, lockers, and shower rooms. In addition to renovating all of the toilet rooms, the school also received new doors, windows, light, paint and a new HVAC system was also installed throughout the school.



Walter R. Mitchell

Airport Consultant

Years of Experience: 64
Years with Chapman: 25

Education

Technical Courses on
Electronic/Electrical
Fundamentals,
FAA, US Army and Air Force
Management/Staff Courses, FAA,
Center for Management
Development
WV DOH Asphalt Inspector/
Technician
Course, 1998

Affiliations

Past Board of Directors,
United Way of Kanawha Valley

Past Board of Directors,
WV Rehabilitation Foundation

Experience

Airport Consultant

Responsibilities include providing technical assistance for engineering design for all aspects of airfield lighting, approach aid system and general electrical installations. Also, provides consultant services relating to airport operations and facilities management.

Airport Construction Observation

Provides technical assistance for engineering design for all aspect of airfield lighting and electrical services.

Miscellaneous

Other responsibilities included the installation, operation, maintenance and certification of all FAA facilities in Southern West Virginia and Yeager Airport, production engineering studies on a wide variety of electronic fuzing for munitions and dispensing systems, and final electrical testing of telemetries and control equipment.

TAB 5

Recent Airport Projects

Obstruction Removal

Client:

Mercer County Airport
Authority

Date Completed:

Currently Ongoing

Design Cost:

\$ 188,515

Construction Cost:

\$ N/A

Project Team:

Principal In Charge
Greg Belcher, PE

Project Manager
Brian Huffman

Project Engineer
Brian Huffman
Brandon Curry, EIT

Owner/Project Manager:
Mercer County Airport
Authority
300 Markell Drive, Suite 201
Bluefield, WV 24701

Reference: Jim Pilkins
Phone: (304) 921-3417

MERCER COUNTY AIRPORT – BLUEFIELD, WEST VIRGINIA



This project consists of acquiring 2.62 acres of property through easements/purchase off the 5 End of Runway 5-23 at the Mercer County Airport located in Bluefield, WV to clear 3.46 acres of trees that penetrate 5 End's approach surface. The project includes an environmental assessment, easement/acquisition of portions of adjacent property, and tree clearing.

Work Elements:

- **Avigation Easements and Appraisals**
- **Preparing Project Plans and Specifications**
- **Bidding and Contracting**
- **Project Administration**
- **Construction Observation**
- **Evaluate existing area conditions and consider improvement alternatives.**
- **Evaluate existing and potential future obstructions.**
- **Determining required approach slope and surfaces in accordance with AC 150/5300-13B.**
- **Evaluate construction phasing and prepare Construction Phasing and Safety Plan in accordance with AC 150/5370-2G.**

Obstruction Removal

Client:

Raleigh County Memorial
Airport Authority

Date Completed:

2011

Design Cost:

\$ 36,587

Construction Cost:

\$ 253,044

Project Team:

Principal In Charge
Greg Belcher, PE

Project Manager
Brian Huffman

Project Engineer
Shawn Tucker, PE

Owner/Project Manager:
Raleigh County Memorial
Airport Authority
176 Airport Circle, Room
115, Beaver, WV 25813

Reference: Tom Cochran
Phone: (304) 255-0476

Prime Contractor:
Pineville Paving & Excavating
PO Box 1290
Pineville, WV 24874

RALEIGH COUNTY MEMORIAL AIRPORT – BEAVER, WEST VIRGINIA



This project consisted of the removal of tree obstructions penetrating the Part 77 imaginary surfaces associated with Runways 1-19 and 10-28 at the Raleigh County Memorial Airport. The removal of these obstructions was accomplished by cutting the trees to within 2" of the existing ground surface. Once the trees were cut, they will be disposed of by burning or other acceptable methods. The project also included the installation of all necessary sediment and erosion controls to comply with the best management practices for controlling soil erosion and sedimentation established by the West Virginia Division of Forestry or any other applicable governing entity.

Work Elements:

- **Preparing Project Plans and Specifications**
- **Bidding and Contracting**
- **Project Administration**
- **Construction Observation**
- **Evaluate existing area conditions and consider improvement alternatives.**
- **Evaluate existing and potential future obstructions.**
- **Determining required approach slope and surfaces in accordance with AC 150/5300-13B.**
- **Evaluate construction phasing and prepare Construction Phasing and Safety Plan in accordance with AC 150/5370-2G.**

**Conduct Aeronautical Survey
for RNAV Approach**

Client:

Mercer County Airport
Authority

Date Completed:

2025

Design Cost:

\$ 175,194

Construction Cost:

\$ N/A

Project Team:

Principal In Charge
Greg Belcher, PE

Project Manager
Brian Huffman

Project Engineer
Brandon Curry, EIT

Owner/Project Manager:
Mercer County Airport
Authority
300 Markell Drive, WV
24701

Reference: Jim Pilkins
Phone: (304) 921-3417

MERCER COUNTY AIRPORT – BLUEFIELD, WEST VIRGINIA



BLF. RWY END 23, 3 W. 20241023

The intent of this project was to provide the Mercer County Airport located near Bluefield, WV with an AGIS Survey to support their RNAV Approaches. The airport's existing survey was found to be insufficient for updated FAA Standards when the airport's outer marker was set to be decommissioned for their ILS system. The outer marker's decommissioning required the FAA to reevaluate the ILS and all other approaches at BLF which caused the discovery of the insufficient survey. The project consisted of flying a new AGIS survey and uploading the data to the FAA per FAA Advisory Circulars 150/5300-16B, 150/5300-17C, and 150/5300-18B. With an updated survey, the Mercer County Airport's Airport Layout Plan (ALP) was also updated to the airport's current level of development and potential future development.

Work Elements:

- **Preparing Airport Layout Plan**
- **Project Administration**
- **Evaluate existing area conditions and consider survey alternatives.**
- **Determining the required survey set for in AC 150/5300-16B for Aeronautical Surveys.**
- **Following requirements set for in AC 150/5300-17C for airport imagery acquisition and submission.**
- **Evaluating guidance and specifications set for in AC 150/5300-18B for data collection and geographic information system standards.**

Install Airfield Lighting

Client:

Grant County Airport
Authority

Date Completed:

2015

Design Cost:

\$ 142,620

Construction Cost:

\$ 764,109

Project Team:

Principal In Charge
Greg Belcher, PE

Project Manager
Shawn Tucker, PE

Project Engineer
Melissa Defibaugh, PE

Owner/Project Manager:
Grant County Airport
Authority
5 Highland Avenue
Petersburg, WV 26847

Reference: Freddie Baker
Phone: (304) 668-8812

Contractor:
Enerfab Power & Industrial,
Inc.
1100 Charles Avenue
Dunbar, WV 25064

GRANT COUNTY AIRPORT – PETERSBURG, WEST VIRGINIA



The intent of this project was to increase airfield operational safety, provide the airfield with one uniform lighting system, and meet FAA regulations at the Grant County Airport located near Petersburg, WV. The existing airfield lighting system was a mixture of stake and can mounted light fixtures with some of the cabling buried in conduit with the remaining be direct buried. This project consisted of the removal of the airfield's existing incandescent lighting system along Runway 13-31, Taxiways A through G, and the Main Apron and installing new conduit, wiring, splice cans, medium intensity LED edge lights, and LED guidance signs.

Work Elements:

- Preparing Project Plans and Specifications
- Bidding and Contracting
- Project Administration
- Construction Observation
- Evaluate existing area conditions and consider improvement alternatives.
- Determining the required light fixtures for airport design in accordance with AC 150/5300-13B.
- Evaluating specifications set for in AC 150/5345-44J for Airfield Guidance Signs
- Evaluate construction phasing and prepare Construction Phasing and Safety Plan in accordance with AC 150/5370-2G.

Install Airfield Guidance Signs

Client:

Mercer County Airport
Authority

Date Completed:

2023

Design Cost:

\$ 67,101

Construction Cost:

\$ 49,470

Project Team:

Principal In Charge
Greg Belcher, PE

Project Manager
Brian Huffman

Project Engineer
Brandon Curry, EIT

Owner/Project Manager:

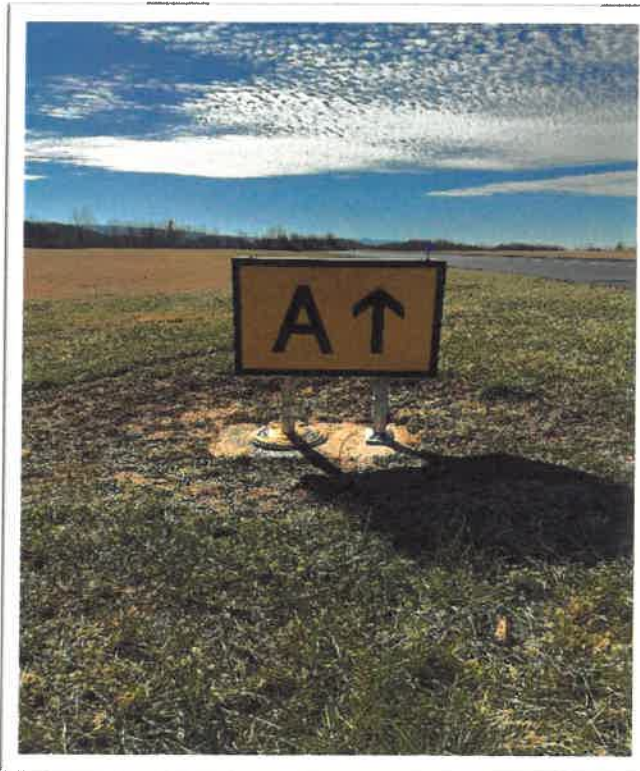
Mercer County Airport
Authority
300 Markell Drive, Suite 201
Bluefield, WV 24701

Reference: Jim Pilkins
Phone: (304) 921-3417

Contractor:

Hatzel & Buehler
141 Iron Horse Drive
Charleston, WV 25301

MERCER COUNTY AIRPORT – BLUEFIELD, WEST VIRGINIA



The intent of this project was to increase airfield operational safety through the replacement of nonfunctional and outdated guidance signs at the Mercer County Airport located near Bluefield, WV. The existing airfield guidance signs were nonfunctional and in unsatisfactory condition due years of weather exposure, jet blasts, and unavailability of replacement parts. This project consisted of removing the outdated signs and replacing them with LED versions that provided enhanced visibility and more efficient power use. The existing sign foundations, wiring, and conduit were all compatible with the new LED fixtures and required no upgrades.

Work Elements:

- **Preparing Project Plans and Specifications**
- **Bidding and Contracting**
- **Project Administration**
- **Construction Observation**
- **Evaluate existing area conditions and consider improvement alternatives.**
- **Evaluating specifications set for in AC 150/5345-44J for Airfield Guidance Signs**
- **Evaluate construction phasing and prepare Construction Phasing and Safety Plan in accordance with AC 150/5370-2G.**

Reconstruct Runway (Phase I Design)**Client:**

Polk County Commission

Date Completed:

Ongoing

Design Cost:

\$ 127,779

Construction Cost:

\$ N/A

Project Team:

Principal In Charge
Greg Belcher, PE

Project Manager
Brian Huffman

Project Engineer
Brandon Curry, EIT

Owner/Project Manager:
Polk County Commission
971 Airport Road
Copperhill, TN 37317

Reference: Alan Frosch
Phone: (423) 496-9465

MARTIN CAMPBELL FIELD – COPPERHILL, TENNESSEE

The intent of this project was to design the reconstruction of Runway 2/20 at Martin Campbell field located in Polk County, Tennessee. Included in the design were the following major construction activities: 1.) The reconstruction of Runway 2/20. The reconstruction will include removal of the existing asphalt pavement surface of the runway, removal and disposal of a portion of the runway subgrade, placing crushed aggregate base coarse, placing a P-401 pavement mix, and marking the runway. 2.) The rehabilitation of the existing direct access taxiway. The rehabilitation will consist of removal of the western portion of the taxiway pavement, narrowing it from 40' to 25', completing joint and crack repair, placing one emulsified asphalt seal coat mix, and then applying pavement markings. The rehabilitation will also consist of the installation of the southern portion of Taxiway "A". This will include site grading, placing crushed aggregate base coarse, placing P-401 asphalt mix, and applying pavement marking. 3.) The relocation of existing Precision Approach Path Indicator (PAPI) units on both Runway 2/20 ends. 4.) Regrading of the Runway Safety Area (RSA). 5.) Relocation of the existing segmented circle and wind cone. 6.) The removal of the existing runway edge and threshold light units, installation of an airfield electrical vault, and installation of new runway and taxiway guidance signs and all necessary lighting fixtures. 7.) The installation of the northern portion of Taxiway "A". This will include site grading, placing crushed aggregate base coarse, placing p-401 asphalt mix, applying pavement marking, installing taxiway edge lighting, and installing new runway and taxiway guidance signs.

Work Elements:

- **Prepare Project Plans and Specifications**
- **Project Administration**
- **Evaluate existing area conditions and consider reconstruction alternatives**
- **Determining the required pavement design set for in AC 150/5300-13B for Runways and Taxiways.**
- **Following requirements set for in AC 150/5345-44J for Airfield Guidance Signs.**
- **Evaluating guidance and specifications set for in AC 150/5340-30 for PAPI location and installation.**

TAB 6

Ability to Respond

Ability to Respond

Chapman Technical Group provides design professionals and technical staff which will offer the Camp Dawson Army Airfield the competence, professional integrity and overall qualifications needed to provide solutions which meet your budgets and schedules. As evidenced by the experience detailed in the resumes provided in Tab 2, the key members of our project team have worked with the Federal Aviation Administration on numerous projects throughout West Virginia. The airport professionals of Chapman Technical Group have developed a close working relationship with the Federal Aviation Administration personnel located in the Beckley Airports Field Office. This close working relationship often times allows us to facilitate projects and resolve issues in a more expeditious manner.

The foundation of our business is design, and each year, Chapman Technical Group completes numerous design projects which provide high quality plans, specifications and cost estimates for clients throughout West Virginia. Of course, our company has design and construction projects currently underway, but our project management systems allows us to continuously undertake new design assignments that meet project requirements and reduce construction costs.

As previously stated, effective construction management is an integral part of any successful construction project. Rather than our project design team (design engineers and project managers) turning over a project to a separate construction management team, our project teams oversee projects from conception through the completion of construction. Another integral part of successful construction projects is the utilization of qualified resident construction observers, as they can often times recognize and obtain solutions to problems before they escalate into major construction issues.

Some projects require the assistance of various specialty consulting firms. We carefully select to collaborate with only those specialty firms which are qualified to provide us, in a timely manner, the information required to complete the project.

Our project team will collaborate with Terracon Consultants, Inc.'s Charleston, West Virginia office to provide the required geotechnical, environmental and materials acceptance testing services for proposed projects. With over 40 years of consulting experience and in excess of 100 offices nationwide, Terracon's considerable expertise allows them to be well positioned to provide the required services in a cost effective and timely manner.

It is really for others to assess our company's reputation for personal and professional integrity and competence, and to that end, we invite you to contact any of the references included in Tab 8. Our company enjoys a significant amount of repeat business from our clients. Our firm has endeavored to provide airport consulting services utilizing a client first approach which develops long lasting and successful relationships. We do not feel that our company would enjoy such a significant level of repeat business if an adverse reputation preceded us.

TAB 7

References/Affirmative Action

Chapman Technical Group References

- **Braxton County Airport**

Mr. Patrick O'Malley, Authority President
(304) 542-3311
Pomalley35@gmail.com

Mr. John Hoffman, Authority Member
(856) 297-4335
everettjohnhoffmansr@gmail.com

- **Grant County Airport**

Mr. Freddie Baker, Authority President
(304) 668-8812
Wvshooter1@gmail.com

Mr. Tom Feaster, Airport Manager
(304) 209-2603
touchandgoaviation@yahoo.com

- **Logan County Airport**

Mr. Bart Willis, Chairman
(304) 752-0280
tbwillis@lbandt.com

Mrs. Megan Johnson, Airport Manager
(304)-752-0975
mjohnson@lccwv.us

- **Mercer County Airport**

Mr. Jim Pilkins, Airport Manager
(304) 921-3417
kblfmgr@gmail.com

Mr. Bill Archer, Chair
(304) 921-0029

- **Upshur County Regional Airport**

Mr. Michael Ruffing, Authority President
(412) 812-2757
Michael.ruffing@problemsolversconsultants.com

Mrs. Jenny Powers, Airport Manager
(304) 516-1920
jenny@flyw22.com

- **Appalachian Regional Airport**

Mr. Denver Stacy, Chair
jennascrane@hotmail.com
(304) 784-6925

Mrs. Leigh Ann Wells-Ray, Administrative
Assistant/Grants Coordinator
(304) 235-0338
lwells@mingocountywv.com

- **Marshall County Airport**

Mrs. Susan Board, Airport Manager
(304) 312-1199
Susan.Board@marshallcountyairport.org

AFFIRMATIVE ACTION



It is the policy of the Board of Directors of Chapman Technical Group, Ltd. to comply with the spirit and intent of Title VI of the Civil Rights Act of 1964. To that end, the Board has adopted the following measures of ensuring equal employment opportunity:

1. Equal and fair treatment will be provided to all employees regardless of race, color, religion, national origin, sex, age or handicap.
2. A complete up-to-date record of employees classified by race, sex and job classification will be maintained by the undersigned Equal Opportunity/ Affirmative Action Officer and furnished, upon request, to The Office of Equal Opportunity Contract Compliance, Division of Highways, West Virginia Department of Transportation.
3. All employees will be advised at the time of employment that Chapman Technical Group, Ltd. is an Equal Opportunity Employer, and that hiring, promotion, or demotion is based only upon an individual's qualifications and ability to perform the work.
4. Chapman Technical Group, Ltd. will cooperate with and support apprenticeship training programs administered under the auspices of Affirmative Action.
5. Recruiting advertisements and all notices relating to employment will include the clause "Equal Opportunity Employer". This phrase will be printed on all correspondence and notices relating to employment. In addition, in matters relating to company hiring and competitive promotion, the following procedures shall apply:
 - a. All employees shall be notified of position vacancies and competitive promotion opportunities; and
 - b. The degree of minority representation on the company workforce shall be based upon the following to the extent practical:
 - (I) The minority population of the region;
 - (2) The availability of minorities having requisite skills;
 - (3) The existence of institutions capable of training persons in required skills; and
 - (4) The degree of training which the company is reasonably able to provide.
6. A policy statement outlining the firm's commitment to Equal Employment Opportunity and its endorsement of the principle of Affirmative Action shall be maintained in the company Policy Manual. This plan will be posted in conspicuous locations throughout company offices.

AFFIRMATIVE ACTION



7. With regard to furthering the principles of Affirmative Action when functioning as the agent of clients, Chapman Technical Group will:
 - a. Include qualified small, minority and women's businesses on solicitation lists;
 - b. Forward project advertisements to appropriate minority-owned newspapers;
 - c. Encourage contractors to divide their work into tasks which afford participation by small, minority and women's businesses; and
 - d. Encourage contractors to utilize minority suppliers when appropriate.
8. The company has appointed an Equal Opportunity/ Affirmative Action Officer to maintain this plan, instruct personnel on the principles embodied in the plan, monitor company compliance with the plan and relevant law, supply reports to monitoring agencies, and represent this company to outside interests in all matters relating to Equal Opportunity and Affirmative Action

CHAPMAN TECHNICAL GROUP, LTD

Robert G. Belcher, PE
Equal Opportunity/Affirmative Action Officer

Date: 7-6-2022