

**Richard A. Colebank, PE, PS**  
**President and COO**  
rick.colebank@thinkAlphafirst.com



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**Division of Natural Resources**  
**Tygart Lake SP Wastewater**  
**Systems Repairs**

June 14, 2019  
1:30PM  
AEOI 0310 DNR1900000013

**EXPRESSION OF INTEREST**





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June 14, 2019

Division of Natural Resources  
324 4<sup>th</sup> Ave.  
South Charleston, WV 25303

Attn: Angela Negley

**RE: AEOI 0310 DNR1900000013**  
**A/E Services for Tygart Lake SP Wastewater Systems Repairs**

Dear Ms. Negley,

Alpha Associates, Incorporated is pleased to submit our qualifications to provide engineering services associated with Tygart Lake for the proposed Waste Water System repairs in Grafton, West Virginia. Alpha has succeeded in providing planning, permitting, funding, design and construction administration services for numerous wastewater systems similar to this project. We have provided design services for many wastewater systems, including thousands of linear feet of collections lines and pump stations.

Over the past 50 years, Alpha has performed numerous designs and evaluations for wastewater systems across the State. In addition to the numerous wastewater projects that Alpha has undertaken throughout the years, Alpha Associates has been providing exemplary civil engineering, design services throughout West Virginia. We have worked with local, state, and federal government entities for numerous projects of varying sizes and types. In this proposal, you will find examples that showcase the Alpha Team's exceptional project experience with projects of similar size and scope.

### **Project Understanding**

The WVDNR is looking to partner with an engineering firm that can provide engineering design services and contract administration for the renovations to the Tygart Lake wastewater plant in Taylor County, West Virginia. Currently, two of the lift stations need replaced or rehabilitated. The treatment systems will also be evaluated for repairs or replacement in order to provide a more effective wastewater treatment.

### **Design Team**

Alpha is a West Virginia owned and operated engineering design firm with locations in Morgantown and Martinsburg. Your project will be managed and produced out of our Morgantown Office with support from Martinsburg personnel as necessary. Our professional staff includes civil and structural engineers, architects, surveyors, cost estimators, field service representatives, landscape designers, interior designers, and technicians.

### **Summary**

Alpha Associates, Inc. is committed to providing the WVDNR with a team that surpasses every expectation. We will work closely with the State to meet the needs of the project and the community for decades to come. We will work side by side with the WVDNR and Tygart Lake to ensure all projects are completed in a timely, cost effective manner with minimal complications or interruptions. We look forward to further discussing our qualifications with you soon. If you have any questions, please contact me at (304)296-8216 ext. 102.

Sincerely,

#### **ALPHA ASSOCIATES, INCORPORATED**



Richard A. Colebank, PE, PS  
President & COO

[rick.colebank@thinkalphafirst.com](mailto:rick.colebank@thinkalphafirst.com)



## FIRM PROFILE

### Firm Profile

#### FIRM NAME

**Alpha Associates, Incorporated**

#### CORPORATE OFFICE

209 Prairie Avenue  
Morgantown, West Virginia 26501

535 West King Street  
Martinsburg, West Virginia 25401

#### INCORPORATED

1969; Morgantown, WV

#### FIRM PRINCIPALS

Richard A. Colebank, PE, PS; President and COO  
Richard W. Klein, PE, PS; Chairman and CEO  
Charles B. Luttrell, PE; Principal  
Charles B. Branch, PE; Principal

#### NUMBER OF EMPLOYEES

24 Employees

#### SERVICES

Architectural Design  
Civil Engineering  
Structural Engineering  
Surveying  
Interior Design  
Landscape Architecture  
Construction Administration

Alpha Associates, Incorporated was established in 1969 and since that time has completed hundreds of projects throughout Morgantown and the state of West Virginia. Alpha's Corporate Office is located in Morgantown with our Eastern Regional Office located in Martinsburg.



## STATEMENT OF QUALIFICATIONS

Alpha Associates, Incorporated is an Architectural and Engineering design firm that provides services in the areas of Civil Engineering, Structural Engineering, Landscape Design, Architectural Design, Interior Design, Construction Administration, Project Management, and Surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technical tools, dedicated principals and highly skilled staff members.

Since 1969, Alpha has provided engineering planning and design services for wastewater systems to clients such as the Point Marion Borough, Monongalia County Schools, Corporation of Shepherdstown, Harpers Ferry – Bolivar Public Service District, Warm Springs Public Service District, Morgan County Commission, City of Martinsburg Utility Department, Township of Point Marion, PA and the Corporation of Harpers Ferry. Our work is diverse and also includes clients in commercial, educational and governmental facilities, developers and private organizations. Alpha's engineers have recent, relevant project experience in water and sewer design, and this experience enables your project to be completed on time and within budget.

Alpha's philosophy has always been to provide exemplary services for fair fees. We have always believed that the best way to succeed as a business is to go above and beyond the basic requirements of our contracts and do whatever is necessary to successfully complete the given project. What is best for the client is inevitably best for us too.

Everyone at Alpha, from the President to the administrative staff, all work towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will consistently update you on your project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of 24 architects, engineers, surveyors and administrative personnel all work diligently towards producing the drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for 50 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each and every one of our projects the individual attention to detail that will make them successful projects for our clients.



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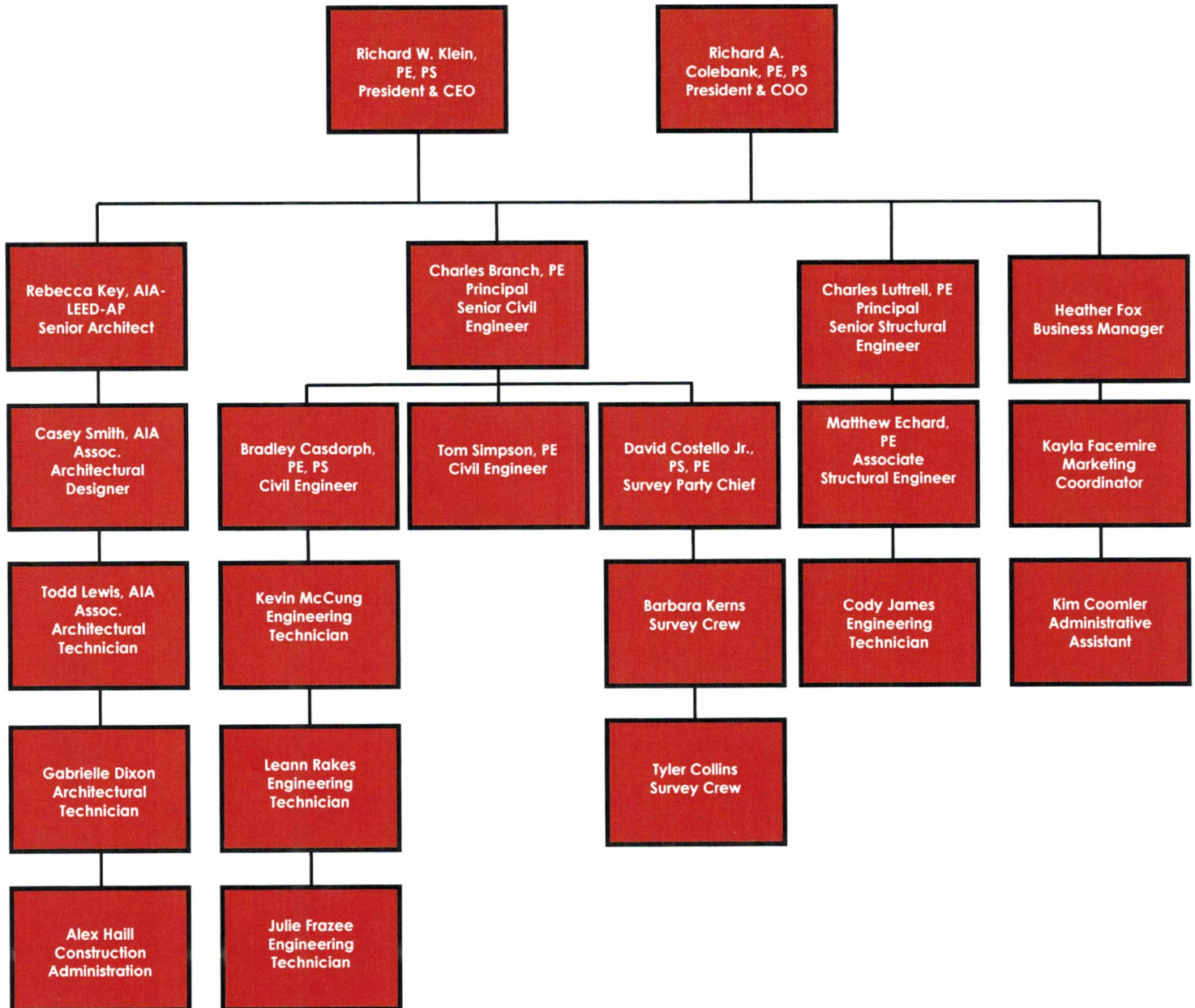




## STAFFING PLAN

All work to be performed for the West Virginia Department of Natural Resources will be managed out of Alpha's Morgantown office. In addition to your dedicated Project Team, Alpha's staff of 24 includes engineers, architects, architectural designers, interior designers, landscape designers, technicians, and support staff that is available to assist with any potential project need.







## COST AND SCHEDULE CONTROL

Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many A/E firms can claim the same successes, but the determining factor is the tools the firms utilize to achieve the budgets, both in regard to funds and time. Alpha utilizes a number of tools, both traditional and modern to exceed our clients' expectations.

A project schedule is a dynamic, ever changing entity. Your project schedule depends on many factors including:

- Preferred construction method
- Changes to project scope
- Unique construction elements

The Alpha Team has an excellent track record of meeting project design deadlines. Alpha recently completed construction on a project in Morgantown that went from design to completion in just over 12 months. This project was completed for a private developer and had a construction cost in excess of \$20 million.

Successful project management depends upon consensus regarding work efforts, milestones and goals. The team has found that the development of detailed work plans, which delineate tasks and deliverables for each project phase, in concert with the client and full project team, is the most effective means of establishing expectations about efforts required by the respective disciplines. In addition to guiding the efforts of the design team, the work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals.

Developing an overall project schedule is a critical task that must take into account many factors: building type, owner's desire for occupancy, scope of work and level of documentation, whether contract(s) is bid or negotiated, available fee, and prior experiences on similar projects. Characteristic of the client, its organization, or the involvement of a construction manager and his responsibility for document review must also be considered.

This starts with a kick-off meeting which establishes ground rules, responsibilities,



and line of communication. We have found that a team visioning session is a great way to get everyone started off on the right track.

Determining a project schedule is a task that must be done with all parties involved in the process. Once the design process begins, a very detailed, realistic project schedule can be developed and communicated to all involved.

In a world where "time is money", the schedule of a project is almost as important as controlling the cost. Alpha also works diligently to control the budget of a project. The best way to control the cost of a project is to avoid the "scope creep" that can occur.

Alpha's in house cost estimators, combined with an excellent relationship with contractors throughout the area, will provide the college with the most accurate estimates of probable construction cost.



## CAPACITY AND SOFTWARE

### Capacity

Alpha Associates, Incorporated is prepared to commit staff resources to the Tygart Lake Wastewater Systems Project. Alpha has the qualified and experienced personnel, administrative support, along with the production equipment and resources to ensure the successful completion of this project. We are confident in our ability to provide the State of West Virginia with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations of the DNR by committing any resources necessary to meet the project schedule.

### Software

The project team incorporates the latest computer and software capabilities required to complete the working drawings and specifications for this project. Our cost accounting system is top-of-the-line and we have the ability to differentiate fees according to task. We have secure e-mail and internet capability to allow efficient transfer of information between Alpha and the client. We currently have the latest editions of the following software:

- AutoCAD 19
- REVIT (Editions up to 2019)
- Civil 3D
- RISA 3D
- RISA Floor
- RISA Foundation
- MathCAD
- Autodesk Suite
- Enercalc
- AutoTURN
- TopCon GR5 GPS System
- TopCon Total Station with Reflectorless Capabilities
- Carlson Surveyor & Data Collector



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## ALPHA RESUMES

### SUMMARY

Mr. Colebank is President and Chief Operating Officer of Alpha. He has been with Alpha Associates, Incorporated since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous other public and private clients. Since 1988, Mr. Colebank has been the Principal-In-Charge of the Civil Engineering projects developed at Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day to day operations of the company while continuing to manage projects.



**Richard A. Colebank, PE, PS** | President and COO

### PROFILE

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

### PROFESSIONAL HIGHLIGHTS

#### Project Manager:

- WVU Research Park; Morgantown, WV
- Federal Bureau of Prisons Hazelton Medium Security Prison
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- North Fork Hughes River Recreation Facilities; Ritchie County, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- Ices Ferry Bridge; Morgantown, WV
- Monongalia General Hospital Expansion; Morgantown, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- West Virginia State Office Building; Clarksburg, WV
- WVU College of Physical Education and Sports Science/Student Health Center; Morgantown, WV

#### Indefinite Delivery/Indefinite Quantity Contracts:

- Morgantown Municipal Airport Open End Contract
- West Virginia Division of Highways Open End Contract
- National Energy Technology Laboratories Open End Contract
- West Virginia University Open End Contract
- United States Postal Service Open End Contract



## ALPHA RESUMES

**Richard A. Colebank, PE, PS** | President and COO

### EMPLOYMENT HISTORY

1985 – Current	Alpha Associates, Incorporated
1983-1985	Charles Townes and Associates, P.C.
1983	US Army Corps of Engineers

### EDUCATION

West Virginia University  
 Masters of Business Administration; 1999  
 Bachelor - Civil Engineering; 1982

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia
- Professional Surveyor: West Virginia
- Certified Private Pilot

### AFFILIATIONS

- Former NSPE/PEPP Governor of WV
- American Red Cross - Regional Chairman
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman
- WVU College of Civil and Environmental Engineering Visiting Committee
- WVU College of Business and Economics MBA Advisory Committee

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Contact

**Richard A. Colebank**

**304.296.8216**

**800.640.8216**

**rick.colebank@thinkalphafirst.com**





## ALPHA RESUMES

**Charles Branch, PE** | Principal, Civil Engineer

### SUMMARY

As Chief Engineer for site development and planning projects, Mr. Branch is a vital part of the design process at Alpha. His involvement spans from strictly civil engineering projects, to the design of large scale educational projects and medical facilities. Mr. Branch acts as peer review for young engineers in the firm on issues ranging from storm water management to site design. Mr. Branch is also involved in commercial and residential development design, roadway and bridge design and utilities layout.



### PROFILE

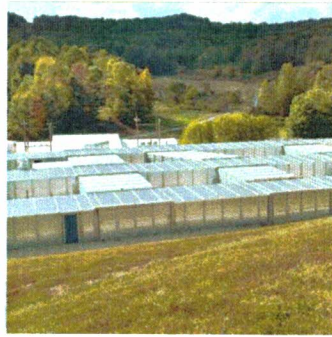
Broad-based responsibilities in the following areas:

- Highway Design
- Municipal Engineering
- Wastewater Collection
- Storm Sewer System Design
- Storm Water Management
- Site Engineering
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Civil Engineer/Project Manager:

- Jane Lew Truck Stop; Jane Lew, WV
- Clarksburg State Office Building; Clarksburg, WV
- WVU Reedsville Farm Redevelopment; Morgantown, WV
- Freedom Automotive Group Dealerships; Morgantown, WV
- Freedom Kia; Clarksburg, WV
- WVU Parking Lot 81 Renovations; Morgantown, WV
- WVU Doll's Run Burn Room; Morgantown, WV
- WVU Alumni Center Parking Lot; Morgantown, WV
- WVU Alumni Center Storm Water Management; Morgantown, WV
- WVU Evansdale Redevelopment; Morgantown, WV
- WVU Health Sciences Center Eastern Division; Martinsburg, WV
- Blackshere Bridge; Mannington, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- Lewis County High School Bridge; Weston, WV
- Wyoming County Route 10 Relocation; Wyoming County, WV
- Fairmont Federal Credit Union; Bridgeport, WV



## ALPHA RESUMES

**Charles Branch, PE**

Principal, Civil Engineer

### EMPLOYMENT HISTORY

1992 – Current	Alpha Associates, Incorporated
1988-1992	Reimer, Muegge, & Associates, Inc.

### EDUCATION

West Virginia University  
 Bachelor - Civil Engineering; 2000  
 Fairmont State College  
 Bachelor Architectural Engineering Technology; 1988

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers

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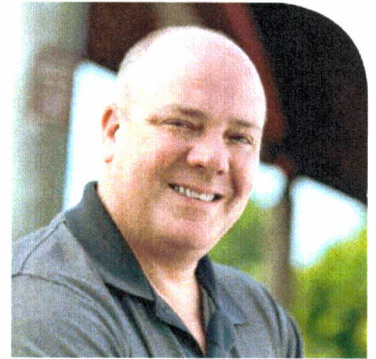
Contact

**Charles B. Branch**

**304.296.8216**

**800.640.8216**

**chuck.branch@thinkalphafirst.com**



## ALPHA RESUMES

**Charles B. Luttrell, PE** | Principal, Structural Engineer

### SUMMARY

Mr. Luttrell has worked with Alpha Associates, Inc. since 1996. He is the chief structural engineer on all projects at Alpha. Before coming to Alpha, Mr. Luttrell's graduate work resulted in several contributions to the cold-formed steel deck industry. His new method of analysis for non-uniform loads on composite concrete and cold formed steel decks has been made a permanent part of the Steel Deck Institute's design manual. Mr. Luttrell also worked on projects that involved pre-stressed timber bridge research with the WVU Constructed Facilities Center. Since coming to Alpha, Mr. Luttrell has had significant involvement in the effort to begin utilizing modern composite materials in practical bridge applications.



### PROFILE

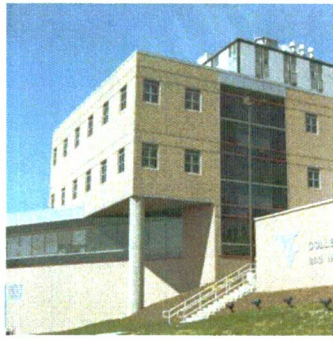
Broad-based responsibilities in the following areas:

- Bridge Structural Design and Analysis
- Innovative Bridge Materials Applications
- Building Structural Design and Analysis
- Historical Restoration and Evaluations

### PROFESSIONAL HIGHLIGHTS

#### Structural Engineer:

- Freedom Automotive Group 3 Dealerships; Morgantown, WV
- Hazel Ruby McQuain Equine Education & Resource Center; WVU
- WVDOH Arnettsville Replacement Bridge; Morgantown, WV
- Clarksburg State Office Building; Morgantown, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV
- Alumni Center Structural Framing and Foundation; WVU
- Engineering Science Building, East Wing Addition, WVU
- Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
- West Buckeye Bridge; Core, WV
- Washington High School; Charles Town, WV
- WVU Coliseum Structural Inspection; Morgantown, WV
- WVU Coliseum Scoreboard Hoist Project; Morgantown, WV
- Alderson Broaddus College, Rex Pyles Arena Deck; Philippi, WV
- Mountaineer Middle School Renovation; Morgantown, WV
- Salem International Building Inspections; Salem, WV
- Monongalia County Sheriff's Building; Morgantown, WV
- South High Street Bridge, Morgantown, WV
- Ices Ferry Bridge, Morgantown, WV



## ALPHA RESUMES

**Charles B. Luttrell, PE** | Principal, Structural Engineer

### EMPLOYMENT HISTORY

- 1996 – Current Alpha Associates, Incorporated
- 1995-1996 Larry D. Luttrell, PE, Ph D
- 1991-1994 West Virginia University
- 1990-1991 WVU Constructed Facilities Center

### EDUCATION

- West Virginia University
- Masters - Structural Engineering; 1995
- Bachelor - Civil Engineering; 1993

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Pennsylvania

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- Chi Epsilon; Member
- American Concrete Institute; Member

### Research Experience

- Cold Formed Steel Deck Research
  - ✓ Fastener Failures
  - ✓ Edge conditions/failures
  - ✓ Buttoned overlap shear failures
- Composite Cold Formed Steel and Concrete Deck Research
  - ✓ Line load behavior/failures
  - ✓ Concentrated load behavior/failures
  - ✓ Web crippling
  - ✓ Punch failures

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Contact

**Charles B. Luttrell**

**304.296.8216**

**800.640.8216**

**charlie.luttrell@thinkalphafirst.com**



## ALPHA RESUMES

### SUMMARY

Ms. Key has worked in the architectural field for over 35 years. She serves as Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Incorporated. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration. Having been with Alpha since 2000, Ms. Key has provided design services on numerous projects that have contributed to the ever-growing skyline of Morgantown, Charleston, Bridgeport, and other areas around the state.



**Rebecca Key, AIA, LEED-AP** | Architect, Associate

### PROFILE

#### Broad-based responsibilities in the following areas:

- Architectural Design
- Interior Design and Space Planning
- Feasibility Studies
- Water Infiltration Analysis
- Interior Space Planning
- Historic Renovation
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Education

- Ridgedale Elementary; Morgantown, WV
- Mountaineer Middle School; Morgantown, WV
- Pineville Elementary; Pineville, WV
- Huff Consolidated School; Hanover, WV

#### Historic Renovations

- Cass Scenic Railroad - Clubhouse Renovation; Cass, WV
- Berkeley Springs Bathhouse; Berkeley Springs, WV
- Hawks Nest State Park Picnic Pavilion; Anstead, WV
- Hawks Nest State Park CCC Museum; Anstead, WV

#### Recreation

- Ruby McQuain Amphitheater; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

#### Dormitory and Multi-Family

- Fairmont State University Prichard Hall Renovation; Fairmont, WV
- WVU Boreman Hall; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Grand Central Apartment

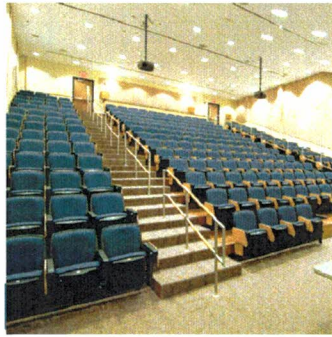
#### Municipal & State Government

- WV State Office Building; Clarksburg, WV
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Department; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- WV State Office Building; Parkersburg, WV



## ALPHA RESUMES

**Rebecca Key, AIA, LEED-AP** | Architect, Associate



### EMPLOYMENT HISTORY

2000 – Current	Alpha Associates, Incorporated
1983-1999	Alexander Key and Associates
1978-1983	Webster Clothes; Director of Store Planning

### EDUCATION

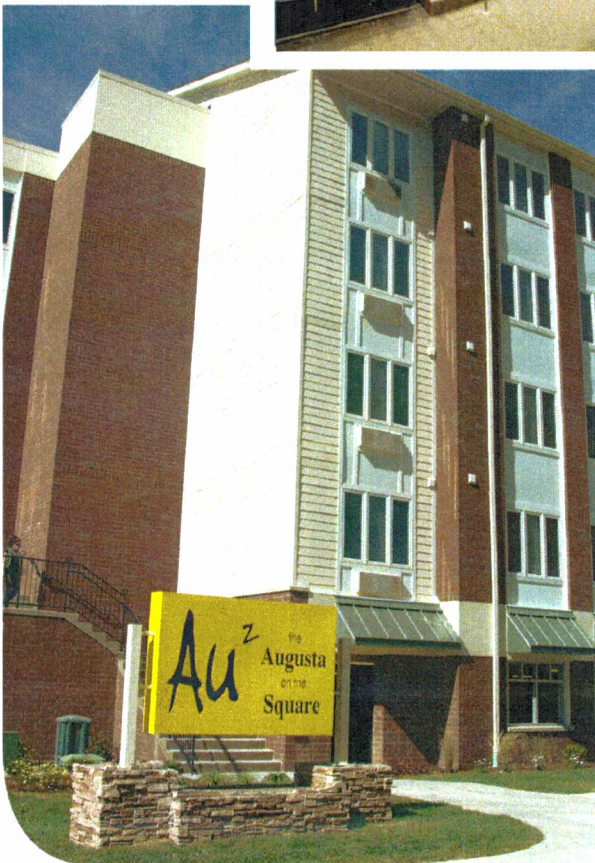
University of Maryland  
 Bachelor of Architecture; 1977  
 Maryland Institute College of Art  
 Coursework in Furniture Design; 1986-1987

### QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Maryland, Washington DC, New York, Virginia, Pennsylvania
- NCIDQ Certified (Interior Design)
- Leadership In Energy and Environmental Design Accredited Professional
- Meet Standards of Secretary of the Interior for historic architecture

### AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Fairmont, WV ICC Board of Appeal; Board Member
- U.S. Green Building Council
- AIA Liveable Communities
- Marion County Chamber of Commerce
- Leadership Kanawha Valley Class of 2014



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Contact

**Rebecca Key**

**304.296.8216**

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## ALPHA RESUMES

**Bradley Casdorph, PE, PS** | Civil Engineer

### SUMMARY

Mr. Casdorph joined the Alpha Associates, Incorporated team in 2004 and currently works as a project engineer in the Morgantown office. He has 36 years of professional experience with roadway design, storm sewer design, airport airside renovation and design, storm water management including conveyance and detention, environmental permitting, project administration supervision and inspection, as well as boundary and construction surveying.



### PROFILE

Broad-based responsibilities in the following areas:

- Airport Planning and Design
- Highway Design
- Hydraulic and Hydrology Studies
- Site Plan Development
- Land Surveying

### PROFESSIONAL HIGHLIGHTS

#### Civil Engineering:

- Platinum Properties - Waterfront Conference Center; Morgantown, WV
- Hart Field - Runway Safety Area; Morgantown, WV
- Hart Field - Ramp Renovation and Deicing Facility; Morgantown, WV
- Hart Field - Signage and Lighting; Morgantown, WV
- Hart Field - Airport Certification Manual; Morgantown, WV
- Hart Field - Air Rescue and Fire Fighting Vehicle Procurement, WV
- WVU - Lot 81 Parking Area Improvements; Morgantown, WV
- WVU Animal Facilities Annex, Engineering Retrofit; Morgantown, WV
- McKee Crossing - 120 Acre Subdivision; Martinsburg, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Davisson Estates - 60 Acre Subdivision; Morgantown, WV
- Mon General Hospital - East Parking Area; Morgantown, WV
- Applebee's Restaurant, Site Plan; Morgantown, WV
- WVU CPASS/Student Health; Morgantown, WV
- WVU Research Park- 100 Acre ALTA/ACSM Survey; Morgantown, WV
- WVU Museum; Morgantown, WV



## ALPHA RESUMES

**Bradley Casdorph, PE, PS** | Civil Engineer

### EMPLOYMENT HISTORY

2004 – Current    Alpha Associates, Incorporated  
1979-2004        Triad Engineering, Incorporated

### EDUCATION

West Virginia University  
Masters - Soil Conditions and Foundation Design; 1982  
Bachelor - Civil Engineering; 1979

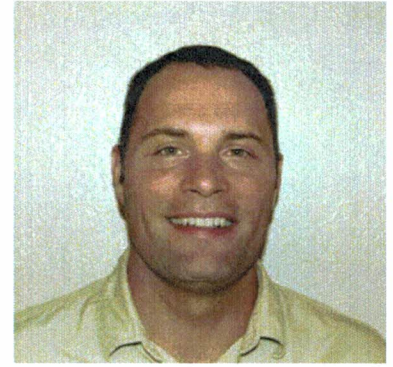
### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia  
Professional Surveyor: West Virginia  
Certified Private Pilot

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- WVSPS - Mountain Regional Chapter; President
- Aircraft Owners and Pilots Association; Member





## ALPHA RESUMES

**Matthew T. Echard, PE** | Structural Engineer, Associate

### SUMMARY

Mr. Echard joined Alpha Associates, Inc. in early 2016 with a strong belief that his clients deserve intelligent, performance-based and value-oriented solutions. Drawing on experience working across the United States, Europe, and the Middle East, Mr. Echard returned to West Virginia to provide world-class service in a historically underserved region while making positive contributions to the future growth of his home state. Mr. Echard places a large value on the collaborative work process, believing that a building's form and function are derived from many contexts. Mr. Echard's office is located in the corporate office in Morgantown, WV.

### PROFILE

Broad-based responsibilities in the following areas:

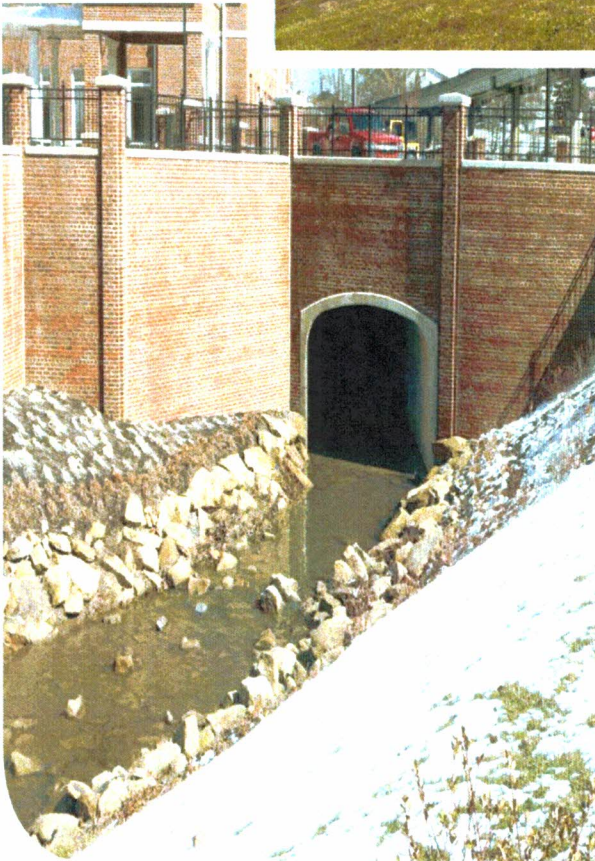
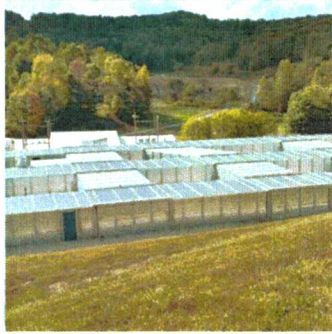
- Structural Engineering
- Structural Forensics
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Structural Engineering:

- Grant County Bank; Petersburg, WV
- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Queen Street Underpass; Martinsburg, WV
- Westover Goodwill Structural Design; Morgantown, WV
- Weyerhaeuser Roof Evaluation; Heaters, WV
- Weyerhaeuser OSB Facilities Alterations; Heaters, WV
- Weyerhaeuser Hazardous Material Transfer Encloser; Heaters, WV
- Mapletown High School Elevator; Mapletown, PA
- Knauf Insulation Melter Line Structural Supports ; Inwood, WV
- Knauf Insulation Cooling Tower & Heat Exchanger Structure & Foundations; Inwood, WV
- 57 Middleway Pike Commercial Building; Inwood, WV
- GrafTech Furnace Structural Assessment; Grafton, WV
- FedEx Distribution Facility Structural Damage Assessment; Morgantown, WV
- Los Mariachis UTC; Morgantown, WV





## ALPHA RESUMES

**Matthew T. Echard, PE** | Structural Engineer

### EMPLOYMENT HISTORY

2016-Current	Alpha Associates, Incorporated
2010-2015	Echard ingenieurBüro
2006-2009	Buro Happold Consulting Engineers
2003-2006	RISA Technologies, Inc.
2000-2003	Zaldastani Associates, Inc.

### EDUCATION

Massachusetts Institute of Technology  
 Masters - Engineering & Environmental Mechanics 2002  
 West Virginia University  
 Bachelors of Science - Civil Engineering 2000

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, California
- California OES SAP Evaluator

### AFFILIATIONS

American Concrete Institute (ACI)  
 American Institute of Steel Construction (AISC)  
 American Society of Civil Engineers (ASCE)  
 American Wood Council (AWC)

### Publications

- Echard, M. and Tonis, D. Convergent Design Methodology for Bio-Science Labs: Architectonic and Performative Structural Considerations Using the Geillinger Composite Column Solution. Proceedings of ICSEA2010 - First International Conference on Structures and Architecture Guimarães, Portugal, July 2010, Taylor & Francis.
- Echard, M. Structural Analysis and Design Within a BIM Framework. EASEC 10 - East Asia Structural Conference, Bangkok, Thailand, August 2006.

think  **Alpha** first.com

Contact

**Matthew T. Echard**

**304.296.8216**

**800.640.8216**

**matthew.echard@thinkalphafirst.com**



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### **APPENDIX**

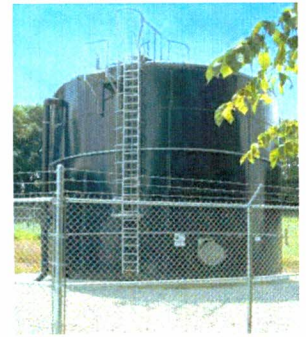
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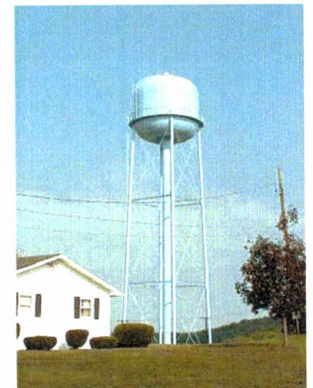
## WATER DISTRIBUTION EXPERIENCE

**Point Marion Preliminary Engineering Report** – Alpha prepared a preliminary engineering report for the replacement of approximately 25,000 LF of waterline and related appurtenances, as well as, improvements to the treatment plan and water storage tank.



**Wyoming County Preliminary Engineering Reports** – Alpha prepared a preliminary engineering report for the communities of Coal Mountain, Brenton, Marianna, Green Camp, Wyoming and Grover. The proposed treatment plants, pump stations, water tanks, and distribution system would serve approximately 380 customers. The report consisted of 79,000 LF of 2 – 8" waterline.

**Water Street Waterline Replacement** – The project included 1000 LF of 6" waterline and related appurtenances on Water Street in Point Marion. This project was funded through a Community Development Block Grant.



**Berkeley Springs Water Works** – Engineering work included a multi-phased project of improvements to the municipal water system. Contracts 1 and 2 included a 4,000 feet water main extension, renovations to the water booster station and construction of a 200,000 gallon elevated water storage tank. Contracts 3 and 4 included the construction of a 144,000 gallon water storage tank and the installation of a new altitude valve vault.



**Coolfont Ridge Storage Tank** –The project involved a booster station, 10,000 linear feet of sewer line, 28 manholes and 12,000 linear feet of waterline. Another portion of the project involved the planning, design and construction phase services for a 67,000 gallon storage tank.

### **Corporation of Harpers Ferry Analysis and Preliminary Engineering Report** –

Alpha completed an analysis of the existing Harpers Ferry Water Distribution System and Filtration Plan, and provided a preliminary engineering report. Our services included review of Federal and State water treatment regulations, review of maintenance records and condition of equipment, review of the existing water distribution system with emphasis on the proposed line replacements, and conduct follow up review of the 2009 Sanitary Survey and assess the level of compliance with the recommendations.





**National Conservation Training Center (NCTC)** – This project consisted of extending the Shepherdstown Public Water System to NCTC. The work included the installation of 15,021 LF of 12" main with related gate valves, air release valves and fire hydrants. Although this line generally followed the State highway, a substantial portion of the line was laid in private property adjacent to the road right-of-way. This required numerous easement plats through private property.



**McKee Crossing Subdivision, Phase 1**– This phase of the subdivision includes 130 residential lots. In addition to the water lines within the subdivision itself, this project requires the extension and looping of the Berkeley County PSWD lines. The total Phase 1 water system includes 6,048 LF of 12" water main, 2,791 LF of 8" water main, gate valves, air release valves, fire hydrants and connections to the existing system at two locations. This project was permitted and ready to bid in 2008.

**Morgan County Commission, Water Line Extension to the Tom Seely Furniture Factory** – This project was studied in 2003 by the County Commission to provide the factory with adequate fire protection, as well as to provide domestic water service to numerous residential and commercial customers along the route. The project would have included 7,800 LF of 8" water main, related gate valves and seven fire hydrants. It has not been constructed do to funding. The factory has since drilled a new well and constructed a water tank to provide fire protection.



**Town of Bath** – Project included a 144,000 gallon stand pipe water storage tank and a 200,000 gallon elevated storage tank. Services included site work, access road, piping, fence, and tank design.

**Quail Ridge Subdivision, Section II** – This residential subdivision is located in Jefferson County but is served water by the Berkeley County PSWD. The water system includes approximately 11,700 LF of 6" and 8" mains, related valves and 10 fire hydrants.



**City of Martinsburg, College Avenue Water Line Replacement** – This project consisted of replacing 2" and 3" water main with 6" line. A total of 3,455 LF of 6" pipe was constructed. This project was completed while maintaining service to all existing customers. New lines were laid and tested on a block by block basis and then the customers were disconnected from the old line and connected to the new line. Most of the main line connections were done under pressure.



### ALPHA EXPERIENCE

## Mon. County Wastewater Treatment Engineering Case Study

### Wastewater Treatment Plant Upgrades Monongalia County, WV

These Monongalia County projects included renovating, replacing and expanding treatment plants at numerous sites for the Monongalia Board of Education. The plants were designed to correct and meet discharge limitation. The following school sewage plants have been completed:

- Cass Elementary
- Daybrook Elementary
- Ridgedale Elementary
- Waitman Barbe Elementary
- Mason-Dixon Elementary
- Easton Elementary
- Summers Elementary
- Cool Springs Elementary

#### Project Contact:

Dr. Frank Devono  
13 South High Street  
Morgantown, WV 26501  
304-291-9210

#### At a Glance

**CLIENT:** Monongalia Co. BOE  
**LOCATION:** Monongalia County, WV  
**COMPLETION DATE:** Various  
**SIZE:** Various  
**CONSTRUCTION COST:** Various





### ALPHA EXPERIENCE

**Stonewall Jackson Resort** | On-Going

## Engineering Case Study

**Stonewall Jackson Resort**  
Roanoke, WV

Alpha Associates, Incorporated is currently working on the completion of a variety of projects for Stonewall Jackson Resort in Roanoke, WV. During the summer of 2013, Alpha completed the design of infrastructure for 25 cottages at the Resort. Work for the infrastructure included all earthwork, roadways, and utilities. The grading and roads were completed during the fall of 2012 by the Army National Guard as well as some other miscellaneous off-site grading activities that the Resort requested Alpha's services in completing with the National Guard.

Construction of the utility infrastructure was just completed in Spring 2015 which included water, sanitary, gas, power and communication lines. Alpha is also working on an evaluation and report for the existing water and waste water treatment systems at the Resort.

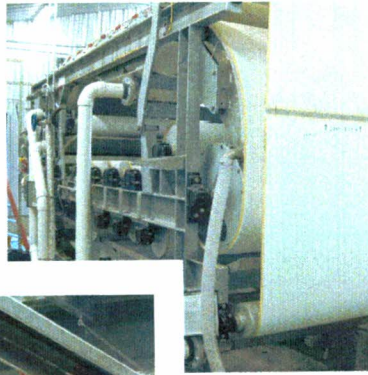
### Project Contact:

**Steve Jordan**  
WV Commercial  
305 Washington Street, West  
Charleston, WV 25302  
304-347-7500

### At a Glance

- CLIENT:** Stonewall Jackson Resort
- LOCATION:** Roanoke, WV
- COMPLETION DATE:** On-Going
- SIZE:** Multiple Projects
- CONSTRUCTION COST:** Completed by WVANG





**ALPHA EXPERIENCE**

**Harper's Ferry-Bolivar Wastewater Engineering Case Study** 2010

**Harper's Ferry- Bolivar Wastewater Harper's Ferry, WV**

This project consists of the planning and design of improvements to the wastewater treatment plant. As with all public works projects, the first step was the preparation of a facilities plan meeting all the requirements of the West Virginia Infrastructure Council. This was followed by a Priority List Application and a Funding Application. This project has been funded with a low interest loan from the WVDEP Revolving Loan Fund. It is currently under construction utilizing a 50% federal stimulus program loan waiver.

The improvements to the Wastewater Treatment Plant includes the furnishing and installation of a sludge dewatering system including a belt filter press package with specified controls, pumps, chemical feed equipment, piping and all civil structural, mechanical, electrical and control work necessary for the complete installation and startup of the system. All of the equipment and appurtenances is housed in a new pre-engineering building. Other related equipment includes a sludge pump, filtrate pumps, lime feed system, and a cake pump system.

**Project Contact:**

**Jimmy Williams**  
**Harpers Ferry – Bolivar PSD**  
P.O. Box 235  
Harpers Ferry, WV 25425  
304-535-2390

**At a Glance**

**CLIENT:** Harper's Ferry-Bolivar Public Service District  
**LOCATION:** Harper's Ferry, WV  
**COMPLETION DATE:** 2010  
**SIZE:** 300,000 gallons per day  
**CONSTRUCTION COST:** \$769,479.00







ALPHA EXPERIENCE

City of Shepherdstown

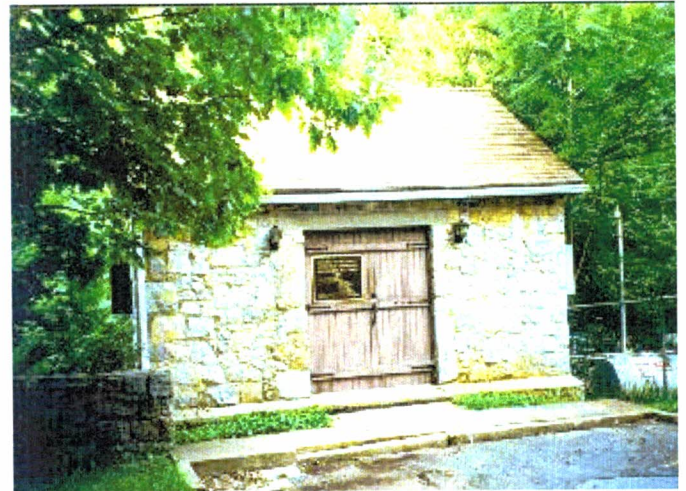
1999

## Engineering Case Study

### City of Shepherdstown

#### Shepherdstown, WV

This project involved the renovation of the main pump station, which included pumps, motors, valves and piping, master meter replacement and electronic control system. It also involved the construction of a new interceptor sewer, the majority of which runs through the campus of Shepherd College. The project was divided into several contracts, with all contracts now completed. The construction cost for the entire project was approximately \$220,000. The contracts required the pumping of the entire flow in the existing interceptor while the pump station was renovated.



#### Project Contact:

**Frank Welch**  
Director – Public Works Department  
PO Box 248  
Shepherdstown, WV 25443  
304-876-3322

#### At a Glance

**CLIENT:** City of Shepherdstown  
**LOCATION:** Shepherdstown, WV  
**COMPLETION DATE:** 1999  
**SIZE:** Multiple Projects  
**CONSTRUCTION COST:** \$220,000



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### APPENDIX

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# CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers  
having verified the person in responsible charge is registered in  
West Virginia as a professional engineer for the noted firm, hereby certifies*

**ALPHA ASSOCIATES, INC.  
C00012-00**

**Engineer in Responsible Charge: RICHARD A COLEBANK - WV PE 010346**

*has complied with section §30-13-17 of the West Virginia Code governing  
the issuance of a Certificate of Authorization. The Board hereby notifies you of its  
certification with issuance of this Certification of Authorization for the period of:*

**January 1, 2018 - December 31, 2019**

*providing for the practice of engineering services in the State of West Virginia.*

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATES OFFICE  
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION



IN TESTIMONY WHEREOF THE WEST VIRGINIA STATE BOARD OF  
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA  
UNDER ITS SEAL AND SIGNED BY THE PRESIDENT OF SAID BOARD

BOARD PRESIDENT



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion, of

Charles B. Luttrell

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby, certify that he, having submitted satisfactory evidence, of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number 14172

To Hold and use such title, in the practice, of his profession, subject to the conditions prescribed by law.

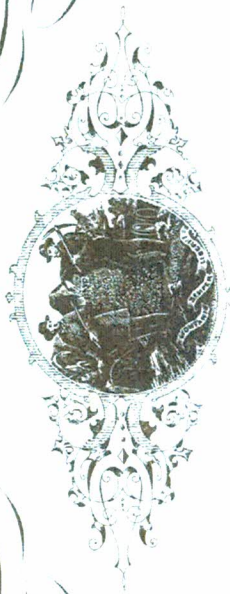


Given under the hand and the Seal of the Board, at the Capitol, in the City of Charleston, this 28th day of July, in the year of our Lord One Thousand Nine Hundred and Ninety-nine and of the State, the One Hundred Thirty-sixth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Handwritten signatures: Earl Wickley, Frank Huddy, H. W. ... and W. B. ...

# Order of the Board of Architects



No. 2693

## of West Virginia

This Certifies that Rebecca Jean Key of Baltimore in the State of Maryland having successfully passed an examination before the Board of Architects of the State of West Virginia, and being otherwise qualified, is hereby authorized to practice Architecture in all its branches in the State of West Virginia.



Witness the signatures of the President and Secretary of the Board of Architects of West Virginia and the seal of said Board, this 26th day of September 1994

W. E. G. J. President.  
W. E. G. J. Secretary.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting  
"Know Ye" That The State Board of Registration for Professional Engineers  
of the State of West Virginia, reposing special confidence in  
the Intelligence, Integrity and Discretion of

Matthew T. Echard

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT  
by law hereby certify that he having submitted  
satisfactory evidence of his ability and experience is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number 19830

To Hold and use such title in the practice of his profession,  
subject to the conditions prescribed by law.



Given under the hand of the  
Seal of the Board at the Capitol in the  
City of Charleston,  
This 17th day of August  
in the year of our Lord 2012  
and of the State  
the One Hundred Forty-Ninth

Members of the Board

James D. Tomms Jr. Richard E. Dignall  
Bhajan S. Sahja William E. Jensen



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting,

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion, of

Richard A. Colebank

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence, of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number 10346

To hold and use such title, in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston this 23rd day of Feb. in the year of our Lord One Thousand Nine Hundred and Eighty-Eight and of the State, the One Hundred Twenty-Fourth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Frank Gaddy

By: Secretary Kenneth H. Means, President Manuel P. Jackson, and another signatory Robert B. Scott



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting  
"Know Ye" That The State Board of Registration for Professional Engineers  
of the State of West Virginia, reposing special confidence in  
the Intelligence, Integrity and Discretion of

**Bradley H. Casdorph**

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT

by law hereby certify that he having submitted  
satisfactory evidence of his ability and experience is a

**REGISTERED PROFESSIONAL ENGINEER**

Registration Number 16618

"To Hold" and use such title in the practice of his profession,  
subject to the conditions prescribed by law.



Given under the hand of the  
Seal of the Board at the Capitol in the  
City of Charleston,  
This 29th day of December  
in the year of our Lord 2005  
and of the State  
the One Hundred Forty-Second

Members of the Board

Howard D. Timms, Jr. Richard E. Dlyna

Blair S. Stiles William E. Dyer





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion, of

Charles B. Branch

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence, of his ability, and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number 15056

To hold and use such title, in the practice, of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 18th day of February in the year of our Lord 2002 and of the State the One Hundred Thirty-Eighth

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

[Signature]

By Frank D. Goddy

[Signatures]



## CLIENT REFERENCES

**Ali A. Sadeghian, Roadway Division  
West Virginia Division of Highways**

State Capitol Complex  
Charleston, WV 25305  
304-558-9745

**Don Reinke  
Mon County Development Authority**

PO Box 188  
Morgantown, WV 26507  
304-296-6684

**Steve Knipe, Director of Utilities  
City of Martinsburg**

600 Baltimore Street  
Martinsburg, WV 25401  
304-264-2116

**Russ Lorince  
Formerly w/WVU Research Corporation**

616 Vista Place  
Morgantown, WV 26505  
304-293-4806

**Jimmy Williams, General Manager  
Harpers Ferry – Bolivar PSD**

P.O. Box 235  
Harpers Ferry, WV 25425  
304-535-2390

**Brad Leslie  
WV Parks and Recreation  
Division of Natural Resources**

324 4th Avenue  
South Charleston, WV 25303  
304-558-2764

*"Alpha Associates, Incorporated has been a valued business affiliate for many years and I would like to take this opportunity to express my appreciation for their outstanding service and professionalism, and the excellence in the designs of the numerous projects on which we have collaborated."*

Ken Lowe, Jr.  
Owner/President  
Ken Lowe Management Company  
Managing Partner  
Murall Limited Partnership  
Alpha Client since 1995

*"The staff at Alpha has always been responsive to our needs and expectations. It would be without any hesitation that we would recommend Alpha for an engagement at your respective organization."*

Steve Mariner  
Vice President  
Mon Health System



State of West Virginia  
 Expression of Interest  
 Architect/Engr

Procurement Folder : 581628


Document Description : Addendum No.01 A/E Tygart Lake SP Wastewater Systems Repairs

Procurement Type : Agency Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version	Phase
2019-05-15	2019-06-14 13:30:00	AEOI 0310 DNR1900000013	2	Draft

SUBMIT RESPONSES TO:	VENDOR
BID RESPONSE DIVISION OF NATURAL RESOURCES PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV 25303-1228 US	Vendor Name, Address and Telephone Alpha Associates, Inc 209 Prairie Ave. Morgantown, WV 26501 304-296-8216

**FOR INFORMATION CONTACT THE BUYER**  
 Angela W Negley  
 (304) 558-3397  
 angela.w.negley@wv.gov

Signature X  FEIN # 550516286 DATE 6/12/19

**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.

Richard A. Colebank, President & COO

(Name, Title)

(Printed Name and Title)

209 Prairie Ave, Morgantown, WV 26501

(Address)

304-296-8216/ 304-296-8245

(Phone Number) / (Fax Number)

rick.colebank@thinkalphafirst.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.

Alpha Associates, Inc

(Company)

(Authorized Signature) (Representative Name, Title)

(Printed Name and Title of Authorized Representative)

6/12/19

(Date)

304-296-8216/ 304-296-8245

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

*(Check the box next to each addendum received)*

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input checked="" 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.

Alpha Associates, Inc  
Company

  
Authorized Signature

6/12/19  
Date

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

**West Virginia Ethics Commission**  
**Disclosure of Interested Parties to Contracts**

(Required by W. Va. Code § 6D-1-2)

**Contracting Business Entity:** Alpha Associates, Inc      **Address:** 209 Prairie Ave, Morgantown, WV 26501

**Authorized Agent:** Richard A. Colebank      **Address:** \_\_\_\_\_

**Contract Number:** AEOI 0310 DNR1900000013      **Contract Description:** Tygart Lake SP Wastewater

**Governmental agency awarding contract:** West Virginia Purchasing Division      Systems Repairs

**Check here if this is a Supplemental Disclosure**

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (*attach additional pages if necessary*):

**1. Subcontractors or other entities performing work or service under the Contract**

Check here if none, otherwise list entity/individual names below.

**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

Check here if none, otherwise list entity/individual names below.

Richard Colebank, President, COO  
Richard Klein, Chairman, CEO

**3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**

Check here if none, otherwise list entity/individual names below.

Signature: 

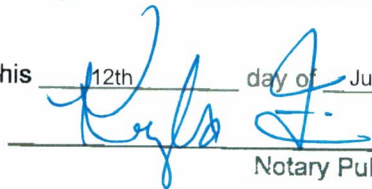
Date Signed: 6/12/19

**Notary Verification**

State of West Virginia, County of Upshur:

I, Kayla Facemire, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 12th day of June, 2019.

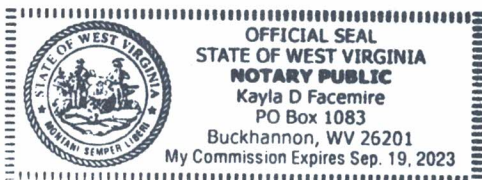
  
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_



Revised October 7, 2017

STATE OF WEST VIRGINIA  
Purchasing Division

# PURCHASING AFFIDAVIT

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

**ALL CONTRACTS:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

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

**DEFINITIONS:**

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

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

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

Authorized Signature: *[Signature]* Date: 6/12/19

State of West Virginia

County of Upshur, to-wit: \_\_\_\_\_

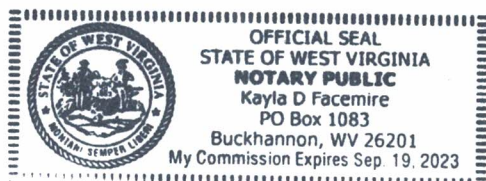
Taken, subscribed, and sworn to before me this 12 day of June, 2019.

My Commission expires September 19, 2023.

**AFFIX SEAL HERE**

**NOTARY PUBLIC** *[Signature]*

*Purchasing Affidavit (Revised 01/19/2018)*



think  **Alpha** first.com

**Corporate Office**

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