

Civil West

Engineering Services, Inc.

www.civilwest.com



Missoula, MT Office
1500 Clark Fork Lane
Missoula, MT 59801
541-290-4055

Rogue Valley Office
10558 Hwy 62, Ste. B-1
Eagle Point, OR 97524
541-326-4828

Coos Bay Office
486 'E' Street
Coos Bay, OR 97420
541-266-8601

Albany Office
937-3 Geary Street
Albany, OR 97321
541-223-5130

Newport Office
609 SW Hurbert Street
Newport, OR 97365
541-264-7040

October 26, 2015

Civil West Engineering Clients, Customers, and Friends
Oregon Region

RE: Exciting Announcements for Civil West Engineering Services, Inc.

Dear Friends:

I am pleased to announce some exciting and positive changes at Civil West. As you can see from our growing list of locations at the top of this letter, Civil West is expanding to provide better and more efficient service to our current and future clientele. This expansion has been made possible by the great leadership, management and work ethic of our team whom are dedicated to exceeding your expectations while being a positive and active part of your communities. As President of Civil West, it gives me great pleasure to announce the following organizational changes.

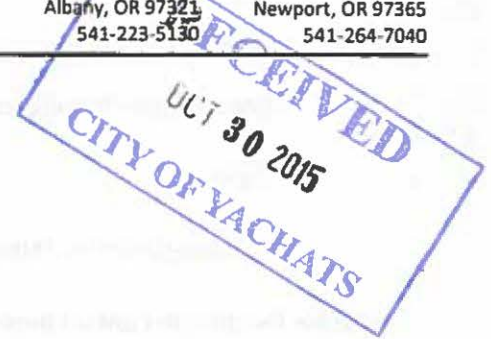
Civil West Organizational Changes

With growth and expansion comes the need to organize and structure our company to be efficient while delivering the same great service we pride ourselves on. The following summary describes the structural changes effective as of October 1, 2015. I am also attaching an organizational chart which reflects these changes.

President and CEO – Garrett Pallo: I will continue to serve as the President and CEO of Civil West Engineering Services, Inc. My responsibilities will remain the overall operation, direction and performance of the company. I will rely heavily on our managers and collaborate with them to define and remain true to our corporate values and structure. I am excited to spend time with each of our Area Managers in their offices and work directly with you, our clients, when it is most appropriate or requested.

Oregon Regional Manager – Marlin Gochnour: Many of you have come to know Marlin Gochnour who has taken over the responsibility of managing the Oregon Region of Civil West from our Coos Bay headquarters. Marlin is a very organized, intelligent, and highly capable manager and engineer. Marlin will work closely with our Area Managers to allocate resources, address technical issues, provide training and support, and generally manage the Oregon operations for Civil West.

Area Managers – To better serve you, we continue to open new offices throughout our operating regions. Each office now includes an Area Manager responsible for Civil West operations within an approximate 120-mile radius of their office. This structure will ensure that our project teams are accessible and that travel time is minimized. It will also ensure that the Civil West model of putting our people close to you, the client, is maintained. Each Area Manager is available to you at all times for your engineering needs. While you can always feel free to contact Marlin (Regional Manager) or myself (President), your Area Manager is available and ready to respond to your engineering needs.



The Area Managers at Civil West are as follows:

Coos Bay	Bill Boger
Rogue Valley (Medford)	James Parmenter
Newport	Aaron Collett
Willamette Valley (Albany)	Matt Wadlington

Please feel free to contact these fine engineers and Area Managers anytime when you need their support.

Civil West Expands into New Regions

Civil West, through its expanding relationship with Clearas Water Recovery (an innovative wastewater technology company founded in Western Montana), has expanded our footprint to include a new office in Missoula Montana as well. This new office will provide engineering support to Clearas' activities as well as pursuing municipal, industrial, and other engineering projects in this new region that will cover eastern Washington, Northern Idaho, Montana and the Dakotas. We have hired Steve Welling (MBA, PE in Civil Engineering and an expected Ph.D. in Environmental Engineering) to assist us in the development of this new location.

Further, I will be involved in the development of these new market opportunities and will be working out of the Missoula office part time. However, I will continue to be in Oregon regularly spending time in each area office to provide support to our staff there and to you, our valued clients.

Also, through our relationship with Clearas, Civil West is regularly providing wastewater engineering support to communities, industries, and agencies throughout the country, and we expect soon, in other parts of the world. The need for enhanced nutrient removal is growing and the technology and process patented by Clearas is leading the way in this important and critical new wastewater treatment movement. You can see the Clearas technology at www.clearaswater.com.

What is Coming Next for Civil West?

Civil West is a growing, expanding and proactive firm. As such, we continue to set goals and plan for continued growth and opportunities in our future. Here is a glimpse into what we see on the horizon for Civil West:

Open New Locations and Expand Offerings – We continue to seek opportunities to open new areas and expand our geographic footprint while diversifying our offering into new vertical industries including oil and gas, and pipeline engineering.

Develop an Architecture Department – Civil West has been working to acquire staff and talent in the area of architecture. Evolution into an A/E (Architecture/Engineering) firm is one of our long term goals as it will allow us to provide more in-house services and a more comprehensive offerings to our clients and to the market at large. We have recently developed the capability to provide Mechanical-Electrical-Plumbing (MEP) support to other architectural and building clients with hopes of growing this as part of our overall business plan.

Conclusion

At Civil West, we are working hard to be the best engineering firm we can be through our new structure, new markets, and the development of new opportunities and we would value your feedback as we transition into our new structure. We are 100% committed to you, our clients, and remain committed to exceeding your expectations.

If you have any questions about these exciting developments at Civil West, or if I can provide any support or service to you, please do not hesitate to contact me on my personal line at (541) 290-4055 anytime. Thank you for your continued and valued relationship. We look forward to many more years of association with you and act as a resource for your engineering needs.

Respectfully,

Civil West Engineering Services, Inc.

A handwritten signature in blue ink, appearing to read "Garrett Pallo", is written over a faint, circular blue stamp.

Garrett Pallo, PE
President