



**Expression of Interest**  
**Palestine State Fish Hatchery Building & Mussel Rearing**  
**Facility**  
**Elizabeth, WV**  
**CEOI DNR2000000006**

**April 14, 2020**



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WV PURCHASING  
DIVISION

**Department of Administration**  
**Purchasing Division**  
**2019 Washington Street East**  
**Charleston, WV 25305-0130**

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## The Miller Engineering Difference



We are very pleased to submit our response for the Palestine State Fish Hatchery Building & Mussel Rearing Facility project. We have elected to submit as prime consultant as our understanding from the Expression of Interest is that a significant portion of the scope of work is related to mechanical, electrical, and plumbing (MEP). MEI has operated in this role many times before, including several project for the state of West Virginia General Services Division and WVDNR. While MEI's project portfolio includes many building systems and pools which, MEP construction consists of the majority of our projects. We also have completed many projects tied to piping and pumping, which appears to be a significant portion of the project. We are currently working with DNR to provide project construction administration and design modification on the Ridge Fish Hatchery. Should the need arise, we intend to retain a fisheries expert in the area of mussels in consultation with DNR. While a little unusual, it affords a way to ensure that if such a consultant is required, the best fit for the project can be utilized.

We're not your typical MEP firm; we ensure our designs meet very specific, time-tested criteria, including but not limited to being constructible, operable and maintainable. We want to set up our clients to be self-sufficient, but we work to be available every step of the way. Most every project we do has a particular set of standards which we must apply, and this is no exception. We see our diversity of previous work as an advantage as we do not use "cookie cutter" design or presume we have all the answers when we start.

Our hands-on staff takes great pride in their construction and operations backgrounds, which help us visualize the project as it would be built instead of just lines on paper. We don't sit clients down and lecture to them about what they're going to get; we listen to them so we can strive to deliver exactly what they want and need. It costs too much time and money (for both our clients and us) to not deliver exceptional service every single time, and we work tirelessly to keep projects on time and on budget. We're proud to say that our change order percentage over the last 8 years is less than 0.1%, and that's not just a statistic; it's a proclamation of our commitment and determination to make sure things are done right the first time, every time.

Miller Engineering has completed several successful projects for the State of West Virginia and WVDNR in recent years. Recent WVDNR projects include WV Wildlife Center Emergency Electrical Repairs, WVDNR District 2 Necropsy Lab, and the Berkeley Springs State Park Old Roman Bathhouse. As this project will be heavily tied to piping and pump power, we believe our experience with piping renovations to WV State Building 25 and Pipestem State Park McKeever Lodge, along with many pool systems, qualifies MEI to perform this project. To provide architectural support, we have brought along Montum Architecture. MEI and Montum have partnered on several WVDNR projects including the aforementioned Necropsy Lab and Old Roman Bathhouse projects among others.

We encourage you to contact any of our references to gauge our level of commitment, not only through design but continuing through construction administration, and beyond the warranty period.

I would like to personally thank you for affording Miller Engineering the opportunity to propose on the Palestine State Hatchery Building and Mussel Rearing Facility project and we look forward to the chance to discuss the project in an interview.

Best Regards and Good Luck on the Project,



Craig Miller, PE  
President/Owner  
Miller Engineering, Inc.



## TAB 1 –FIRM QUALIFICATIONS





## Firm Profile

*MILLER ENGINEERING is a solely held (S) corporation owned by Craig Miller PE, President. The corporation maintains a Certificate of Authority with the WV State PE Board and has carried professional liability insurance since its inception. Neither the firm nor its professional engineers have ever faced disciplinary action in any form from the states in which they are registered.*

*Our engineered solutions involve a detailed assessment process: investigation, observation, communication with stakeholders, system analysis, building modeling and engagement from our entire team. We approach each and every project with this process and the guiding principle that buildings are designed to be livable and function in their intended purpose.*

*Over the past 17 years Miller Engineering, Inc. (MEI) has engineered solutions for over \$23.2M in MEP system upgrades, repairs and renovations for projects of all scopes and sizes, with clients ranging from private owners to local and state governments. With a strict attention to detail and commitment to delivering a job done well and done right the first time, every time, **MEI has accumulated a change order percentage of less than 0.1% over the past 8 years.***

*Our team has unique skill-sets regarding engineered renovation solutions. Each member of the team has hands-on mechanical system experience including installation, construction, design and maintenance.*

*Miller Engineering takes pride in being **different by design**, and that difference shines through in all phases of our work and continued relationships with our clients.*

- Experienced and Licensed Professional Engineers
- Quality, Value-Engineered Project Delivery
- Qualified Construction Representative on Staff
  - LEED-AP Certified
- Below Industry Change Order Status
- Building Information Modeling
- Emergency Facility Response



## Engineering Design and Consultation

- Mechanical
- Electrical
- Plumbing
- HVAC Design
- Renovation
- New Construction
- Building Information Modeling

### Aquatic Facility Design

- Public Pools & Areas
- ADA Compliance
- Indoor & Outdoor (air flow)
- Chlorination/Filtration

### Construction Administration

- Maintenance/Facility Improvement Plans
- Contract Administration
- Code Observation

### Communication System

- Intercomm & Public Address
- Voice/Data/CATV
- Urgent Response

### Energy

- Power Supply (main & backup)
- Green & Renewable Consulting
- Systems Utilization & Upgrades
- Sustainable Solutions

### Facility Utilization

- Systems Assessment & Solutions
- Adaptive Re-use
- Planning/Life-Cycle Control
- Engineered Replacement

### Life Safety Inspection/Design

- Fire Protection & Alarm Systems
- Access Control
- Fire & Electrical Investigation

### Industry Experience

- Education
- Local & State Government
- Commercial Development
- Healthcare





**B. Craig Miller, PE**

Craig founded Miller Engineering in 2003, and serves as President and Principal Engineer. He has more than 20 years experience in design, specification, operations and project management. During his employment with WVU, Craig was directly involved with approximately \$130 million in new capital construction. His experience with a wide range of projects including HVAC, electrical, plumbing, infrastructure upgrades, building automation, energy efficiency and maintenance/renovation, among others, allows him to serve in multiple capacities within a given project. Craig will serve as the “Relationship

Manager” for Miller Engineering as the main communication interface between the Owner, the design team, contractors and end users.

**Project Role: Relationship Manager – Primary Point of Contact**

- Engineer in Responsible Charge
- Design and Project Management of Mechanical, Electrical, Plumbing Projects
- Concept and Construction Design
- Business Operations and Financial Management Oversight
- Quality Assurance and Control

**Professional Project Highlights**

- Morgantown High School Area 4 HVAC Renovations
- WVU Life Sciences Building and Student Recreation Center – Owner’s Engineer
- Hawks Nest/Twin Falls HVAC
- Mapletown High School HVAC Replacement Phase I & II
- Advanced Surgical Hospital
- Pipestem McKeever Lodge HVAC Piping Replacement
- Beech Fork State Park – MEP New Construction Design
- Cheat Lake Elementary & Middle School Renovations

**Professional History**

2003- Present	Miller Engineering, Inc.	President, Relationship Manager
2002-2003	Casto Technical Services	Existing Building Services Staff Engineer
2001-2002	Uniontown Hospital	Supervisor of Engineering
1995-2001	West Virginia University	Staff Engineer
1990-1995	BOPARC	Caretaker – Krepps Park
1983-1988	University of Charleston	Electrician/HVAC Mechanic

**Education**

1995	West Virginia University	BS- Mechanical Engineering
1988	University of Charleston	BA- Mass Communications

**Licenses and Certifications**

- Professional Engineer (West Virginia, Pennsylvania, Maryland, and Ohio)
- Licensed Master Plumber
- LEED-AP Certified



**Travis Taylor, PE**

Experience in project management facilitates Travis’s ability to create and design constructible projects. Prior to joining the Miller Engineering team he was directly **responsible** for managing \$10 million in electrical construction budgets. His experiences encompass both new construction and renovation. Travis maintains professional competencies by attending seminars and continuing education classes. These include local ASHRAE classes in addition to classes on electrical systems, and also steam systems through Shippenburg Pump Company. As lead engineer he provides HVAC, mechanical, plumbing, and electrical design solutions and services for our clients. In addition, he is part of our team’s complete assessment process in both planning and MEP design through construction administration.

**Project Role: Lead MEP Engineer**

- *Design of Mechanical, Electrical, and Plumbing Systems*
- *Building Information Modeling - Revit*
- *Constructible Materials Evaluation*
- *Site Evaluation and Mechanical System Review*
- *Submittal and RFP Review*
- *RFI Coordination, Review, and Response*
- *Construction Observation*

**Professional Project Highlights**

- Blackwater Falls Lodge Boiler Replacement
- MTEC Welding Shop
- Camp Dawson FMS4 Fire Protection
- WV State Building 22 2nd Floor Renovations
- WV State Building 25 HVAC Piping Replacement
- Morgantown High School Area 4 HVAC Renovation
- Bobtown Elementary School HVAC Upgrades
- Holly River State Park Primary Electric Service Replacements Phase I & II
- Pipestem Lodge McKeever Lodge HVAC Piping Replacement

**Professional History**

2011-Present	Miller Engineering, Inc.	Staff Engineer
2006-2011	Tri-County Electric, Co.	Project Manager
2006-2006	Schlumberger	Field Engineer Trainee - MWD

**Education**

2006 West Virginia University, BS – Mechanical Engineering

**Licenses and Certifications**

- Professional Engineer - State of West Virginia
- OSHA 10-hour Course: Construction Safety & Health





## **Joseph Machnik**

Joe has experience with AutoCAD, MEP and Revit MEP. He provides design modeling, drafting and supervised design services and construction support for Miller Engineering.

### **Project Role: MEP Designer**

- *Revit/CADD Coordination of New Construction and Renovation Designs*
- *Building Information Modeling Specialist*

### **Professional Project Highlights**

- Bobtown Elementary HVAC
- WV State Building 25 HVAC Piping Replacement
- Blackwater Falls Boiler Replacement
- Suncrest Middle Gym HVAC
- North Elementary Gym HVAC
- Graftek Steam Systems Evaluations and Modifications
- WV State Building 25 HVAC Piping
- Pipestem Lodge HVAC Piping Replacement
- Westwood Middle Cooling Tower

### **Professional History**

2010 – Present Miller Engineering, Inc. MEP Designer

### **Education**

2008 Penn State – Fayette, AS - Building Engineering Systems Technology: *Building Environmental Systems Technology*

2007 Penn State – Fayette, AS - Building Engineering Systems Technology: *Architectural Engineering Technology*

### **Additional Training**

2016 – Shippenburg Pump Company – Steam Systems Training



## **Eyad Alhalabi**

Eyad joined Miller Engineering in June 2019. A recent graduate of West Virginia University, he has been eager to learn the means and methods of MEP consulting. Eyad assists the MEP design team with design calculations and is rapidly learning design software such as Autodesk REVIT. He is also learning construction administrations along with building codes and standards. Eyad is currently preparing to take the Fundamentals of Engineering exam.

### **Project Role: Junior Engineer**

- *Design Calculations*
- *Drafting of MEP Systems*
- *Assist with Construction Administration*

### **Professional Project Highlights**

- Morgantown ALC
- WVDA Ripley Warehouse Electrical Upgrades
- Huntington 8th & 10th Street Pump Stations
- Huntington Floodwall Pump Station Automation

### **Professional History**

2019- Present                      Miller Engineering, Inc.      Junior Engineer

### **Education**

2019      West Virginia University, BS - Mechanical Engineering

### **Licenses and Certifications**

- ASHRAE Student Member



### **Montum Architecture**

Montum Architecture, LLC was founded in 2017 to provide architectural design services to clients in West Virginia and western Maryland. Staff includes one licensed architect performing all tasks and duties. This ensures the utmost coordination of building plans and specifications with minimal potential for miscommunication.

#### Legal Organization

Montum Architecture is a Limited Liability Corporation initially filed in the State of West Virginia. The company is also registered in the State of Maryland as a foreign LCC.

#### Communication

Tom Pritts will be the primary point of contact for Montum's architectural services. Montum will manage communications with sub-consultants on this project.

#### Project Budget

Previous work experience has shown a consistent +/-2% bid-to-budget ratio.

#### Project Schedule

Montum will monitor and adjust the design tasks in order to complete the design work on the established timetables. They will also work diligently during project construction to maintain the contractual constraints placed as part of the contractor's bid.

#### Design Software

Montum utilizes Autodesk Revit for all design projects incorporating three-dimensional modeling and parametric reporting.



**Thomas Pritts, AIA, LEED-AP, CSI-CCS**

Tom founded Montum Architecture in 2017. He has more than 15 years experience in design, specification, and project management. During his former employment, Tom has designed and managed dozens of built projects. His experience encompasses a wide range of projects including K-12 and higher education facilities, financial Institutions, emergency services buildings, and automotive dealerships. A native of Mineral County, Tom is member of the West Virginia Chapter of American Institute of Architects and was involved in the establishment of the US Green Building Council’s West Virginia chapter. He is highly skilled in the design of complex building systems, technical construction detailing and specifying, and construction contract administration. These skills were critical in the development and maintaining of many multi-year, multi-project relationships with Clients in his previous employment.

**Project Role: Relationship Manager – Primary Point of Contact**

- Principal in Charge
- Design and Project Management
- Concept and Construction Design
- Quality Assurance and Control

**Professional History**

2017- Present	Montum Architecture	Architect
2004-2017	Alpha Associates	Associate and Architect
2003	Marshall Craft Associates	Architectural Intern

**Education**

2004	Virginia Tech	Bachelors of Architecture
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**Licenses and Certifications**

- Licensed Architect (West Virginia, Maryland)
- NCARB Certificate
- Construction Specifier Institute – Certified Construction Specifier
- LEED-AP Certified
- Part 107 Remote Pilot
- 30-hour OSHA Card

**Associations and Memberships**

- American Institute of Architects
- Mineral County Chamber of Commerce – 1<sup>st</sup> Vice President

**Professional Project Highlights**

- Potomac State College – Bachelor of Nursing Renovation
- Wyoming East High School HVAC Renovation – Wyoming County Schools, WV
- Mountainview and MTEC HVAC Renovation – Monongalia County Schools, WV
- Berkeley Springs State Park – Pool Bathhouse Roof Replacement
- Berkeley Springs State Park – Old Roman Bath Renovation
- Blackwater Falls State Park – Boiler Room Renovation
- Our Lady of the Mountains Parish – Bathroom Renovation
- Mountain View Assembly of God – Rec Hall Ceiling Design

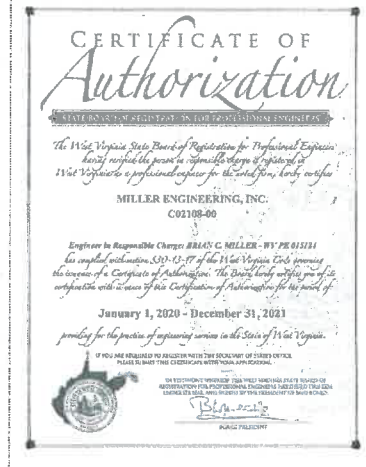
**Professional Project Highlights (former employment built projects)**

# Montum



- Potomac State College – ADA Connector Building, Church-McKee Plaza, Shipper Library Façade
- WVU Engineering Sciences Building – East Wing Addition, 10<sup>th</sup> Floor Fit-Out, Basement Renovation
- WVU Engineering Research Building – G07 & G08 Renovation
- WVU Equine Education Center
- WVU College of Physical Activities and Sports Sciences/ Student Health Center
- WVU Center for Alternative Fuel Engines and Emissions
- WVU Colson Hall Water Infiltration Repairs
- WVU Mountainlair Water Infiltration Repairs
- WVU Chemistry Research Laboratories Fit-Out
- WVU Creative Arts Center Wheelchair Lift
- Alderson Broaddus University – Pyles Arena Deck Replacement
- Glenville State College – Morris Stadium Skybox
- Washington High School, Jefferson County Schools, WV
- Pineville Elementary School, Wyoming County Schools, WV
- Huff Consolidated School, Wyoming County Schools, WV
- Aurora School Addition, Preston County Schools, WV
- Riverview High Field House Design-Build, McDowell County Schools, WV
- Safe School Entries, Monongalia County Schools, WV
- Morgantown High Elevator, Monongalia County Schools, WV
- 2010 Comprehensive Education Facilities Plan- Monongalia County Schools, Wyoming County Schools
- Clear Mountain Bank Branches, Oakland, MD - Reedsville, WV - Kroger-Sabraton, WV
- Grant County Bank, Petersburg, WV
- Fairmont Federal Credit Union, Bridgeport, WV
- Freedom Ford, Kia, and Volkswagen Automotive Dealerships, Morgantown and Clarksburg, WV
- Jenkins Subaru Addition, Bridgeport, WV
- Elkins Fordland Renovation - Elkins Chrysler Dealership, Elkins, WV
- Harry Green Nissan Design-Build, Clarksburg, WV
- Cool Green Automotive Addition and Renovation, Shepherdstown, WV
- Veteran's Affairs – OI&T Office Fit-Out, Shepherdstown, WV
- OPM, Eastern Management Development Center Addition, Shepherdstown, WV
- National Energy Technology Laboratory – Building B-8 Roof Replacement, Morgantown, WV
- US Coast Guard – Conference Room Renovation, Martinsburg, WV
- Eastern Panhandle Transit Authority Addition, Martinsburg, WV
- Cacapon State Park – Old Inn HVAC and Interior Renovation
- WV National Guard - Armory Office Fit-out, Parkersburg, WV
- South Berkeley Fire Station, Inwood, WV
- Jefferson County Emergency Services Agency – New Headquarters
- Berkeley County Ambulance Authority – South Station Renovation and Addition
- Poolhouse Renovation, McMechen, WV
- Community Center, Ridgeley, WV
- Wastewater Treatment Plant Renovations, Martinsburg, WV
- Public Works Building, Fairmont, WV
- Oatesdale Park Little League Fields, Martinsburg, WV
- St. Luke Canopy Replacement, Morgantown, WV
- Freshwater Institute – Aquaculture Building, Shepherdstown, WV
- Clarion Hotel Renovation, Shepherdstown, WV
- Shenandoah Village Apartments – Façade and Deck Replacement, Martinsburg, WV
- Regional Eye Associates/ Surgical Eye Center, Morgantown, WV
- Bavarian Inn – Infinity Pool/ Pool Bar, Shepherdstown, WV

# Staff – Proposed Staffing Plan



West Virginia State Board of Registration  
 for Professional Engineers  
**BRIAN C. MILLER**  
 WY [REDACTED]  
 This is to certify that the above named PROFESSIONAL ENGINEER has met the  
 requirements of the law, to duly registered and is entitled to practice engineering  
 in the State of West Virginia.  
**EXPIRES December 31, 2020**

West Virginia State Board of Registration  
 for Professional Engineers  
**TRAVIS W. TAYLOR**  
 WY [REDACTED]  
 This is to certify that the above named PROFESSIONAL ENGINEER has met the  
 requirements of the law, to duly registered and is entitled to practice engineering  
 in the State of West Virginia.  
**EXPIRES December 31, 2020**







## TAB 2 – PROJECT ORGANIZATON



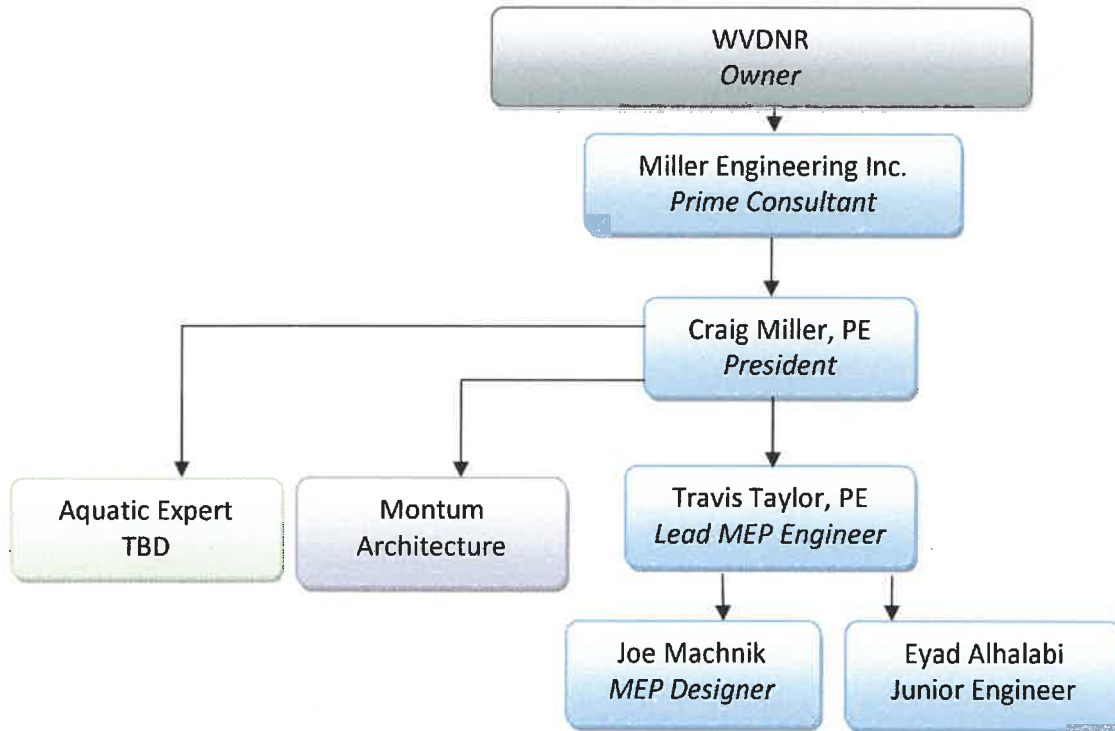
**MILLER ENGINEERING**

<u>Craig Miller, PE</u>	President, Principal in Charge
<u>Travis Taylor, PE</u>	Lead MEP Engineer
<u>Joseph Machnik</u>	Designer / BIM Coordinator
<u>Eyad Alhalabi</u>	Junior Engineer

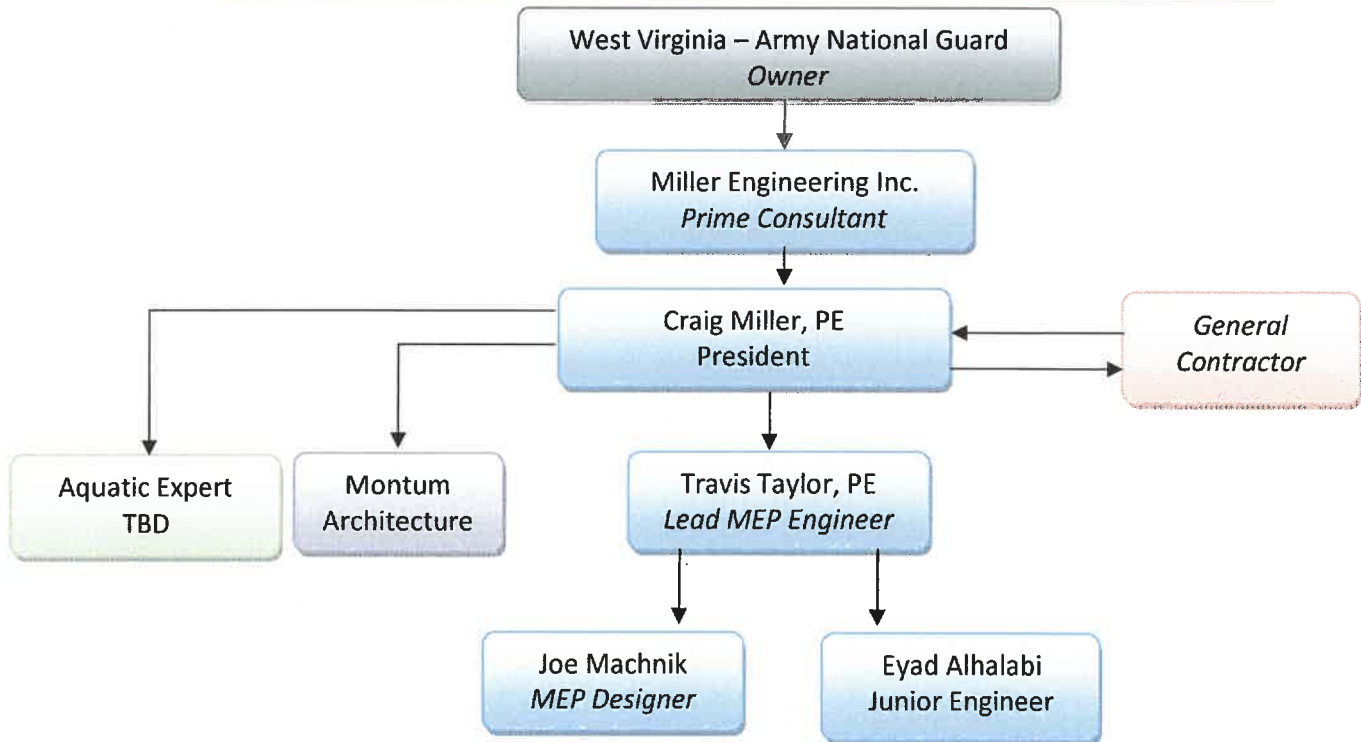
**MONTUM ARCHITECTURE**

<u>Tom Pritts, AIA</u>	Architect, Owner
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# Organization Chart -Design



# Organization Chart – Construction





## Descriptions of Past Projects Completed – HVAC Piping

### Pipestem McKeever Lodge

Pipestem, WV

#### Services Provided:

- HVAC
- Plumbing
- Electrical
- Accommodation of Existing Systems

**Estimated Budget: \$1.7M**

**Facility Area: 63,000 ft<sup>2</sup>**

**Owner: West Virginia Division of Natural Resources**



The original HVAC piping at McKeever Lodge had exceeded its lifespan and had been suffering from corrosion leading to multiple leaks, including one causing an electrical service outage. Miller Engineering was hired to investigate the existing piping, discovering all of the some 4,000 linear feet of piping required replacement. As this lodge is regularly occupied for larger conferences, the project had to be phased to minimize the amount of guest rooms taken out of service at one time. MEI also designed provisions to interconnect the lodge's two separate boiler/chiller plants so one plant could operate the entire lodge at a partial capacity while the other plant was replaced and re-piped. This interconnect also allows the lodge to operate in the event of a boiler or chiller outage.

Power was provided to new equipment, and motor control centers were added to control the building loop pumps. A new building controls system was installed to allow the plants to run at optimum efficiency while meeting the lodges heating and cooling needs.

Project Contact:  
*Carolyn Mansberger, Project Manager*  
State Parks Section  
(304) 558-2764



## Project Experience: HVAC Upgrade

### West Virginia State Building 25

Parkersburg, WV

#### Services Provided:

- Mechanical Piping
- Electric
- Construction Administration

**Estimated Budget: \$843k**

**Facility Area: 58,500 ft<sup>2</sup>**

**Owner: State of West Virginia –  
General Services Division**



The PVC piping system at Building 25 had a history of leaking, along with smaller piping sagging over time and breaking, prompting the owner to replace the entire system. The building was a logistic challenge to design due to offset multi-level mezzanines, resulting in low deck-to-deck heights in the lower levels. A new, rolled-groove piping system was installed, including a new cooling tower and supporting structure, and connected to the original boilers. To eliminate the problems associated with manganese, which forms solids and clogs piping, the system was converted from water to propylene glycol with the flow rates adjusted to accommodate the change. The water source heat pumps which serve the building were flushed and cleaned to prevent contamination of the new water. MEI designed a phased approach to accomplish the piping, which was adjusted in consultation with the owner and contractor during construction to minimize the impact on the building occupants, who remained in the building during the entire construction period. MEI worked on an almost daily basis with the contractor to accomplish the re-piping of the building, providing support and real-time answers to questions and to work around challenges.

#### Project Contact:

*David Parsons, Operations and  
Maintenance Manager  
State Capitol, Room E-119  
(304) 957-7122*

## Descriptions of Past Projects Completed – Electrical

### **WV Wildlife Center Electrical Emergency Repairs**

French Creek, WV

#### **Services Provided:**

- Backup Power
- Electrical

**Electrical Budget: \$300K**

**Owner: WV DNR**



Project Contact:  
*Brad Leslie, PE*  
WV DNR  
(304) 558-2764

MEI was called to the WV Wildlife Center in French Creek over some concerns related to grounding & bonding. Upon evaluation, it was determined there were many deficiencies in the electrical distribution system which serves many of the animal enclosures. MEI quickly designed a new replacement distribution system consisting of mini-power centers located at each enclosure to power fence energizers, water heaters, and convenience receptacles. MEI designed the distribution so each enclosure is on its own circuit, so a disruption of one enclosure does not affect the others. Power to the enclosures are a security priority to both the animals and guests. A generator will serve to allow the power to enclosures to remain active while the new service entrance equipment is being installed. After completion, the generator will serve as backup power to the enclosures. The project is currently being constructed and anticipated to be completed in June 2019.

## Descriptions of Past Projects Completed – Misc. Upgrades

### **Blackwater Falls State Park Lodge Upgrades**

Davis, WV

#### **Services Provided:**

- General Trades
- Plumbing
- Electrical
- Mechanical
- Pool

**Estimated Budget: \$1.1 Mil**

**Facility Area: 46,000 ft<sup>2</sup>**

**Owner: West Virginia Division of  
Natural Resources**



MEI has performed several projects at the Blackwater Falls State Park Lodge that cover many trades. Miller Engineering designed new HVAC systems for the dining room and make up unit for the Kitchen. The units were installed in a manner to not interfere with views of the park. The second floor plumbing piping was upgraded and routed out of the attic for freeze protection. The bathrooms were re-connected with new GFCI receptacles to eliminate nuisance tripping. New panel boards, hallway lighting, and hallway ceilings were installed as well. A MEI project which was just completed is the replacement and re-piping of the hot tub. The existing spa was leaking and had maintenance issues. A new hot tub was installed along with tiling. A new chemical and pump room was installed as well. Miller Engineering was recently contracted to design the replacement of the existing boiler system and convert them from steam to hot water. The project is currently in the final phases of construction.

#### **Project Contact:**

*Bradley S. Leslie, PE, Assistant Chief  
State Parks Section  
Phone: (304) 558-2764 ext. 51826*

## Descriptions of Past Projects Completed – MEP

### WVDNR District 2

### Necropsy Lab

Romney, WV

#### Services Provided:

- Mechanical
- Electrical
- Plumbing

**Contract Amount: \$200k**

**Facility Area: 500 ft<sup>2</sup>**

**Owner: West Virginia Division of  
Natural Resources**



MEI partnered with Montum Architecture to provide engineering support related to HVAC, electric, and plumbing for a new necropsy lab located at the District 2 headquarters. The lab was a pre-fabricated building consisting of a walk in cooling area for performing necropsies along with a freezer section for keeping specimens. While the building had devices pre-plumbed and pre-wired, MEI worked with Montum to lay out the requirements of the lab. MEI designed tie-ins from the D2 headquarters to the lab for domestic water and electric. A manual transfer switch was installed for a future portable generator. A fuel fired make-up air unit was installed which operates while necropsies are being performed to provide fresh air. A strainer basket was installed on the sanitary line prior to connecting to the sewer utility to intercept solids and prevent clogs. The project is completed and allows the staff at District 2 to perform required necropsies.

Project Contact:  
*Bradley S. Leslie, PE, Chief*  
*State Parks Section*  
*Phone: (304) 558-2764 ext. 51826*



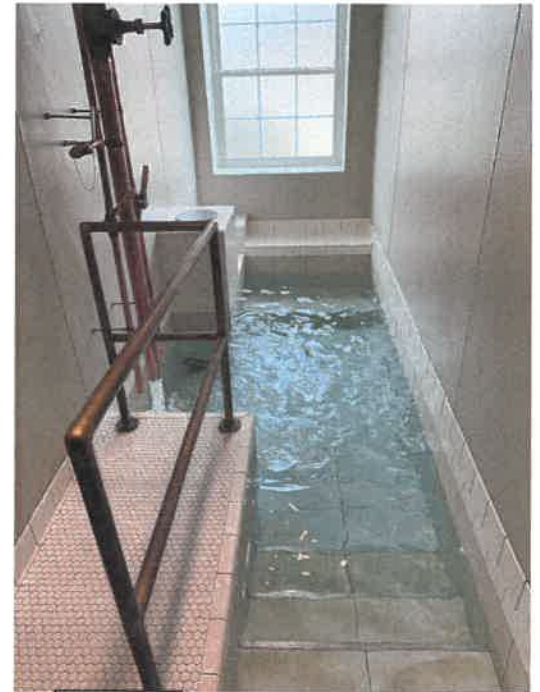
# BERKELEY SPRINGS STATE PARK

## OLD ROMAN BATHHOUSE

### RENOVATIONS



Before



After

West Virginia Division of Natural Resources contracted Montum Architecture to design repairs and improvements to the Old Roman Bathhouse at Berkeley Springs State Park. The structure was built in 1815 with various changes and updates since then. Work includes repairs to the tub structure and plumbing, replacement of the boiler, floor tile replacement, and other updates to fit and finish.



COMPLETION: SPRING 2020

COST: \$782,800

SIZE: 2,500 SF RENOVATED

LOCATION: BERKELEY SPRINGS, WV

CONTACT:  
Carolyn Mansberger  
DNR Project Manager  
304-558-2764

*Montum* Architecture, LLC

37 ER Path, Keyser, WV 26726 • 304-276-7151 • tom@montumarch.com • montumarch.com

## Budget and Timeline History

Project Name	Project Type	Budget	Cost	Notes
Bluestone State Park	Pool Replacement	\$1,000,000	\$935,600	On budget
West Virginia State	HVAC Piping Renovation	\$650,000	\$533,400	On budget
Canaan Valley Resort	Emergency Electrical Repairs	\$225,000	\$129,829	On budget
Holly Grove Manor	Renovation	\$885,000	N/A	On hold
Mapletown Jr/Sr High School	HVAC Renovation	\$1,050,000	\$1,105,900	5.19% over budget
Pipestem – McKeever Lodge	HVAC Piping Replacement	\$1,600,000	\$1,776,000	10.43% over budget
Tygart Lake State Park	Beach and Bathhouse	\$750,000	\$695,000	On budget



**= Delivered on budget/on time**



## Budget and Timeline History

Project Name	Project Type	Contract Length	Contract Delivery	Notes
Blackwater Falls State Park	Boiler Replacement	120 days	180 days*	*Extended 60 days due to equipment delivery issues
Bluestone State Park	Pool Replacement	180 days	180 days	Delivered on time
Canaan Valley Resort	Construction Administration	3.5 years	3.5 years	Long-term project with varying facets – no direct schedule
Twin Falls/Hawks Nest Lodge	HVAC Renovation	90 days	90 days*	*Expedited delivery
Mapletown Jr/Sr High School	Boiler/ HVAC Renovation	180 days	180 days	Delivered on time
Pipestem – McKeever Lodge	HVAC Piping Replacement	365 days	365 days	Delivered on time
Tygart Lake State Park	Beach and Bathhouse	270 days	270 days	Delivered on time

*What our satisfied customers have to say...*

“Hard working, do-whatever-it-takes, diligent team that provides excellent customer service is what you can expect from Miller Engineering.”

*--Chris Halterman, Dominion Post, Morgantown*

“As a design/build team, working with Miller Engineering, our project involving a private surgical hospital together was a success – completed ahead of schedule and on budget. Miller worked with us throughout the project to consult, engineer and inspect the mechanical systems. Craig Miller, PE and his staff are working with us again, and are very important members of our design/build team. I highly recommend their services.

*--Richard J. Briggs*

<p><b>Brad Leslie, PE</b>  <i>Assistant Chief</i>  <i>WV Division of Natural Resources</i>  <i>State Parks Section</i>  <i>324 4<sup>th</sup> Avenue</i>  <i>South Charleston, WV 25303</i>  <b>(304) 289-7663</b>  <a href="mailto:Bradley.S.Leslie@wv.gov">Bradley.S.Leslie@wv.gov</a></p>	<p><b>Paul Braham</b>  <i>Associate Director of Maintenance &amp; Engineering</i>  <i>Mylan Pharmaceuticals</i>  <i>781 Chestnut Ridge Road</i>  <i>Morgantown, WV 256505</i>  <b>412-519-9846</b>  <b>304-554-5626</b>  <a href="mailto:Paul.Braham@mylan.com">Paul.Braham@mylan.com</a></p>	<p><b>Gregory L. Melton</b>  <i>Director</i>  <i>WV General Services Div.</i>  <i>401 California Ave.</i>  <i>Building 4, 5th Floor</i>  <i>Charleston, WV 25305</i>  <b>(304) 558-1808</b>  <b>304-965-1219</b>  <a href="mailto:Gregory.L.Melton@wv.gov">Gregory.L.Melton@wv.gov</a></p>
<p><b>Bob Ashcraft</b>  <i>Safety and Ancillary Projects</i>  <i>Monongalia County Schools</i>  <i>533 East Brockway Street</i>  <i>Morgantown, WV 26501</i>  <b>(304) 276-0152</b>  <a href="mailto:rbashcraft@access.k12.wv.us">rbashcraft@access.k12.wv.us</a></p>	<p><b>Dave Parsons</b>  <i>Energy Program Manager</i>  <i>WV General Services</i>  <i>112 California Avenue</i>  <i>Building 4, 5th Floor</i>  <i>Charleston, WV 25305</i>  <b>(304) 957-7122</b>  <a href="mailto:David.K.Parsons@wv.gov">David.K.Parsons@wv.gov</a></p>	<p><b>Richard J. Briggs</b>  <i>Vice President</i>  <i>Lutz Briggs Schultz &amp; Assoc. Inc.</i>  <i>239 Country Club Drive</i>  <i>Ellwood City, PA 16117-5007</i>  <b>(724) 651-4406</b>  <a href="mailto:lbsa@zoominternet.net">lbsa@zoominternet.net</a></p>

*From Jonathan Miller, Mechanical Project Manager, Nitro Mechanical:*

“Miller Engineering is not your average engineering company; they work with the owner AND the contractor to solve all issues that arise throughout the project to make the process as fluid as possible”



## TAB 4 – METHODOLOGY & APPROACH



# Project Methodology & Approach

## Evaluation

Miller Engineering will begin the design process by reviewing all existing documentation regarding the Palestine State Hatchery. This includes construction documents, submittals, and as-built drawings. MEI will use this as the basis to perform a complete site evaluation of the facility and document the building systems as currently constructed and compare to the original design documents. The existing site utilities will be evaluated to determine available capacities. Montum will assist with evaluating any facilities for compliance with all applicable construction codes. MEI will incorporate these reviews to construct a building information model (BIM) of the hatchery and systems using Autodesk REVIT. We envision this process being very interactive with the DNR Hatcheries Staff to fully understand the needs to implement an effective, healthy mussel hatching and rearing facility.

## Schematic

Once the initial site evaluation is complete. MEI will meet with the owner's staff to determine the needs and requirements of the hatchery in regards to operation. Input from DNR staff related to operations, government and regulatory requirements will be incorporated as well to create an initial schematic design. MEI believes in meeting with all stakeholders to get early input and comments regarding the direction of the design. An initial estimate will be created using material takeoffs and quotes. The estimates will be shared early and often with the owner.

## Design Development

MEI will take input from the owners based upon review of initial progress sets, MEI will not wait until the next progress set to speak with the stakeholders if questions arise. Our philosophy is that the sooner issues are brought forward and addressed, the less they cost the project in time and money. The estimate will also be updated regularly as MEI treats the estimate as a "living document." Any changes or inputs from the owner, as well as other changes made during proceeding with design development, will be reflected in the estimate. MEI believes in giving the owner the information necessary, including budgetary effects, to make informed decisions regarding the design. Any additional progress sets will reflect the outcomes of the formal and informal discussions with the owners.

## Construction Documents

The construction documents will be completed using both the results of the progress set reviews and internal peer review. MEI understands that while working on a project, engineers and designers can get "tunnel vision", meaning they see what they want to see reflected in the documents. All drawings and specifications issued by Miller Engineering go through a three step peer review internally to ensure the intent of the document is clearly transmitted. The final 100% construction document set will be issued to the owner for bidding, along with our best estimate of probable cost.

### Bidding

During bidding, Miller Engineering will assist the owner to successfully procure bids for the Palestine State Hatchery and Mussel Rearing Facility. MEI will be present during the pre-bid meeting to discuss the technical scope of work for the project. Any technical questions from contractors or vendors to the owner during bidding will be answered by MEI. MEI will provide addendum documents as needed. MEI will also assist in reviewing bids and making recommendations to the owner. We have completed many projects through WV State Purchasing, and understand the requirements to successfully bid a project with the state of West Virginia.

### Construction Administration

After bids are received and the contract awarded, MEI is not a firm that disappears until the final punch list. MEI will provide thorough construction administration (CA) services as agreed upon with the owner. We will be present for a construction kick-off meeting to make sure the project gets off on the right foot. MEI believes in being present at construction progress meetings and making informal site visits to keep the project on track. Our background in construction and operations allows us to understand the sequencing of construction in the field to better aid the contractors when questions arise.

One of MEI's main beliefs is that any requests for information (RFIs) submitted by the contractor should be reviewed and answered within one business day if possible. This is because we understand that delays in RFI responses can lead to additional costs and construction days. If necessary, we will provide an informal answer and follow up with the formal response to keep the project rolling. During progress meetings and site visits, any issues discovered by MEI will be relayed to the owner and contractor immediately to prevent delays. Another company standard is for our staff to be present for testing and balancing (TAB), equipment start-up, and owner training. While these events occur at the very end of the project, they are critical to ensure the new systems operate as designed. MEI will be on hand for these activities to quickly answer any questions and confirm these items are performed properly in accordance with the construction documents.



## TAB 5 – PROJECT FORMS







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

State of West Virginia  
 Centralized Expression of Interest  
 02 – Architect/Engr

Proc Folder: 697854

Doc Description: Addendum No.01 - A/E Services- Palestine Hatchery Facility

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2020-03-26	2020-04-14 13:30:00	CEOI 0310 DNR2000000006	2

**BID RECEIVING LOCATION:**

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

**VENDOR:**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Guy Nisbet  
 (304) 558-2596  
 guy.l.nisbet@wv.gov

Signature X

FEIN #

-1386

DATE 4/9/2020

Offers subject to all terms and conditions contained in this solicitation

**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 type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Miller Engineering, Inc.  
Company

  
Authorized Signature

4/9/2020  
Date

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

Revised 6/8/2012

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 type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Miller Engineering, Inc.  
Company

  
Authorized Signature

4/9/2020  
Date

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

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

  
\_\_\_\_\_  
(Name, Title)

Craig Miller, PE - President

\_\_\_\_\_  
(Printed Name and Title)

429 Laurel Run Rd Carmichaels, PA 15320

\_\_\_\_\_  
(Address)

(304) 291-2234

\_\_\_\_\_  
(Phone Number) / (Fax Number)

cmiller@millereng.net

\_\_\_\_\_  
(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.

Miller Engineering, Inc.

\_\_\_\_\_  
(Company)

  
\_\_\_\_\_  
(Authorized Signature) (Representative Name, Title)

Craig Miller, PE - President

\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)

4/9/2020

\_\_\_\_\_  
(Date)

(304) 291-2234

\_\_\_\_\_  
(Phone Number) (Fax Number)

# West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Miller Engineering Address: 4729 Laurel Road Rd  
Cromwell PA 15707

Name of Authorized Agent: Cathy Miller Address: 4729 Laurel Road Rd  
Cromwell PA 15707

Contract Number: 777 Contract Description: Professional Engineering

Governmental agency awarding contract: WVPA

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.

Cathy Miller

**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: [Signature]

Date Signed: 9 Apr 20

**Notary Verification**

State of West Virginia, County of Monongalia:

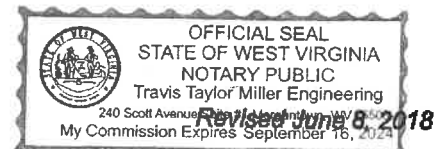
I, Travis Taylor, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 9th day of April, 2020

[Signature]  
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_  
Date submitted to Ethics Commission: \_\_\_\_\_  
Governmental agency submitting Disclosure: \_\_\_\_\_





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: Miller Engineering, Inc

Authorized Signature: [Signature] Date: 4/9/2020

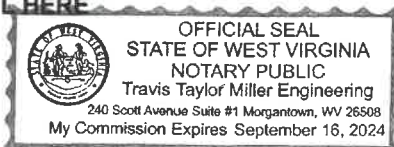
State of West Virginia

County of Morgania, to-wit:

Taken, subscribed, and sworn to before me this 9<sup>th</sup> day of April, 2020.

My Commission expires September 16, 2024.

**AFFIX SEAL HERE**



**NOTARY PUBLIC** [Signature]

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