



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

State of West Virginia  
Centralized Expression of Interest


<b>Proc Folder:</b> 1611706			<b>Reason for Modification:</b>
<b>Doc Description:</b> National Guard Readiness Center Bluefield-Design EOI			
<b>Proc Type:</b> Central Purchase Order			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2025-01-24	2025-02-05 13:30	CEOI 0603 ADJ2500000017	1

<b>BID RECEIVING LOCATION</b>
BID CLERK DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST E CHARLESTON WV 25305 US

RECEIVED  
2025 FEB 10 PM 12:13

<b>VENDOR</b>		
<b>Vendor Customer Code:</b>		
<b>Vendor Name :</b> ZMM, Inc. (dba ZMM Architects and Engineers)		
<b>Address :</b>		
<b>Street :</b> 222 Lee Street West		
<b>City :</b> Charleston		
<b>State :</b> WV	<b>Country :</b> USA	<b>Zip :</b> 25302
<b>Principal Contact :</b> Adam R. Krason, AIA, Principal		
<b>Vendor Contact Phone:</b> (304) 342-0159	<b>Extension:</b> 234	

WV PURCHASING  
DIVISION

<b>FOR INFORMATION CONTACT THE BUYER</b>		
David H Pauline 304-558-0067 david.h.pauline@wv.gov		
<b>Vendor Signature X</b> 	<b>FEIN#</b> 55-0676608	<b>DATE</b> 02/05/2025

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

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

(Printed Name and Title) Adam R. Krason, AIA, Principal

(Address) 222 Lee Street West / Charleston, WV 25302

(Phone Number) / (Fax Number) (304) 342-0159 / (304) 345-8144

(email address) ark@zmm.com

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

ZMM, Inc. (dba ZMM Architects and Engineers)

(Company)



(Signature of Authorized Representative)

Adam R. Krason, AIA, Principal

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

(304) 342-0159 / (304) 345-8144

(Phone Number) (Fax Number)

ark@zmm.com

(Email Address)



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**State of West Virginia**  
**Centralized Expression of Interest**

<b>Proc Folder:</b> 1611706			<b>Reason for Modification:</b> Addendum No. 1
<b>Doc Description:</b> National Guard Readiness Center Bluefield-Design EOI			
<b>Proc Type:</b> Central Purchase Order			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2025-01-28	2025-02-10 13:30	CEOI 0603 ADJ2500000017	2

<b>BID RECEIVING LOCATION</b>
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<b>Vendor Signature X</b> 	<b>FEIN#</b> 55-0676608	<b>DATE</b> 02/10/2025
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**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CEOI ADJ2500000017**

**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 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.

ZMM, Inc. (dba ZMM Architects and Engineers)

Company



Authorized Signature

02/10/2025

Date

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



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**State of West Virginia**  
**Centralized Expression of Interest**

**Proc Folder:** 1611706

**Doc Description:** National Guard Readiness Center Bluefield-Design EOI

**Reason for Modification:**

Addendum No. 2

**Proc Type:** Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2025-01-28	2025-02-10 13:30	CEOI 0603 ADJ2500000017	3

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**FOR INFORMATION CONTACT THE BUYER**

David H Pauline

304-558-0067

david.h.pauline@wv.gov

**Vendor Signature X** 

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Company



\_\_\_\_\_  
Authorized Signature

02/10/2025

\_\_\_\_\_  
Date

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## **EXPRESSION OF INTEREST**

To Provide Professional  
Architecture/Engineering Services

**NATIONAL GUARD  
READINESS CENTER  
BLUEFIELD DESIGN**

ADJ2500000017  
February 10, 2025

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February 10, 2025

Mr. David H. Pauline, Senior Buyer  
Department of Administration, Purchasing Division  
2019 Washington Street, East  
Charleston, West Virginia 25305

**Subject: National Guard Readiness Center Bluefield Design (CEOI ADJ2500000017)**



Mr. Pauline:

ZMM Architects and Engineers is pleased to submit the attached information to demonstrate our experience and our qualifications to provide professional architectural and engineering services for the proposed National Guard Readiness Center – Bluefield, located at 2915 Old Bramwell Road in Bluefield (Mercer County). ZMM has extensive experience providing design services in Mercer County. Our experience includes the design of the nearby New Timberwood Elementary School for Mercer County Schools, which is scheduled to open in the fall of this year. The new \$26.2M school will be located on a 50-acre site off Airport Road near Brushfork.

Established in 1959, ZMM is a West Virginia-based, full-service A/E firm, and is noted for design excellence and client focus. ZMM's commitment to design quality has been recognized with 24 design awards by AIA-WV since 2005 – an achievement that is unrivaled in West Virginia. Award winning projects completed for the WVARNG include the CFMO Expansion and the JITEC at Camp Dawson.

If selected for the Bluefield Readiness Center project, ZMM will provide services from our headquarters in Charleston and will be supplemented by the team from our nearby Blacksburg office. With more than 70 local employees, ZMM provides an integrated design approach by delivering all building-related design services including architecture, engineering (civil, structural, mechanical, and electrical), interior design, and construction administration in-house. ZMM's team will be supplemented on this project by Moonlight Engineering (site investigation/site civil engineering). Our architects and engineers are highly qualified and have worked together to deliver projects of a similar scope and complexity.

Perhaps most importantly, the ZMM team has worked collaboratively with the WVARNG on a variety of similar projects, including Armed Forces Reserve Center (AFRCs) and Readiness Centers in Buckhannon, Jackson County (Millwood), Morgantown, Glen Jean, Kingwood, and Logan-Mingo. In each case, the facilities were designed to meet the unique needs of the units that operate within the building, while also meeting the needs of the local communities that WVARNG serves. We are hopeful that you have observed our commitment to design quality, budget and schedule control, and client service demonstrated on these projects.

In addition to our experience providing services to the WVARNG, ZMM has significant experience providing design and construction phase services throughout Mercer County. Recent notable projects include three new elementary school projects for Mercer County Schools, as well as mechanical system and roofing upgrades to almost every school in the county. ZMM also assisted with the adaptive reuse of a former commercial banking center downtown into a Prosperity Center for Intuit/Alorica that currently houses hundreds of local employees. Additional local experience includes assisting with improvements to the nearby Pipestem McKeever and Mountain Creek lodges for the WVDNR. We are confident that the relationships built while working throughout Mercer County will be beneficial as the project progresses.

ZMM understands that the proposed project will be delivered in two phases, the first through 35% design, and the second through project completion (contingent upon receipt of funding). ZMM has delivered multiple projects for the WVARNG successfully utilizing this phased design approach, including the Logan-Mingo Readiness Center, which took nearly a decade to move from 35% submission to completion, and endured a variety of changes to funding and schedule.

Thank you for taking the time to review the attached expression of interest that includes information about our team, our proposed approach for the Bluefield Readiness Center project, as well as ZMM's qualifications, and

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**CHARLESTON**  
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**MARIETTA**  
OHIO

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WEST VIRGINIA

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both local and relevant project experience. Additionally, please visit our website at [zmm.com](http://zmm.com) to see the full range of military projects that we have designed. We appreciate your consideration for this important endeavor and look forward to meeting with you to discuss the project in greater detail.

Respectfully submitted,  
**ZMM Architects and Engineers**



Adam R. Krason, AIA, ALEP, LEED-AP  
Principal

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# A

FIRM PROFILES

# ABOUT ZMM ARCHITECTS AND ENGINEERS

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**ZMM was founded in 1959 in Charleston, West Virginia by Ray Zando, Ken Martin, and Monty Milstead. Since the inception of the firm, ZMM has been dedicated to providing an integrated approach to building design for our clients.**

ZMM delivers this integrated approach by providing all building-related design services, including architecture, engineering (civil, structural, mechanical, and electrical), interior design, and construction administration with our in-house team. Our integrated design approach makes ZMM unique among architecture/engineering firms, and helps to ensure the quality of our design solutions by providing more thoroughly coordinated construction documents.



ZMM has maintained a diverse portfolio since the founding of the firm. Early commissions included higher education projects for West Virginia University and Concord College, WV State Capitol Complex Buildings 5, 6, & 7, and armories for the West Virginia Army National Guard.

Maintaining a diverse practice for more than 60 years has provided ZMM with extensive experience in a variety of building types, including educational facilities, governmental facilities (military, justice, correctional), healthcare facilities, recreation facilities, commercial office space, light industrial facilities, and multi-unit residential buildings.

The original partners transferred ownership of the firm to Robert Doeffinger, PE and Steve Branner in 1986. Mr. Doeffinger and Mr. Branner helped guide and expand the firm to 35 staff. David Ferguson, AIA, and Adam Krason, AIA, LEED-AP joined in ownership of the firm 20 years ago. Randy Jones joined the firm in a leadership role when ZMM acquired Blacksburg-based OWPR Architects & Engineers in 2020 to create a regional design firm that employs more than 65 highly-skilled professionals.

ZMM has become a leader in sustainable / energy-efficient design, and a trusted resource on complex renovation projects. ZMM's unique renovation project approach and ability to



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## About ZMM Architects and Engineers (cont.)

provide comprehensive design services has also led the firm to be selected to improve landmark buildings, including the Charleston Coliseum & Convention Center, the Clay Center for the Arts and Sciences, the West Virginia Culture Center, and the West Virginia State Capitol Building. Additional significant projects designed by the firm include the Explorer Academy (Cabell County Schools), the Logan-Mingo Readiness Center, the Manassas Park Community Center and Natatorium, the design of the Fourth High School (Frederick County Public Schools), the new Harrington Waddell Elementary School (Lexington City Schools), CAMC Teays Valley ICU, and Ridgeview Elementary School (Raleigh County Schools). ZMM has also provided design services on more than 300 school projects throughout the region.

ZMM's building-related design services include:

### Pre-Design

Educational Facility Planning	Programming
Existing Building Evaluation	Feasibility Studies
Space Planning	Site Evaluation and Analysis
Master Planning	Construction Cost Estimating

### Design

Architectural Design	Sustainable Design
Interior Design	Landscape Architecture
Lighting Design	

### Engineering

Civil Engineering	Structural Engineering
Mechanical Engineering	Electrical Engineering
Energy Consumption Analysis	Net-Zero Buildings

### Post-Design

Construction Administration	Value Engineering
Life Cycle Cost Analysis	Post-Occupancy Evaluation

As ZMM looks to the future, we remain committed to providing high-quality, client-focused design solutions that meet budget and schedule requirements. We listen, respond promptly with innovative and efficient solutions, and deliver quality projects and develop lasting relationships. Because at ZMM, it's about more than architecture, it's about building your legacy.





# AWARD WINNING DESIGN

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## 2020

AIA West Virginia Chapter: Merit Award  
Achievement in Architecture for New Construction  
Mountain Valley Elementary School  
Bluefield, West Virginia

AIA West Virginia Chapter: Merit Award  
Achievement in Architecture  
Ridgeview Elementary School  
Crab Orchard, West Virginia



## 2019

AIA West Virginia Chapter: Honor Award  
AIA West Virginia Chapter: Citation Award  
AIA West Virginia Chapter: People's Choice Award  
Charleston Coliseum & Convention Center  
Charleston, West Virginia



## 2018

AIA West Virginia Chapter: Citation Award  
Unbuilt Project  
Charleston EDGE  
Charleston, West Virginia



## 2017

AIA West Virginia Chapter: Merit Award  
Achievement in Architecture  
Explorer Academy  
Huntington, West Virginia

AIA West Virginia Chapter: Merit Award  
Achievement in Sustainability  
Logan - Mingo Readiness Center  
Holden, West Virginia



## 2016

AIA West Virginia Chapter: Merit Award  
Achievement in Architecture in Interior Design  
Christ Church United Methodist  
Charleston, West Virginia

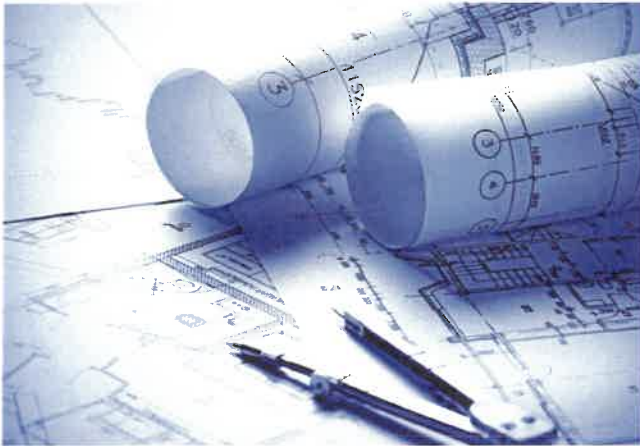


# ABOUT MOONLIGHT ENGINEERING, PLLC

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**Moonlight Engineering, PLLC was founded in 2024 in Jane Lew, West Virginia by Trevor Lloyd, PE, and Griffin Sepp, PE.**

Trevor Lloyd and Griffin Sepp, both licensed Professional Engineers with degrees in Civil Engineering from West Virginia University established Moonlight Engineering in 2024. They worked side-by-side at both a consulting firm and directly for a major developer before forming their own company. Mr. Sepp's deep knowledge of design and Mr. Lloyd's management and problem-solving abilities complement each other perfectly. Their partnership was forged from a shared dedication to delivering efficient engineering solutions that align with clients' business objectives.



## **Experience and Expertise**

Together, Lloyd and Sepp bring a wealth of experience to Moonlight Engineering. With a combined portfolio spanning over one hundred civil engineering projects, they have demonstrated proficiency across various project types and sizes. In the past nine years, they have focused on residential subdivisions and commercial properties, including the development of hundreds of acres for single-family homes, townhomes and small to large retail spaces such as stand-alone structures to entire shopping malls.

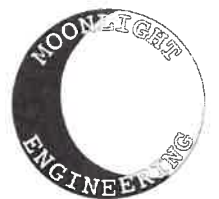
## **Comprehensive Services**

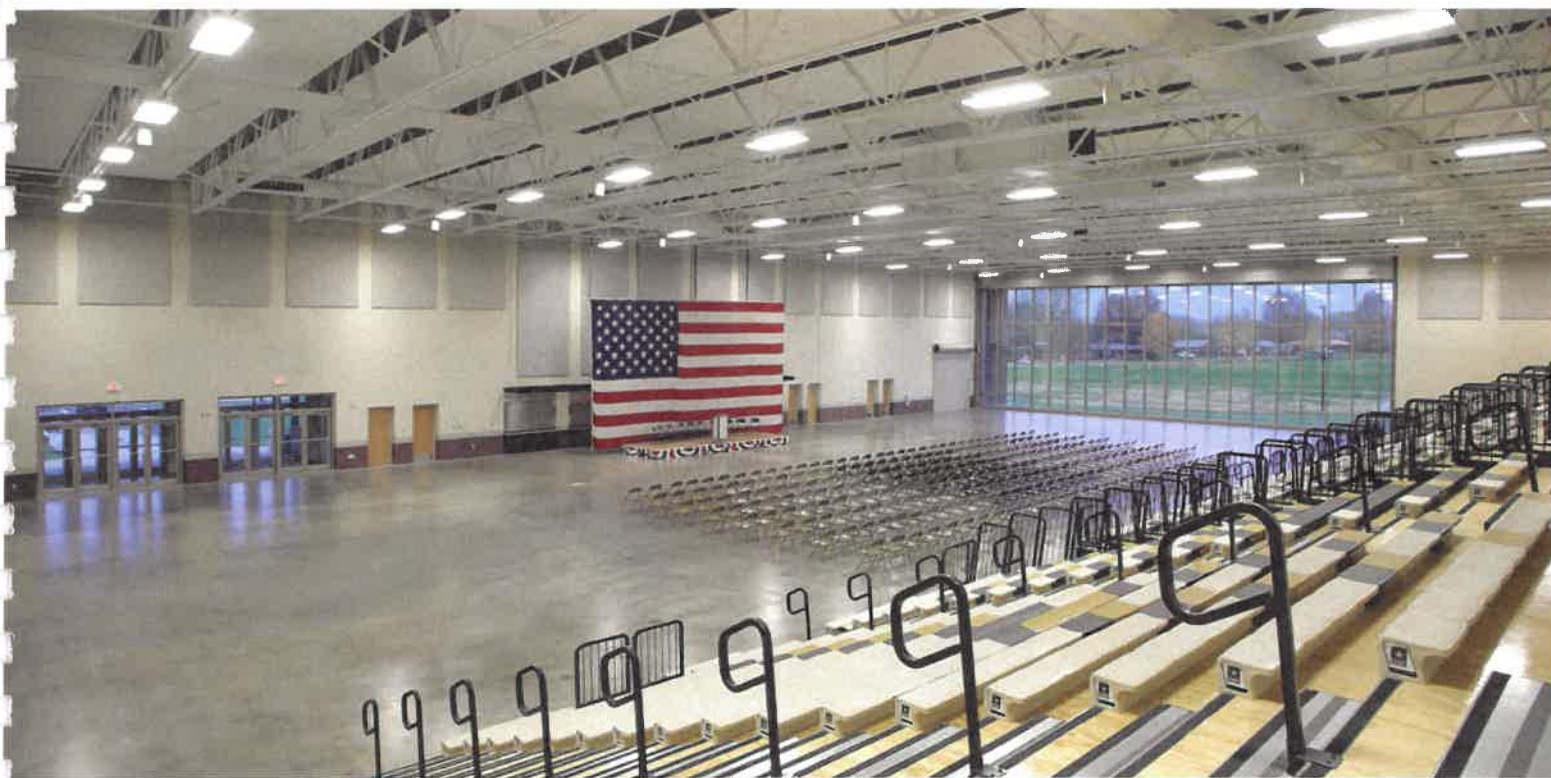
Moonlight Engineering offers comprehensive civil design services encompassing a diverse range of project types. These include residential subdivisions, military facilities, commercial structures, public works, road improvements, and light industrial facilities. Products include full construction and permit documents for site plans, water distribution, sanitary sewer, erosion and sediment control, stormwater management, floodplain analysis, commercial landscaping, and signage plans.

## **Personalized Approach**

At Moonlight Engineering, every project is meticulously handled by Mr. Lloyd and Mr. Sepp. From land evaluation and field survey to concept development, permit acquisition, full design, cost estimation, value engineering, and conflict resolution, they personally oversee every facet to ensure optimal outcomes.

With a commitment to excellence, Moonlight Engineering continues to set industry standards by delivering innovative and effective engineering solutions tailored to meet the unique needs of each client.





***B***

RELEVANT EXPERIENCE



# JOINT INTERAGENCY TRAINING AND EDUCATION CENTER (JITEC)

LEED  
GOLD

LOCATION KINGWOOD, WV	SIZE 283,000 SF	COMPLETION 2013	COST \$100M	AWARDS 2011 AIA WV HONOR AWARD
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**ZMM, in association with AECOM, provided architectural and engineering design services for JITEC, an Army National Guard campus-style facility for training and operational mission support.**

Sited on 30 acres near Camp Dawson, this project included the design of a new operations building, expansion of the billeting facility, renovation of the training facility, and creation of a new base access control point (ACP) and visitor's center. The vision behind the site design and updated master plan is that of a college campus atmosphere. The facility is designed to meet all anti-terrorism/force protection criteria and has achieved LEED Gold Certification. The operations building is prominently sited as the main focal point upon entering Camp Dawson and consists of four distinct areas: the Joint Operations Center (JOC), a suite of secure training rooms, base headquarters and JITEC administrative offices, and a server and telecommunications room.

Built to SCIF standards, the JOC contains a state-of-the-art command center, housing 48 permanent work stations in a theater-style configuration, facing a large video wall, flanked by conference rooms and offices for both officers and support staff. The billeting (hotel) expansion's lobby design provides a hotel atmosphere, underscored by the Liberty Lounge, an upscale bar and restaurant area, with wood finishes salvaged from the gymnasium floor of the former Preston County Armory.



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# LOGAN-MINGO READINESS CENTER

LOCATION	SIZE	COMPLETION	COST	AWARDS
HOLDEN, WV	54,000 SF	2015	\$12M	2017 AIA WV MERIT AWARD

**The design of the Logan-Mingo Readiness Center was developed by examining both the program and building site, and developing strategies to design a facility that is functional, responds to site, security, and aesthetic parameters, while requiring minimal maintenance.**

The building layout was developed by working closely with the end users to determine the appropriate configuration of building spaces to maximize the efficiency of the operations, and to respond to the unique missions of the 150th Armored Reconnaissance Squadron and the 156th Military Police (LNO) Detachment. This was accomplished through clear separation of public and private areas within the facility, unique office configurations related to training requirements, and the addition of state-funded additional spaces.

The exterior (and in many cases, the interior) aesthetic of the facility was driven by the location of the Readiness Center within an industrial park on a reclaimed surface mined site. The decision led to the use of reinforced cast-in-place retaining walls that became both a functional and visual focus. Similar walls are used to anchor the facility at the Distance Learning Center, while a cast-in-place retaining wall and natural stone serves as a part of the Anti-Terrorism/Force Protection design.





# MORGANTOWN READINESS CENTER

LOCATION	SIZE	COMPLETION	COST
MORGANTOWN, WV	54,000 SF	2013	\$22M

**The Morgantown Readiness Center is a unique military facility. While supporting traditional military functions including the 1-201st Field Artillery, a significant portion of the building was designed for the 249th Army Band.**

The Readiness Center contains a performance hall, pre-function spaces, as well as a variety of training and rehearsal areas. The stage is a large rehearsal space with an adjacent elevated recording area. A large operable partition separates the auditorium from the drill hall. Acoustically, this challenge was met by creating a drill hall with an irregular shape contained within a rectilinear, sloped barrel arch form. The office space was developed for dual utilization as an emergency response center in the event of an emergency in the Morgantown area.

The facility is located on an abandoned airport runway approximately 20 miles from Camp Dawson. As troops will often travel through the Readiness Center, the facility needed to function as a "gateway." This was accomplished by utilizing similar materials and a tower-like feature to mark entry.

The Morgantown Readiness Center is also a sustainable building. The U-shaped layout of the facility improves access to daylighting and views, while also limiting public access to the Guard's administrative and storage areas. The final result is a harmonious composition that reflects both its function and the environment.







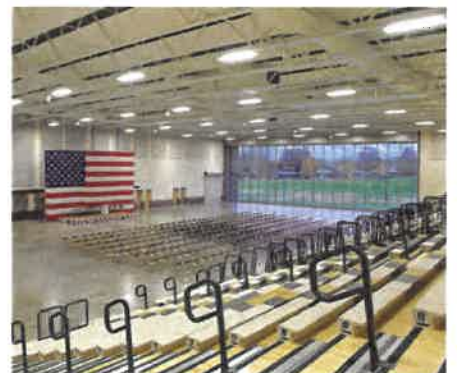
# JACKSON COUNTY ARMED FORCES RESERVE CENTER

LOCATION	SIZE	COMPLETION	COST
MILLWOOD, WV	75,000 SF	2011	\$20M

**The building design was inspired by the adjacent Georgian-style Order of the Eastern Star facility.**

The primary user for the WVARNG will be DET 1 821st Engineering Company, supported by a FSC of the 1092nd. USAR occupants include PLT AMMO 261 OD and PLT 1 (Postal) and PLT 6 (Postal) of the 44th Personnel Company. An expanded drill hall serves as a convention and meeting space. The relationship between the structures became crucial to the site layout. Once the aesthetic of the building was established, the massing of the facility was defined by breaking down the facility into smaller mass elements. The larger programmatic elements, such as the drill hall and the storage areas, employ an aesthetic that more closely implies their function.

The layout of the facility includes a main entry with the recruiting, family support, and administrative areas located on separate sides. A transverse wing houses all functions that have the potential for public use, while all primary military spaces developed along a similar perpendicular wing. This allows for separate entries to be developed for public functions, while the remainder of the facility can be secured. The layout also creates a large central courtyard, or parade field, that would be located at lower grade to define the edge facing the river. This edge is defined by a canopy that connects storage and locker areas to the expanded drill hall.



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ARCHITECTS  
ENGINEERS





# CONSTRUCTION & FACILITIES MANAGEMENT OFFICE

LOCATION	SIZE	COMPLETION	COST	AWARDS
CHARLESTON, WV	19,935 SF	2008	\$3.5M	2009 AIA WV MERIT AWARD

**The Construction and Facilities Management Office (CFMO) Expansion project brought all of the operations of the CFMO together under one roof.**

The branches that occupy this facility include the Director of Engineering, Environmental, Planning and Programming, Facility Operations & Maintenance, Business Management, Resource Management, and Design and Construction. This expansion is located slightly to the front, and adjacent to the existing facility, lending prominence to the new construction, and providing a new aesthetic to the entire complex.

A transitional space was designed to connect the new structure to the existing facility, while maintaining a connection to the outside through use of natural light, direct visual connections to the exterior, large volumes, irregular geometries, and the use of natural materials.

The entry design was coordinated with the Recruiting and Retention Building to create an outdoor courtyard, along with new sidewalks, stairs and signage. The entry roof is sloped to provide a greater massing, while a lower canopy provides scale and protection from the elements. Large gathering and work spaces were located on the north elevation to take advantage of expanses of glazing located to capture indirect light and views of Coonskin Park.





# INTUIT PROSPERITY HUB

LOCATION	SIZE	COMPLETION	COST
BLUEFIELD, WV	44,000 SF	2020	\$4.4M

**ZMM worked in collaboration with CBRE, Gensler, the City of Bluefield, and Pray Construction to assist Intuit with the development of its next “Prosperity Hub.”**

The former First National Bank building was constructed in 1970. The two-story modern building with marble, aluminum, and glass veneer is comprised of two connecting structures and a parking garage. CBRE was responsible for project management, while Gensler was responsible for programming and the tenant fit-up schematic design. ZMM was responsible for core and shell architectural and engineering work, as well as the fit-up portion from design development through completion. ZMM's effort commenced with a facilities assessment to assist with the scope and budget, which determined the condition of the major building systems, and identified immediate and long-term enhancements required.

The intent was to convert the facility into an office space/customer support center with administrative suites, training rooms, and a break space. The upper levels have an open plan for workstations. One of the challenges involved converting this building with varying floor heights into an accessible office, which was met through the use of creative space planning, refurbished elevators, and raised access flooring. The final design provides a contemporary, safe, and healthy work environment that highlights the branding and contemporary finishes desired by Intuit.



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# MOUNTAIN VALLEY ELEMENTARY SCHOOL

LOCATION BLUEFIELD, WV	SIZE 47,400 SF	COMPLETION 2019	COST \$12.5M	AWARDS 2020 AIA WV MERIT AWARD
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**Mountain Valley Elementary School located in Green Valley, WV will serve approximately 400 students in grades Pre-Kindergarten through 5th Grade.**

The facility will replace the existing Ceres Elementary School as well as house students from Glenwood PK-8 and Brushfork Elementary Schools to help eliminate overcrowding. The school includes a PE room, cafeteria, full commercial kitchen, media center, combined art/music classroom, and a computer classroom. The classrooms are arranged so the Pre-Kindergarten and Kindergarten classrooms are all on one side of the main entrance, segregated from the remainder of the classrooms. Grades 1-5 are on the opposite side of the entrance in a two-story arrangement. The shared spaces, such as the media center, PE room, cafeteria, and administration suite, are all located in the center of the building.

The exterior of the building is designed to reflect a lodge. To accomplish this, all of the classrooms, as well as the main entrance, have sloped metal roofs. The exterior materials are a combination of brick, metal panel, and stone veneer. The school is designed with ICF exterior walls and polished concrete floors throughout. The site includes a separate bus loop and parent loop on the front of the building and an isolated service drive on the backside of the facility. A maintenance drive is also included to allow access to an existing cemetery on site.



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ENGINEERS



# BLUEFIELD PRIMARY SCHOOL

LOCATION	SIZE	COMPLETION	COST
BLUEFIELD, WV	48,752 SF	2020	\$12.5M

**Bluefield Primary is a consolidation of two local schools, Whitethorn and Memorial. The county wanted to retain architectural elements from the former schools to preserve some of their history.**

This was accomplished by oval vaulted ceilings and circular windows throughout the building and the use of red brick and tan stone. Bluefield Primary serves approximately 404 students in grades pre-kindergarten through second grade. The school includes a gymnasium, full commercial kitchen with cafeteria, media center, music room, and art room.

Keeping the Bluefield Beavers in mind, the school colors are found throughout the design with the addition of complimentary colors to create a colorful learning environment for the students. Creating a flexible space where students can learn, innovate, and collaborate was the driving force behind the design of the media center. The multipurpose space houses areas for reading, STEM activities, and small class gatherings. Soft seating and varying flooring materials divide and define each area. A custom wall mural was developed to reflect the community and also serves as a writable surface for teachers and students. The exterior is clad with brick, limestone trim, and accented with a metal roof. The students wait for bus loading beneath a long canopy that resembles a railroad station, accented with railroad-style lanterns. The site also has a parent pickup area, along with an isolated service drive for deliveries.



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ENGINEERS



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TEAM QUALIFICATIONS





# ADAM KRASON

AIA, LEED AP, ALEP

Principal

Mr. Krason has served in the capacity of Architect and Project Manager for a variety of projects at ZMM. This experience includes Military, Educational (K-12 and Higher Education), Office, Justice (Courthouses, Correctional, Justice Centers), and Multi-Unit Residential projects. Mr. Krason's responsibilities include programming, design, documentation, coordination of the architectural and engineering team, as well as construction administration. Mr. Krason began his career in 1998, working on a variety of educational, commercial office, and correctional projects throughout Ohio, West Virginia, and North Carolina.

Mr. Krason has been an advocate of sustainable design and energy efficiency and has participated and presented at sustainable design seminars throughout the region. Mr. Krason also serves as President/CEO and serves on the Board of Directors and is responsible for firm management, business development, and corporate philanthropy at ZMM. In addition to his role at ZMM, Mr. Krason is actively engaged in the community, serving on a variety of statewide and local civic and non-profit boards.

## EDUCATION

Bachelor of Architecture  
The Catholic University of America, 1998

Bachelor of Civil Engineering  
The Catholic University of America, 1997

## LICENSURE

Virginia, West Virginia, Ohio, Kentucky,  
Maryland, New Jersey, North Carolina,  
Louisiana

## AFFILIATIONS

Association for Learning Environments  
WV Board of Architects, President (2019 - Current)  
American Institute of Architects,  
Strategic Council (2033/23)  
Charleston Area Alliance, Board Chair  
Goodwill Industries of Kanawha Valley,  
Past Board Chair  
Clay Center, Board of Directors  
WV Symphony Orchestra, Board of Directors  
Charleston Urban Works, Board of Directors  
Charleston Municipal Planning Commission  
Charleston Historic Landmarks Commission  
Education Alliance, Board Chair (2022/23)

## PROJECT EXPERIENCE

**WV State Laboratory** - So. Charleston, WV

**WV Department of Agriculture Laboratory Evaluations** - Guthrie, WV

**Capital Sports Center** - Charleston, WV

**Shawnee Sports Center** - Institute, WV

**The Clay Center for the Arts and Science (Multiple Projects)** -  
Charleston, WV

**State Office Building #5, 10th Floor Renovation** - Charleston, WV

**Charleston Coliseum and Convention Center** - Charleston, WV

**Claudia L. Workman Fish and Wildlife Education Center** - Alum Creek,  
WV

**Wood County Justice Center** - Parkersburg, WV

**Wood County Resiliency Center** - Parkersburg, WV

**Construction and Facilities Management Office (WVARNG)** -  
Charleston, WV

**Joint Interagency Training and Education Center (WVARNG)** -  
Kingwood, WV

**Girl Scouts of Black Diamond Council** - Charleston, WV

**Goodwill Prosperity Center** - Charleston, WV

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# Nathan Spencer

AIA

## Project Architect

Mr. Spencer is responsible for coordinating the efforts of the design team in preparing thorough and clear design documents. He has experience in all phases of design working on a wide range of building types including military, educational, office, justice, and residential.

He has worked on several projects that are currently pursuing LEED certification. In addition to production, Mr. Spencer, is also experienced in 3d modeling. He has worked on several preliminary concept study models as well as high quality renderings and 3d models later in the design process. Mr. Spencer is also experienced in high quality physical models.

Mr. Spencer began his career in architecture with ZMM in 2003, working as a summer intern. After graduating in 2003, he began working at ZMM full time.

### EDUCATION

Bachelor of Architecture  
University of Tennessee, 2007

### LICENSURE

West Virginia

### AFFILIATIONS

WV Chapter, American Institute of Architects,  
Member

### PROJECT EXPERIENCE

**Kenova AFRC SCIF Building** - Kenova, WV

**Logan-Mingo Readiness Center** - Holden, WV

**Jackson County AFRC** - Millwood, WV

**Joint Interagency Training and Education Center (JITEC)** - Kingwood, WV

**Buckhannon Readiness Center** - Buckhannon, WV

**Parkersburg Readiness Center (not built)** - Parkersburg, WV

**Marshall Readiness Center** - Moundsville, WV

**AASF #1 and #2 Hangar Additions**

**Mountaineer Challenge Academy South** - Montgomery, WV

**Morgantown Readiness Center** - Morgantown, WV

**Highland Hospital** - Charleston, WV

**Charleston Coliseum & Convention Center** - Charleston, WV

**Shawnee Sports Center** - Institute, WV

**Tucker County Courthouse Annex** - Parsons, WV

**Judge Black Courthouse Annex** - Parkersburg, WV

**Intuit Prosperity Hub** - Bluefield, WV

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# JOHN PRUETT

PE, LEED AP

*Senior Mechanical Engineer*

Mr. Pruett is responsible for overseeing the design of the HVAC systems, ensuring that the HVAC systems meet the program requirements, and long-term needs of the owner. He performs heating and cooling load calculations and recommends the type of systems to be incorporated into the building. Mr. Pruett coordinates with other disciplines to integrate the HVAC systems into the building. Mr. Pruett has participated on several LEED registered projects. One of his key contributions to these projects is conducting energy analyses and recommending energy use reduction alternatives. Mr. Pruett began his engineering career with a manufacturing company in 1994. In 1998, he made a career change and joined an engineering consulting firm. He has a broad range of experience in HVAC systems design, including: government, education, office buildings, hotels, restaurants, a convention center and several natatoriums. Having served in the Marines for 14 years, Mr. Pruett also led a design team for a "virtual memorial" for the birthplace of the U.S. Marine Corps.

## EDUCATION

Bachelor of Science  
Purdue University, West Lafayette, IN, 1993

## LICENSURE

West Virginia, Virginia, Indiana, Maryland,  
Louisiana

LEED Accredited Professional

## AFFILIATIONS

American Society of Heating, Refrigerating  
and Air-Conditioning Engineers (ASHRAE),  
Member

United States Marine Corps - 14 Years

## PROJECT EXPERIENCE

**WVDNR District 5 Headquarters** - Alum Creek, WV

**WV State Police Headquarters** - So. Charleston, WV

**Wood County Resiliency Center** - Parkersburg, WV

**WV State Capitol Renovations** - Charleston, WV

**General Services Division Surplus Property** - Dunbar, WV

**WV Housing Development Fund Office Building** - Charleston, WV

**Tucker County Courthouse Renovations** - Parsons, WV

**Gilmer County Courthouse Renovations** - Glenville, WV

**St. Margaret's Judicial Center 3rd Floor Renovations** - Martinsburg, WV

**Jackson County Maintenance and Transportation** - Ripley, WV

**Jackson County EMS Building** - Ripley, WV

**WV Army National Guard**

- Camp Dawson Building 245
- Camp Dawson Building 246
- Camp Dawson Building 301
- Camp Dawson Mail Facility
- Marshall County Readiness
- Camp Dawson Job Challenge Academy



# FRANKIE KANTSIOS

PE

*Electrical Engineer*

As an electrical engineer, Mr. Kantsios is consistently motivated to adapt to the team's needs in assessing and finalizing the project on time. He is an experienced professional with a proven record of managing projects from concept to completion while staying versatile to the specific project at hand. By carrying out engineering and design services for a diverse field of projects since 2013, Mr. Kantsios has expanded his knowledge and understanding of the industry. This provides him with the means to meet the clients' needs for each individual program. He has been actively involved in the design of a wide array of new structures and renovations to include K-12 educational buildings, higher education buildings, healthcare facilities, office buildings, banks, restaurants, hotels, automotive dealerships and service centers, apartment complexes and dorms, industrial facilities and warehouses, and athletic facilities. Whether working independently or in conjunction with other architects, engineers, and contractors, Mr. Kantsios excels at creating effective solutions and developing opportunities that further establish organizational goals.

## EDUCATION

Bachelor of Science  
Old Dominion University, 2019

Associate of Applied Science  
New River Community College, 2016

## LICENSURE

West Virginia, Virginia

## PROJECT EXPERIENCE

**Carilion New River Valley Medical Center - VA**

- Cardiology Expansion
- Infusion Clinic Alterations

**HCA Healthcare - VA**

- LewisGale Hospital Montgomery - 3rd Floor Graduate Medical Education Center

**InnovAge PACE - VA**

- New Richmond Facility
- New Roanoke Facility
- Roanoke Facility Study

**Bath Community Hospital - VA**

- New Pharmacy Building\*

**New Triumph Baptist Church - VA**

**Frederick County Sunny Side Voter Registrar's Office- VA**

- A.S. Rhodes Elementary School Renovations

**New River Community College - VA**

- ADA Accessibility Improvements

**City of Covington City Hall Renovations - VA\***

**Pulaski County Administration Building Renovation - VA\***

*\*Previous Employer Experience*





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**Bath Community Hospital - VA**

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**New Triumph Baptist Church - VA**

**Frederick County Sunny Side Voter Registrar's Office- VA**

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## EDUCATION

Bachelor of Science  
Old Dominion University, 2019

Associate of Applied Science  
New River Community College, 2016

## LICENSURE

West Virginia, Virginia

## PROJECT EXPERIENCE

**Carilion New River Valley Medical Center - VA**

- Cardiology Expansion
- Infusion Clinic Alterations

**HCA Healthcare - VA**

- LewisGale Hospital Montgomery - 3rd Floor Graduate Medical Education Center

**InnovAge PACE - VA**

- New Richmond Facility
- New Roanoke Facility
- Roanoke Facility Study

**Bath Community Hospital - VA**

- New Pharmacy Building\*

**New Triumph Baptist Church - VA**

**Frederick County Sunny Side Voter Registrar's Office- VA**

- A.S. Rhodes Elementary School Renovations

**New River Community College - VA**

- ADA Accessibility Improvements

**City of Covington City Hall Renovations - VA\***

**Pulaski County Administration Building Renovation - VA\***

*\*Previous Employer Experience*



# TODD POFF, PE

PE

## *Structural Engineer*

Mr. Poff started as a Civil Engineer. After working in that department for several years, he began moving over to the Structural Engineering Department; where his true interest, and most of his training lies.

As a Structural Engineer, it is Mr. Poff's responsibility to insure the safety of the structure's design, as well as any occupants inside those structures. As a member of the design team, Mr. Poff understands that the structural system of a building needs to have the least amount of impact possible on the architectural design and on the way clients use the buildings. It is that kind of teamwork, with all major design disciplines in-house, that allows ZMM to say with confidence we provide our clients with a building design that will not only meet their needs but will be a place they can enjoy for many years to come.

### EDUCATION

Bachelor of Science  
Virginia Polytechnic Institute & State  
University, 1987

### LICENSURE

West Virginia, Virginia, Ohio, North Carolina,  
Maryland

### PROJECT EXPERIENCE

**Dickenson County Public Schools** - Dickenson County, VA  
- **New Ridgeview Elementary School**  
- **Classroom Addition at Ridgeview Elementary School**

**Marshall County Schools** - Marshall County, WV  
- **Monarch Stadium, Concessions & Field House Renovations**

**Wirt County Schools** - Wirt County, WV  
- **Wirt County Middle School Renovations**

**Wythe County Public Schools** - Wytheville, VA  
- **George Wythe High School Addition and Renovation**  
- **Scott Memorial Middle School Addition to GWHS**

**Raleigh County Schools** - Raleigh County, WV  
- **Ridgeview Elementary School**

**Jefferson County Schools** - Jefferson County, WV  
- **Ranson Elementary School**  
- **Shepherdstown Elementary School**

**Timber Ridge CTEC** - Winchester, VA

**Mineral County Schools** - Mineral County, WV  
- **New Frankfort PK-4 School**





# MIKE FLOWERS

## *Plumbing Designer / Mechanical Technician*

Mr. Flowers is responsible for the design of Plumbing systems, ensuring that the systems are designed to meet the needs of the owner and utilize the latest plumbing technologies to provide the most energy efficient design possible. Mr. Flowers has participated on several LEED registered projects; one of his key contributions to these projects is selecting plumbing fixtures and accessories in his design that require less utility consumption, so significant utility savings are passed on to the owner and the environment as well.

Mr. Flowers has had extensive experience in the field of construction where he frequently visits ZMM's current projects under construction and thoroughly checks the contractors work to ensure compliance with project specifications and construction documents.

### EDUCATION

Associate in Mechanical Drafting and Design; 1990, Ben Franklin Career and Technical Center

Associate in Electronics Technology; 1987, Putnam Career and Technical Center

Associate of Science; 1988, West Virginia State University

Completed Dale Carnegie course in Effective Communications and Human Relations and Skills for Success

### PROJECT EXPERIENCE

#### **WVARNG - WV**

- **Morgantown Readiness Center**
- **Logan-Mingo Readiness Center**
- **Jackson County AFRC**
- **Mountaineer Challenge Academy**
- **Buckhannon Readiness Center**
- **Buildings 202, 246, and 301**
- **Camp Dawson Mail facility**

**WV State Capitol Senate Bathroom Renovations - Charleston, WV**

**Tucker County Courthouse - Annex - Parsons, WV**

**Wood County Justice Center - Parkersburg, WV**

**WV State Police Headquarters Building Renovation - So. Charleston, WV**

**Goodwill Industries - Parkersburg, WV**



# JEREMY SAYRE

## *Site Designer / Planner*

Mr. Sayre is responsible for assisting with site design for ZMM projects. His experience includes design and drawing production from conceptual design planning to finished construction. Mr. Sayre works with the civil engineer and the architect to plan the site circulation, parking, and green space. Mr. Sayre is also responsible for storm water management and utility layout.

Other responsibilities include: Site Selection Studies, Technical Plan Execution, Erosion and Sedimentation Control Water, Sewer, Utility Design Reports, Permits, Specifications, Construction Administration, Detailed Plan Production, Create USGS Mapping Overlays for Site Selection, Grading and Drainage of Sites, Production of Renderings, Land Design, and Planning Principles and Standards

### EDUCATION

Bachelor of Science in Landscape Architecture, West Virginia State University, 2005

Associated in Architecture Design and Drafting, West Virginia State University, 2001

### PROJECT EXPERIENCE

#### **WV Army National Guard - WV**

- Joint Interagency Training and Education Center (JITEC)
- Morgantown Readiness Center
- Logan-Mingo Readiness Center
- Buckhannon Readiness Center
- Marshall Readiness Center
- Camp Dawson Building 245
- Camp Dawson Building 246
- Camp Dawson Mail Facility

#### **WV School for the Deaf and the Blind Renovations - Romney, WV**

#### **Raleigh County Schools - Raleigh County, WV**

- **Stratton Elementary School**

#### **Braxton County Schools - Braxton County, WV**

- **Braxton County Middle School Gym Renovation**

#### **Nicholas County Schools - Nicholas County, WV**

- **Nicholas County High School**
- **Richwood Middle School**
- **Summersville Middle School**
- **Cherry River Elementary School**

#### **Cabell County Schools - Cabell County, WV**

- **Cabell Midland High School Renovations**
- **Meadows Elementary School**
- **Huntington High School Renovations**
- **Cabell County Career and Technical College**
- **Cabell County Board Office Renovations**

# EXPERIENCE OF MOONLIGHT ENGINEERING

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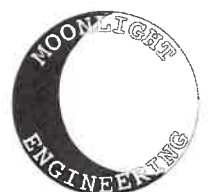
## **Trevor Lloyd, P.E.**

Mr. Lloyd, brings a wealth of diverse experience to Moonlight Engineering. His background includes regulatory engineering at the municipal level, architectural engineering for federal buildings, military engineering worldwide, and private sector design engineering in West Virginia. He currently serves as a Lieutenant Colonel in the West Virginia National Guard, assigned as the Battalion Commander of the Regional Training Institute in Camp Dawson, WV. During his tenure in the WV National Guard, he has led multiple engineering and survey missions in dozens of countries to meet mission requirements. Mr. Lloyd also holds the role of Engineer of Responsible Charge for ILA Properties, Inc. and Moonlight Engineering, PLLC.



## **Griffin Sepp, P.E.**

Mr. Sepp possesses a deep knowledge of civil design. An expert at computer aided drafting and stormwater analysis software, he quickly rose through the ranks and obtained the title of Design Manager. He has led teams of engineers for large scale residential and commercial developments for both a private consulting firm and a major developer. His recent design portfolio includes the infrastructure and site design for the Middletown Commons redevelopment project in Fairmont, WV leading to the successful completion of a challenging project. He was also the lead designer for the Hunter Hills Subdivision in Jefferson County, the largest and most complex subdivision the County has approved in the past 20 years.







# JOE DOEFFINGER

## *Construction Administrator*

Mr. Doeffinger has developed a solid reputation for the level of knowledge, professionalism, and documentation that is required during the construction phase as a construction administrator. Joe works diligently to be the eyes and ears onsite for the project's team, as well as the client. He has worked on a variety of projects that have included nonprofit, federal, local government, healthcare, and education.

Mr Doeffinger's projects have included nonprofit, education, federal, local government, and healthcare.

### EDUCATION

Bachelor Degree, Marshall University,  
2016

### PROJECT EXPERIENCE

**Kanawha County Schools** - Kanawha County, WV

- Clendenin Elementary School
- Cedar Grove Elementary School

**Calhoun County Schools** - Calhoun County, WV

- Pleasant Hill Elementary School Roof Replacement and HVAC Renovations

**Mineral County Schools** - Mineral County, WV

- Pleasant Hill Elementary School Roof Replacement and HVAC Renovations

**Raleigh County Schools** - Raleigh County, WV

- Stratton Elementary School
- Shady Spring Elementary School

**Putnam County Schools** - Putnam County, WV

- Digital Surveillance upgrades

**Cabell County Schools** - Cabell County, WV

- Barboursville Middle School Gymnasium Renovation
- Huntington High School Renovation
- Cabell Midland High School Renovation

**Jackson County Schools** - Jackson County, WV

- Cottageville Elementary School
- Ripley Middle School

**Goodwill Industries** - Parkersburg, WV

**Tug Valley ARH Regional Medical Center HVAC Renovation** -  
Williamson, KY

**New KRT Laidley Street Transportation Center and Ticket Office**

- Kanawha County, WV



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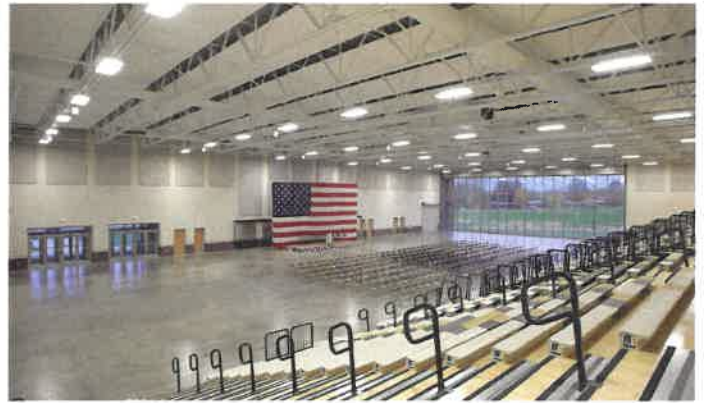
PROJECT APPROACH

# PROJECT APPROACH

## BACKGROUND AND APPROACH

Based upon ZMM's understanding of the information contained in the request for expression of interest, the project involves the phased delivery of the design of the proposed West Virginia Army National Guard (WVARNG) Readiness Center Bluefield project, which will be located at the site of the existing Readiness Center at 2915 Old Bramwell Road in Bluefield. Our team has extensive experience designing buildings in Mercer County. This experience includes the design of the nearby New Timberwood Elementary School for Mercer County Schools, which is scheduled to open in the fall of this year. The new \$26.2M school will be located on a 50-acre site off Airport Road near Brushfork.

ZMM has experience providing services on project that implemented the phased project delivery indicated in the EOI, with an initial phase that includes providing a 35% design for the project. The completion of the initial phase will allow the WVARNG to pursue additional federal funding (to complete the design and construction phases of the additions and alterations) for the Bluefield Readiness Center facility. If additional federal funding is obtained, Phase 2 will include the completion of the remaining 65% of the design, assistance in competitive bidding for the construction work, and construction administration once a construction contract is awarded. ZMM and the WVARNG have implemented this phased approach on nearly all the Readiness Center and Armed Forces Reserve Centers (AFRC) that we have completed together, including the Logan-Mingo Readiness Center, Morgantown Readiness Center, Jackson County AFRC, the Glen Jean AFRC, the Kingwood AFRC, multiple projects at Camp Dawson, and the Buckhannon Readiness Center.



Once the first phase is completed, ZMM will develop plans, specifications, and bidding documents for the proposed improvements. Drawings, specifications, and estimates will be submitted for review at 35% (as noted above for the initial phase), and again at 65%, 95%, and 100% once federal funding has been secured and Phase 2 of the project begins. Our recent experience working with the WVARNG will ensure that all documents meet your requirements and standards – saving the WVARNG additional effort and expediting the design phase of the project. Once the documents have been approved, ZMM will assist with the bidding and construction phases of the project, including participation in a pre-bid meeting, developing any required addenda, responding to RFI's, reviewing submittals, and conducting and preparing minutes of construction progress meetings. Our efforts will continue through substantial and final completion inspections and include an 11-month warranty walk-through. Our goal throughout this process will be to act as part of the WVARNG team, with the objective of ensuring the seamless delivery of your project.

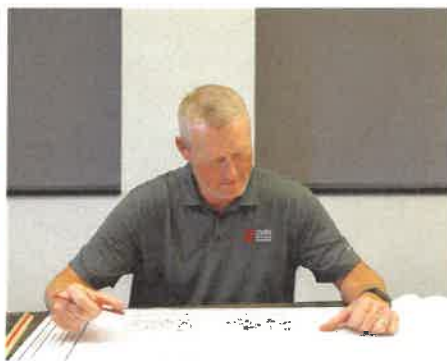
If selected for this engagement, ZMM will staff the project with the architects and engineers that have previously worked collaboratively with the WVARNG on a variety of similar projects, including Armed Forces Reserve Center (AFRCs) and Readiness Centers in Buckhannon, Jackson County, Morgantown, Glen Jean, Kingwood, and Logan-Mingo. In each case, the facilities were designed to meet the unique needs of the units that operate within the building, while also meeting the needs of the local communities that WVARNG serves. We are hopeful that you have observed our commitment to design quality, budget and schedule control, and client service demonstrated on these projects.

In addition to our experience providing services to the WVARNG, ZMM has significant experience providing design and construction phase services throughout Mercer County. Recent notable projects include three (3) new elementary school





projects for Mercer County Schools, as well as mechanical system and roofing upgrades to almost every school in the county. Our proposed project architect for the Bluefield Readiness Center project, Nathan Spencer, was the project architect for all three (3) new elementary schools. ZMM also assisted with the adaptive reuse of a former commercial banking center downtown into a Prosperity Center for Intuit/Alorica that currently houses hundreds of local employees. Additional local experience includes assisting with improvements at the nearby Pipestem McKeever and Mountain Creek lodges for the WVDNR. We are confident that the relationships built while working throughout Mercer County will be beneficial as the project progresses.



### **PROJECT MANAGEMENT PLAN**

ZMM Architects and Engineers proposes to provide services on the project with a team of design professionals that have worked together on a variety of WVARNG facilities throughout the state. The team will be led by Adam Krason (Principal) and Nathan Spencer (Project Manager and Architect). Mr. Krason and Mr. Spencer have led ZMM's effort on our recent work for the WVARNG. ZMM's team has successfully collaborated on multiple projects for the WVARNG, and each team member is familiar with the standards, requirements, and processes that are utilized by the Guard.

### **ZMM QUALITY CONTROL PLAN**

Quality control during the design phase begins with the selection of team members with experience working on projects that are like the current effort. ZMM Architects and Engineers staff possesses both the WVARNG design experience and local design experience to ensure the success of the project. Quality control during the design phase will occur through regular, documented, project meetings between the design team and the Guard. In addition to the regular design phase meetings, more formal QA/QC will occur at the end of each design phase. A more detailed description of the design phase quality control plan is noted below.

#### **1. Selecting the Project Team**

ZMM's diverse staff ensures that each project team is made up of highly qualified members, each dedicated to the project's success. Project team members are selected based upon relevant experience, and ability to help achieve the client's vision. ZMM is teaming with Moonlight Engineering for the civil engineering portion of the project.

#### **2. Identifying Project Requirements**

Project team members are fully integrated in each phase of the design process, ensuring a quality project from the commencement. The project requirements are included in a 'Basis of Design' that each member of the project team can access. The 'Basis of Design' helps guide important project decisions.

#### **3. Identifying Client Expectations**

Knowing and understanding our clients' expectations is our goal. This knowledge gives ZMM a baseline for exceeding expectations. We will commence the design effort with a planning session to help identify your vision for the project.

#### **4. Ongoing Project Reviews**

As part of the ongoing project reviews, we conduct quality assurance evaluations during each stage of the project.

##### **Phase 1:**

Design Phase (35%)

##### **Phase 2:**

Development Phase (65%)

Construction Documents Phase (95%)

Construction Administration Phase



ZMM has developed a series of QA/QC review documents that are completed during each phase, and include a programmatic review, technical review, and review of the project schedule and budget.

#### 5. Post-project Review

At the completion of every project, ZMM staff members participate in a learning session to gain insight useful for future projects. ZMM will also conduct an 11-month warranty inspection with the WVARNG to ensure that all systems are operating as designed, and to facilitate any final work with the contractor.

#### 6. Staff Training, Assessment and Enhancement

Ongoing staff development and training is very important to ZMM and providing increased opportunities for learning and advancement leads to improved employee performance and more successful projects for our clients.

### **ZMM COST CONTROL PLAN**

As part of our effort to ensure our ability to meet the WVARNG's budget, ZMM will rely on both historic bidding data (for addition/alteration and adaptive reuse projects) as well as independent estimates to verify the project budget. For this project ZMM would utilize Win Strock to provide an independent estimate. ZMM and Mr. Strock have successfully collaborated on multiple projects, including the following.

- Buckhannon Readiness Center Phase 2
- Camp Dawson Building 246 Improvements
- Camp Dawson Building 301 Improvements
- Camp Dawson Building 202 Improvements
- Mountaineer Challenge Academy - South
- Logan-Mingo Readiness Center
- Parkersburg Readiness Center
- Building 5, 6, & 7 Improvements
- WVDNR District 5 Office
- WVDNR Claudia Workman Fish & Wildlife Education Center
- Beech Fork Lodge
- West Virginia State Police Information Services Center
- West Virginia State Lottery Headquarters Renovation



ZMM has a history of working to successfully bring projects under challenging budget and schedule constraints for the WVARNG. We commit to working with you to meet the budget and schedule requirements for the Bluefield Readiness Center project.



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CLIENT REFERENCES

# CLIENT REFERENCES

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**Robert Kirkpatrick, Deputy Director**

General Services Division of WV  
103 Michigan Ave  
Charleston, WV 25311  
304.352.5491

**Ed Tomen, Superintendent**

Mercer County Schools  
1403 Honaker Avenue  
Princeton, WV 24740  
304.487.1551

**Brett McMillion, Director**

WVDNR  
324 4th Avenue  
So. Charleston, WV 25302  
304.558.6200







# Thank You

FOR REVIEWING THIS MATERIAL.

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