



**State of West Virginia  
Department of Administration  
Purchasing Division**

**NOTICE**

Due to the size of this bid, it was impractical to scan every page for online viewing. We have made an attempt to scan and publish all pertinent bid information. However, it is important to note that some pages were necessarily omitted.

If you would like to review the bid in its entirety, please contact the buyer. Thank you.

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ARCHITECTS & ENGINEERS

January 3, 2008

Mr. John Abbott, Buyer  
Department of Administration, Purchasing Division  
Building 15  
2019 Washington Street, East  
Charleston, West Virginia 25305-0130

**Subject: Elkins Readiness Center  
West Virginia Army National Guard  
Requisition #DEFK8115**

Dear Mr. Abbott:

ZMM is pleased to submit the attached information to demonstrate both our experience and our capability to provide professional architectural and engineering services for the Elkins Readiness Center for the West Virginia Army National Guard (WVARNG). We are confident that our recent experience working with the WVARNG, our commitment to creating innovative and award winning facilities, and our efforts to implement sustainable design and construction principles will make ZMM a great partner for the WVARNG for the development of the new Elkins Readiness Center.

Since 1959, ZMM has been consistently recognized as one of the largest, fully integrated architecture and engineering firms in the State of West Virginia. An organization of creative professionals with the common interest of working with our clients to design and engineer innovative and cost effective buildings, ZMM has the in-house capability (32 full-time employees) to deliver the professional services necessary to plan and prepare construction documents and provide construction administration services for the Elkins Readiness Center. Should ZMM be selected to provide professional services on this project, the following key team members will comprise the project team, and will remain actively involved in the project through building occupancy:

- |                                    |                          |
|------------------------------------|--------------------------|
| ▪ Steve Branner, AIA, NCARB        | Project Principal        |
| ▪ Adam Krason, AIA, NCARB, LEED-AP | Project Manager/Designer |
| ▪ Robert Doeffinger, PE            | Engineering Manager      |
| ▪ Steve Cook, PE                   | Mechanical Engineer      |
| ▪ Scot Casdorff, PE                | Electrical Engineer      |
| ▪ Steve Hedrick, PE                | Structural Engineer      |
| ▪ Robert Fuller, PE                | Civil Engineer/CEI       |




- Alana Pulay, IIDA Interior Designer
- David Unrue, AIA Construction Administration

Resumes for these key personnel are included in the attached information. This team has worked together on multiple projects, many for the WVARNG, over the last several years, which will allow **ZMM** to apply the value gained through that experience to the Elkins Readiness Center project. That value includes knowledge of critical National Guard design and facilities standards such as NG Pam 415-12 (Facilities Allowances), NG Pam 415-5 (Construction Program Execution), DG 415-1 (Design Guide for Readiness Centers), DD 1390/91, as well as an understanding of the National Guard's requirement for designing to a LEED Silver standard (self-certified by the CFMO). Additionally **ZMM** is familiar with the bidding and "front-end" contract documents employed by the CFMO which include detailed unit cost information and the Federal General Provisions. Our past experience employing these documents will lead to an improved bidding and construction process. Our recent experience working with the West Virginia Army National Guard includes:

- Robert C. Byrd Regional Training Institute, Camp Dawson
- Armed Forces Reserve Center, Camp Dawson
- Glen Jean Armed Forces Complex, Glen Jean (with CEI)
- Logan-Mingo Readiness Center (with CEI)
- CFMO Expansion, Charleston (with CEI)
- JITEC Project Planning Document Charette, Camp Dawson

Please note that as on several recent projects completed for the WVARNG, **ZMM** will collaborate with Capitol Engineering, Inc. for site and civil design on this project. CEI is a small, locally owned, service oriented, civil engineering firm located in Charleston. CEI has been a critical team member that has demonstrated both client responsiveness and technical excellence. Projects demonstrating **ZMM's** past collaborations with CEI are included in the attached information.

While designing many of the projects noted above, **ZMM** has demonstrated a commitment to meeting strict budget and scheduling requirements. This commitment can be attested to by the high number of repeat and on-going client relationships that we have established. Please find included in the attached information a list of client and contractor references. There is no better way to demonstrate our ability to provide quality architectural and engineering services than through the recommendations of those we have partnered with on past projects.



Mr. John Abbott, Buyer  
January 3, 2008  
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Thank you for taking the time to review the attached brochure that outlines detailed information regarding the history, services, personnel, experience, and qualifications of **ZMM**. Additionally, please visit our website at [www.zmm.com](http://www.zmm.com) to see the full range of projects that we have designed. We look forward to meeting with you in the near future to review our qualifications, and to discuss our capabilities in more detail.

Respectfully submitted,  
**ZMM, Inc.**



Steve Branner, AIA, NCARB  
Principal

*Attachment: Expression of Interest*

cc: RW, SB, file