



**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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August 5, 2008

Department of Administration
Purchasing Division
Building 15
2019 Washington Street, East
Charleston, WV 25305-0130
Attn: Mr. Frank Whittaker, Senior Buyer

**Expression of Interest
Architectural and Engineering Services
Administrative Office/Maintenance Facility in Hamlin, WV
PTR09002**

Dear Mr. Whittaker:

Buchart Horn, Inc., is pleased to present its qualifications to serve the State of West Virginia on the referenced project. We offer a full range of architectural and engineering capabilities; success in designing, renovating, or expanding similar facilities; and an outstanding record of service to West Virginia communities on similar projects.

We are thoroughly familiar with federal, state, and local codes and design requirements, and have integrated these requirements into bus, municipal vehicle, and equipment maintenance and storage facilities. Details of some of our other projects, along with credentials of our key project personnel, are included in this package.

Over the past several years, Buchart Horn has developed experience with maintenance and office facilities, and in developing design packages for these facilities. Our recent design experience in West Virginia includes:

- Rehabilitation/expansion design, Tri-State Transit Bus Maintenance Facility, Huntington.
- Design new LEED® Certified maintenance / office facility, Canaan Valley Institute, Davis.
- Design new maintenance facility, West Virginia Department of Transportation, Division of Highways, Elkins.
- Design of award winning PE Tech Building, Charleston.

We have also completed the design of similar facilities in other states, and will bring lessons learned from those projects to bear on the design of the Bluefield facility.

In response to the specific requirements of your Request for Expressions of Interest, we offer the following:

1. Overall Capabilities to Handle the Work - In addition to our recent success in design of similar facilities, Buchart Horn offers other strengths to the Hamlin project. Primary among these are our multi-disciplined, in-house capabilities. We can provide complete architectural, mechanical and electrical design using our own personnel who are already accustomed to working together. Our proposed team is available to begin work immediately.

Section 4 of this submittal provides details on some of our key project team members. Our Project Manager and Lead Architect, Mike Phillips, AIA, LEED®, has served in the same capacity in all of the previously referenced West Virginia design projects.

2. Location of Office in Which the Work will be Performed – The majority of work, including all Project Management and Architectural design work, will be performed by professional staff in our Charleston office.

3. Amount of Work Proposed to be Performed by Subconsultant - In addition to our in-house capabilities, Buchart Horn has enlisted the services of two subconsultants to provide support in specialized areas and give our team the ability to exceed your DBE goal for the project. Our subconsultants are:

- **Novel Geo-Environmental Services**, a certified DBE firm in St. Albans, WV will perform soils, geotechnical, and environmental engineering.

4. Indication of Whether a Cost Accounting System has been Maintained and is in Effect – Buchart Horn has an established cost accounting system that is capable of segregating and identifying accumulating costs for each job that is performed under cost-type projects. This system is regularly used for work that Buchart Horn performs for the West Virginia Department of Transportation, Division of Highways, for the agencies of other states, and for departments and agencies of the federal government.

Should you have any questions or require additional information, please feel free to contact me. Buchart Horn appreciates your consideration and looks forward to your favorable consideration of our qualifications.

Very truly yours,

BUCHART HORN, INC.



Kenneth D. Bryant, Jr., PE, PLS

Regional Manager

KDB/wrl