

EXPRESSION  
OF INTEREST

ARCHITECT/ENGINEERING SERVICES  
ST. MARY'S CORRECTIONAL FACILITY  
ST. MARY'S, WV

August 20, 2009

**KZF GOVERNMENT & JUSTICE GROUP  
MARSHALL MILLER AND ASSOCIATES**

ARCHITECTURE  
ENGINEERING  
INTERIORS  
PLANNING

**KZF DESIGN**

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WV PURCHASING  
DIVISION

ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV

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ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV

A. STATEMENT OF  
QUALIFICATIONS

**KZF and Marshall Miller Associates** are pleased to submit our qualifications for this important project.

Our experienced team of architects and engineers are well-versed in developing correctional facility renovations and additions. We understand the special issues surrounding these projects such as maintaining operations, on-site security during construction, security systems upgrades, energy-efficient mechanical systems upgrades, and the development of staff efficient facility designs. Each firm is licensed in the state of West Virginia, (see licenses in Section H).

Our success with correctional facility projects is based upon open and frequent communication with the client and users, complete and thorough site investigations, sound planning, integrated and coordinated architecture and engineering designs, and knowledgeable construction administrators.

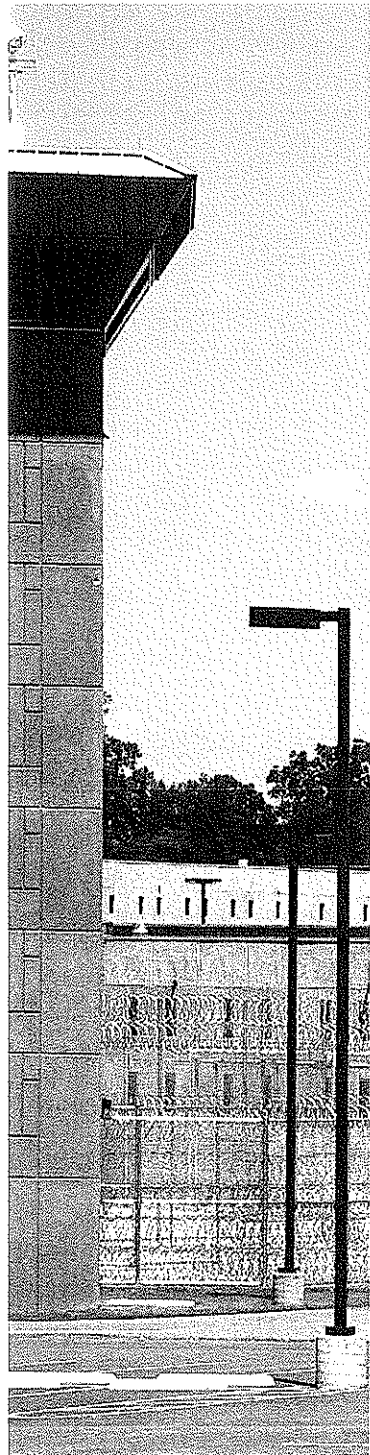
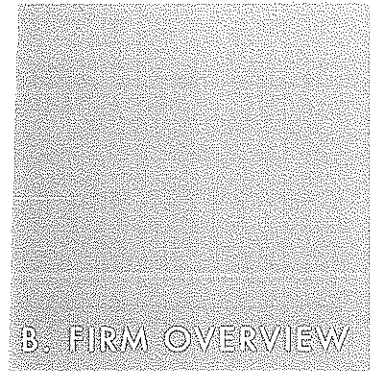
**Benefits of the KZF/Marshall Miller Team:**

**Experienced Corrections Team** – Our core corrections team of multi-disciplinary professionals—planners, architects, engineers—will provide the State of West Virginia with the best in communication, collaboration, coordination, scheduling, and cost control.

**Corrections Expertise** – Project Manager David Bostwick, AIA, LEED-AP, is nationally respected for his work in corrections planning and design. For 20 years he has focused on corrections and justice facility projects throughout the country, totaling approximately 6,500 beds.

**Excellent References** – Our continued success is built upon meeting and exceeding our clients' expectations for design, schedules, and budgets. Our references speak to our work ethic and our dedication to client satisfaction.

We are very excited about the opportunity to be involved in your project and appreciate your consideration. If selected, we will be committed to start this project immediately and apply all our resources to meet your schedule and make your project a success. If you should have questions or have additional information, please call or contact David Bostwick at [david.bostwick@kzf.com](mailto:david.bostwick@kzf.com).



### **KZF Design**

KZF Design is a leading national full-service architectural, engineering, interior design, and planning firm that has served the justice clients for more than 25 years. Our staff includes 86 multidisciplinary design professionals including 26 registered architects and 19 professional engineers. We consistently provide quality designs and KZF has won 63 design awards since 2000.

KZF Design has a dedicated Justice Group of architects and engineers that is well versed in the unique aspects of corrections facility design including coordination issues, mechanical issues, security hardware, and security electronics. Unlike other firms, all of our Justice professionals are located in one office for the best in communication, collaboration, cost control, and scheduling for our clients. Our team has successfully completed large scale and complex projects within tight timeframes. We also have extensive experience with renovation projects. In fact, over 50% of all work done by KZF has been renovations.

We are committed to meeting client budgets. We have an in-house construction cost estimator and we have an extensive internal corrections cost data base from which to draw on.

KZF is a licensed full-service architectural and engineering firm in the State of West Virginia.

### **Marshall Miller Associates**

Marshall Milller Associates, (MM&A), a diverse consulting and engineering firm located in Beckley, WV, offering a wide spectrum of services to clients in North America, South America, Asia, and Europe. MM&A's team of engineers and consultants has the training and experience to address a wide variety of infrastructure development, natural system design, and related construction management issues. MM&A provides full service design and engineering services to a variety of industrial, municipal, commercial and governmental clients, with design tasks including steel and concrete structures, water treatment and distribution, wastewater collection and treatment, facility layout, and stream restoration. MM&A has the technical capabilities and resources necessary to successfully complete a design project of any size.

MM&A is anchored by continually growing seasoned staff of engineering personnel capable of developing design solutions for a variety of projects. Solving problematic engineering challenges requires educated and experienced personnel equipped with the right tools and experience to identify key concerns and resolve difficult issues. We recognize that the right people make the difference in a service firm, and that it is what sets us apart from our competitors.

C. PROFESSIONAL  
STAFF  
QUALIFICATIONS

**THE KZF DESIGN TEAM**

The professionals of the KZF/Marshall Miller team have extensive correctional facility experience that will benefit the State of West Virginia in terms of:

- Coordination of architecture and engineering disciplines
- Identifying and solving mechanical issues
- Integration of security hardware and electronics
- Quality Documents
- Cost Containment

NAME	DISCIPLINE	# of BEDS
David Bostwick, AIA, LEED AP	Justice	6,500
Bob Schmitz, RA	Architecture	4,700
Melissa Kelly, NCIDQ	Interior Design	2,100
Ted Verst, PE, SE	Structural	2,800
Joseph C. Nader, PE	Mechanical	5,900
Stanley S. Houston, PE, LEED AP	Mechanical	5,000
Purushottam M. Patel, PE	Electrical	5,650
Duane Singleton, CSI, CDT	Construction Admin	3,600

**DESIGN TEAM QUALIFICATIONS - KZF**

**David E. Bostwick, AIA, LEED AP - Project Manager/Security Systems Design**

**Years Experience:** 25 years

**Registrations:** Architect - MI, IL | LEED AP | NCARB

David Bostwick has worked exclusively in criminal justice planning and design for over 20 years and is one of the most experienced corrections designers in the country. He has worked in all aspects of the facility development process, including planning, design and security systems. Clients are impressed with his planning and design skills, as well as his technical knowledge.

**Recent Corrections Projects (with previous employer):**

- Cass County Jail - Fargo, North Dakota
- Waukesha County Justice Center Expansion - Waukesha, Wisconsin
- St. Charles County Jail Expansion - St. Charles, Missouri
- Will County Adult Detention Facility Expansion, Joliet, Illinois

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C. PROFESSIONAL  
STAFF  
QUALIFICATIONS

**Robert J. Schmitz, RA - Project Architect**

**Years Experience:** 29 years

**Registrations:** Architect - MI, OH, KY, FL, TX | NCARB

Bob Schmitz is the Director of Architecture at KZF. He is responsible for leading the architectural team as a senior project architect, preparing drawings and specifications, reviewing shop drawings, and coordinating architectural aspects of a project with other disciplines. Bob began his career at KZF in 1984 with a special expertise in Computer Aided Design (CAD) and continues to provide quality control over KZF Design's computer standards.

**Recent Corrections Projects:**

Federal Bureau of Prisons, Big Sandy Penitentiary and Federal Prison Camp - Inez, Kentucky  
Federal Bureau of Prisons, Elkton Correctional Institution and Federal Prison Camp - Elkton, Ohio  
Ohio Hamilton County Commissioners, Minimum Security Facility - Cincinnati, Ohio  
Warren County Board of Commissioners, Warren County Justice Center - Lebanon, Ohio

**Melissa Kelly, NCIDQ - Interior Designer**

**Years Experience:** 12 years

**Registrations:** Professional Designer (NCIDQ Certified Designer)

Melissa Kelly is a talented Interior Designer responsible for space planning, programming, interior finishes, coordination of furniture and equipment for corporate, commercial, institutional and federal government clients. For correctional facilities, Melissa assists facility users in selecting appropriate materials and finishes that support goals and philosophies.

**Recent Corrections Projects**

Federal Bureau of Prisons, Big Sandy Penitentiary and Federal Prison Camp - Inez, Kentucky  
Federal Bureau of Prisons, Hazelton Secure Women's Facility - Hazelton, West Virginia

**Joseph C. Nader, PE - Mechanical Engineer**

**Years Experience:** 43 years

**Registrations:** Engineer - MI, OH, KY, VA, TX, WV, PA, TN, IL

As KZF's Director of Mechanical Engineering Services, Joe Nader is responsible for providing technical management, leadership, professional development, and education to all members of the firm's Mechanical Engineering discipline. Joe has special expertise in reviewing codes for projects involving mechanical, electrical, plumbing and central plant design for HVAC work.

**Recent Corrections Projects:**

Federal Bureau of Prisons, Big Sandy Penitentiary and Federal Prison Camp - Inez, Kentucky  
Federal Bureau of Prisons, Hazelton Secure Women's Facility - Hazelton, West Virginia  
Federal Bureau of Prisons, Hazelton Penitentiary & Federal Prison Camp - Hazelton, West Virginia  
Ohio Hamilton County Commissioners, Minimum Security Facility - Cincinnati, Ohio  
Warren County Board of Commissioners, Warren County Justice Center - Lebanon, Ohio



# ST. MARY'S CORRECTIONAL CENTER ST. MARY'S WV

## C. PROFESSIONAL STAFF QUALIFICATIONS

### **Stanley Houston, PE, LEED AP- Mechanical Engineer**

**Years Experience:** 25 years

**Registrations:** Engineer - OH, KY, GA, AR, FL

Stan Houston is a Senior Mechanical Engineer responsible for all phases of building system design. He has a vast working knowledge of HVAC, plumbing and fire protection design issues. Stan is proficient in MicroStation, AutoCAD and vendor selection programs, and he has taken courses on sprinkler design and fluid handling.

#### **Recent Corrections Projects:**

Federal Bureau of Prisons, Big Sandy Penitentiary and Federal Prison Camp  
Federal Bureau of Prisons, Elkton Correctional Institution and Federal Prison Camp  
Federal Bureau of Prisons, Hazelton Penitentiary and Federal Prison Camp  
Federal Bureau of Prisons, Hazelton Secure Women's Facility  
Highland County Board of Commissioners, Highland County Justice Center

### **Purushottam M. Patel, PE - Electrical Engineer**

**Years Experience:** 35 years

**Registrations:** Engineer - OH, KY, FL, TX, WV, PA, IL, IN | NCEES

Purushottam Patel is the Director of Electrical Engineering Services responsible for guiding the electrical design discipline to design quality, economic and reliable electrical systems as well as provide quality control on projects. He is an experienced electrical engineer with skills in power distribution, lighting, communications, sound systems, fire alarm systems, instrumentation, programmable logic controllers and SCADA system design.

#### **Recent Corrections Projects:**

Federal Bureau of Prisons, Hazelton Penitentiary & Federal Prison Camp - Hazelton, West Virginia; Federal Bureau of Prisons, Big Sandy Penitentiary and Federal Prison Camp - Inez, Kentucky; Hamilton County Commissioners, Minimum Security Facility - Cincinnati, Ohio  
Warren County Board of Commissioners, Warren County Justice Center - Lebanon, Ohio

### **Duane Singleton CSI CDT - Construction Administration**

**Years Experience:** 8 years

Duane Singleton is a Construction Administrator with more than 26 years experience in general construction, site development and highway and bridge construction inspection. At KZF Design, Duane is responsible for monitoring the construction progress and conformance to the design documents for the assigned projects. Other responsibilities include responding to requests for information (RFIs) from the Owner and/or Contractor, interpretation of contract documents, monitoring construction schedules throughout the project, scheduling engineers and consultants to review ongoing work at key intervals during construction, assisting in review of shop drawings, product data and the Contractor's applications for payment. Duane has been KZF Design's Construction Administrator for large State and Federal Government Projects, both in and out of state, for the last nine years.

#### **Recent Corrections Projects:**

Federal Bureau of Prisons, Big Sandy Penitentiary and Federal Prison Camp  
Federal Bureau of Prisons, Hazelton Penitentiary and Federal Prison Camp  
Federal Bureau of Prisons, Hazelton Secure Women's Facility

C. PROFESSIONAL  
STAFF  
QUALIFICATIONS

**Design Team Qualifications - Marshall Miller and Associates**

**William S. Almes, P.E. - Geotechnical Engineer**

**Years Experience:** 16 years

**Registrations:** Engineer, NC, SC

**Recent Projects:**

High Hazard Earthen Dam Failure – Emergency Design/ Build Dam Retrofit Project for the 15-ft. high, Mirror Lake Dam, Fayetteville, North Carolina  
High Hazard Earthen Dam Hydrologic and Slope Stability Evaluations of the Eagles Nest Lake Dam and Thunder Lake Dam, Cedar Mountain, North Carolina  
Evaluation, Redesign and Remediation of an existing 80-foot tall earthen dam, Chief Logan Dam, Logan, WV

**William O. Dickey, Jr. PE - Civil Engineer**

**Years Experience:** 23 years

**Registrations:** Engineer, VA, WV, OH, PA, MD, NC

NBIS Certified Bridge Inspection Team Leader

**Recent Projects:**

Mediation Services for Metal Building Litigation, Beckley, West Virginia  
Professional Witness Services Metal Building Construction Claim, Huntington, West Virginia  
Russellville Bridge Replacement, Greenbrier County, West Virginia  
I-77 Kenna Interchange Bridges, Jackson County, West Virginia  
Bruno Bridge Replacement, Logan County, West Virginia

**Travis B. Cantley, PE - Civil Engineer**

**Years Experience:** 25 years

**Registrations:** Engineer, WV, NC, KY, TN

Roadway Worker Protection Training, 2007

MSHA 8-Hour Contractor Refresher, 2007

**Recent Projects:**

Telespectrum, Beckley, West Virginia  
Ryan's Steakhouse, Beckley, West Virginia  
Longview Power, Genpower, Madsville, West Virginia  
WVDOT, Stafford Drive, Raleigh County, West Virginia  
WVDOT, Kanawha Street, Raleigh County, West Virginia  
WVDOT, Locust Drive, Mercer County, West Virginia

**Rory H. Mullenex, PE - Civil Engineer**

**Years Experience:** 4 years

**Registrations:** Engineer, VA

**Recent Projects:**

Wildcat No. 2 Surface Mine Compensatory Mitigation Plan, Kanawha County, WV  
Joes Creek Surface Mine Compensatory Mitigation Plan, Boone and Kanawha Counties, WV  
Threemile Surface Mine Compensatory Mitigation Plan, Boone and Kanawha Counties, WV  
Paynter Branch South Surface Mine Compensatory Mitigation Plan, Wyoming County, WV  
Ashland Scenic Campground, Ashland, WV



D. COST &  
SCHEDULE  
CONTROL

**Cost Control**

Cost control is paramount for each project KZF designs. We believe that cost control starts at the very beginning of a project and we involve our in-house construction cost estimator from the start. Our estimator is experienced and provides realistic and accurate cost estimates using KZF's extensive corrections construction data base. On average, bids from contractors on KZF projects average 3-5% below final cost estimates.

Once construction begins, KZF has a record of keeping change orders to an average of 2% of construction. Our success in minimizing change orders is the result of experienced architects and engineers consistently producing well-coordinated and properly detailed contract plans and specifications that are continuously checked by senior discipline directors for quality assurance.

**Schedule Control**

Meeting a project schedule is a key component to successful projects. KZF has effectively managed some of the country's largest corrections projects with extremely demanding schedule requirements. Our experience with complex projects allows us to develop realistic and accurate schedules.

E. PROJECT  
APPROACH

**PROJECT APPROACH**

We believe that successful projects require the translation of client goals and needs into effective plans and building solutions. We have laid out a carefully considered project approach to achieve the best project for the Division of Corrections that includes thorough Master Planning (Phase 1) to reinforce and support the Architectural Design and Construction efforts (Phase 2).

The following two pages illustrate the process through flow charts for both Master Planning, and Project Architectural Approach, a narrative description of the charts are provided as well. These steps are open to discussion and confirmation with the DOC.



# Phase One Master Planning

ST. MARY'S  
MASTER PLANNING  
CORRECTIONAL CENTER



## Project Management

- Communication Protocols
- Scope Confirmation
- Mission and Goals
- Review Prior Reports

1

## Existing Facility Evaluation

- Site
- Utilities
- HVAC Systems
- Electrical Systems
- Security Systems & Concepts

2

## Establish Operational Requirements

- Types of Inmates
- Preferred Supervision
- Housing Density
- Preferred Occupancy
- Inmate Movement Requirements
- Relationship to Other Facilities

3

## Establish Space Needs

- Preliminary Estimate
- Component Descriptions
- Housing
- Medical
- Food Service
- Storage

4

## Option Development

- Building Design Concepts
- Site Design Concepts
- Remodel/Renovate Existing
- New Buildings
- Combination New/Remodel

5

## Option Evaluation

- Functional Evaluation
- Probable Disruption to Jail Operations
- Construction Cost
- Construction Schedules
- Staff Costs Over 20 yrs
- Utility/Maint. Costs

6

## Choose Best Option for Design

7

# Phase Two Project Architectural Approach

ST. MARY'S CORRECTIONAL CENTER  
**KZFD**ESIGN

## Schematic Design

- Develop Design based on Preferred Option
- Floor plans, Elevations, Basic Sections
- Preliminary Engineering Concepts
- Preliminary Cost Estimate
- Consult with Applicable Agencies

## Design Development

- Refine / Develop Design
- Develop Outline Specs
- Conduct Energy Analysis
- Select HVAC Systems
- Update Cost Estimate

## Construction Documentation

- Develop Bid Documents
- Complete Plans and Details
- Complete Specifications
- Pre-qualify Contractors
- Agency Approvals
- Final Cost Estimate

## Bidding

- Advertise for Bids
- Answer Contractors/Issue Addenda
- Evaluate Bids
- Select Lowest Qualified Bidder
- Assist Owner with Contract Negotiation

## Contract Admin.

- Administer Contract
- Review Shop Drawings
- Conduct Site Observations
- Answer Contractor Questions
- Process Pay Requests
- Punch List
- Project Close-out

E. PROJECT  
APPROACH

**PHASE 1 MASTER PLANNING**

With years of experience developing plans and designs for correctional facilities and facility expansions we offer the following project approach which we feel will meet the best interests of the state of West Virginia.

**1. Project Management**

Communication Protocols - We will establish at the very beginning the desired communication protocols and information distribution lists with the Division of Corrections (DOC). We will also confirm site and building access security protocols for the design professionals who will be evaluating existing conditions and systems at the facility.

Scope Conformation - We will confirm project mission, goals, and objectives with the DOC. We will also confirm the schedule for the completion of work and will provide detailed meeting agendas for interviews and workshops with appropriate personnell.

Review Prior Reports - We will review any prior reports that may have been completed in the past so that we build upon the work of others and not duplicate past efforts.

**2. Existing Facility Evaluation**

Site - We will review and document the existing site conditions including vehicular access points and parking. We will locate underground utility lines and storage tanks and above ground equipment such as emergency generators and cooling towers. We will also review storm water detention needs and requirements.

Utilities - Our evaluation will include an evaluation of the existing utility services to determine if they have sufficient pressure and excess capacity to support the proposed renovations and additions. This would include gas, domestic water, fire sprinkler water, sanitary sewer and storm sewer. The locations of the utility lines will be determined for possible relocation relative to any planned additions.

HVAC Systems - Heating, ventilation, and air conditioning systems will be evaluated by our team. A key factor when considering renovations or expansion is the condition and capacity of existing equipment. We will determine if extra capacity exists and if so, how much. Also, we will evaluate the age and condition of the existing HVAC equipment. If additional capacity or some equipment replacement is necessary, we will include those upgrades in our cost estimates.

Electrical Systems - Existing service and panel capacity will be confirmed. In addition, we will examine the capacity of the emergency generator to determine if a new or supplemental generator is needed.

E. PROJECT  
APPROACH

Security Systems - We will review and identify the type of electronic security system in place. We will determine if it can be expanded and upgraded to include additional controls for doors and intercoms and surveillance equipment such as cameras, duress alarms, and other emergency annunciation devices. Also, we will evaluate the adequacy of the physical spaces such as the control room (s) and the equipment rooms. For example, the control room will be evaluated to see if it can accommodate additional monitors, control screens, and radio bases. The equipment rooms will be examined to determine if they can accommodate additional racks for potential audio racks, video racks, relay cabinets, PLC cabinets, etc.

3. Establish Operational Requirements

To ensure the maximum effectiveness of the design alternatives generated our team will need to understand the operational philosophy of the facility. The following are key issues that will assist the design team.

Classification Needs - What type of inmates are housed at the facility. Almost all decisions regarding design, density, inmate/staff ratios, supervision, and support space will be driven by the type of inmate who will be served.

Housing Density - We will assist the DOC in determining the maximum number of inmates in each housing unit. Housing density will be driven primarily by the inmate type and state preferences. It will also depend on the State's desired inmate to staff ratios.

Preferred Supervision - There are three supervision modes – intermittent, indirect (pod-remote), and direct supervision. We will review the pros and cons of each supervision mode with the DOC officials taking into account the type of inmate to be supervised and will assist the State in choosing the appropriate supervision mode.

Preferred Occupancy - Housing types include single cell, double-occupancy cells, multiple-occupancy cells, and dormitories. We will review the pros and cons of each approach and will help assist the DOC in selecting the one that best meets the needs and operational philosophy of the Facility.

Movement Concepts - We will review with the DOC in determining the fundamental internal and external inmate movement concepts and incorporate into our designs those that appropriately reflect policies regarding safety, security, and staff efficiency. Inmate movement concepts include unescorted movement, movement electronically observed, and movement directly escorted.



E. PROJECT  
APPROACH

4. Establish Space and Needs

Preliminary Space Needs Estimate - Through workshops with DOC staff we will develop space needs for the components to be addressed in the jail expansion. We will identify each space and its size and we will provide a narrative that will describe key features of the space including equipment, power requirements, security requirements, finishes, key adjacencies, and long-term plans for expansion. The components that will be examined will be housing (adding 200 beds), medical care facility, receiving and booking, food service, and storage. We will then take this information from these workshops and develop the building alternatives.

5. Option Development

Building Design Concepts - We will develop alternatives that meet the goals, criteria, and needs as determined in meetings and workshops with the County. The alternatives will include concept sketches and 3-dimensional drawings that will assist client understanding.

Site Design Concepts - Key site considerations will be taken into account in the development of the alternatives including parking, access points (for inmates, deliveries, staff, and visitors), storm water management, utility connections, and geotechnical data.

6. Option Evaluation

Functional Evaluation - All options will be evaluated to determine to what degree they meet the functional goals and objectives set for the project through meetings and workshops with the DOC.

Construction Cost Estimates - Our team has extensive corrections construction industry experience and that experience will allow us to provide the State with comprehensive and accurate cost estimates that include all the elements of the project including mechanical systems, structural systems, security systems, detention equipment, site development costs, and architecture. We have a considerable correctional construction bid data base from which to draw on to insure accuracy. As part of our cost estimate process, we will examine the use of modular construction products to aid in the speed of construction and lower costs.

Staffing Costs (Over 20 Years) - Staffing typically represents 70% - 80% of a county facility's annual operating budget therefore, understanding the staffing implications of each proposed facility alternative is crucial because of the long run financial impact to the county. Each alternative will be evaluated in terms of staffing needs. Staffing estimates will be provided by staff post and by shift. The estimates will take into account actual shift relief factors applicable to the facility rather than generalized figures to make them as accurate as possible. The shift relief factor will take into account such things as actual staff and shift scheduling, weekly days off, vacation days off, and training days. We will provide staffing costs over 20 years based on salary and fringe

E. PROJECT  
APPROACH

benefit packages and anticipated cost of living adjustments. A review of staffing is important, for example if an option saves one or two staff positions significant annual operational cost savings will be realized and, over 20 years, such savings could top over \$1,000,000.

Utility and Maintenance Costs - Utility costs are driven by the building mechanical system design and the quality of the equipment selected. Our mechanical engineers develop energy saving systems that consistently exceed ASHRAE/IESNA 90.1 standards by 30%. Over the life of the building the savings from reduced utility costs will be significant.

Maintenance of equipment is also important. We will review with Division of Corrections equipment recommendations focusing on maintenance costs, equipment longevity, and overall life-cycle costs. We will also explore ways of architecturally adding life to equipment. One prime example of this are the air handling units. Generally speaking, air handling units enclosed within the building have fewer maintenance problems and longer life than roof top units.

Probable Disruption to Jail Operations - Additions and renovations will impact on-going jail operations to some degree. We will include as part of our option evaluation a list of probable disruptions to facility operations. Phasing plans will be developed to keep the disruptions to a minimum.

Construction Schedules - Each option will be evaluated in terms of the amount of time needed for construction. Renovation projects generally require more time to complete than new construction because of the need for phasing and the necessary security protocols that should be followed to bring contractors inside the jail security perimeter.

**7. Choose Best Option**

Considerations will include construction cost, operational costs (staffing & utilities), schedule, and ability to meet the goals and needs of the DOC.

E. PROJECT  
APPROACH

PHASE 2 ARCHITECTURAL DESIGN

1. Schematic Design

We believe that schematic design is the most critical design phase. Concepts as to how the renovated spaces or new buildings are organized emerge during this phase. Major changes as to how spaces are arranged can be easily made unlike later phases.

We believe the active involvement of the Division of Corrections in developing the design, rather than just reacting or approving our suggestions, will enhance the design process. To assist the DOC in comprehending the design as it develops, we will provide 3-D renderings and Visual Reality tours during this early phase.

As the design progresses we will check the design to confirm that it meets the design goals as outlined in the Master Planning Phase. And, near the end of this phase, we will verify that the design adheres to the budget.

2. Design Development

During design development, we will continue to refine the design. It is important that the DOC review any changes made to the basic floor plans. We also believe that the DOC's involvement in the selection and review of the systems is vitally important. The systems and materials selected will be detailed in the outline specification. During this phase HVAC systems and the building envelopes will be analyzed to determine opportunities for enhanced energy performance to reduce on-going and long-term utility costs. Again, near the end of this phase, we will verify that the design adheres to the budget.

3. Construction Document Phase

In the construction document phase we will develop the final plans and specifications for bidding. We will use Building Information Modeling (BIM) to coordinate the work of all architectural and engineering disciplines with special attention paid to identifying potential conflicts or interference between building systems.

We will also seek agency approvals (building permits, zoning approvals, etc.) for the project.

An important part of the specifications will deal with security and contractors working inside a security perimeter. We will work with the DOC to review appropriate security protocols that contractors will be required to follow. We will incorporate these protocols in the specifications so that contractors bidding the project will be aware of the special precautions that will be required and, if additional time is required to follow the protocols, any additional cost should be reflected in their bid.

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APPROACH

Working inside a security perimeter will likely require phasing of construction. We will review phasing strategies with the DOC and incorporate the phasing into the construction documents for the contractors to follow.

Corrections work is specialized and only experienced contractors should be permitted to bid. We will pre-qualify contractors focusing on their experience, track record for excellent performance, and their financial stability. This is especially critical for detention equipment contractors (DECs) and electronic security system integrators (ESSIs).

Near the end of this phase, we will prepare a final budget estimate.

**4. Bidding Phase**

We will assist the State in bidding the project following the State's desired approach. During the bid time period, we will answer contractor questions via addenda and issue any other addenda required for clarification purposes.

We will evaluate the bids and any alternates and recommend a contractor – usually the lowest qualified. We will also assist the DOC with negotiations and details of the final contract.

**5. Contract Administration**

During construction we will conduct site observations, review shop drawing submittals, review material tests, respond to requests for information (RFIs), process pay requests, and thoroughly review any change order requests.

Near the end of construction we will prepare a punch list of items to be finished. Systems such as HVAC, plumbing, electrical and security systems will be tested to insure that they work properly. Warranties will be delivered to the DOC.

ST. MARY'S CORRECTIONAL CENTER  
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F. RELEVANT  
PROJECTS

**Name:** Federal Bureau of Prisons, Hazelton Penitentiary and Federal Prison Camp

**Location:** Hazelton, West Virginia

**Project Schedule**

*Design Began:* 2000

*Finished:* 2001

*Construction Began:* 2002

*Finished:* 2004

**Project Construction Costs:** \$134,000,000

**Change Order Amounts:** >\$1M, Owner-Initiated

**Gross SF:** 650,000 SF

**Number of Beds:** 1,088

**Type of Detention:** Maximum Security

**Support Components:** Administrative, Administrative Segregation, Intake, Medical, Educational, Vocational, Recreational, Housing, Food Service

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Specifications, Construction Administration

**Project Description:** KZF Design was the lead architect and engineer as part of the Design/Build team that constructed the \$129M corrections facility. The prison is a maximum-security institution with 768 cells and support facilities, and an additional 120 special housing cells. This 650,000 SF facility is a compound plan consisting of one- and two-story program buildings, a Federal Prison Industries (UNICOR) factory, and six two-story general housing buildings with a continuous secure corridor surrounding an interior compound.

The US Penitentiary is enclosed by a triple security fence with a taut wire system and six guard towers ring the secure perimeter. In addition, a 27,000 SF minimum-security Federal Prison Camp with living units and support facilities for a rated capacity of 128 inmates is located outside the secure compound along with a central warehouse, garage maintenance building and a firing range. There are a total of 1,088 beds. The 996-acre site was topographically challenging. The site had been strip mined in some areas and required remediation. Master planning of the site permits the addition of up to two additional FBOP institutions in the future.



## ST. MARY'S CORRECTIONAL CENTER ST. MARY'S WV

### F. RELEVANT PROJECTS

**Name:** Federal Bureau of Prisons, Hazelton Secure Women's Facility

**Location:** Hazelton, West Virginia

**Project Schedule**

*Design Began:* 2003

*Finished:* 2004

*Construction Began:* 2004

*Finished:* 2006

**Project Construction Costs:** \$69,000,000

**Method of Construction:** Design/Build

**Gross SF:** 250,000 SF

**Number of Beds:** 512

**Type of Detention:** Low-Security

**Support Components:** Administrative, Administrative Segregation, Intake, Medical, Educational, Vocational, Recreational, Housing, Food Service

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Interior Design, Construction Administration

**Project Description:** KZF Design was the lead architect and engineer as part of a Design/Build team for a new Secure Women's Facility on a 966-acre site in Hazelton, WV. The Secure Women's Facility is a first generation federal facility prototype developed specifically for women. The facility is similar to other federal correctional institutions with individual housing buildings centered on an open courtyard in a campus-like plan and support spaces wrapping around the courtyard on the remaining three sides. The Secure Women's Facility has a rated capacity of 512 inmates who will be housed in one of two housing buildings, each of which contains 128 cells. An additional 16 cells are provided in the Special Housing Unit. The total gross building area is over 200,000 SF. Construction costs totaled nearly \$69M.

KZF Design also prepared the Master Plan for the Hazelton site, which was designed to accommodate three facilities including a United States Penitentiary (USP), a Federal Correctional Institution-Secure Women's Facility (FCI-SWF) and a Federal Correction Institution--Low (FCIL). Construction of the first phase of the Master Plan included the USP and support facilities consisting of a Federal Prison Camp (FPC) and the Central Shared Facilities and Central Utility Plant. KZF Design was the Architect/Engineer for these facilities as well. The USP Facility is a maximum-security institution consisting of 650,000 SF of one- and two-story buildings arranged around central courtyard and connected by a secure corridor. The USP contains 768 General Housing Cells and an additional 120 Special Housing Cells.



ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV

F. RELEVANT  
PROJECTS

**Name:** Federal Bureau of Prisons, Big Sandy Penitentiary and Federal Prison Camp

**Location:** Inez, Kentucky

**Project Schedule:**

*Design Began:* 2000

*Finished:* 2003

*Construction Began:* 2001

*Finished:* 2003

**Project Construction Costs:** \$146,000,000

**Method of Construction:** Design/Build

**Gross SF:** 704,000 SF

**Number of Beds:** 864 cells in main prison, 128 beds in camp

**Type of Detention:** Maximum-security prison, minimum-security prison camp

**Support Components:** Administrative, Administrative Segregation, Intake, Medical, Educational, Vocational, Recreational, Housing, Food Service

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Interior Design, Specifications, Quality Review, Construction Administration

**Project Description:** KZF Design was the lead architect and engineer as part of the Design/Build team that constructed this \$146M corrections facility. The prison is a maximum-security institution with 768 cells and support facilities and 96 special housing cells. This facility, which has a total building area of approximately 677,000 SF, is a compound plan consisting of one- and two-story program buildings, a Federal Prison Industries (UNICOR) factory, and three four-story general housing buildings enclosed in a continuous secure corridor surrounding an interior compound. In addition, a minimum-security work camp with living units and support facilities for a capacity of 128 inmates is located outside the secure compound along with a central warehouse, garage maintenance building, and a firing range. The total building area for this camp is approximately 27,000 SF.

The 345-acre mountainous site was extremely challenging. The site had been strip-mined as well as had two levels of room and tunnel deep mining. The site remediation, including mine grouting, was extensive, and the earthwork package was the largest and most complex ever undertaken by the Federal Bureau of Prisons.

ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV

F. RELEVANT  
PROJECTS

**Name:** Federal Bureau of Prisons, Elkton Correctional Institution and Federal Prison Camp

**Location:** Elkton, Ohio

**Project Schedule:**

*Design Began:* 1993

*Finished:* 1995

*Construction Began:* 1995

*Finished:* 1997

**Project Construction Costs:** \$69,500,000

**Method of Construction:** Design/Bid/Build

**Gross SF:** 575,000 SF

**Number of Beds:** 1,536 beds in main prison, 512 beds in camp

**Type of Detention:** Maximum-security prison, minimum-security prison camp

**Support Components:** Administrative, Administrative Segregation, Intake, Medical, Educational, Vocational, Recreational, Housing, Food Service

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Interior Design, Specifications, Quality Review, Construction Administration

**Project Description:** KZF Design was the architect-engineer for this first and only Federal Correctional Facility in the State of Ohio. The kick-off meeting for this 575,000 SF, 15-building, \$69M project occurred in mid-November 1993 and construction documents were completed by July of 1994--a design period of only 7½ months. While the basic program and a "prototype" facility in Yazoo City, Mississippi had already been established by the Federal Bureau of Prisons, the Ohio project required significant modification of the exterior design, extensive site development and site/climatic adaptation, and some degree of programmatic modifications.

In terms of design schedule, the Ohio project finished ahead of the Mississippi prototype facility, which had a three-month head start. The KZF Design team received an "Excellent" rating from the FBOP for the design of this facility. The facility houses 1,536 males in the Low Security institution (FCIL) and 512 males in the adjacent minimum security Federal Prison Camp (FPC). Construction was completed and all components were occupied and activated in early to mid-1997.

## ST. MARY'S CORRECTIONAL CENTER ST. MARY'S WV

### F. RELEVANT PROJECTS

**Name:** Ohio Department of Youth Services, Marion Juvenile Corrections Facility

**Location:** Marion, Ohio

**Project Schedule:**

*Design Began:* 1996

*Finished:* 1998

*Construction Began:* 1998

*Finished:* 2000

**Project Construction Costs:** \$27,350,000

**Method of Construction:** Design/Bid/Build

**Gross SF:** 216,000 SF

**Number of Beds:** 240

**Type of Detention:** Maximum-security juvenile facility

**Support Components:** Administrative, Administrative Segregation, Intake, Medical, Educational, Recreational, Housing, Food Service

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Interior Design, Specifications, Quality Review, Construction Administration

**Project Description:** KZF Design was the architect and engineer for the new 240-bed maximum security facility for the Ohio Department of Youth Services (ODYS), located adjacent to the state's existing Marion (Adult) Correctional Facility and North Central Institutions. This project is the cornerstone of a \$200M replacement and reconstruction of the complete Ohio juvenile system undertaken over the last 14 years. The facility's 50-acre campus plan consists of six buildings, including housing, classrooms, industries, food service and administration. All housing is in single-bed cells with three maximum-security classification levels-Transition (36 beds), General Population (168 beds) and Maximum Secure (36 beds).

KZF Design worked with the ODYS Design Committee to find successful solutions for this project. During programming, it was apparent that the amount of program support spaces, including a full service school with vocational training, were significantly larger than the average juvenile facility. The total project size was approximately 250,000 SF, too large for the construction budget of \$29M. Working closely with the ODYS Design Committee, KZF Design maintained the program support spaces but developed a successful strategy to shrink the four housing buildings by 20%, from an average of 39,000 SF to 32,000 SF. KZF Design adapted an office strategy from corporate office planning called "hoteling," where all counseling and social worker staff share open office workstations, with only supervisory personnel having private offices. Additionally, KZF eliminated the typical juvenile facility planning model of locating staff offices on the housing units and substituted a pair of shared interview rooms per unit. With careful planning in conjunction with the ODYS Design Committee, KZF Design was able to develop a very effective housing plan for the facility. By reducing the total area of the project to 216,000 SF, the project successfully bid below the construction budget and is now operational.

ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV

F. RELEVANT  
PROJECTS

**Name:** Connecticut Department of Children and Families, Connecticut Juvenile Training School

**Location:** Middletown, Connecticut

**Project Schedule:**

*Design Began:* 1999

*Finished:* 2000

*Construction Began:* 2000

*Finished:* 2001

**Project Construction Costs:** \$50,000,000

**Method of Construction:** CM At Risk

**Gross SF:** 216,000 SF

**Number of Beds:** 240

**Type of Detention:** Minimum-security juvenile facility

**Support Components:** Administrative, Intake, Medical, Educational, Recreational, Housing, Food Service

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Interior Design, Quality Review, Construction Administration

**Project Description:** KZF Design provided initial site evaluation and programming, and subsequently served as the design architect and engineer for a new \$50M, 216,000 SF secure juvenile facility in Middletown, CT. Kaestle Boos Associates, Inc., of New Britain, CT, was the local associate architect. The facility replaces the former Long Lane Training School, which dated from the early 1900s.

The new facility was designed to house minimum-security juvenile offenders between the ages of 12 and 14. Housing is classified on three different levels: Special Needs (36 beds), General Population (168 beds) and Transition (36 beds). Although no felons are housed in this institution, the electronic security systems and secure construction incorporated into the design allow the flexibility to operate the facility up to a maximum-security level if needed.

The major program focus for the training school campus is the Education and Support Building, with a total of 18 classrooms, designed for teaching special needs children. The educational program includes pre-vocational training and independent living labs. Other support functions, including food service, medical, maintenance/warehouse facilities, and a large intake area designed to serve the statewide Department of Children and Families system are also incorporated in the building.

This facility is a first for the State of Connecticut and is modeled after a similar KZF-designed maximum-security juvenile facility in Marion, Ohio. The project combined fast track delivery with CM At-Risk contracting.

## ST. MARY'S CORRECTIONAL CENTER ST. MARY'S WV

### F. RELEVANT PROJECTS

**Name:** Highland County Board of Commissioners, Highland County Justice Center

**Location:** Hillsboro, Ohio

**Project Schedule:**

*Design Began:* 1999

*Finished:* 2000

*Construction Began:* 2000

*Finished:* 2001

**Project Construction Costs:** \$6,709,000

**Method of Construction:** Design/Bid/Build

**Gross SF:** 42,000 SF

**Number of Beds:** 60

**Type of Detention:** Multi-classification jail and justice center

**Support Components:** Administrative, Intake, Housing, Food Service, Communications, Courtroom, Jury Room

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Interior Design, Construction Administration

**Project Description:** KZF Design assisted the Highland County Board of Commissioners and Sheriff's Department in its application for State funding through the Ohio Department of Rehabilitation and Correction grants program. KZF's role included defining programmatic requirements and estimated construction costs for a 60-bed jail facility.

KZF was subsequently selected to design the new \$6.7M, 42,000 SF facility. In addition to the 60-bed (30 cells, 30 dormitory beds) multi-classification jail, the Justice Center includes the Highland County Sheriff's Department offices, dispatch center and county-wide fire/police 911 system, as well as the City of Hillsboro's Municipal Court, equipped with a court room, jury room and offices for the Clerk of Courts, County Prosecutor and Judge's Chambers.

Solving the problem of supervising both males and females while meeting Ohio's Minimum Jail Requirements associated with opposite sex inmates and maintaining sight and sound separation was challenging. KZF's architects worked closely with the Sheriff's Department, and representatives from the Bureau of Adult Detention to develop a housing design that reduced the indirect control rooms to one central control room. This solution not only reduced the area of the facility by eliminating one control room, but also eliminated one staff post. Here, one staff post equals approximately five full time staff, so the annual savings for this county are significant.



ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV

F. RELEVANT  
PROJECTS

**Name:** Federal Bureau of Prisons, Grand Prairie III - Designation Sentence Computation Center

**Location:** Grand Prairie, Texas

**Project Schedule:**

*Design Began:* 2006

*Finished:* 2007

*Construction Began:* 2007

*Finished:* 2008

**Project Construction Costs:** \$10,000,000

**Method of Construction:** Design/Build

**Gross SF:** 45,000 SF

**Professional Services Provided:** Project Management, Architecture, Structural, Mechanical, Electrical, Interior Design, Construction Administration

**Project Description:** KZF designed Phase III for the \$10M Designation Sentence and Computation Center (DSCC) as part of a Design/Build team. The 15,000 SF renovated wing will house the executive staff and specialty functions including staff training facilities, break rooms, a library and workrooms. The existing Officers Club was gutted in order to accommodate the new use.

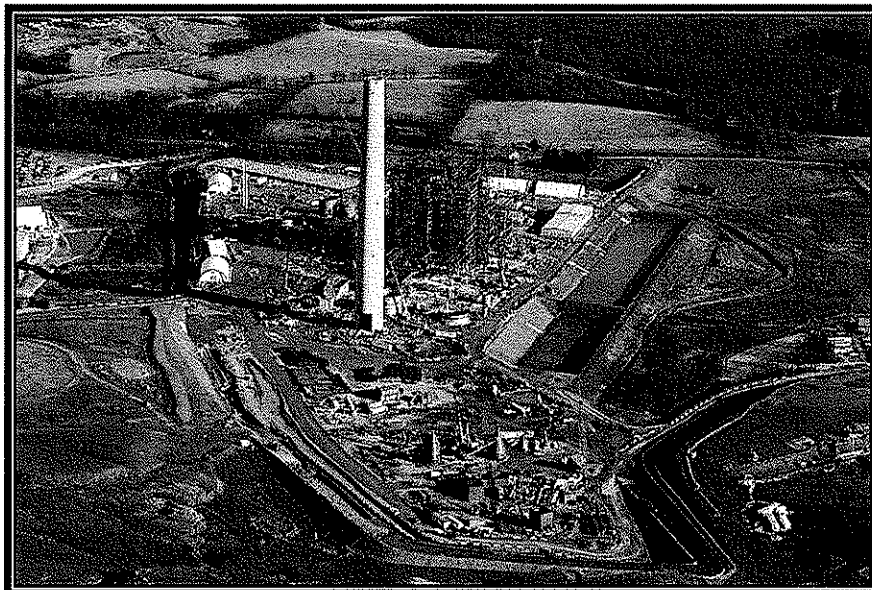
The new 30,000 SF wing will be comprised of a three-story office tower with an open office on the north two-thirds of the building and closed high density storage and support spaces along the south side of the building. Similar spaces are stacked throughout which simplifies the footprint and allows each floor to have identical services and support spaces.





Marshall Miller and Associates (MM&A) provided various services for the development of a new 695 megawatt supercritical cycle pulverized coal fired power plant. MM&A developed several conceptual site plans and evaluated each on aspects of cost, construction sequencing, and overall site functionality. Great care was taken to also minimize environmental impacts from development of the site. MM&A worked closely with government and state agencies on issues such as wetland mitigation, erosion and sediment control, stormwater collection and treatment, and dam certification.

For the final site design MM&A utilized detailed three dimensional topography models to optimize earthwork for the 110 acre facility. The final site consist of a level pad for power generation buildings, two large stormwater ponds, a coal storage yard, and raw water pond that will be used for a source of cooling water. To navigate the site MM&A designed



over one and a quarter miles of access roads to service the power generation area and provide haul routes of waste materials to a location off site. The power generation area is a thirty three acre level pad that will be occupied by several buildings ranging from power production to administrative offices. The stormwater from this area is collected by a catch basin network and conveyed to one of the two stormwater ponds onsite. MM&A developed a twelve acre coal storage area. The coal from this area will be used as fuel for power generation. The stormwater from is area is diverted to a stormwater pond onsite and is recycled for dust suppression in the coal storage area. The onsite stormwater ponds have a storage capacity of over 25 million gallons and are designed to prevent any stormwater from being discharged from the site. In addition to treatment and recycling water that has come in contact with coal fines the stormwater ponds capture runoff from the site from and utilize the water in system processes. MM&A also designed a twenty two foot tall earthen dam to contain the nearly thirty eight million gallons of emergency cooling water required for the power generation process.

**Additional Project Responsibilities:**

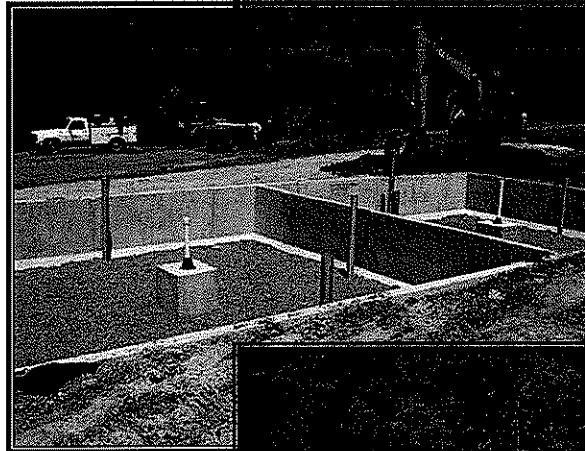
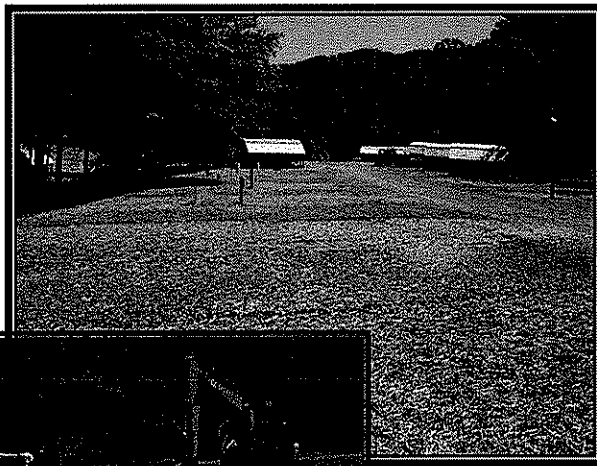
- Dam certification
- Hydrology
- NPDES Permitting
- Coordination
- Wetland permitting



MM&A worked with Ashland Scenic Campground, LLC (ASC) on a redevelopment project that applied the principles of sustainable development. Sustainable development is “development that meets the needs of the present without compromising the ability of future generations to meet their own needs” (UN Brundtland Commission Report: 1987). Incorporation of the concept of sustainable development into project planning and design becomes increasingly important with each year, as our society grows and needs more space and more resources.

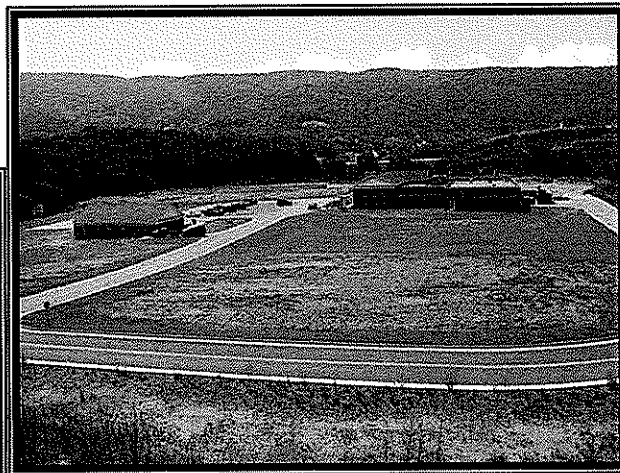
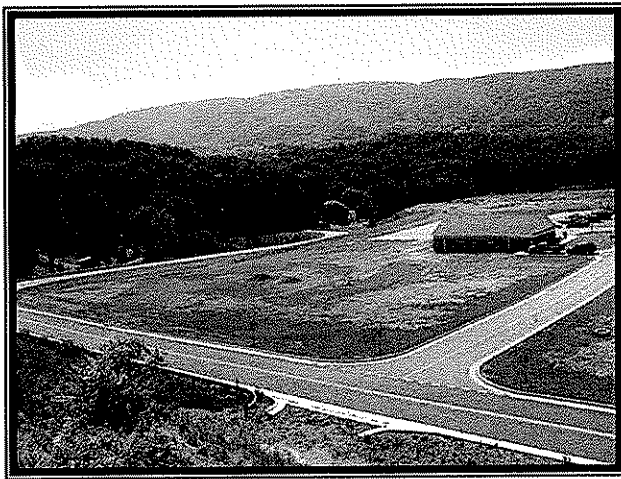
ASC and MM&A worked together to design and construct an all-terrain vehicle (ATV) resort on a tract of land near Ashland in McDowell County in southern West Virginia that has been extensively deep- and contour-mined, instead of on any of the surrounding undeveloped terrain. The project applied the principles of sustainable development in that it created a use for land that has, for a period of years, had a diminished usage value.

- MM&A provided complete civil design, environmental science, and permitting services for the project.
- MM&A located an acceptable water source for the resort and performed sampling to determine the appropriate methods of treatment and developed designs for the water supply system, sewage collection and treatment system, and develop a grading plan for the site.
- MM&A has delineated the streams and wetlands on the project site that affected by the redevelopment.
- MM&A designed the repair and beautification of one on-site stream segment and the relocation of another in accordance with Rosgen stream classification parameters.
- MM&A also coordinated with the appropriate regulatory agencies to obtain all of the necessary permits for the redevelopment.



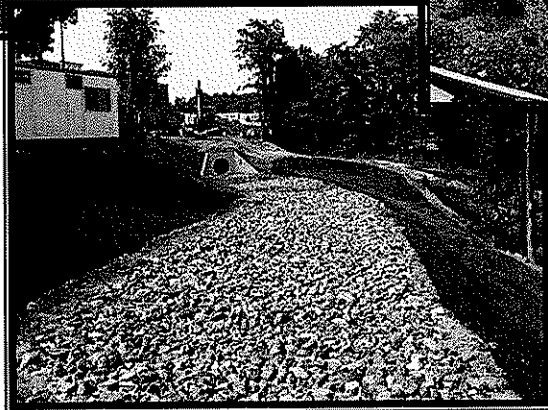
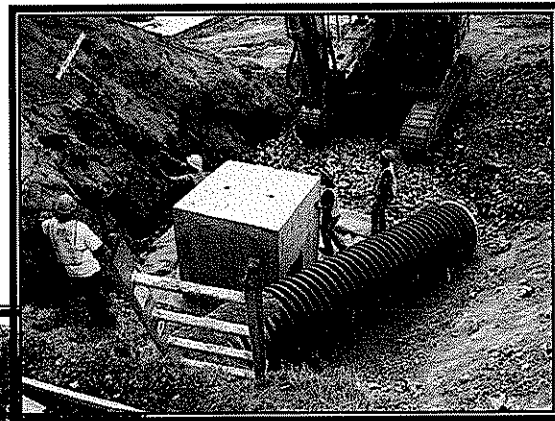
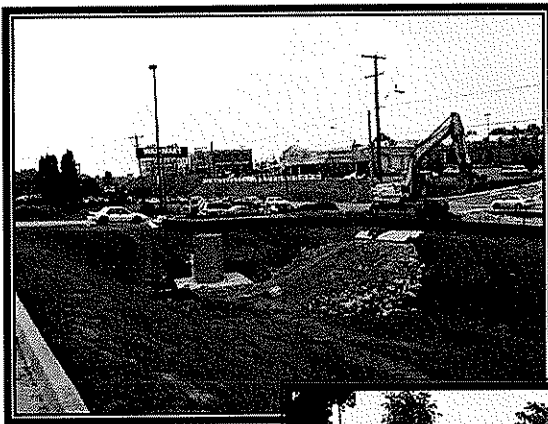
MM&A provided site development services for an 11-acre Ambulatory Surgery Center site in Bluefield, Virginia. Services provided included engineering design and modeling, as well as permit preparation and coordination, such as preparing site grading plans, a stormwater management plan, and a construction-phase erosion and sediment control plan. Specific tasks performed included:

- Design of site entrance and interior roads to state DOT standards, including pavement design;
- Design of parking lot layouts;
- Determination and balancing of cut and fill volumes;
- Design of structures and mechanisms to control sediment during the construction phase;
- Determination of pre- and post-development storm flow rates;
- Design of a complete stormwater collection and routing system that incorporated in-series attenuation reservoirs; and
- Coordination with local and federal regulatory authorities.



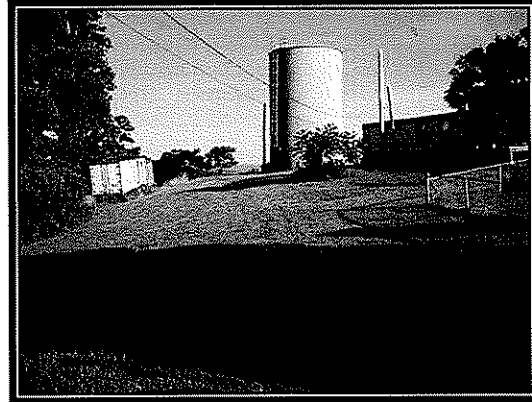
MM&A was retained by Wal-mart to investigate the cause of, and provide remediation plans for a problems with the Storm Water flooding problem:

- Conducted an initial site meeting and sinkhole reconnaissance investigation;
- Conducted a site survey; prepared a conceptual design to submit to the WVDOH to obtain a right of way agreement and to the WVDEP to obtain an injection well permit application;
- Prepared and submitted necessary permit applications and fees for discharging storm water to the sinkhole;
- Prepared final design plans and specification for riser structures in the retention ponds, extending the current discharge outlet from the retention ponds and routing storm water to a new level spreader for discharge to an existing sinkhole downstream.



MM&A conducted Road design with ditches and culverts (no collection), water system including lines and tank, hydraulic calculations for storm water, NPDES permit application and surveying.

Major project areas included:



**Roads. Engineering, Drafting, Surveying**  
**Grading and Drainage. Engineering, Drafting, Surveying**

- The site drainage design utilizing existing terrain topography

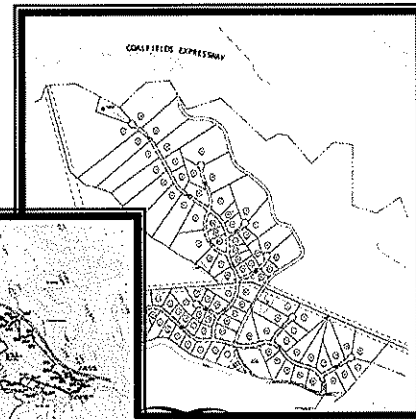
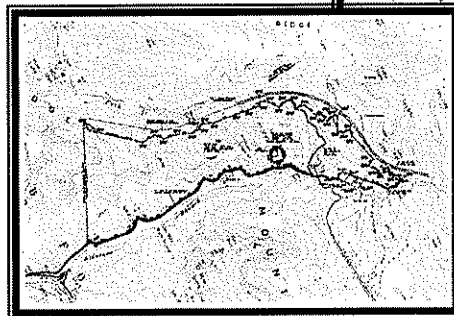
**NPDES Permitting. Engineering, Drafting, Surveying**

**Water Supply. Engineering, Drafting, Surveying**

- Coordination of municipal water supply local PSD
- MM&A will performed the following related to water supply design:
  - Attended coordination meetings with PSD or others. Coordinate with engineer who has done conceptual design.
  - Determined, the required water capacity (flow and storage) for this and future phases.
  - Designed a tap and supply line from the existing storage tank to booster pump station sized for total development.
  - Provided a sketch and specifications of a packaged pump station with diesel back up generator or direct driven pump if required for safe water supply.
  - Used, when possible, an existing 6 inch main, design the main from the pump station to a standpipe type head/storage tank.
  - Provided a sketch and specifications for a “furnish and install” contract to construct the standpipe.
  - Provided the design and layout of the distribution mains and fire hydrant system to the Phase 1 development lots. Scope included taps and valves at each lot.
  - Provided drawings and data to obtain permits from PSD

**Sanitary Sewer –Engineering, Drafting, Surveying**

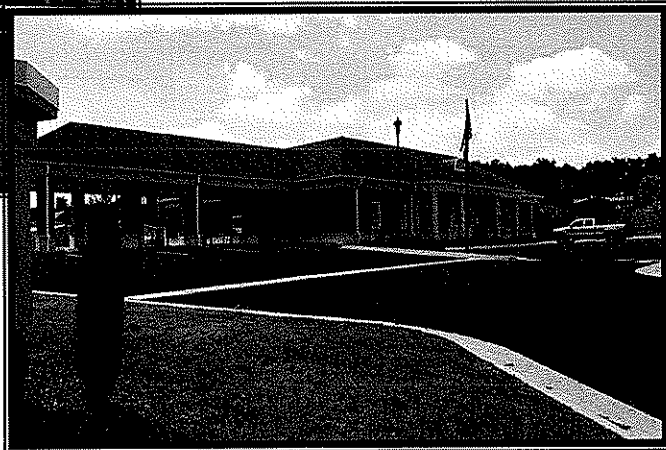
- Sanitary sewer was a combination of individual septic fields or a community drip type treatment process.
- MM&A cooperated with client to select the most cost effective system.
- For lots tied to a community system, MM&A:
  - Designed and provided a construction drawing for the gravity sewer line system to a collection tank.
  - Provided a “furnish and install” specification, layout plan, and sketches to permit bidding of the selected treatment system from inlet to collection tank.
  - Provided exhibits and data for local permitting requirements.



MM&A was retained by First Century Bank to conduct civil engineering design services for 1.5 acre tract that included a 6500 sf, one-story bank.

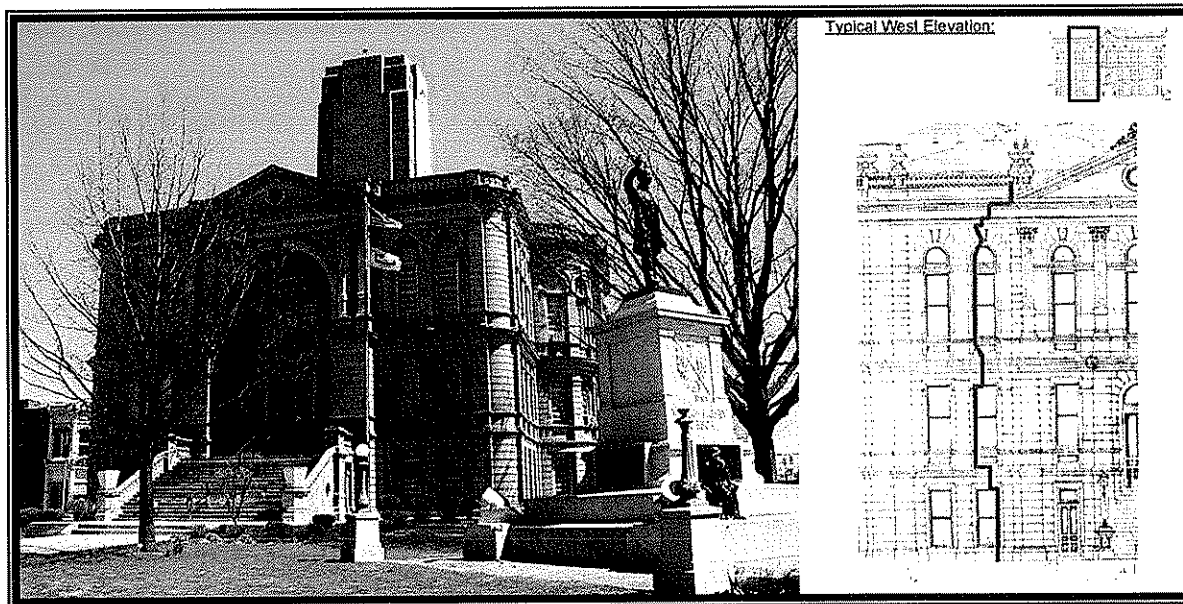
Services included:

- Preliminary and final design of curb cuts, median cuts, on-site storm water detention, landscape/irrigation, replatting, set backs, zoning and utilities, parking,
- Construction and field testing
- Recommendations and retaining walls.
- Applicable permits and applications were prepared and submitted
- Bid plans and construction specifications were prepared.
- Construction work included 727 linear feet of access road with a concrete curb and gutters, including adjacent parking areas and drive-thru banking service.





MM&A was retained to perform an evaluation of options relative to the disposition of the historic Seneca County Courthouse located in Tiffin, Ohio. This portion of the work (Phase I) included a cursory review of civil, structural and environmental issues present at the site. It would be impossible to overestimate the loss of this iconic building would have had on the revitalization of the historic downtown district. The structural system consisted of a load bearing brick building with a sandstone veneer façade. A full-height crack in the façade on the west side of the building (depicted by the heavy red line) and evidence of leakage and deterioration were apparent.



Preliminary estimates for probable construction cost were prepared for:

- Option 1 – Total demolition of the building. This task would include razing the existing structure, site grading, utility removal/capping and leave a build-able empty lot at the completion of the task.
- Option 2 – Total demolition of the interior of the building only leaving all or part of the building exterior walls and façade. This task would include the bracing of 3 or more sides of the exterior façade and removing the existing roof structure and all internal structures of the building. Once secure, the roof and internal structures would be removed to allow for installation of the new structure.
- Option 3 – Identified exterior architecturally significant items desired to be saved as part of a total demolition of the building. This task would include razing the existing structure, site grading, utility removal/capping and leave a build-able empty lot at the completion work. Certain identified architectural elements would be salvaged and saved for re-use.
- Option 4 – Sandstone façade removal/repair/replacement and revamping interior areas including limited internal structural changes. This task would include a limited structural survey to evaluate the structural integrity of the building and a gravity load takedown. This option would involve that certain façade elements be removed, repaired and replaced as necessary. Upon completion of the repair, the internal square footage would be deconstructed to allow for the upgrade of utility systems.

ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV

G. REFERENCES

**Mr. Gil Sveum, Program Manager**

**Project: Federal Bureau of Prisons, Grand Prairie III - DSCC**

Federal Bureau of Prisons, Design & Construction Branch  
500 First Street, NW, Eighth Floor  
Washington, DC 20534  
972.352.4537

**Mr. Larry Cheatham, Director of Management**

**Project: Federal Bureau of Prisons, Grand Prairie III - DSCC**

Flintco, Inc. - Austin  
5316 Hwy 290 W, Suite 480  
Austin, TX 78735  
512.891.7224

**Mr. Ed Porter, Senior Project Manager**

**Project: Federal Bureau of Prisons, Hazelton Secure Women's Facility**

P.J. Dick, Inc.  
RR3, P.O. Box 69 M  
Hazelton, WV 26525  
304.379.1285

**Mr. Ron Ward, Highland County Sheriff**

**Project: Highland County Board of Commissioners, Highland County Justice Center**

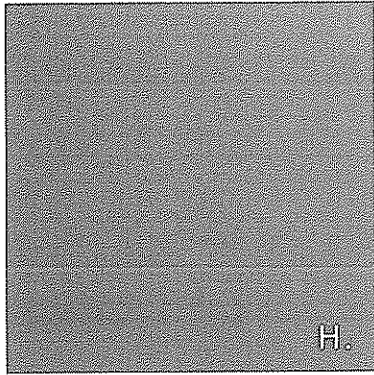
Highland County Sheriff's Office  
130 Homestead Ave  
Hillsboro, OH 45133  
937.393.2212

**Ms. Pat South, Warren County Commissioner**

**Project: Warren County Board of Commissioners, Warren County Justice Center**

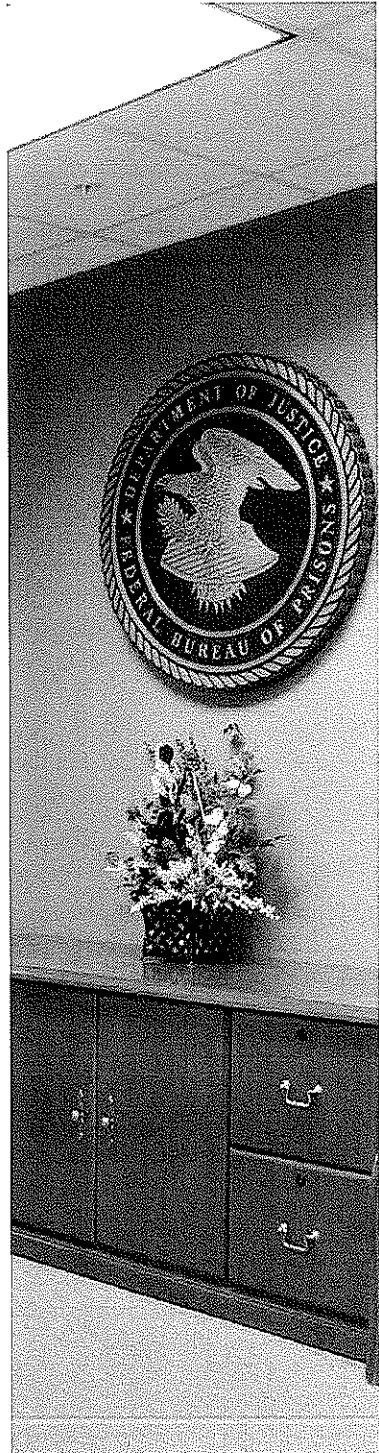
Warren County Board of Commissioners  
406 Justice Drive  
Lebanon, OH 45036  
513.695.1250

ST. MARY'S CORRECTIONAL CENTER  
ST. MARY'S WV



**Commitment Letter, Purchasing Affidavit Licenses, Insurance Certificates,**

On the following pages is a commitment letter required by the Expression of Interest as well as an affidavit indicating our compliance with Section 5A-1-10a (3) (d) of the West Virginia Code. In addition, please find copies of state licenses and proof of insurance per the requirements of the EOI.



August 19, 2009

John Abbott  
Department of Administration  
Purchasing Division  
Building 15  
2019 Washington Street, East  
Charleston, WV 25305-0130

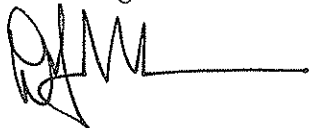
Subject: St. Mary's Correctional Center - Expression of Interest

Dear Mr. Abbott,

Per Section 3.4 of the Expression of Interest (EOI), West Virginia Division of Corrections, St. Mary's Correctional Center - COR61430, KZF Design agrees to be bound by all terms contained in Section 3 of the above referenced EOI.

Sincerely,

KZF Design Inc.



Doug Marsh, Principal  
Director, Justice and Government Group



main 513.621.6211  
fax 513.621.6530

KZF CD

August 19, 2009

John Abbott  
Department of Administration  
Purchasing Division  
Building 15  
2019 Washington Street, East  
Charleston, WV 25305-0130

Subject: Purchasing Affidavit – St. Mary’s Correctional Center Expression of Interest

Dear Mr. Abbott,

Per Section 1.19 of the Expression of Interest (EOI), West Virginia Division of Corrections, St. Mary’s Correctional Center – COR61430, KZF Design submits the following affidavit:

To the best of my knowledge KZF Design is not in default and does not owe any debt to the State of West Virginia or any of its political subdivisions as referenced in Section 5A-1-10a (3) (d) of the West Virginia Code.

Sincerely,  
KZF Design Inc.

Doug Marsh, Principal  
Director, Justice and Government Group

State of: Ohio  
County of: Hamilton

Subscribed and sworn to before me this 19<sup>th</sup> day of August, 2009.

Notary Public

**SUSAN D. WILLIAMS**  
Notary Public, State of Ohio  
My Commission Expires June 17, 2011

# CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers  
having verified the person in responsible charge is registered in  
West Virginia as a professional engineer for the noted firm, hereby certifies*

**KZF DESIGN, INC.**

**C00327-00**

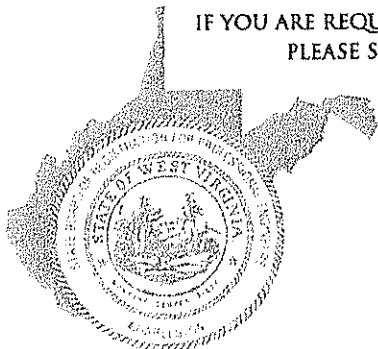
**Engineer in Responsible Charge: JON BENNETT - WV PE 013648**

*has complied with section §30-13-17 of the West Virginia Code governing  
the issuance of a Certificate of Authorization. The Board hereby notifies you of its  
certification with issuance of this Certification of Authorization for the period of:*

**July 1, 2009 - June 30, 2010**

*providing for the practice of engineering services in the State of West Virginia.*

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE.  
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF  
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA  
UNDER ITS SEAL AND SIGNED BY THE PRESIDENT OF SAID BOARD.

*James D. Thomas Jr.*

BOARD PRESIDENT



CERTIFICATE OF

Authorization

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers  
having verified the person in responsible charge is registered in  
West Virginia as a professional engineer for the noted firm, hereby certifies*

**MARSHALL MILLER & ASSOCIATES, INC.**

**C00363-00**

**Engineer in Responsible Charge: JOHN FEDDOCK - WV PE 010391**

*has complied with section §30-13-17 of the West Virginia Code governing  
the issuance of a Certificate of Authorization. The Board hereby notifies you of its  
certification with issuance of this Certification of Authorization for the period of:*

**July 1, 2009 – June 30, 2010**

*providing for the practice of engineering services in the State of West Virginia.*

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,  
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF  
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA  
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

*Lorand J. Thomas, Jr.*  
BOARD PRESIDENT

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION  
2019 WASHINGTON STREET, EAST  
POST OFFICE BOX 50130  
CHARLESTON, WEST VIRGINIA 25305-0130  
08/13/2009

CATHY YOST  
MARSHALL MILLER & ASSOCIATES I  
PO BOX 848

BLUEFIELD VA 24605

THIS IS TO CONFIRM RECEIPT OF YOUR VENDOR REGISTRATION FEE. PAYMENT OF THE FEE ENABLES YOU TO PARTICIPATE IN THE PURCHASING DIVISION'S COMPETITIVE BID PROCESS AND ENTITLES YOU TO A ONE-YEAR SUBSCRIPTION TO THE WEST VIRGINIA PURCHASING BULLETIN. A NEW ISSUE OF THE WEST VIRGINIA PURCHASING BULLETIN IS POSTED ON OUR WEB SITE EACH WEEK. BID OPPORTUNITIES ESTIMATED AT \$25,000 OR MORE ARE ADVERTISED IN THIS PUBLICATION. WE ENCOURAGE YOU TO LOG ON AND VIEW THE BULLETIN EVERY FRIDAY SO AS NOT TO MISS IMPORTANT BIDDING OPPORTUNITIES. OUR WEB ADDRESS IS:

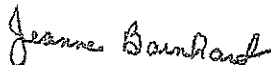
[HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE](http://www.state.wv.us/admin/purchase)

IN ORDER TO ACCESS THE WEST VIRGINIA PURCHASING BULLETIN, YOU WILL NEED YOUR VENDOR NUMBER, GROUP NUMBER (IF ANY), AND YOUR PASSWORD WHICH ARE PRINTED BELOW. YOUR ACCESS WILL BECOME EFFECTIVE ON THE FIRST MONDAY AFTER 08/13/2009, STATE HOLIDAYS EXCLUDED.

HELPFUL TIPS: YOUR COMPUTER-GENERATED VENDOR NUMBER BEGINS WITH AN ASTERISK, BUT DO NOT USE THE ASTERISK WHEN LOGGING IN. ALSO, OUR LOGIN SCRIPT IS CASE SENSITIVE. THEREFORE, IF YOUR VENDOR NUMBER CONTAINS A CHARACTER LIKE A, B, OR C, PLEASE TYPE IT IN UPPER CASE.

IF YOU HAVE QUESTIONS, FEEL FREE TO CONTACT US AT 304-558-2311 OR JEANNE.B.BARNHART@WV.GOV. THANK YOU.

SINCERELY YOURS,



VENDOR REGISTRATION

VENDOR NUMBER : \*709033950  
GROUP NUMBER : 01  
PASSWORD : 146578



# State of West Virginia



## Certificate

*I, Betty Ireland, Secretary of State of the  
State of West Virginia, hereby certify that*

**MARSHALL MILLER & ASSOCIATES, INC.**

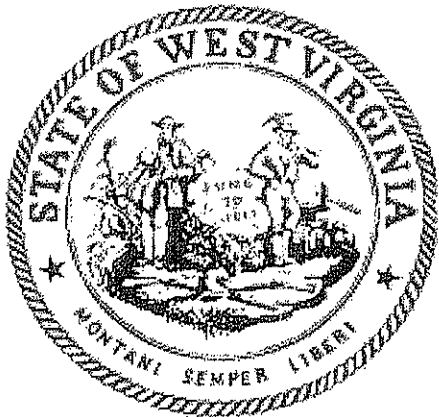
a corporation formed under the laws of Virginia

filed an application to be registered as a foreign corporation authorizing it to transact business in West Virginia. The application was found to conform to law and a "Certificate of Authority" was issued by the West Virginia Secretary of State on November 16, 1976.

I further certify that the corporation has not been revoked by the State of West Virginia nor has a Certificate of Withdrawal been issued to the corporation by the West Virginia Secretary of State.

Accordingly, I hereby issue this

## CERTIFICATE OF AUTHORIZATION



*Given under my hand and the  
Great Seal of the State of  
West Virginia on this day of  
December 14, 2006*

*Betty Ireland*

*Secretary of State*

# ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID PC  
KZFIN-1

DATE (MM/DD/YYYY)  
08/13/09

**PRODUCER**  
Selvaggio, Teske & Associates  
3401 Enterprise Pkwy. Ste. 101  
Beachwood OH 44122  
Phone: 216-839-2800 Fax: 216-839-2815

**INSURED**  
KZF Design Inc.  
655 Eden Park Drive  
Cincinnati OH 45202

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.**

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A:	Travelers Indemnity Co of CT	25682
INSURER B:	Travelers Indemnity Company	25658
INSURER C:	Lexington Insurance Company	19437
INSURER D:		
INSURER E:		

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L NSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		GENERAL LIABILITY	6805040L82108	12/09/08	12/09/09	EACH OCCURRENCE	\$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
		CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person)	\$ 10,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PERSONAL & ADV INJURY	\$ 1,000,000
		<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
B		AUTOMOBILE LIABILITY	BA5038L62808	12/09/08	12/09/09	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
		<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$
		ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
		SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
		HIRED AUTOS					
		NON-OWNED AUTOS					
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
		ANY AUTO				OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	\$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
		DEDUCTIBLE					\$
		RETENTION \$					\$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	6805040L82108 OHIO STOP-GAP	12/09/08	12/09/09	<input type="checkbox"/> WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	\$ 1,000,000
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
		OTHER				E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
C		Professional Liab.	015054483	12/09/08	12/09/09	Ea. Claim	1,000,000
		Claims-Made				Aggregate	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 Re: Architect and Engineering services for West Virginia Division of Corrections; St. Mary's Correctional Center

### CERTIFICATE HOLDER

State of West Virginia  
 Attn: John Abbott  
 Purchasing Division  
 2019 Washington St.  
 Charleston WV 25305-0130

WEST-30

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE  


## **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

## **DISCLAIMER**

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.