

VANNOSTRAND ARCHITECTS PLLC
29 East Main Street, Ste 4
Buckhannon, West Virginia
26201

February 28, 2011

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

Re: RFQ #DCH11073

Dear Members of the Evaluation Committee:

Please consider this letter as my response to your solicitation for architectural/engineering design services for the Great Chestnut Lodge located at Camp Washington Carver in Clifftop, West Virginia. I understand that the historic structure must have a new automatic fire suppression system, as mandated by the Office of the State Fire Marshal. VanNostrand Architects has designed automatic sprinkler systems in similar historic 4-H buildings in West Virginia, and would be honored to assist you in preserving and protecting The Great Chestnut Lodge.

Understanding of the Project

I believe the highest priority of the project would be to maintain the integrity of the historical significance of the Great Chestnut Lodge while providing an acceptable level of life-safety to all occupants within the building. As I visited the building, I noticed that non-historic fixtures and finishes have been installed in recent years, which suggests that life-safety concerns have been a point of discussion with the Fire Marshal for some time. Certainly, the installation of a new automatic sprinkler system will satisfy many non-complying issues within the building and would be the best way to increase the safety of the building occupants. Considering that most of the spaces are constructed from dark-colored wood paneling and structural timbers, it seems that exposed sprinkler piping would not be too visually disruptive or difficult to install. However, installing sprinklers in the attic above the second floor bedrooms would require removal of the existing gypsum ceilings. This portion of the project would challenge the brief construction schedule that is proposed and further study of the second floor attic areas, and possible alternatives to declassify them as "concealed combustible spaces," may allow us to reduce the extent of the sprinkler system.

From a fire code point-of-view, the building is a mixed occupancy, meaning that the assembly areas and the rooming/lodging occupancy areas are not separated from each other by fire-rated walls, floors, and/or ceilings. It appears that providing the required fire-rated construction would be too destructive of the historic finishes, and thus the Code will require the entire building to comply with the most stringent requirements for either occupancy type. This will require the unheated attics and the exterior porch roofs to have sprinkler protection, and therefore a dry pipe system will be needed. This type of sprinkler system generally requires more water pressure and flow than a wet pipe system, and thus the requirement for a fire pump may be evoked. I understand that Camp Washington Carver has a modern water supply system, and do not yet have any flow test data from the adjacent fire hydrants. The bottom line is that the Camp should budget for a commercial sprinkler system throughout the entire structure,

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WV PURCHASING
DIVISION

pursuant to the requirements of NFPA Standard 13, and a fire pump may also be required, depending on the available water pressure and flow.

Project Time Line

EOI Opening	March 02, 2011	
A/E Interview	March 09, 2011	
Notice to Proceed (Design)	March 16, 2011	(2 weeks to hire A/E firm)
Existing Conditions Verified	March 23, 2011	
Agency Review	April 06, 2011	
Bidding Documents Completed	April 18, 2011	(5 weeks to complete bidding documents)
Notice of Letting	April 20, 2011	
Bid Opening	May 16, 2011	
Notice to Proceed (Construction)	May 23, 2011	(4 weeks to bid and award construction)
Construction Commencement	May 27, 2011	
Project Complete	July 15, 2011	(7 weeks for construction)

This project time line is aggressive and optimistic, which assumes timely responses from all Agencies involved and no major increases in the anticipated scope of work. It is likely that the compressed schedule for the construction will increase the cost of the project. One way to achieve the most economical cost for the project would be to negotiate a phased construction schedule, with the Fire Marshal, that would not complete the project by July 15, but would allow the summertime events at the Camp to proceed without the entire project being executed. I have an excellent working relationship with the Fire Marshal, and believe that a compromise solution could be possible.

Experience

I have been involved in many projects throughout West Virginia that included the integration of modern systems into historic buildings. The restoration of the Mount Vernon Dining Hall, at WVU Jackson's Mill, is our best example of a project of similar size and scope. In 2005, we negotiated with the Fire Marshal the phased schedule for all life-safety upgrades at Jackson's Mill, and plan to install an automatic fire suppression system in every historic building on the Jackson's Mill campus. As such, we have resolved many unique conditions which involve historic buildings and new sprinkler systems.

I offer the following projects as representative of our experience in balancing the requirements of modern building codes with the US Secretary of the Interior's *Standards for Historic Preservation*:

2005	WVU Jackson's Mill State 4-H Camp - Historic Preservation & Life-Safety Code Needs Assessment
	Project Budget: \$25K
2007	WVU Jackson's Mill State 4-H Camp - Restoration of Mount Vernon Dining Hall
	Project Budget: \$3.4MM
2008	WVU Jackson's Mill State 4-H Camp - Campus Electrical Network Upgrade
	Project Budget: \$400K
2010	WVU Jackson's Mill State 4-H Camp - Restoration of Northern Panhandle Cottage
	Project Budget: \$500K

Reference: Mr. David Snively, Director of Operations
WVU Extension Service
304-293-4221
david.snively@mail.wvu.edu

Reference: Mr. David Smith, P.E., Director of Facilities
WVU Jackson's Mill State 4-H Camp
304-269-5100
david.smith@mail.wvu.edu

- 2006 Camp Caesar 4-H Camp - Gregory Hall Structural Stabilization (Council Circle at Camp Caesar)
Project Budget: \$10K
- 2007 Camp Caesar 4-H Camp - Life-Safety Code Needs Assessment
Project Budget: \$10K
- 2009 Camp Caesar 4-H Camp - Nomination for the National Register of Historic Places (26 buildings)
Project Budget: \$10K

Reference: Ms. Betsy Morris, Executive Director
Camp Caesar
304-226-3888
campcaesar@frontiernet.net

- 2004 Hinton Train Station - Phase I Restoration (Masonry and windows)
Project Budget: \$200K
- 2006 Hinton Train Station - Phase II Restoration (Trackside fencing, sidewalks, damp-proofing, and windows)
Project Budget: \$240K
- 2009 Hinton Train Station - Phase III Restoration (Passenger waiting rooms, toilet rooms, and ticket booth)
Project Budget: \$220K
- 2010 Hinton Freight Depot - Phase I Restoration (Slate roofing, skylights, gutters, and downspouts)
Project Budget: \$180K

Reference: Mr. Cris Meadows, City Manager
City of Hinton
304-466-3255
hintoncitymanager@hotmail.com

- 2009 Upshur County Courthouse - Mechanical Renovation (HVAC and lighting)
Project Budget: \$900K

Reference: Mr. William Parker, County Administrator
Upshur County Commission
304-472-0535
waparker@upshurcounty.org

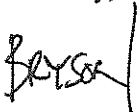
Qualifications

Please see the attached profiles for each professional team member. I would be your architect and the design team leader, and would be responsible for the existing conditions survey and coordination with the Office of the State Fire Marshal. Donald Schock, a mechanical engineer, would be responsible for the design of the automatic fire suppression system. Michael Gioulis, a historic preservation consultant, would be responsible for coordination with the State Historic Preservation Office.

I am grateful to have the opportunity to submit this expression of interest, and would be honored to help preserve this highly significant resource in West Virginia's 4-H history and to "set the stage" for the 2011 Appalachian String Band Music Festival.


I look forward to the opportunity of an oral interview.

Sincerely,




Bryson VanNostrand, AIA
Architect
bryson@vnarch.com


GREAT CHESTNUT LODGE AUTOMATIC SPRINKLER SYSTEM INTEGRATION TEAM ORGANIZATIONAL CHART



Bryson VanNostrand, AIA
Architect & Team Leader
Historic Materials
Code Compliance

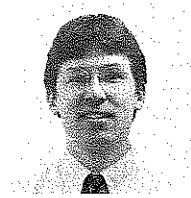


Donald Schock, P.E.
Mechanical Engineer
Sprinkler System Design



Michael Gioulis
Historic Preservation Consultant
SHPO Coordination

BRYSON VANNOSTRAND, AIA
ARCHITECT



EDUCATION:

Bachelor of
Architecture

Virginia Polytechnic Institute and State University
Blacksburg, Virginia

PROFESSIONAL REGISTRATIONS:

Licensed Architect

West Virginia
South Carolina

MEMBERSHIPS AND AFFILIATIONS:

Member

National Fire Protection Association

Member

American Institute of Architects - Historic Resources Committee

Associate Member

American Society of Civil Engineers

Historic Architect

US Secretary of Interior's Professional Qualification Standard for
Historic Preservation

DONALD SCHOCK, P.E.

MECHANICAL ENGINEER



EDUCATION:

Bachelor of Science - University of Rochester
Chemical Engineering Rochester, New York

PROFESSIONAL REGISTRATIONS:

Licensed Engineer West Virginia
 Pennsylvania

MEMBERSHIPS AND AFFILIATIONS:

Member American Society of Heating, Refrigeration, and Air Conditioning
 Engineers

Member National Fire Protection Association

Member International Code Council

Member American Council of Engineering Companies

MICHAEL GIOULIS

HISTORIC PRESERVATION CONSULTANT



EDUCATION:

Bachelor of Architecture	City University of New York New York City, New York
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MEMBERSHIPS AND AFFILIATIONS:

Architectural Historian	US Secretary of Interior's Professional Qualification Standard for Historic Preservation
Member	Association for Preservation Technology
Member	National Trust for Historic Preservation
Member	National Main Street Center
Member	Main Street West Virginia
Member	Preservation Alliance of West Virginia



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

Request for Quotation

RFQ NUMBER
DCH11073

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ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
 304-558-8801**

VENDOR
 RFQ COPY
 TYPE NAME/ADDRESS HERE
**VanNostrand Architects PLLC
 29 East Main Street, Suite 4
 Buckhannon, WV 26201**

SHIP TO
 DIVISION OF CULTURE & HISTORY
**CAMP WASHINGTON-CARVER
 ROUTE 1, BOX 5
 CLIFFTOP, WV
 25831 304-438-3005**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/30/2011				

BID OPENING DATE: **03/02/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		906-00-00-001		
<p>EXPRESSION OF INTEREST</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF CULTURE & HISTORY, IS SOLICITING EXPRESSIONS OF INTEREST FOR PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES TO PROVIDE FIRE SPRINKLER PROTECTION TO THE GREAT CHESTNUT LODGE AT CAMP WASHINGTON CARVER IN CLIFFTOP, WV PER THE ATTACHED SPECIFICATIONS.</p>						
<p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p>						
<p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p>						
<p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Brent Vill</i>	TELEPHONE 304-473-0555	DATE February 28, 2011
TITLE Sole-member	FEIN 90-0475809	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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 Department of Administration
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25831 **304-438-3005**

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BID OPENING DATE: **03/02/2011** **BID OPENING TIME 01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130		
<p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: SHELLY MURRAY</p> <p>RFQ. NO.: DCH11073</p> <p>BID OPENING DATE: 03/02/2011</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: <i>304-473-0781</i></p> <p>-----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY): <i>BRYSON VANNOSTRAND</i></p> <p>-----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Bryson VanNostrand</i>	TELEPHONE 304-473-0555	DATE February 28, 2011
TITLE Sole-member	FEIN 90-0475809	ADDRESS CHANGES TO BE NOTED ABOVE

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RFQ No. DCH11073

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code §61-5-3*), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: VANNOSTRAND ARCHITECTS PLLC

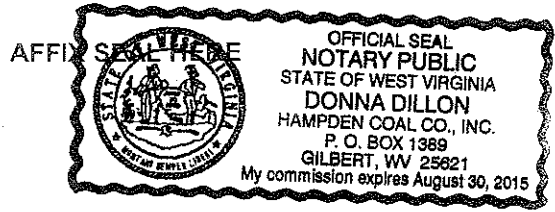
Authorized Signature: [Signature] Date: 3-1-2011

State of WV

County of MINGO, to-wit:

Taken, subscribed, and sworn to before me this 1 day of MARCH, 2011.

My Commission expires 030, 2015



NOTARY PUBLIC [Signature: Donna Dillon]