

September 14, 2010

Ms. Krista Ferrell  
Purchasing Division  
Department of Administration  
Building 15  
2019 Washington Street, East  
Charleston, WV 25305-0130

Re: GSD116409 – A&E Services: WV Rehab Center Renovations

Dear Ms. Ferrell and Members of the Selection Committee;

We are pleased to provide the West Virginia Division of General Services with our Expression of Interest for Architectural and Engineering services for renovations to the West Virginia Rehabilitation Center located in Institute, West Virginia. Your project will be led by **Thomas R. Worlledge, AIA, LEED AP BD+C, REFP**, our **Charleston Area Manager**, whom is an **Architect** as well as a **LEED Accredited Professional**. In addition, Bradley A. Crow, PE, LEED AP, our Director of Engineering, will lead his staff with the design of the mechanical, electrical, plumbing and life safety systems for the project. We are also proposing to dedicate additional professional design staff from our **Charleston Office** which includes, Nicole D. Riley as an Architect Intern, Deb Blakeman, NCIDQ #015070 for Interior Design, and Dana E. Womack, Jr. for Construction Administration. McKinley & Associates is a 40+ member firm and we are able to handle your project totally **“In House”, with West Virginia employees.**

We understand you are looking to redesign this facility into a multi-tenant, multi-use state facility. Our past experience will show our extensive experience in similar type projects. McKinley & Associates completed dozens of **adaptive re-use projects**. The Wagner Building (formerly a sugar warehouse) and Bennett Square (the former Ohio County Public Library Building) were both projects that were completed in **multiple phases**, and have been successfully converted into premiere office buildings. Projects such as the Maxwell Centre (formerly a YMCA facility) and Orrick’s Global Operations Center (the former Wheeling Stamping Building) were built by following the Secretary of the Interior Standards, and these buildings both won awards from the American Institute of Architects.

For Space Planning, Deb Blakeman is one of only a few (NCIDQ) certified Interior Designers in the State of West Virginia. She has demonstrated the professional skills to earn this distinction. She has designed for the West Virginia State Building in Logan, WV (LEED Registered Project), McKinley & Associates Charleston Area Office (2009 WV AIA Design Award winner), as well as the offices and staff offices of Governor Wise, Governor Underwood, and Governor Caperton to name a few. Ms. Blakeman will be in charge of the space needs assessment, programming, and interior finish selections.

Thank you for reviewing our submission and considering McKinley & Associates for your project.

Sincerely,

Ernest Dellatorre  
McKinley & Associates  
edellatorre@mckinleyassoc.com

RECEIVED

2010 SEP 15 A 10: 23

PURCHASING DIVISION  
STATE OF WV



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  
**GSD116409**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**KRISTA FERRELL  
 304-558-2596**

\*709060537

McKinley & Associates  
 The Maxwell Center / Suite 100  
 32 Twentieth Street  
 Wheeling, WV 26003

SHIP TO

DEPARTMENT OF ADMINISTRATION  
 GENERAL SERVICES  
 BUILDING 1 ROOM MB60  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0123 304-558-2317

DATE PRINTED <b>08/19/2010</b>	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: <b>09/15/2010</b>		BID OPENING TIME <b>01:30PM</b>		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		906-07		
<p><b>A&amp;E SERVICES WV REHAB CENTER RENOVATIONS</b></p> <p>EXPRESSION OF INTEREST (EOI)</p> <p>THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, IS SOLICITING EXPRESSIONS OF INTEREST FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR RENOVATIONS TO THE WEST VIRGINIA REHABILITATION CENTER LOCATED AT INSTITUTE, WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNICAL QUESTIONS CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN IN THE BODY OF THIS EOI, VIA FAX AT 304-558-4115, OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTION SUBMISSIONS IS 08/31/2010 AT THE CLOSE OF BUSINESS. ANY TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY FORMAL ADDENDUM ISSUED BY THE PURCHASING DIVISION AFTER THE DEADLINE HAS LAPSED.</p> <p>EXHIBIT 10</p> <p>REQUISITION NO.: GSD116409</p> <p>ADDENDUM ACKNOWLEDGEMENT</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>Krista Ferrell</i>	TELEPHONE (304) 233-0140	DATE 9/14/10	
TITLE Business Development	FEIN 55-0696478	ADDRESS CHANGES TO BE NOTED ABOVE	

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



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
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# Request for Quotation

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 2

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 KRISTA FERRELL  
 304-558-2596

PROPOSER

\*709060537  
 McKinley & Associates  
 The Maxwell Center / Suite 100  
 32 Twentieth Street  
 Wheeling, WV 26003

SHIP TO

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 25305-0123 304-558-2317

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08/19/2010				

BID OPENING DATE: 09/15/2010 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p> <p>ADDENDUM NO. S:</p> <p>NO. 1 ... ✓ ...</p> <p>NO. 2 .....</p> <p>NO. 3 .....</p> <p>NO. 4 .....</p> <p>NO. 5 .....</p> <p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF EOIS.</p> <p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p style="text-align: right;"> <i>[Signature]</i>            .....            SIGNATURE            .....            McKinley &amp; Associates            .....            COMPANY            .....            September 14, 2010            .....            DATE         </p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE (304) 233-0140	DATE 9/14/10
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TITLE Business Development	FEIN 55-0696478	ADDRESS CHANGES TO BE NOTED ABOVE
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 2019 Washington Street East  
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\*709060537

McKinley & Associates  
 The Maxwell Center / Suite 100  
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08/19/2010				

BID OPENING DATE: 09/15/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE EOI.</p> <p>REV. 09/21/2009</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>NOTICE</p> <p>A SIGNED EOI MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION            PURCHASING DIVISION            BUILDING 15            2019 WASHINGTON STREET, EAST            CHARLESTON, WV 25305-0130</p> <p>THE EOI SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE EOI MAY NOT BE CONSIDERED:</p> <p>SEALED EOI</p> <p>BUYER: KRISTA FERRELL-FILE 21</p> <p>EOI. NO.: GSD116409</p> <p>EOI OPENING DATE: 09/15/2010</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Krista Ferrell</i>	TELEPHONE (304) 233-0140	DATE 9/14/10
TITLE Business Development	FEIN 55-0696478	ADDRESS CHANGES TO BE NOTED ABOVE

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



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  
**GSD116409**

PAGE  
**4**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**KRISTA FERRELL  
 304-558-2596**

VENDOR

\*709060537  
 McKinley & Associates  
 The Maxwell Center / Suite 100  
 32 Twentieth Street  
 Wheeling, WV 26003

SHIP TO

DEPARTMENT OF ADMINISTRATION  
 GENERAL SERVICES  
 BUILDING 1 ROOM MB60  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0123 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/19/2010				

BID OPENING DATE: **09/15/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
EOI OPENING TIME: 1:30 PM  PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR EOI: (304) 233-4613 ----- CONTACT PERSON (PLEASE PRINT CLEARLY): Ernest Dellatorre -----  ***** THIS IS THE END OF RFQ GSD116409 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Ernest Dellatorre</i>	TELEPHONE (304) 233-0140	DATE 9/14/10
TITLE Business Development	FEIN 55-0696478	ADDRESS CHANGES TO BE NOTED ABOVE

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



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

# Request for Quotation

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**GSD116409**

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ADDRESS CORRESPONDENCE TO ATTENTION OF  
**KRISTA FERRELL  
 304-558-2596**

VENDOR RECORD

\*709060537  
 McKinley & Associates  
 The Maxwell Center / Suite 100  
 32 Twentieth Street  
 Wheeling, WV 26003

SHIP TO

DEPARTMENT OF ADMINISTRATION  
 GENERAL SERVICES  
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 CHARLESTON, WV  
 25305-0123 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/07/2010				

BID OPENING DATE: **09/15/2010** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO:						
1.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL EXPRESSION OF INTEREST (GSD116409), AND						
2.) ADD BUILDING LAYOUT DRAWING						
BOI OPENING DATE REMAINS: 09/15/2010						
BOI OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 1 *****						
0001	1	LS		906-07		
A&E SERVICES: WV REHAB CENTER RENOVATIONS						
***** THIS IS THE END OF RFQ GSD116409 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE (304) 233-0140	DATE 9/14/10
TITLE Business Development	FAX 55-0696478	ADDRESS CHANGES TO BE NOTED ABOVE

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

**Technical Questions for GSD116409**  
**EOI for Renovations Projects at the WV Rehabilitation Center**

Question #1: Is there a campus map for the WV Rehab Center?

Answer #1: A PDF file showing the buildings is attached. Note that Buildings A and C, while in the project scope are not a primary concern at this time. Building B is currently under renovation and further renovation work on Building B is not anticipated under this contract, although this is not excluded from the potential project scope.

Question #2: Any more known specifics as far as the office space?

Answer #2: No, part of this project will be to determine the space needs of potential tenant agencies.

Question #3: Any more detailed information as far as the scope of work?

Answer #3: No.

Question #4: Can you give me an idea on how large this building is in Square Feet?

Answer #4: Overall there are approximately 437,000 square feet in the fourteen buildings. The site is approximately twenty-five acres.

Question #5: Do you have a renovation budget?

Answer #5: The State does not reveal budgetary numbers for projects during any solicitation process.

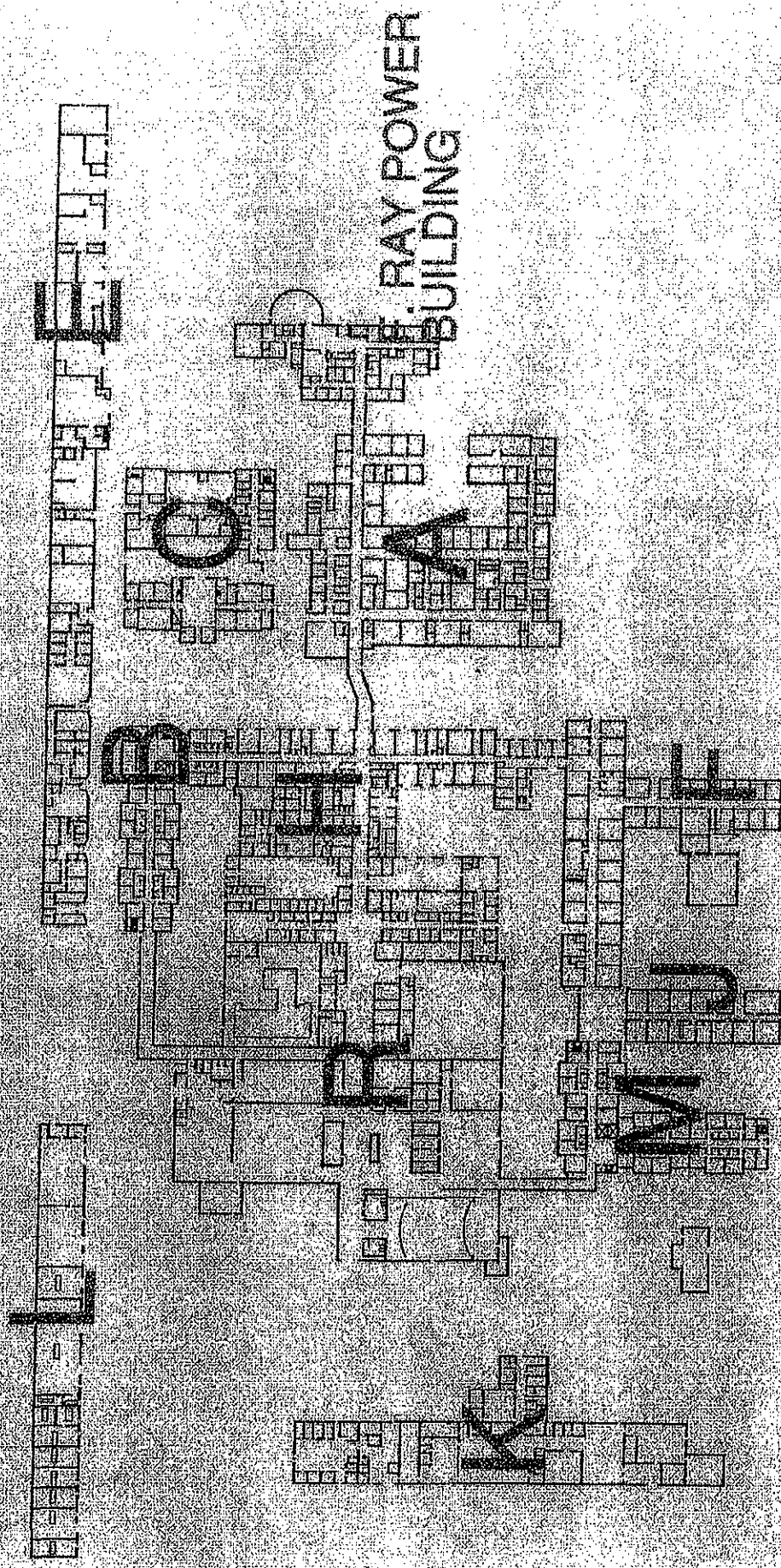
Question #6: Will any work occur on the exterior?

Answer #6: Yes, some of the work may involve exterior renovations.

Question #7: Is there any hazardous material in the building?

Answer #7: There are known hazards including asbestos containing materials (ACM) in floor tiles, some pipe insulation and possibly roofing. We must assume that there will be other ACM and lead based paint hazards present due to the age of the buildings. The State will be conducting our own hazardous material surveys and providing remediation outside the scope of this contract. Some ACM removal and remediation work is already scheduled.

WEST VIRGINIA DIVISION OF REHABILITATION SERVICES  
West Virginia Rehabilitation Center  
BUILDING DESIGNATIONS





# CONCEPT

**McKinley & Associates has prepared a brief response to the evaluative criteria listed in the request for proposal's Concept (4.2.1) section.**

The 14 buildings that make up the former West Virginia Rehabilitation Center cover almost 25 acres of flat, originally river basin in Institute, WV. Nestled next to two predominant industries of the Kanawha Valley, the Bayer Crop Science Plant and the West Virginia State University, this property is prime for reuse or use under another guise.

McKinley & Associates' main concern is to bring these facilities into compliance with the 2009 International Building Code, State and National Fire codes, the National plumbing and Electrical codes. Though many of the structural systems seem to be intact in the buildings singularly, each are showing their age in a myriad of other ways.

From exterior aesthetics to aging HVAC, plumbing and electric, updating these various systems has already begun in several of the facilities. McKinley & Associates recommends that the outdated systems be updated to render each building more economical in day to day function.

Phases of design/ construction would look like the following: Upgrade any and all troubled roofs, keeping water damage to a non-existent issue; Upgrade water service for any substandard automatic sprinkler systems, address fenestration, normal and emergency exiting requirements throughout each building

Based on conversations with the maintenance staff, there are at least two each of electrical, gas, water and sewer resources around the campus. A new water main was installed in 2008 to serve a 4 story structure which primarily serves as the hub of the former and current facility. McKinley & Associates shall take this information into consideration when recommending specific changes to the building systems.

Given the nature of this entire facility, each building with more than two stories has an elevator, making accessibility issues lesser a priority in any type of renovation. McKinley & Associates does not foresee major renovations in areas of accessibility.

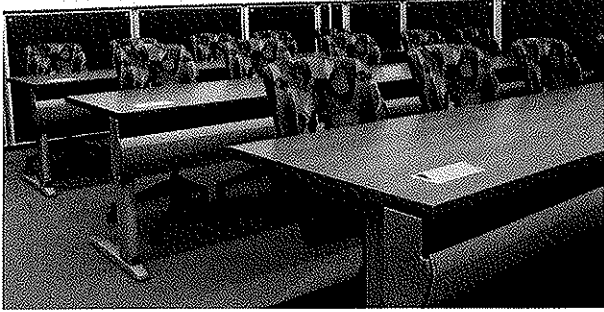
# CONCEPT

McKinley & Associates is well versed in reviewing and inspecting large campus style properties as demonstrated in our recent work for the WV Department of Education via their sanctioned Comprehensive Educational Facilities Plan, commonly referred to as the "10 Year Plan" or CEFP, for 15 West Virginia Counties. Our staff visited each of the counties' facilities with square footages ranging from 15,000 S.F. to 260,000 S.F. and a variety of uses throughout. Our professionals solicited information from the various communities for their insight into each facility and after thorough inspection of each building compiled reports with recommendations for improvement. McKinley & Associates also took into consideration security measures, both latent and proactive. Though this is not a number one priority for this particular campus, it is something McKinley & Associates is also trained to inspect.

As mentioned above, during the CEFP process and after the site investigation of each facility, our staff collected their thoughts and compiled a priority list for each county administrator to use in order to prepare proposal requests from the School Building Authority. Recommendations ran the gamut from HVAC upgrades to calls for entire new facilities. McKinley & Associates expects our team will have the same amount of consideration for this particular project as well.

Through this CEFP process, several counties have asked us to continue their contracts, allowing McKinley & Associates to move along with these clients through issues such as excess levy and bond referendums.

# INTERIOR DESIGN



Basic interior services begin with a strategy session designed to determine the owner's project requirements, timetable and budget. The interviews will include analyzing space requirements, operating procedures, communication relationships and future needs. Inventory of existing conditions are used to develop accurate drawings and plans. Application of current ADA and building codes will be applied to the developed plans for way finding (signage, directories, fire escape plan), furnishings and finishes. Attention to budget and maintenance is given in relationship to owner needs. Construction documents required to detail the project include schedules, elevations, plans, presentation boards and specifications. To maintain coordination, the follow up contract administration consists of submittal review, post construction evaluation and coordination of FF&E contracts when applicable.



Deb Blakeman, NCIDQ #015070, is knowledgeable and has experience with application of ADA regulations, ergonomic standards, state building code and industrial standards as they apply to interior furnishings, space planning and finishes. Improving comfort through lighting and ergonomically sound furnishings will increase employee performance. Efficient spaces aid in organization, and work flow, by decreasing communication barriers.

# QUALITY CONTROL

Quality control at McKinley & Associates, Inc. is a constant process which begins with the initial project activity and continues through document submissions, construction and owner occupancy. The longevity and size of the firm and our history of success completing complex and innovative projects is founded upon our commitment to this process.

During the design phases all personnel become fully versed in the client's program, project requirements and design standards. The design team is responsible for identifying for the client any potential conflicts between program criteria and design standards and resolving those conflicts to the client's satisfaction.

As the schematic/concept plans are developed, the Project Manager typically presents the plans for review and comments to a plan group depending on the nature of the work; e.g. engineers commenting on the engineering and architects critiquing the architecture. Once a consensus is reached, the plans advance in the process.

Prior to the completion of each phase, a set of project documents is issued to each discipline and consultant for coordination, cross-checking and review. The following items are checked at that time:

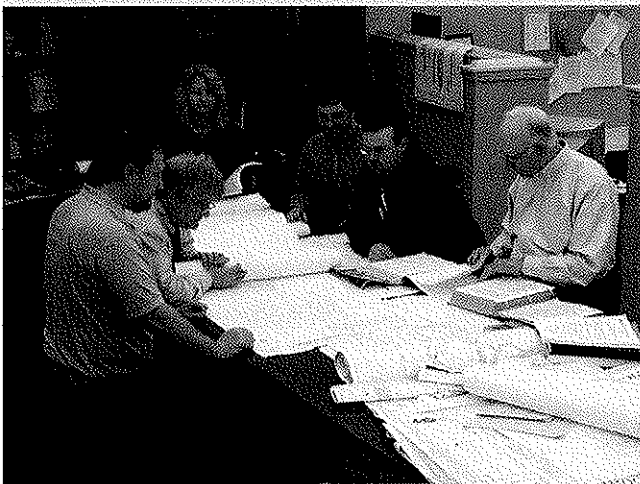
- Drawings and specifications for program compliance.
- Drawings and specifications for internal coordination.
- Cost effectiveness of the design.
- Drawing accuracy.
- Compliance with appropriate codes and client standards.

After coordination check corrections are completed, the project architect reviews the documents and compares the completed documents with check prints to verify that corrections have been made in accordance with the project design criteria. A final review is made by the principal-in-charge.

During the subsequent phases of design, all items are checked by persons other than those performing the daily design work in order to provide fresh insight. Prior to the final release of the documents, revisions are checked by the project manager and appropriately referenced on the drawings. Copies of the final documents are distributed to the client and consultants for final review and approval. Comments are incorporated into the documents prior to issuance for bidding and construction.

Bid documents are issued after a final check to verify that all bid packages have current revisions included and are appropriately identified. Bid sets are numbered and registered to bidders so that each bidder may be kept informed of clarifications and addenda.

During the construction, the processing of shop drawings and submittals is controlled and monitored by the project manager. The standard turnaround for the receipt, logging, review and return of submittals is 10 working days. Complicated or specialized submittals may require additional time. Urgent items can often be expedited to satisfy the construction schedule.



# COST EFFECTIVE DESIGN



- **Most Cost Effective New School Design in the Past 4 Years**
- **CRHS's final price ~ \$158.41/SF – source: SBAWV (includes site development, building construction, and all FF&E)**
- **New High School State Average in 2005 ~ \$188.26/SF**
- **138,500 Square Feet**
- **Total Non-Owner Change Orders – 0.65%**
- **Official Dedication – June 1, 2007**



- **SBA's 2009 Limit on New Elementary School Design ~ \$217/SF**
- **Hilltop Elementary's final price ~ \$167/SF (includes site development, building construction, and all FF&E)**
- **49,700 Square Feet**
- **Total Non-Owner Change Orders – 0.83%**
- **Under Construction with potential LEED Silver Certification**

# TEAM QUALIFICATIONS

McKinley & Associates has prepared a brief response to each of the evaluative criteria listed in the request for proposal's Firm / Team Qualifications (4.2.2) section.

Much of the information is contained on other pages within this "Firm / Team Qualifications" tab, to which we refer for your convenience in locating the supporting documents.

- a. 1116 Smith Street  
Suite 406  
Charleston, WV 25301  
(304) 340-4267  
edellatorre@mckinleyassoc.com

Signed:



Ernie Dellatorre

- b. Architect (Project Manager): Thomas R. Worlledge, AIA, LEED AP BD+C, REFP  
Architect Intern: Nicole D. Riley, Assoc. AIA  
Interior Design / Space Planning: Deb Blakeman, NCIDQ #015070  
Mechanical Engineer: Bradley A. Crow, PE, LEED AP  
Architectural Engineer / Quality Control: Tim E. Mizer, PE, RA  
Electrical Engineer: Darren S. Duskey, PE  
Engineer Intern: Travis Petri, EIT  
"Green" Architecture Design: Thomas R. Worlledge, AIA, LEED AP BD+C, REFP  
"Green" Architecture Design: Christina Schessler, AIA, LEED AP  
"Green" Architecture Design: Michael S. Betsch, LEED AP  
"Green" Engineering Design: Bradley A. Crow, PE, LEED AP  
Project Coordination (Contract Administration): Dana E. Womack, Jr.  
\* Resumes are included within this Firm/Team Qualifications tab.
- c. With our previous experience on hundreds of projects which involve renovations, upgrades, and repairs, our vast experience with codes, our Interior Design Department, and our great working relationship with various state agencies; we are confident that our "In-House" staff of 40+ has the talent and technology needed to make this successful. Also, as your Architect/Engineer/Interior Designer and single point of responsibility, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state.

# TEAM QUALIFICATIONS

- d. First and foremost we can state that our staff of 40+ professionals will devote whatever time is necessary to provide the General Services Division and the Division of Rehabilitation Services with a successful project. With over 15 registered professional architects and engineers we have the ability to make difficult schedules work.

In the past 30 years we have extensive experience with similar projects. The technical depth of our professional staff indicates that this project can be accomplished without overloading our group or computer graphics systems. Our project team has been chosen for this project and they are available to dedicate the necessary time to this effort. We are available to start immediately upon our being selected. We can and will perform for you on time.

- e. If and when McKinley & Associates is honored to be offered a contract for the WV Rehab Center renovations project; we would have no issues including 'section e' into the contract documents
- f. You appropriately recognize how codes, ordinances, and state / federal regulations are important to a successful project, and our professional's design within these codes daily. As our practice is and remains a West Virginia practice and we are dedicated more than ever to the state in which we live. All documents will be prepared with the current WV State Building Code and WV State Fire Code as well as all State and Federal Codes, Regulations, and Ordinances. We are members of many organizations, and follow their standards, such as NFPA, CEFPI, AWI, WVEDC, AIA, NCARB, ASCE, ASPE, BOCA, ASHRAE, and ACI International.
- g. McKinley and Associates has not been involved in any litigation over the past five years.

# QUALIFICATIONS

**F**ounded in 1981, McKinley & Associates has become generally accepted as the largest A/E firm in West Virginia. We provided design services for projects representing more than \$100,000,000 annually in construction value. We have a broad range of skills and experience for projects involving

medical, religious, educational, government agencies, manufacturers, commercial and recreational operations, as well as developers. In the past 10 years our firm has been awarded 4 prestigious AIA Honor and Merit Awards for our works.

The McKinley experience in commercial projects include Corporate Office Complexes, High-tech Business Parks, National Call Centers, Cultural Centers, Daycare Facilities, plus many more. We have vast office building experience in both new building and renovation projects.

Our services ranges from feasibility planning and concept design through construction administration. We understand that the success of commercial architecture is measured not just by architectural design alone, but also by the added considerations of all members of the design and development team.

A particularly important and integral part of commercial work is our understanding of the permitting process and agency procedures regarding zoning and building codes, traffic and parking requirements, and environment impact assessments.

Generally recognized as West Virginia's largest A/E firm, our 40+ person Professional staff includes: Architects; Civil, Electrical, Fire/Life Safety, Mechanical and Structural Engineers; Interior Designers and Educational Planners. We have provided professional services in all 55 counties of West Virginia.



TeleTech National Call Center



Orrick Building



McKinley & Associates - Charleston Office



# MANAGEMENT AND STAFFING CAPABILITIES

In the past 30 years we have extensive experience with similar projects. The technical depth of our professional staff indicates that this project can be accomplished without overloading our group or computer graphics systems. Our project team has been chosen for this project and they are available to dedicate the necessary time to this effort. We are available to start immediately upon our being selected. We can and will perform for you on time.

This team is an "In-House" team that works together everyday and has done most of the projects here as a group. These team members have been working up to fifteen years together at McKinley & Associates.

The areas of expertise for each member coincides with his/her Role in this Contract. With our large staff we have the ability to have registered architects and engineers designing within their area of expertise. HVAC design by a Mechanical Engineer, electrical/lighting design by an Electrical Engineer. The Professional Engineers (PE) are not only "In-House," we also have depth in numbers of each discipline in our firm. Our Architectural staff provides you with an exceptionally talented group that will walk you through your project to completion. Day by day, side-by-side, our architects and engineers provide a daily cohesiveness to your project.

We hold weekly meetings to discuss your project, the budget, schedule and quality assurance. We provide Documented Minutes of all of our meetings and encourage the Owner to participate in these meetings.

Our Project Coordinators have an extra responsibility than what most firms' Construction Administrators have; our Project Coordinators are a part of the design process from Day 1 (they are not thrown into the project only when construction starts; they are here from the beginning), so they know the ins-and-outs of the project. Our Project Coordinators have an important role as being the liaison between the Owner, Contractor, and Architect. The primary objective of the Project Coordination services is to ensure completion of work the way the client wants it - as scheduled and as budgeted. Our Project Coordinators evaluate the quality of the work to verify that it meets the level required by clients; in addition, they monitor the contractor's progress to ensure that they are following the Construction Documents. They observe the construction progress, are responsible for all construction meetings and minutes, and they verify pay application and change orders. The Project Coordinator is typically on-site once every two weeks, but we can provide additional on-site representation if requested.

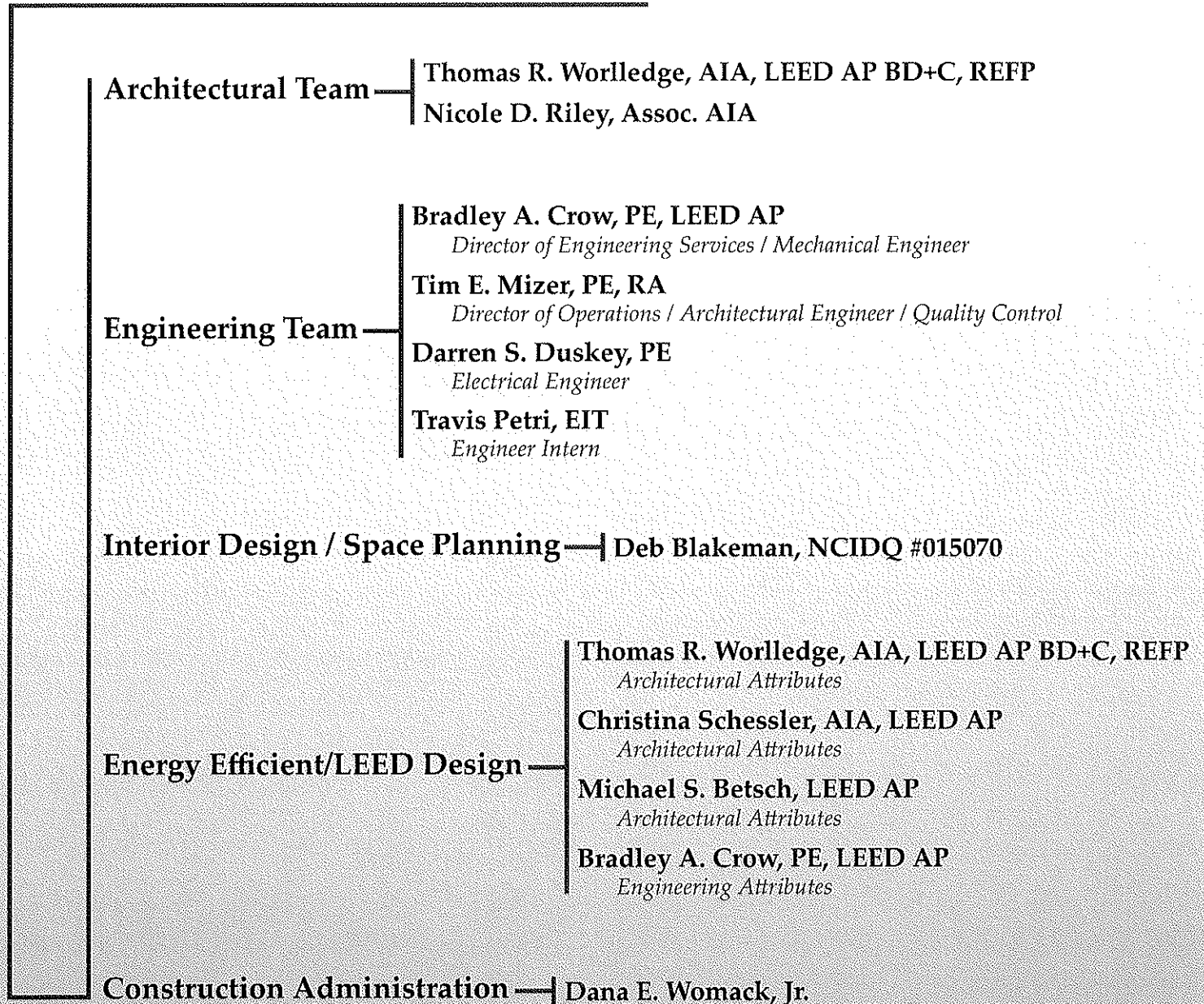
Our Eleven Month Walk-Through is a process where our professionals return to your facility eleven months after the project is completed. At that time they review all the work that was completed and check all warranties. We are making sure all of the covered work is in order and that the warranties do not expire with equipment or product not working properly. It should be noted that McKinley & Associates has been performing our eleven month walk-through for the past 13 years as part of our Standard of Care, and it only recently has been adopted as an AIA 101 Standard. We also conduct Post Occupancy Evaluations with the Owner to find out how well we matched the Owners' needs.

We also have an Interior Design department. Basic interior design services include determining the owner's project requirements, timetable and budget; analyzing space requirements; operating procedures; communication relationships; way finding (signage, directories, fire escape plan); furnishings and finishes; creating an inventory of existing conditions and determining future needs.

# DESIGN TEAM FLOW CHART

## Project Manager

Thomas R. Worlledge, AIA, LEED AP BD+C, REFP



Architect / Energy Efficient (LEED) Specialist

● **THOMAS R. WORLLEDGE, AIA, LEED AP BD+C, REFP**

## Charleston Office Area Manager



### EDUCATION:

Virginia Polytechnic Institute & State University  
Master of Architecture - 1992

Fairmont State College, School of Technology  
B.S. Architectural Eng. Tech. - 1983

### PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

#### Registered Architect in:

West Virginia  
Virginia  
Pennsylvania  
Ohio

#### National Board Certification:

NCARB #48600

#### President:

West Virginia Society of Architects

#### Member:

The American Institute of Architects  
US Green Building Council  
Sustainable Building Industries Council  
Recognized Educational Facility Professional  
(REFP)

#### Former voting member:

ASHRAE 90.1 International Energy Code  
Committee

### PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
*Manager, Charleston Office*  
Charleston, WV (2005 to present)

Proactive Architecture Inc.  
*President*  
Charleston, WV (1999-2005)

Silling Associates Inc.  
*Vice President*  
Charleston, WV (1992-1999)

TAG Architects  
Charleston, WV (1985-1990)

Alpha Associates Inc.  
Morgantown, WV (1983-1985)

### SUMMARY OF EXPERIENCE:

Thomas R. Worlledge is a skilled Architect with over 20 years experience who has received state wide design awards and placed in national design competitions. As a recognized sustainable design expert, he has had articles published in state and national trade publications, spoken before architectural students, ASHRAE chapters, and business groups on sustainable design issues and was also a featured speaker at the 2001 Governor's Conference on the Environment and the 2001 Sustainable fair. He also teaches other design professionals in the art of High Performance School design, as a professional trainer for the Sustainable Building Industries Council. Mr. Worlledge has been involved in design of projects ranging in from a small home additions (one of which was featured on HGTV's New Spaces Show) to multimillion dollar projects such as Capitol High School, Mount Olive Correctional Center and Major Additions to three of the States VA Hospitals. Mr. Worlledge is a former voting member of the ASHRAE 90.1 Standards committee that forms the basis of the International Energy Code and is the president of the state chapter of the AIA.

### NOTABLE PROFESSIONAL ACHIEVEMENTS:

#### High Performance Design for High Performance Companies

Published in *Executive Source*, Fall 2002

#### Watt's Next? The Coming Energy Revolution

Published in *West Virginia Executive*, Winter 2004

#### The Design of Sustainable Environments

Featured Speaker, 1994 National Convention of Architectural Students

#### Daylighting and HVAC Design

Featured Speaker, ASHRAE West Virginia Chapter

#### Rebuilding the Future: Recycling and Reuse of Building Materials

Featured Speaker, 2001 Governor's Conference on the environment

Associate Architect

# ● NICOLE D. RILEY, ASSOC. AIA

## EDUCATION:

Virginia Tech, College of Architecture  
Bachelor of Architecture - 1998

## PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

### NCARB

#### Associate Member:

The American Institute of Architects

#### Member:

AIA 150 Celebration Steering Committee  
AIA Livable Communities Committee  
Charleston Area Alliance, Young  
Professionals Housing Sub-Committee  
Young Life Committee of Kanawha Valley

## PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Wheeling, WV (2005 to present)

Williamson Shriver Architects  
Charleston, WV (2003-2005)

ZMM, Inc. Architects and Engineers  
Charleston, WV (1999-2003)

The Omni Associates  
Fairmont, WV (1999)

## SUMMARY OF EXPERIENCE:

Mrs. Riley's tenure as design professional has taken her through many aspects of project delivery and construction throughout West Virginia. This experience includes a wealth of works for several county school systems, the West Virginia Army National Guard, as well as multiple private clientele. A family background in masonry construction and a keen interest in historical elements are recognized through her understanding and usage of natural materials in a contemporary context. Mrs. Riley is active in coordination during the design process, culminating in a sound package for the client.

## NOTABLE PROFESSIONAL EXPERIENCES:

**Design Team - Parkersburg South High School, Wood County**  
Selective demolition and comprehensive renovations and additions to 250,000 SF campus, whose original design period spanned the decades of 1950-1970. Design facets included state-of-the-art technological and science updates as well as new music facilities. Renovation design implemented ADA and Safe Schools initiatives. New Day Care facility was designed for the school system's training curriculum.

**Project Manager - McKinley & Associates Charleston Area Office**  
The new McKinley & Associates Charleston Area Office is a 2,500 SF office space for our architectural, engineering, and interior design staff. This 2009 AIA Merit Award-winning interior renovation project was constructed for \$63.30/SF with owner occupancy ahead of schedule. Managed budget, schedule, construction administration, vendor relations and material purchasing.

**Project Manager - Sherrard Middle School, Marshall County**  
This project included the demolition, renovations and additions to the 69,324 SF educational facility. Scope of work included new dining and classroom facilities, new commercial kitchen and emphasis on security. This facility is one of ten system-wide coordinated access control.

**Design Team - Hilltop Elementary School, Marshall County**  
This \$8.4 million project for Marshall County Schools is nearing completion, and was constructed with potential LEED Silver Certification. This school was designed with cost effectiveness in mind; the School Building Authority's 2009 Limit on New Elementary School Design is \$217/SF, but Hilltop Elementary's final price is less than \$170/SF. This school is 49,700 Square Feet, and the total non-owner change orders is 0.83%.

# Interior Designer

# DEB BLAKEMAN, NCIDQ #015070



## EDUCATION:

University of Charleston  
Bachelor of Arts, Interior Design - 1992

## PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

**National Council for Interior  
Design Qualification:**  
NCIDQ #015070

## Associate Member:

The American Institute of Architects

## PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Charleston, WV (2004 to present)

HDMR Group Inc  
Charleston, WV (2000-2004)

Custom Office Furniture  
Charleston, WV (1994-2000)

University of Charleston  
Teacher  
Charleston, WV (1997-2000)

Interior Design  
Charleston, WV (1992-1994)

Freeland Furniture Company  
Charleston, WV (1981-1987)

Interior Reflections  
Logan, WV (1980-1981)

## SUMMARY OF EXPERIENCE:

Deb Blakeman has 25 combined years of experience in the interior design field including residential, corporate facilities, banks, education and health care projects. She has knowledge and experience with application of ADA regulations, ergonomic standards, state building code and industrial standards as they apply to interior furnishings, space planning and finishes. As a professional designer, Deb Blakeman believes it is important to find the right balance between organizational and individual needs to increase productivity. Improving comforts through lighting and ergonomically sound furnishings will increase employer performance, and efficient spaces will organize work flow, decreasing communication barriers.

## NOTABLE PROFESSIONAL EXPERIENCES:

### Interior Designer

McKinley & Associates Charleston Area Office (2009 WV AIA Design Award winner)

West Virginia University - Colson Hall

West Virginia University - State Fire Training Academy

WVU Institute of Technology - Maclin Hall

Sisters of St. Joseph - Convent / Assisted Living renovation project  
Braxton County Senior Center

Marshall County Schools - Hilltop Elementary School (LEED Registered Project)

West Virginia State Building in Logan, WV (LEED Registered Project)

Marshall University / Robert C. Byrd Biotechnology Center (Interior Furnishing and Finishes)\*

Governor Wise, Governor Underwood, and Governor Caperton / Staff Offices (Furnishings, Finishes, and Space Planning)\*

Treasurer John D. Perdue / Unclaimed Properties Division (Space Planning and Furnishings) / Treasurer's Office and Staff Office (Window Treatments, Furnishings, Finishes, and Space Planning)\*

### Interior Designer / Sales

WV Graduate College (Furnishings)\*

WV Credit Union (Space Planning, Furnishings and Finishes)\*

### Adjunct Professor

University of Charleston

\*previous work experience with a firm other than McKinley & Associates

# Mechanical Engineer / Green (LEED) Specialist

# BRADLEY A. CROW, PE, LEED AP

## Director of Engineering Services



### EDUCATION:

West Virginia Institute of Technology  
B.S. Mechanical Engineering

### PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

#### Registered Engineering in:

West Virginia  
Pennsylvania

#### LEED® Accredited Professional

### PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Director of Engineering  
Wheeling, WV (2005 to present)

BDA Engineering  
Design Engineer / Project Manager  
Pittsburgh, PA (2001-2005)

Tri-State Roofing  
Sales Engineer  
Davisville, West Virginia (2000-2001)

Ravenswood Polymers  
Site Engineer  
Ravenswood, West Virginia (1997-2000)

### SUMMARY OF EXPERIENCE:

Mr. Crow is an exciting and innovative Engineer who is on the cutting edge of his profession, being both a Professional Engineer as well as a LEED® Accredited Professional. His passion for his work translates into incredible design for his clients. His broad experience includes design for HVAC and plumbing for educational facilities, office buildings, shopping centers, apartment buildings, and other commercial and institutional facilities. Brad also has experience as a Site Engineer and Sales Engineer, which provides an unique understanding for problem solving.

### NOTABLE PROFESSIONAL EXPERIENCES:

#### Mechanical Engineer

Bennett Square Office Building

Dr Ganzer Office Building

Charleston Area Alliance Building - Warehouse to Office Buildout

WV Independence Hall

Capitol Theatre renovations

Wheeling Island Fire Station

Cabela's Eastern Distribution Center

Panhandle Cleaning & Restoration warehouse and office building

West Virginia State Office Building in Logan, WV (LEED Registered)

Wood County Schools (\$63+ million renovations)

WVU Colson Hall Renovations

WVU State Fire Training Academy / Jackson's Mill

WVU Institute of Technology - Maclin Hall

Cameron Middle School/High School (LEED Registered)

Hilltop Elementary School (LEED Registered)

West Virginia Army National Guard (WVARNG) - Multi-Purpose Building & Mountaineer Challenge Academy at Camp Dawson

USPS - Charleston P&DC HVAC Renovation

USPS - Martinsburg Processing and Distribution Center

USPS - Clarksburg Chiller Replacement

West Virginia State Police Academy - multiple buildings

WVSP - New Logan Detachment

J. B. Chambers Performing Arts Center at Wheeling Park High School - Ohio County Schools

# Architectural Engineer / Architect / Quality Control

# ● TIM E. MIZER, PE, RA

## Director of Operations

### EDUCATION:

Kansas State University  
B.S. Architectural Engineering - 1983

University of Cincinnati  
Architecture

### PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

#### Registered Engineering in:

West Virginia  
Ohio

#### Registered Architect in:

Ohio

### PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Architect / Engineer  
Wheeling, WV (1995 to present)

M.C.C. Engineering  
Director of Design  
Columbus, Ohio (1988-1995)

Schooley Caldwell and Associates  
Electrical & Mechanical Design  
Columbus, Ohio (1986-1988)

Mizer Design  
Free Lance Architectural Engineering Design  
Columbus, Ohio (1985-1986)

Envirotek, Inc.  
Drafting and Electrical & Mechanical Design  
Raleigh, NC (1984-1985)

### SUMMARY OF EXPERIENCE:

A very talented and unique professional who is registered both in engineering and architecture. Mizer's background as an Architectural Engineer has provided him with a total understanding of the engineering components which provides a cohesiveness on all of his projects. Being also a Registered Architect, he understands designing to allow for the engineering disciplines, including his responsibility of project management and design. Mr. Mizer is the Director of Operations for the company.

### NOTABLE PROFESSIONAL EXPERIENCES:

Orrick Building

Maxwell Centre

Wagner Building

Bennett Square Office Building

Millennium Centre

Dr Ganzer Office Building

WVU Colson Hall renovations/upgrade

West Virginia Independence Hall renovations

Capitol Theatre renovations

Wheeling Island Casino - various projects

Panhandle Cleaning & Restoration warehouse and office building

Cabela's Eastern Distribution Center

West Virginia State Building in Logan, WV (LEED)

West Virginia State Building in Weirton, WV

Marshall County Schools - Hilltop Elementary (LEED)

Marshall County Schools - Cameron Middle/High School (LEED)

Marshall County Schools (\$38+ mil.)

Wood County School Bond Project (\$63+ mil.)

USPS - designed over 100 Post Offices throughout West Virginia for ADA compliance

West Virginia State Police - renovations and new detachments  
Also surveyed, reviewed, projected, budgeted, and documented 72 police facilities statewide

# Electrical Engineer

# DARREN S. DUSKEY, PE

## EDUCATION:

The Ohio State University  
B.S. Electrical Engineer - 1993

Marshall University  
Graduate courses in Engineering

## PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

**Registered Professional Engineer in:**  
West Virginia  
Ohio

## PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Wheeling, WV (2002 to present)

Pickering Associates  
Parkersburg, WV (1997-2002)

Magnetic Specialty, Inc.  
Marietta, OH (1995-1997)

Inland Products, Inc.  
Columbus, OH (1993-1995)

## SUMMARY OF EXPERIENCE:

Mr. Duskey has over 15 years of experience in the industrial, commercial, institutional, and educational markets with projects ranging from State Police detachment offices, electrical design of schools, health care facilities, large and small industrial projects, and commercial properties. He has extensive knowledge and experience with the National Electrical Code, state building codes, building industry standards and practices, and has demonstrated the ability to design qualitative and economic solutions to a myriad of challenges.

## NOTABLE PROFESSIONAL EXPERIENCES:

### Electrical Engineer

Bennett Square Office Building

Dr Ganzer Office Building

West Virginia State Office Building in Logan, WV (LEED)

West Virginia State Office Building in Weirton, WV

West Virginia University - Colson Hall (*Upgrade electrical service, including medium voltage distribution, renovations*)

Panhandle Cleaning & Restoration warehouse and office building

West Virginia Independence Hall

Capitol Theatre

Cabela's Eastern Distribution Center [*New large (~1,000,000 SF) distribution center services, electrical design*]

West Virginia Northern Community College - The Education Center (*Upgrade electrical service, renovations*)

Marshall County Schools - Hilltop Elementary (LEED)

Marshall County Schools - Cameron Middle/High School (LEED)

WVU Institute of Technology - Maclin Hall (*Upgrade electrical service, renovations*)

WVU State Fire Training Academy in Jackson's Mill, WV

Chapmanville Regional High School - Logan County Schools

WVSP Headquarters (*Upgrade electrical service*)

United States Postal Service - statewide post offices

West Virginia Army National Guard - Mountaineer Challenge Academy at Camp Dawson in Kingwood, WV

West Virginia Army National Guard - Multi-Purpose Building at Camp Dawson in Kingwood, WV



## Engineer Intern

# ● TRAVIS PETRI, EIT

### EDUCATION:

West Virginia University  
B.S. in Mechanical Engineering - 2003

### PROFESSIONAL REGISTRATIONS:

Engineer Intern

### PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Project Engineer  
Wheeling, WV (2006 to present)

Petri Detailing  
Owner/Sole Proprieter  
Wheeling, WV (2000 - 2006)

Mountaineer Gas Company  
Engineering Internship  
Wheeling, WV (1999)

### SUMMARY OF EXPERIENCE:

Mr. Petri is skilled in the complete design and project management of mechanical systems, whether it is renovations or new construction. He has worked on several LEED projects, performed multiple energy studies, and can provide recommendations to building owners to provide energy savings.

### NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Independence Hall

Logan State Office Building (LEED registered project)

Braxton Co Senior Center

West Virginia State Police - Logan Detachment

West Virginia State Police - Academy

United States Postal Service - multiple projects

Marshall County Schools - Cameron Middle School / High School (LEED registered project)

Marshall County Schools - Hilltop Elementary School (LEED registered project)

Wood County Schools - Parkersburg High School

Wood County Schools - Parkersburg South High School

Wood County Schools - Williamstown High School

Ohio County Schools - Bridge Street Middle School

Marshall County Schools - Washington Lands

Hancock County Schools - Oak Glen High School

Hancock County Schools - Weir Middle School / High School

Southern WV Community & Technical College - Williamson campus

Southern WV Community & Technical College - Wyoming/McDowell campus

West Virginia Northern Community College - B&O Building

West Virginia Army National Guard - Mountaineer Challenge Academy at Camp Dawson

# LEED Accredited Professional (Energy Efficient Design) CHRISTINA SCHESSLER, AIA, LEED AP



## EDUCATION:

The Pennsylvania State University  
Bachelor of Architecture - 1986

## PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

### Registered Architect in:

West Virginia  
Pennsylvania  
Ohio

### NCARB Certificate - 2005

### LEED® Accredited Professional

### Member:

American Institute of Architects  
City of Wheeling - Building Codes Board  
of Appeals

### Former Member, Board of Director, & Treasurer:

The Midwife Center for Birth & Women's  
Health / Pittsburgh, PA

## PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Wheeling, WV (2004 to present)

MacLachlan, Cornelius & Flloni Architects  
Pittsburgh, PA (1999-2004)

Perfido Weiskopf Architects  
Pittsburgh, PA (1996-1999)

T.L. Cox & Associates  
Beaver, PA (1990-1996)

Valentour English Bodnar Architects  
Mt. Lebanon, PA (1989-1990)

Kenny Williams & Williams Building Diagnostics  
Maple Glen, PA (1988)

## SUMMARY OF EXPERIENCE:

Ms. Schessler has over 20 years of experience working one on one with a wide range of educational, professional, liturgical, medical and commercial clients. She is adept at developing space and utilization programs with clients who are unfamiliar with the architectural design process. Christina can provide direction to Clients who wish to develop a design and document program that is intended to achieve LEED Certification. Her skills include construction document preparation, consultant coordination and construction administration experience. As a volunteer and as a professional, Ms. Schessler has developed several projects for non-profit agencies on limited budgets.

## NOTABLE PROFESSIONAL EXPERIENCES:

### Project Architect

WV Independence Hall

Braxton County Senior Citizen Center

Steel Valley Regional Transit Authority roof

WVU Fire Training Academy / Jackson's Mill, WV

Wheeling Island Fire Station

Panhandle Cleaning & Restoration warehouse and office building

Grant County Schools / Multiple Projects

Braxton County High School (in association with Fairmont State)

University of the South, Gaylor Hall Additions and Renovation\*

Beaver Valley Burn Building site development\*

The Beaver County Medical Center, Women's Health Center\*

The Beaver County Medical Center, Rheumatology Expansion\*

New Hope Youth Home addition / Beaver, PA\*

City Theatre, Storefront Restoration / Pittsburgh, PA\*

### Architect

The Midwife Center for Birth & Women's Health, Birthing Suites /  
Pittsburgh, PA\* (**Non-Profit**)

Master Plan study for DePaul Institute for the hearing impaired\*

Indiana University of PA, Uhler Hall Additions and Renovations\*

### Project Designer

United Cerebral Palsy Center, renovations and additions /  
Washington, PA\* (**Non-Profit**)

St. Clair Hospital, Woman's Breast Cancer Health Clinic\*

Children's Home of Pittsburgh, interior renovations\* (**Non-Profit**)

*\* previous work experience with a firm  
other than McKinley & Associates*



**McKINLEY & ASSOCIATES**  
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

LEED Accredited Professional (Energy Efficient Design)

**MICHAEL S. BETSCH, LEED AP**



**EDUCATION:**

Drexel University (Philadelphia, PA)  
Bachelor of Architecture - 2007

Delaware Technical and Community College  
Associate, Architectural Engineering - 2000

**PROFESSIONAL AFFILIATIONS  
AND REGISTRATIONS:**

U.S. Green Building Council

LEED® Accredited Professional

**PROFESSIONAL EMPLOYMENT:**

McKinley & Associates  
Wheeling, WV (2008 to present)

Stantec Architecture  
Wilmington, DE; New York; and Vancouver  
(2007-2008)

The Breckstone Group  
Wilmington, DE (2006-2007)

Stalkos Associates Architects  
Wilmington, DE (2000-2006)

**SUMMARY OF EXPERIENCE:**

Mr. Betsch's project experience includes new construction as well as renovation of existing structures. Projects types include government, liturgical, private high security, educational, office, retail, institutional, residential, and historic preservation.

Mr. Betsch has proven success working with highly intricate project delivery scenarios such as phased renovations to active mission critical command and control centers, and modernization of highly publicized actively used government historical centers such as New York City's City Hall. With over 8 years of experience Mr. Betsch has had the opportunity to work for a varied group of clients in the US, Canada, and the Middle East. These clients have included Foreign Governments, Integrated Defense Providers, State and local governments, Historic Societies, Educational Providers, Public and Private Corporations, Condo Associations, and Private Home owners. As a LEED® Accredited Professional Mr. Betsch works to bring sustainable design solutions to work for the benefit of his clients and the community.

**NOTABLE PROFESSIONAL EXPERIENCES:**

**The Education Center / West Virginia Northern Community College in Wheeling, WV**

Construction of an overpass that will serve as a connection between the College's B. & O. Railroad Building and the Education Center. This will provide students a quick and safe passage between buildings while avoiding traffic.

**Weir High School / Hancock County Schools in Weirton, WV**

\$5 million architecture and HVAC project involved the construction of new Mechanical Rooms at Buildings A and F.

**New York City Hall / New York, NY\***

General restoration and architectural coordination for extensive mechanical renovations of the interior of historic landmark originally built in 1811. A feasibility study was completed to obtain a LEED certification. In addition, a high-definition scan (a laser survey technology used to create three-dimensional electronic models), multi-media, mass media, and audio/video upgrades were designed for the City Council.

**Arkansas Emergency Operations Center / Little Rock, AR\***

Programming, master planning, and design development documentation for this statewide emergency operations center

**Burnaby Mountain Sports and Medicine Center / Simon Fraser University in Vancouver, British Columbia\***

Design charette for a new facility which includes a roof top soccer field, clinics, offices, a field house, retail, grocery store, and aquatic center with an Olympic sized swimming pool

\* previous work experience with a firm other than McKinley & Associates

# Project Coordinator (Construction Administrator)

# • DANA E. WOMACK, Jr.

## EDUCATION:

Marshall University  
A.A.S. Occupational Development - 2005

## PROFESSIONAL EMPLOYMENT:

McKinley & Associates  
Project Coordinator  
Charleston, WV (2009 to present)

RBS Construction Inc.  
Project Manager  
Nitro, WV (2007-2009)

Providence Construction  
Superintendent  
Teays Valley, WV (2007)

G&G Builders  
Superintendent-In-Training (2005-2006)  
Cement Finisher (2002-2005)  
Scott Depot, WV

United Parcel Service  
Preloader  
South Charleston, WV (1999-2002)

United States Air Force  
Security Forces (Sr. Airman)  
Tinker Air Force Base, OK (1996-1999)

## SUMMARY OF EXPERIENCE:

Mr. Womack brings various knowledge to the Project Coordinator role; skills which included a cross-trained background of project management / coordination, on-site supervisor, administering contracts from start up to project close out, as well as field work as a cement finisher (work included the Western Regional Jail), preloader, and law enforcement officer. With credentials spanning across all aspects of construction, Dana has a unique ability to work with owner and contractor alike and get the project completed on time and within budget.

## NOTABLE PROFESSIONAL EXPERIENCES:

### Project Coordination for:

*West Virginia State Building in Logan, WV (LEED)*  
*West Virginia State Police Academy Renovations*  
*WVSP Logan Detachment*  
*Brookview Elementary - Boone County Schools*  
*Madison Middle - Boone County Schools*  
*Scott High - Boone County Schools*  
*Summers County High - Summers County Schools*

### Project Manager

Manage projects from Preconstruction meeting to project close out. Develop construction schedules, manage on-site personnel, coordinate with subcontractors and work with suppliers to ensure materials are delivered to the jobsite on time. Work closely with the architects and engineers to complete the projects on time, within budget and to the owner's satisfaction.

*Southern and Southwestern Regional Jails*  
*Montrose Elementary Elevator Addition*  
*900 Christopher Street Structural Renovations*  
*Putnam PSD New Maintenance Garage*  
*Mine Health Safety Academy Bathroom Renovations*

### Superintendent

Role during projects was on-site supervisor for all aspects of job completion. Managed job site personnel, maintained a safe work place environment, and led the team toward job completion with proper time management.

**Security Forces (Sr. Airman)** - Tinker Air Force Base, OK  
Assistant Non-Commissioned Officer In Charge of the Security Police Armory. Security Police Officer, duties included guarding priority A, B, and C aircraft and patrolling base as law enforcement officer.

# PROJECT ORGANIZATION

McKinley & Associates has prepared a brief response to each of the evaluative criteria listed in the request for proposal's Project Organization (4.2.3) section. Much of the information is contained on other pages within this "Project Organization" tab, to which we refer for your convenience in locating the supporting documents.

- a. Please see the "Firm / Team Qualifications" tab to see the personnel assigned to this project. The McKinley & Associates organization chart, and a copy of the proposed project team (flow chart), are included within this tab. The locations of the McKinley & Associates offices are:

Charleston Area Alliance Bldg.  
1116 Smith Street  
Suite 406  
Charleston, West Virginia 25301

The Architecture, Interior Design / Space Planning, Construction Administration, and "Green" Energy Design (LEED) will be performed by our staff in our Charleston Office

The Maxwell Centre  
Thirty-Two - Twentieth Street  
Suite 100  
Wheeling, West Virginia 26003

The MEP Engineering, "Green" Energy Design (LEED), and support services will be performed by our staff in our Wheeling Office

- b. We know we can provide our services within the project **time frame**. There are many ways in which we will respond expeditiously to your needs. For one, our Charleston Office is less than 15 minutes away from the proposed project. Our "In-House" registered professional architects and engineers work together everyday, have done most of the projects here as a group, and have the ability to make difficult schedules work. These team members have been working up to fifteen years together at McKinley & Associates. We are structured for efficiency; we also have **depth** in numbers of each discipline in our firm.

In 2006, we designed an extensive (\$5M) renovation of Maclin Hall, a historic 53,900 SF dormitory building on the campus of WV Tech, **in less than a month**. The project included redesigning the shared areas, new finishes, new roof, and restoration of the exterior. We also replaced the entire HVAC, lighting, fire protection, data systems and renovated the shared restrooms.

When TeleTech needed to move into a new call center **in 6 months**; McKinley & Associates got the call. Teletch is a \$10 million project, and included in the structure are the following: sophisticated computer and communication systems with over 450 stations, 500 employee parking spaces, cafeteria, office and training rooms along with calling areas. The 58,000 SF building came in on time, on schedule, and on budget, and **it became a prototype for all of the company's buildings**.

# CORPORATE INFORMATION

## Firm History

Founded in 1981, McKinley & Associates is a multi-discipline full service **Architectural & Engineering firm**, offering comprehensive professional services in **architecture, engineering, interior design and construction administration**. We have a broad range of skill and experience for projects involving educational, governmental, medical, commercial, religious and recreational operations. Our **Adaptive Re-Use** experience is the foundation upon which **McKinley & Associates** was established. With **over \$35 million in office building renovation / historic preservation** in the past 3 years, we consider this sector of our business, our best.



## Firm Information

**David McKinley, PE**  
Principal

**Tim Mizer, PE, RA**  
Director of Operations

**Gregg Dorfner, AIA, REFP**  
Director of Architecture

**Brad Crow, PE, LEED AP**  
Director of Engineering

## Date of Incorporation

1981 Wheeling, West Virginia

## Number of Professionals

Total Size	40+
Architects & Interns	12
Engineers	6
Construction Admins	4
Quality Control	2
Arch./Eng. Designers	11
Interior Designer	1
MIS	1
LEED APs	4

## Location

### Headquarters

**The Maxwell Centre**  
Thirty-Two - Twentieth Street  
Suite 100  
Wheeling, West Virginia 26003  
P: 304-233-0140  
F: 304-233-4613

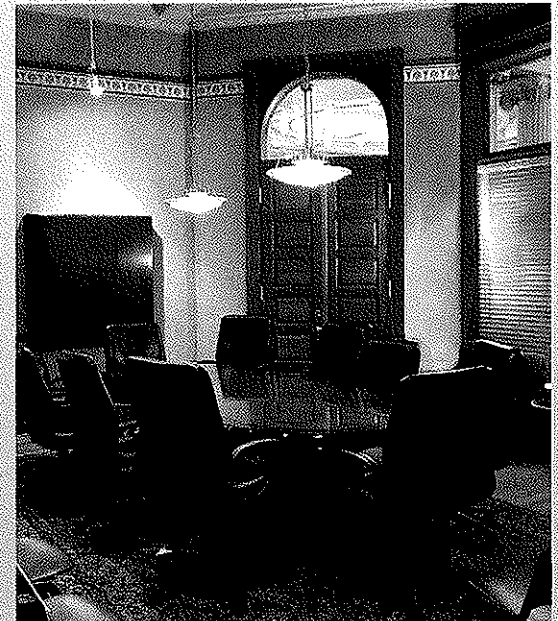
### Satellite Offices

**Charleston Area Alliance Building**  
1116 Smith Street  
Suite 406  
Charleston, West Virginia 25301  
P: 304-340-4267  
F: 304-340-4269

**Washington Trust Building**  
6 S. Main Street  
Suite 1028  
Washington, Pennsylvania 15301  
P: 724-223-8250  
F: 724-223-8252

## Credentials

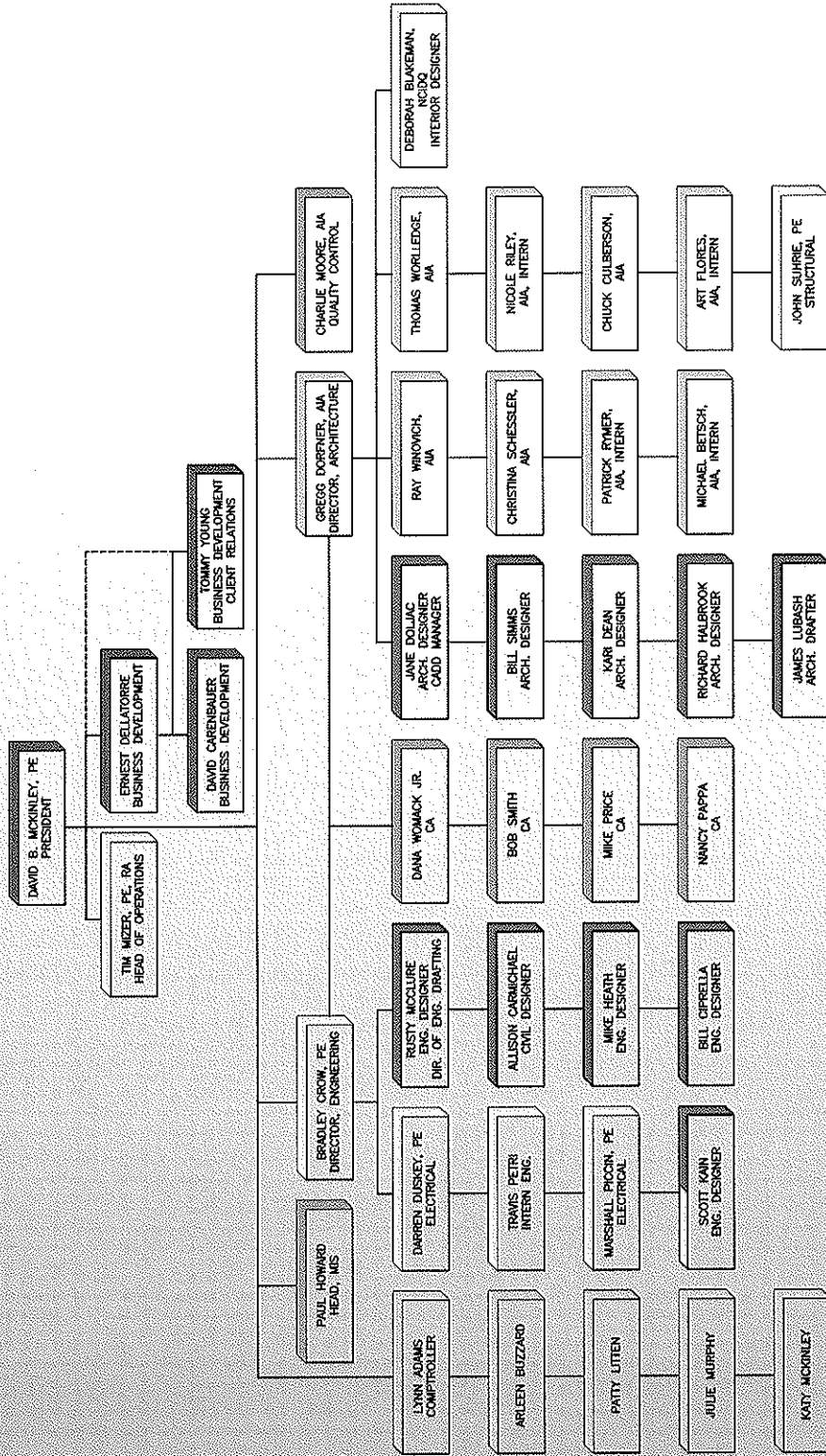
**McKinley & Associates** is a member of the following organizations:  
CEFPI, AWI, WVEDC, AIA, NFPA, NCARB, ASCE, ASPE, BOCA, ASHRAE, ACI International



# ORGANIZATION CHART

REVISED 11-9-2009

**McKINLEY & ASSOCIATES**  
ARCHITECTS • ENGINEERS • INTERIOR DESIGN  
**ORGANIZATION CHART**



# DESIGN TEAM FLOW CHART

## Project Manager

Thomas R. Worlledge, AIA, LEED AP BD+C, REFP

**Architectural Team** — Thomas R. Worlledge, AIA, LEED AP BD+C, REFP  
Nicole D. Riley, Assoc. AIA

**Engineering Team** — **Bradley A. Crow, PE, LEED AP**  
*Director of Engineering Services / Mechanical Engineer*  
**Tim E. Mizer, PE, RA**  
*Director of Operations / Architectural Engineer / Quality Control*  
**Darren S. Duskey, PE**  
*Electrical Engineer*  
**Travis Petri, EIT**  
*Engineer Intern*

**Interior Design / Space Planning** — Deb Blakeman, NCIDQ #015070

**Energy Efficient/LEED Design** — **Thomas R. Worlledge, AIA, LEED AP BD+C, REFP**  
*Architectural Attributes*  
**Christina Schessler, AIA, LEED AP**  
*Architectural Attributes*  
**Michael S. Betsch, LEED AP**  
*Architectural Attributes*  
**Bradley A. Crow, PE, LEED AP**  
*Engineering Attributes*

**Construction Administration** — Dana E. Womack, Jr.



# ● WEST VIRGINIA STATE BUILDING

## Weirton, West Virginia

Owner  
State of West Virginia

Size  
39,500 SF

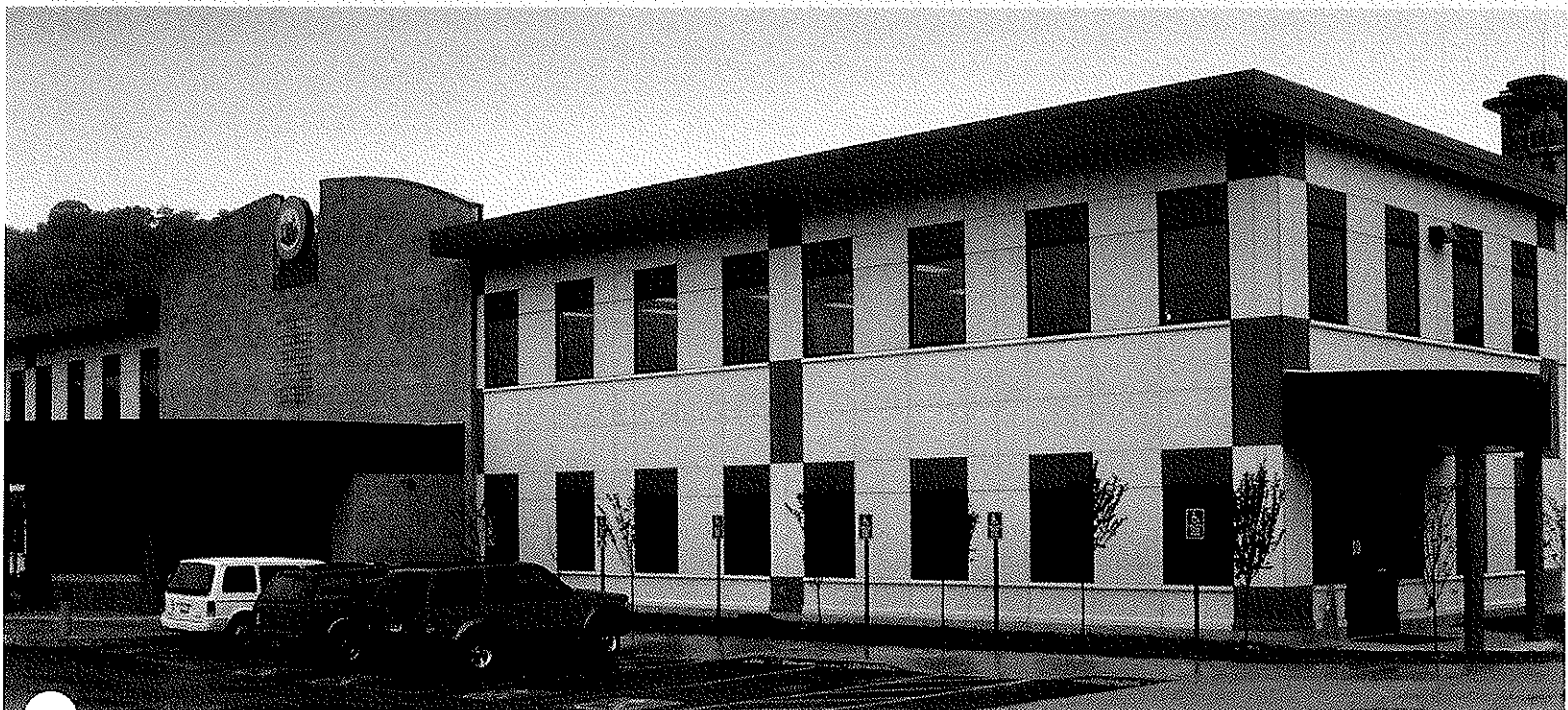
Construction Cost  
\$4 million

Project Architects-Engineers  
McKinley & Associates

Project Architect  
Gregg Dorfner, AIA

Contractor  
Walters Construction

The Weirton State Office Building (Building 34) in Weirton is a \$4 million state-of-the-art building that houses **judicial offices** along with **storage and office space**. This two-story, 39,500 SF **office building** was constructed with a structural steel frame and concrete foundations, cast concrete floors, precast concrete panel system, EPDM roof, two elevators, rooftop HVAC System, and building automation system. Also included was site work. This State Office Building accommodates the **Division of Rehabilitation Services, the Bureau of Employment Programs, the Department of Health and Human Resources, the Division of Motor Vehicles, the Lottery Commission and the Work Force Investment Board**. For security, the entire building has swipe-card access, CCTV video monitoring and other surveillance equipment, an x-ray machine, metal detector, an employee-only entrance, uninterruptible power supply, bullet-proof glazing and tinted/reflective glazing,



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# ● WV STATE OFFICE BUILDING

Logan, West Virginia

Owner  
State of West Virginia

Size  
53,200 SF approx.

Construction Cost  
\$12 million

Project Architects-Engineers  
McKinley & Associates

Project Architect  
Thomas Worlledge, AIA



Currently out-to-bid is this \$12 million project for the West Virginia General Services Division. This 5 story, 53,200 SF (not including basement area) State Office Building is intended to consolidate office space of state agencies currently located in Logan, West Virginia as well as provide moderate space for future customers. This office building will be part of a new generation of State office buildings that will provide flexibility for future growth and/or office renovations and be cost effectively adaptable when relocating other agencies into the space. The State of West Virginia has chosen to try and achieve a **silver Leadership in Energy and Environment Design (LEED NC 2.2)** rating as awarded by the US Green Building Council (USGBC) for the new office structure. This State Office Building will accommodate **the Division of Rehabilitation Services, the Department of Health and Human Resources, the Insurance Commission, General Services Division, the Tax Department, and the Work Force Division.**

There are secure storage areas, such as evidence storage areas in the insurance investigation area, with mesh reinforced gypsum board walls. We are using recovered material, such as brick from the street outside the build and using it to enhance the streetscape. For security features, the building has a security standoff distance at the front entrance; access controls with proximity cards; two closed-circuit security cameras currently being used for the construction and then will be incorporated into the security system, as well as CCTV's throughout the public areas; two magnetometer metal detectors at the entrance; employee-only access areas at the rear hall of the building; as well as an intrusion system that will be provided by the State. There is a complete building automation system which incorporates the entire security system, automated temperature control, and lighting.



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# Global Operations Center ● ORRICK BUILDING

Wheeling, West Virginia

Owner  
Orrick Corporation

Size  
88,000 SF approx.

Construction Cost  
\$8 mil.

Project Architects-Engineers  
McKinley & Associates

Project Architect  
David B. McKinley, PE

Contractor  
John Russell Construction

Security for the facility was to be comparable to the rest of the firm's nation-wide facilities; however, one of the challenges we had to overcome was creating a design which did not appear to be fortress-like. This security system features we had to incorporate, understand, and design by included: a card access system that allows single card with multiple-levels of access programmed into that card at front door, NOC, elevators, loading dock, stairs, and other sections to be developed; there is not a full time receptionist; glass break and motion detectors on the ground level; an intercom at the front door; and finally, security cameras are placed at the loading dock, rear parking lot, and front door.

This four-story, 88,000 SF former historic warehouse is now "Class A" office space in downtown Wheeling. The building houses the international law firm Orrick. This 100 year old warehouse was renovated to create some of the most creative office space in the State. Architecture and engineering design was completed in-house and included structural, mechanical, civil, electrical and fire suppression systems. The atrium/lobby included a four-story open-air design, a skylight, a glass wall for the entryway, 2 elevators, a stair tower, and multiple bridges/walkways. This building became the company's **Global Operations Center**; no other firm has a 24/7 facility that rivals it. The GOC provides the firm and its clients with a central business infrastructure that delivers comprehensive and reliable support services around the world, around the clock. The project cost was in excess of \$8 million dollars and won the AIA Merit Award.



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# ● MAXWELL CENTRE

## Wheeling, West Virginia

Owner  
The Maxwell Partners

Size  
51,000 SF approx.

Construction Cost  
\$2.3 mil.

Project Architects-Engineers  
McKinley & Associates

Project Architect  
Denis Gill, AIA

Contractor  
Walters Construction



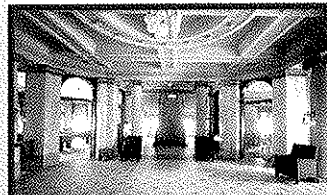
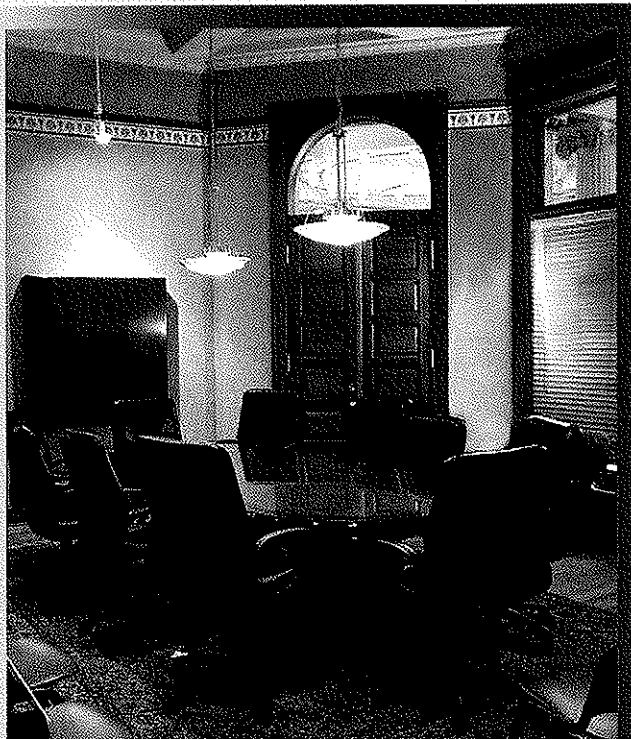
The Maxwell Centre is now Wheeling's premier business address. In just over a year, this former YMCA facility is the home for over 100 professionals in two law firms, an accounting company, and McKinley & Associates. Dedicated to saving the past and long known as one of the state's leading historic preservation firms, McKinley & Associates led the way for this total renovation and restoration of a 1908 structure. The Maxwell Centre represents the firm's latest effort in protecting the historic fabric of Wheeling.

Work on this five story building included researching the architectural past as well as all new systems, including; mechanical, electrical, plumbing and fire and life safety. All design work and construction administration was completed by our firm. It was recognized and awarded a West Virginia AIA



Honor Award, a Governors Award for Historic Preservation, a Friends of Wheeling - Architectural Preservation Award, a Wheeling Victorian Society - Property Improvement Award for Adaptive Reuse, a Civitans Award - Grand Victorian Property Improvement Award, a City Council & Mayor's Award for Preservation, and a City of Hope Preservation Award - Liturgical Group.

BEFORE  
and AFTER



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# ● WAGNER BUILDING

## Wheeling, West Virginia

Owner  
The Maxwell Partners

Size  
60,000 SF approx.

Construction Cost  
\$6.2 mil.

Project Architects-Engineers  
McKinley & Associates

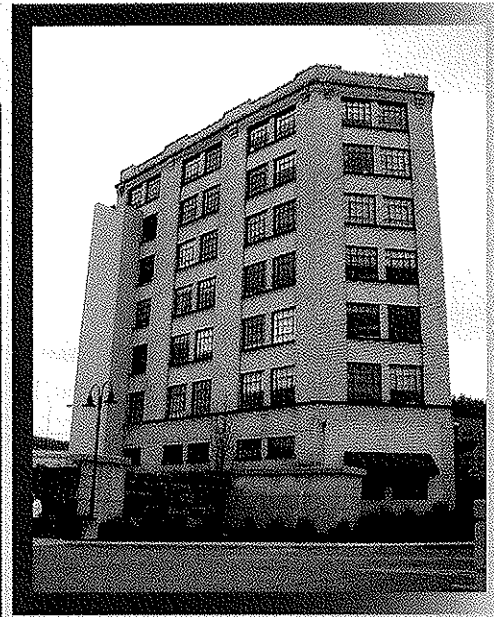
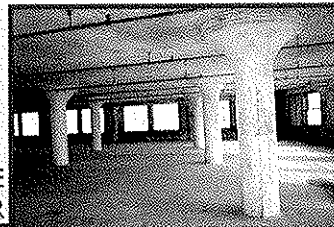
Project Architect  
Gregg Dorfner, AIA

Contractor  
Pat R. Ionadi Corp. & Davison Electric

Located in the midst of the renaissance of downtown Wheeling, the historic Wagner Building is listed on the National Register of Historic Places and is the centerpiece of the new 10-acre Celoron Plaza Office Park. The Wagner Building was an old sugar warehouse built in the 1930s, and after being vacant for over 30 years, McKinley & Associates totally renovated this 7-story structure in **phases**, and turned it into a corporate center that includes beautiful Class "A" office suites as well as a new bank.

Work included total design of mechanical, electrical and fire suppression systems as well as all architectural components. ADA compliance design, including elevator replacement, was also a major part of this project. Our firm also worked within the Standards of the Department of Interior for this **60,000 square-foot** structure. This project was challenging due to the fact that it was renovated on a floor-to-floor basis. This \$6.2 million office tower dominates the waterfront skyline and affords tenants incredible and unsurpassed panoramic views of the majestic Ohio River.

BEFORE  
and AFTER



**McKINLEY & ASSOCIATES**  
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# Colson Hall WEST VIRGINIA UNIVERSITY

## Morgantown, West Virginia

Owner  
West Virginia University

Size  
35,000 SF approx.

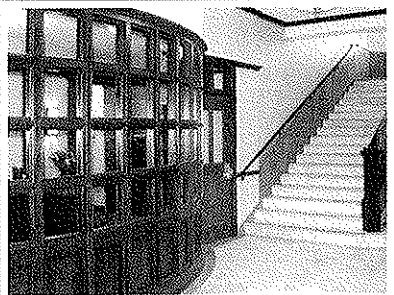
Construction Cost  
\$5.6 mil.

Project Architects-Engineers  
McKinley & Associates

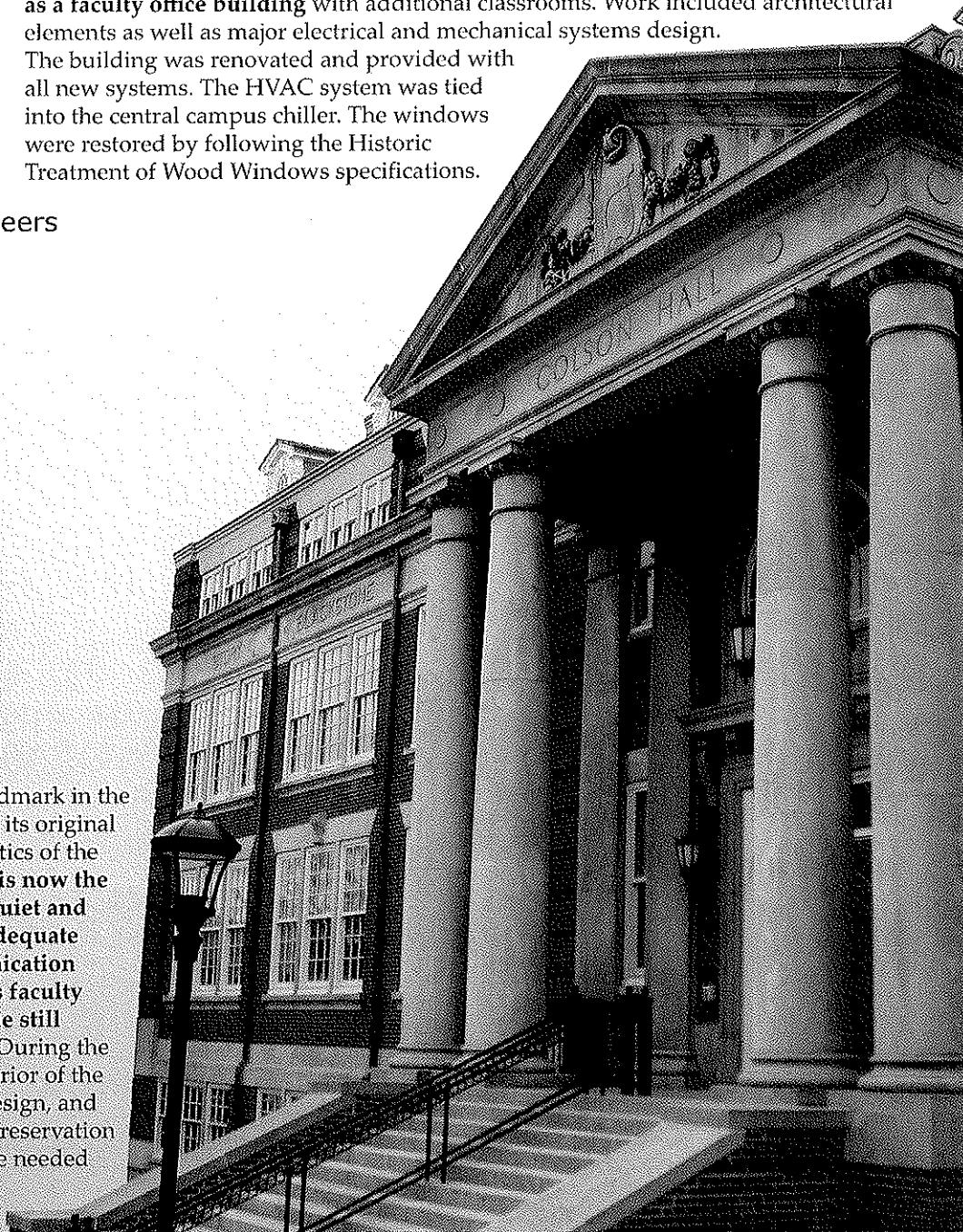
Project Architect  
Denis Gill, AIA

Contractor  
TEDCO Construction

McKinley & Associates completed a renovation/restoration project on Colson Hall at the downtown campus of West Virginia University in Monongalia County, West Virginia. Completed on November 1, 2007, this \$5.6 million project involved renovation and restoration to this 35,000 SF historical facility. The scope of work was to take this existing building and **readapt it for use as a faculty office building** with additional classrooms. Work included architectural elements as well as major electrical and mechanical systems design. The building was renovated and provided with all new systems. The HVAC system was tied into the central campus chiller. The windows were restored by following the Historic Treatment of Wood Windows specifications.



We were able to take this historic landmark in the city of Morgantown, and restore it to its original appearance while keeping the aesthetics of the building in tact. **Since this building is now the home to offices, we had to create a quiet and comfortable HVAC system, create adequate lighting, and design a data/communication system that met the needs of today's faculty requirements, while at the same time still keeping the original design in tact.** During the process the owner requested the exterior of the building be restored to its original design, and due to our experience with historic preservation work, we were able to accomplish the needed construction of the façade to bring it back to its original appearance.



# Offices and Warehouse ● PANHANDLE CLEANING & RESTORATION

## Triadelphia, West Virginia

Owner  
Panhandle Cleaning & Restoration

Size  
32,000 square feet including  
the 6,400 SF 2-story mezzanine

Construction Cost  
\$3.5 mil.

Project Architects-Engineers  
McKinley & Associates

Project Architect  
Christina Schessler, AIA, LEED AP

Panhandle Cleaning & Restoration invested \$3.5 million in a new prefabricated metal building. The exterior measures 130'x200', which includes a 6,400 SF 2-story mezzanine within the structure, providing 32,000 total warehouse square feet. The exterior walls are finished with masonry infill and metal siding. Interior space varies between 20' - 30' clear of the metal structure. The free-standing masonry area with a conventionally framed platform above it provides an additional storage area enabling the Owner to take advantage of the 2 ½ story clear height along one end of the warehouse. **An additional prefabricated 8,600 SF, 2-story office building** is attached to the warehouse along the high side of the warehouse.

Panhandle provides disaster clean-up services and therefore required some special plumbing and mechanical systems: a separate de-ionizing water system, fully exhausted ozone decontamination rooms and electronic equipment drying areas were engineered into the warehouse space.



FRONT ELEVATION

# CABELA'S EASTERN DISTRIBUTION CENTER

## Triadelphia, West Virginia

Owner  
Cabela's

Size  
1.2 million SF

Construction Cost  
\$40 million

Project Architects-Engineers  
McKinley & Associates

Project Architect  
Gregg Dorfner

Contractor  
Norwood Construction

**Architectural and Engineering design** on a new commercial warehouse for **Cabela's Eastern Distribution Center in Triadelphia, West Virginia**, that was completed in two fast-tracked phases. The building measures **1.2 million square feet** (600,000 SF for each of Phase I and Phase II), and is one of the largest buildings in the State of West Virginia. Included in the structure are the following: hundreds of trailer parking spaces, 750 employee parking spaces, 90 loading docks, an **administrative office building**, a 12,000 SF employee lunch room and storage area.





# TELETECH NATIONAL CALL CENTER

## Moundsville, West Virginia

Owner  
Teletech Corporation

Size  
58,000 SF

Construction Cost  
\$9.5 million

Project Architects-Engineers  
McKinley & Associates

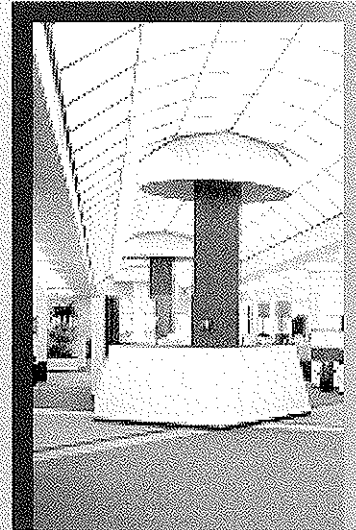
Project Architect  
David B. McKinley, PE

Contractor  
Walters Construction

**Architectural and Engineering design** on a new commercial building to serve as a **National Call Center in Moundsville, West Virginia**. The building measures 58,000 SF. Included in the structure are the following: **sophisticated computer and communication systems with over 450 stations, 500 employee parking spaces, cafeteria, office and training rooms along with calling areas. The call center became a prototype for all of the company's buildings.**



This project had a 6 month time frame. The final building came in on time, on schedule, and on budget.



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# MILLENNIUM CENTRE

## Triadelphia, West Virginia

**Owner**  
Ohio Valley Industrial & Business  
Development Corporation

**Size**  
Multiple Phases & Sizes

**Construction Cost**  
Multiple Phases & Costs

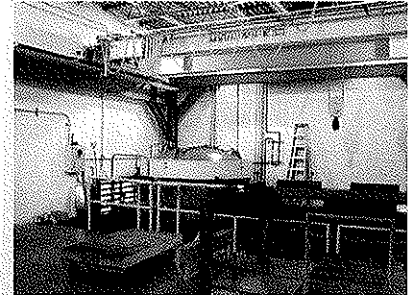
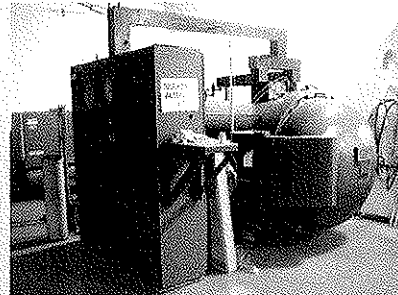
**Project Architects-Engineers**  
McKinley & Associates

**Project Architect**  
Charles Moore, AIA

**Contractor**  
Cattrell Companies, Inc.

With our Clients being confident their businesses would "take off," but did not have the finances to build exactly what they were hoping for; we designed these buildings in such a way that they all could easily expand in the future. Therefore, many of these buildings have had multiple additions, and we successfully used a phasing technique to accomplish these expansions.

McKinley & Associates is proud to have participated in creating these state of the art facilities. The **Millennium Centre** is 20-acre **technology park** located along Interstate 70. One of the main tenants in this advanced industrial park is Touchstone Research Laboratory, who occupy Building #4, which is 42,875 square feet and \$2.2 million. The magazine *Advanced Materials & Processes* has called Touchstone, "One of the best equipped labs of its size in the country." **There are various buildings on the site, which include multiple phases and expansions.** For example, **Phase II** was a 15,000 SF masonry and frame building, including complete electrical, plumbing, mechanical, fire protection, landscape, and paving work. Shortly after, a 6,620 SF **addition to Phase II** was completed, and included sitework, paving, foundations, slab on grade, superstructure, exterior closure, roofing, interior construction, mechanical, plumbing, and electrical.



# REFERENCES



## **Panhandle Cleaning and Restoration Office Building and Warehouse**

Mr. Bob Contraguero, Jr.  
Panhandle Cleaning and Restoration  
42 38th Street  
Wheeling, WV 26003  
304/232-2321



## **Orrick Global Operations Center**

Mr. Will Turani  
Orrick, Herrington & Sutcliffe LLP  
2121 Main Street  
Wheeling, WV 26003  
304/231-2629



LEED Project

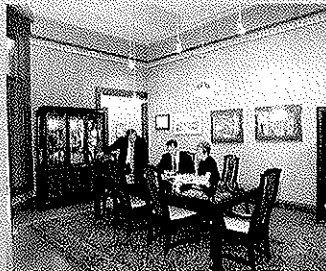
## **West Virginia State Building in Logan**

Mr. Robert P. Krause, PE, AIA  
State of West Virginia  
General Services Division  
1900 Kanawha Boulevard East  
Charleston, WV 25305  
304/558-9018



## **Weirton State Office Complex (Building 34)**

Mr. Andy Guz  
Facilities Equipment Maintenance Technician  
Weirton State Office Complex (Building 34)  
Municipal Plaza; Route 2 and Cove Rd  
Weirton, WV 26062  
304/541-3749



## **Maxwell Centre**

### **Wagner Building**

Mr. Dennis Kozicki  
The Maxwell Partners  
32-20th Street / Maxwell Centre #300  
Wheeling, WV 26003  
304/232-2280



**McKINLEY & ASSOCIATES**  
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

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 exceeds 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: McKinley & AssociatesAuthorized Signature: *Just Dillabor* Date: September 14, 2010State of West VirginiaCounty of Ohio, to-wit:Taken, subscribed, and sworn to before me this 14 day of September, 2010.My Commission expires April 8, 2018.

AFFIX SEAL HERE

NOTARY PUBLIC *Amy T. Sipos*