



CONSTRUCTION & FACILITIES  
MANAGEMENT OFFICE

Construction & Facilities Management Office  
Charleston, WV

## Statement of Qualifications:

WV State Police Headquarters  
Renovations to the Old Medical Examiner Building

September 13, 2011  
RFQ# DPS1203



 **ZMM**  
ARCHITECTS & ENGINEERS  
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Charleston, WV 25302  
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[www.zmm.com](http://www.zmm.com)

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ARCHITECTS & ENGINEERS  
September 13, 2011

Ms. Tara Lyle, Buyer  
Purchasing Division  
2019 Washington Street, East  
P.O. Box 50130  
Charleston, West Virginia 25305-0130

**Subject: West Virginia State Police Headquarters -  
Renovate the Old Medical Examiner Building into Office Space  
Requisition #DPS1203**

Dear Ms. Lyle:

ZMM is pleased to submit the attached information to demonstrate our experience and our qualifications to provide professional architectural and engineering services for the Renovation of the Old Medical Examiner Building into Office Space for the West Virginia State Police. Our team has a history of providing high quality design services on renovation and office building projects throughout the Kanawha Valley. Recent experience includes the new headquarters for the West Virginia Housing Development Fund, located in Kanawha City, the Renovation of the 10<sup>th</sup> Floor of State Office Building #5 for the Office of Technology, as well as the CFMO Expansion for the West Virginia Army National Guard, which is located at the entry to Coonskin Park.

Since 1959, ZMM has been consistently recognized as one of the largest, fully integrated, architecture and engineering firms in the State of West Virginia, and the quality of our design work has been recognized with both state and national design awards. Our commitment to providing high quality, budget conscious design solutions was recently demonstrated for the State of West Virginia Division of General Services on the Renovation of the 10<sup>th</sup> Floor of State Office Building #5 – a project that was delivered nearly \$750K under budget.

Thank you for taking the time to review the attached brochure that outlines detailed information regarding the history, services, personnel, experience, and qualifications of ZMM. Additionally, please visit our website at [www.zmm.com](http://www.zmm.com) to see the full range of projects that we have designed, and to learn about working with ZMM from a client's perspective. We look forward to meeting with you in the near future to review our qualifications, and to discuss the Medical Examiner Office Renovation project in more detail.

Respectfully submitted,  
ZMM, Inc.

A handwritten signature in blue ink that reads "Adam R. Krason".

Adam R. Krason, AIA, NCARB, LEED-AP  
Principal

# Renovation of the Old Medical Examiner Building – South Charleston, WV

## Project Understanding and Approach

The purpose of the proposed project is to renovate the old medical examiner office, located on Jefferson Road in South Charleston into office space for the West Virginia State Police. The existing facility is a 16,000 SF load bearing masonry building that was originally a school before being converted into an office building.



The proximity of our team to the proposed project, as well as our ability to provide complete architectural and engineering services from our office in Charleston make **ZMM** uniquely qualified to provide service to the West Virginia State Police. Our team has a history of providing high quality design services on both renovation and office building projects throughout the Kanawha Valley. Recent successful projects include:



State Office Building #5, 10<sup>th</sup> Floor Renovations  
WV Office of Technology  
Charleston, WV  
2011 AIA Merit Award



CFMO Expansion  
West Virginia Army National Guard  
Charleston, WV  
2010 AIA Merit Award



Davis Hall Renovation  
Bridgemont CTC  
Montgomery, WV



DOW Headquarters  
MacCorkle Avenue  
South Charleston, WV



West Virginia Housing Development Fund  
MacCorkle Avenue  
Charleston, WV



Capitol Food Court  
State of WV Capitol Complex  
Charleston, WV

Below, please find **ZMM's** plan for providing design services to renovate the old medical examiner office into office space for the West Virginia State Police.

### Renovation Project Approach

Renovation projects require a unique approach. The first step in a successful renovation project involves conducting a thorough examination of the existing facilities to identify both deficiencies and opportunities. **ZMM** recently completed similar investigations of the following facilities:

- State of West Virginia Office Buildings 5, 6, & 7 (Capitol Campus)
- Davis Hall for Bridgemont CTC (Montgomery)
- Building 740, West Virginia Education, Research, and Technology Park (South Charleston)

The purpose of the investigation is to determine the condition of the major building systems, and to identify both immediate and long term improvements that will be required to renovate the facilities into office space. The first step in this process will be the production of as-built plans of the facilities. These plans will be created by manually verifying the existing construction. If existing plans are available, they will be used to assist in developing the as-built documentation.

Once the plans are completed, existing conditions will be documented with photographs that are keyed to the plans. Additionally, all major mechanical and electrical equipment will be identified on the plans, and the condition will be noted in the assessment. The investigation will be conducted by a team of building design professionals including Architects, Civil, Structural, Electrical, and Mechanical Engineers. The team will also include a hazardous material consultant that will conduct a preliminary investigation to inspect for potential hazardous materials. The team will focus the investigation on the following systems:

- Site Planning (Parking, Circulation, Services, Utilities)
- Space Planning
- Life Safety and Egress (Coordinated with the State Fire Marshal)
- Accessibility
- Building Envelope (including roofing)



- Interiors
- Plumbing Systems
- Electrical Service and Distribution, Emergency Power
- Lighting
- Mechanical Systems
- Data/IT Infrastructure

Once the investigation is complete, the team of Architects and Engineers will conduct an analysis to develop a list of recommended improvements to the buildings. These recommendations will be developed with input from the West Virginia State Police, so that the proposed improvements reflect your vision for the project. Additionally, **ZMM** will provide a schematic design for the proposed improvements.

Once the investigation effort is complete, the design team will prepare an estimate of the probable construction cost for the West Virginia State Police. **ZMM** maintains historical cost data for our projects, and we are constantly updating and adjusting this information to provide accurate projections. We have an outstanding record of meeting budgets and developing budget conscious design on renovation projects – as demonstrated at the State Office Building #5, 10<sup>th</sup> Floor project, which was delivered \$750K under budget.

The result of the investigation will be a report that will serve as the basis for future project decisions. Developing a long-term strategy is important for the West Virginia State Police, and will ensure that all improvements are made in a manner that supports the overall improvements to for the facility.

# History and Philosophy of ZMM



LOCATION:  
222 Lee Street, West  
Charleston, WV

CONTACT:  
Phone 304.342.0159  
Fax 304.345.8144  
www.zmm.com

## Current Principals:



R. Doeffinger



D. Ferguson



A. Krason



R. Watkins

## History

ZMM was founded in 1959 in Charleston, West Virginia by Ray Zando, Ken Martin, and Monty Milstead. Since the inception of the firm, ZMM has been dedicated to providing an integrated approach to building design for our clients. ZMM delivers this integrated approach by providing all building related design services, including architecture, engineering (civil, structural, mechanical, and electrical), interior design, and construction administration from our office in Charleston. Our integrated design approach makes ZMM unique among architectural firms in West Virginia, and helps to ensure the quality of our design solutions by providing more thoroughly coordinated construction documents.



Over the last decade, ZMM has become a leader in sustainable or 'green' design in West Virginia. In addition to participating in sustainable design and construction seminars throughout the State (Beckley, Fayette County, Morgantown, Charleston, and Parkersburg), ZMM designed one of the first sustainable educational facilities in West Virginia (Lincoln County High School). ZMM's unique design approach has proven invaluable on projects that employ sustainable design principles, which often require a more integrated approach to building design.

As ZMM enters our second half-century providing professional design services in West Virginia, we remain committed to the ideal of providing high quality, client focused, design solutions that meet budget and schedule requirements. This commitment to quality has been recognized through both State and National design awards, as well as through the long-term client relationships that we have developed.

## Community Support

In addition to our design efforts, ZMM is supportive of institutions and organizations that contribute to the cultural and educational landscape in West Virginia.

ZMM offers financial support to several community and state-wide institutions which reflect the superior quality that we strive to achieve on each of our projects. The following organizations also impact the educational environment through their support of local artisans, performances, broadcasts, and community service:



# Professional Services



ZMM has been dedicated to the integrated approach to building design which is unique to architectural firms of our size. Our past successful experience demonstrates that providing multi-disciplined services within one organization results in a fully coordinated project. ZMM has the qualified professionals available to provide services throughout the duration of a project from the initial planning phases through post-occupancy evaluations and beyond.

Advantages of an integrated Design Approach:

- The Owner has a Single Point of Design Responsibility
- Improved Design Schedule
- Improved Coordination of Documents
- Improved Construction Phase Services
- Well Coordinated Documents Lead to Better Bids for the Owner

Additionally, ZMM is constantly working to improve the services we offer by addressing emerging and evolving trends that impact the design and construction market. ZMM has eight LEED accredited Professionals on staff to address the needs of our clients who are interested in designing buildings that meet the US Green Building Council's standards. This continues ZMM's active implementation of sustainable design principles on our projects.

## **ZMM offers the following professional services:**

### **Pre-Design**

Educational Facility Planning  
Programming  
Space Planning  
Feasibility Studies  
Existing Building Evaluation  
Site Evaluation and Analysis  
Master Planning  
Construction Cost Estimating

### **Post Design**

Construction Administration  
Value Engineering  
Life Cycle Cost Analysis  
Post-Occupancy Evaluation

### **Design**

Architectural Design  
Sustainable Design  
Interior Design  
Landscape Architecture  
Structural Engineering  
Mechanical Engineering  
Electrical Engineering  
Civil Engineering  
Lighting Design  
Energy Consumption Analysis



# Quality Assurance



At ZMM, we strive to be the best. Our Quality Assurance Program is one step in the process of exceeding our clients' expectations. Our QA/QC Program is led by Mr. Steve Branner, AIA and Mr. Rod Watkins, REFP, both Principals of the firm, who combined bring more than 80 years of experience ensuring the quality of every ZMM project.

## **1. Selecting the Project Team**

ZMM's diverse staff ensures that each project team is made up of highly qualified members, each dedicated to the project's success. Project team members are selected based upon relevant experience, and ability to help achieve the client's vision.

## **2. Identifying Project Requirements**

Project team members are fully integrated in each phase of the design process, ensuring a quality project from the beginning, to take advantage of early sustainable design decision-making. The project requirements are included in a 'Basis of Design' that each member of the project team can access. The 'Basis of Design' helps guide important project decisions.

## **3. Identifying Client Expectations**

Knowing and understanding our clients' expectations is our goal. This knowledge gives ZMM a baseline for exceeding expectations.

## **4. Ongoing Project Reviews**

As part of the ongoing project reviews, we conduct quality assurance evaluations during each stage of the project:

- Schematic Design Phase
- Design Development Phase
- Construction Documents Phase
- Construction Administration Phase

ZMM has developed a series of QA/QC review documents that are completed during each phase, and include a programmatic review, technical review, and review of the project schedule and budget.

## **5. Post Project Review**

At the completion of every project, ZMM staff members participate in a learning session to gain insight useful for future projects. These reviews typically include participation from the owner and the contractor

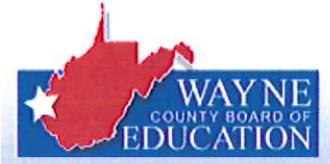
## **6. Staff Training, Assessment and Enhancement**

Ongoing staff development and training is very important to ZMM. Providing increased opportunities for learning and advancement leads to improved employee performance more successful projects.

# Quality Assurance



The quality of our work is key to our continued success and repeat client base.





**Role**

Architect, Principal, Business Development

**Professional Registrations**

Registered Architect (WV, OH, KY)

LEED Accredited Professional

NCARB (55,984)

Construction Specifications Institute (CSI)

Construction Documents Technician (CDT)

Mr. Krason has served in the capacity of Architect and Project Manager for a variety of projects at ZMM. This experience includes Military, Educational (K-12 and Higher Education), Office, Justice (Courthouses, Correctional, Justice Centers), and Multi-Unit Residential projects. Mr. Krason's responsibilities include programming, design, documentation, coordination of the architectural and engineering team, as well as construction administration. Mr. Krason began his career in 1998, working on a variety of educational, commercial office, and correctional projects throughout Ohio, West Virginia, and North Carolina.

Mr. Krason has been an advocate of sustainable design in West Virginia, participating in a variety of sustainable design seminars throughout the State, and serving on the West Virginia School Building Authority Green Schools Sub-Committee. Recently, Mr. Krason helped coordinate the "Making the Business Case for Sustainability" conference at the University of Charleston that included speakers from Armstrong Industries, American Electric Power, CB Richard Ellis, and Interface Raise. Mr. Krason also assisted Habitat for Humanity Kanawha and Putnam County develop a commercial recycling program to fill a void in the sustainable design infrastructure in West Virginia. Mr. Krason has noted that, "I became a LEED Accredited Professional because I believe that good design has value, and the ability to impact our daily lives. Sustainable design showcases the value of design through demonstrated improvements in the performance of the students and employees who occupy our buildings."

In addition to his design and project management responsibilities, Mr. Krason serves on the Board of Directors and is responsible for business development at ZMM.

**Project Experience**

**West Virginia Army National Guard, Joint Interagency Education and Training Center, Camp Dawson, WV.**

Mr. Krason was responsible for the preliminary programming, and participated in the schematic design of the 180,000 SF addition to the Regional Training Institute at Camp Dawson. Mr. Krason was

**Education**

Bachelor of Architecture, The Catholic University of America, 1998

Bachelor of Civil Engineering, The Catholic University of America, 1997

**Employment History**

2007 - Present, Vice President, ZMM

2007 - Present, Board of Directors, ZMM

2003 - Present, Architect, Project Manager, ZMM

1998-2003, Architect, Project Manager, Charleston Area Architectural Firm

**Civic Affiliations**

- American Institute of Architects, Member
- Habitat for Humanity Kanawha & Putnam County, Board of Directors 2011
- WV Qualification Based Selections Council, President-Elect, 2011
- Leadership WV 2010
- Charleston Rotary
- West Side Main Street, Board of Directors 2008-2010
- City of Charleston Land Trust 2008 - 2010
- West Side Elementary School LSIC, Volunteer

also responsible for managing the production effort for the billeting (hotel) expansion, which increased the total billeting capacity at the JITEC to 600 rooms. The project is aiming for LEED Silver Certification.

**Construction and Facilities Management Office Expansion, West Virginia Army National Guard, Charleston, WV.** Mr. Krason was responsible for the programming, architectural design, and project management of the office expansion. The project included the renovation and addition to an existing pre-engineered metal building. The design, which was honored with a 2008 AIA Merit Award, focused the client's resources on a new entry and corridor that separated the existing office space from the addition.

**Bridgemont Community and Technical College Davis Hall Renovation, Montgomery, WV.** Mr. Krason led an architectural and engineering investigation into the condition of Davis Hall to help Bridgemont Community and Technical College to develop a scope for the current renovation project, as well as a plan to undertake deferred maintenance at the facility. The project scope included remedying several life safety deficiencies, as well as improvements to the building envelope.

**Judge Black Courthouse Annex, Wood County Commission, Parkersburg, WV.** Mr. Krason was responsible for the programming and design of the adaptive reuse of a former commercial space and movie theaters into a modern courthouse annex. The Judge Black Annex included two independent circulation paths – a secure entry and lobby for access to the Family Court and Prosecuting Attorney, and public access to the Assessor and Sheriff's Tax Department. The facility also houses several large public meeting rooms.

**The Boulevard at 2412, Charleston, WV.** Mr. Krason was responsible for the design of the proposed Kanawha Boulevard Condominium project. The sixty unit project, located in the East End Historic District, included a design that increased in height as it stepped back from the Kanawha River, providing the opportunity for a series of outdoor living areas, while also respecting the massing of the adjacent residences in the Historic District. Mr. Krason also assisted with developing marketing materials for the project.

**State Office Building #5, 10<sup>th</sup> Floor Renovation, Office of Technology, Charleston, WV.** Mr. Krason led an architectural and engineering team that completed a detailed assessment of State Office Buildings 5, 6, & 7. Once the assessment was complete, ZMM had the opportunity to implement the proposed improvements on the 10<sup>th</sup> Floor of State Office Building #5 for the Office of Technology. The improvements, aiming for LEED-CI Certification, re-oriented the layout by drawing all private offices into the building core, providing access to daylight and views for all employees. The design also utilized acoustical ceiling clouds and bulkheads to maximize the acoustical performance, while also increasing the volume of the space.

**New Kanawha County Elementary School, Charleston, WV.** Mr. Krason is currently participating on a design team that is developing the new Kanawha County Elementary School on Charleston's West Side. The school is being designed as a 21<sup>st</sup> Century Learning Environment, with a focus on integrating technology into the delivery of the curriculum. Instructional areas will be located off of an open 'exploratorium' that is being designed to function like a children's museum, providing a variety of learning opportunities, and flexible educational spaces. The school will also visibly integrate sustainable design principles to serve as a teaching tool for the students. Mr. Krason is currently working with students from Watts and Robbins Elementary Schools in Kanawha County, assisting them in an effort to actively participate in the design process.

#### **Awards and Acknowledgements:**

AIA Merit Award (2008): West Virginia Army National Guard Construction and Facilities Management Office Organizer: Making the Business Case for Sustainability Conference, University of Charleston (2010)  
Speaker: West Virginia Sustainability Summit, Discover the Real West Virginia Foundation (2010)  
Speaker: Sustainable Schools West Virginia Summit, WVU (2009)  
Article: The West Side Needs Structural Help, Charleston Daily Mail, January 2005  
Article: Memorial to Vertical Towers: A Critical Review, West Virginia Executive, Summer 2004  
Henry Adams Fund Certificate of Merit, Excellence in the Study of Architecture, AIA (1998)  
Nathan C. Wyeth Award, Excellence in Design, D.C. Chapter of the AIA (1997)



## Role

Architect, Principal

## Professional Registrations

Registered Architect (WV, OH)

Recognized Educational Facility Professional (REFP)

Mr. Ferguson has served in the capacity of Architect, Project Manager, and Principal in Charge for a variety of projects at ZMM. This experience includes Educational (PK-12, Vocational and Higher Education), Retail, Corporate Office, Industrial, Military, Medical Office Facilities, General Healthcare Hospital and Psychiatric Hospital Projects. Mr. Ferguson's responsibilities include programming, design, documentation, architectural/engineering coordination and construction administration.

Mr. Ferguson began his career at ZMM in 1984 working on a variety of retail, educational and military projects throughout West Virginia, Pennsylvania, Ohio, Virginia, Maryland, New York, North Carolina, South Carolina, Florida, and Washington DC. In 1996 Mr. Ferguson expanded his expertise into the Healthcare and Industrial and Corporate Office facilities and since then has led the effort at ZMM in Educational Design. Mr. Ferguson is a Recognized Educational Facility Professional (REFP) and has been involved in planning, designing and the construction of over 90 educational facilities in West Virginia. As the architect for the first "green" school building in West Virginia Mr. Ferguson has been an advocate for sustainable design and was involved starting the first US Green Building Chapter in West Virginia.

Mr. Ferguson has also participated in developing West Virginia Department of Education's Policy 6200 *Handbook on Planning School Facilities* and the West Virginia School Building Authority's *Handbook of Quality and Performance Standards*.

In addition to Mr. Ferguson's project management responsibilities, as a principal of the firm he has corporate administrative duties and serves on the Board of Directors.

## Project Experience

### Southside Elementary and Huntington Middle School:

Mr. Ferguson led the programming and design effort on this 156,000 sq. ft. facility. This project encompasses all phases of construction; demolition, major renovation and new construction. The original historic 26,000 sq. ft. three story school building was preserved and the remaining less than

## Education

Bachelor of Science; Industrial

Technology/Architectural Design;

West Virginia State University; 1979

## Employment History

2007 - Present, Vice President,

Secretary/Treasurer, ZMM

2002 - 2007, Vice President, ZMM

2001 - Present, Board of Directors, ZMM

1996 - Present, Architect, Project

Manager, ZMM

1984 - 1996, Designer, ZMM

## Civic Affiliations

- West Virginia Chapter, American Institute of Architects, Board Director
- American Institute of Architects, Member
- Member, Council of Educational Facility Planners International (CEFPI)
- Recognized Educational Facility Professional (REFP) by the CEFPI
- Professional Member, US Green Building Council
- High School Mentoring/Job Shadowing Program for 6 County School Systems
- WV AIA IDP Program Mentor/Advisor

adequate facility was strategically removed to accommodate the new addition. The existing facility was completely renovated and brought up to new construction standards to blend with the new addition. The project consisted of two distinct school facilities existing on the same piece of property. The new construction blends seamlessly with the older historic structure.

**Lincoln County Comprehensive High School:** Mr. Ferguson was responsible for the programming and design effort for this one-of-a-kind facility. This 800 student, 217,000 sq. ft. school was a ground breaking facility for the county, West Virginia School Building Authority and the WV Department of Education. This facility was the first school in West Virginia to incorporate "green" design principals. The school was the first school east of the Mississippi River to encompass a fully comprehensive High School, Vocational School, Health Clinic (open 12 months a year), and Community College within one building. This facility is also the proud recipient of the 2007 WV AIA Honor Award.

**Cabell County Bond Program:** Mr. Ferguson assisted Cabell County in developing budgets, project scopes and passing the largest bond program in West Virginia. This encompassed four projects and with additional funding from the West Virginia School Building Authority exceeded \$72 million dollars. As Principal, Mr. Ferguson led the programming and design effort on all four facilities.

**Huntington East Middle School:** Mr. Ferguson is currently responsible for the programming, design, and project management for the new 800 student, 94,000 sq. ft. facility. This is projected to be the first LEED Silver Middle School in West Virginia and encompasses the latest in technology and distance learning within the classroom. The building will be used as a teaching tool along with large interactive monitors throughout the building. Students will be able to learn how the building operates through hands on learning and monitoring the building systems.

**Highland Hospital:** Mr. Ferguson was responsible for the programming and design effort for this 90,000 sq. ft. Psychiatric Hospital. The design of this facility creates a new lobby space that connects the existing hospital to the new 4 story structure. The new facility replaces older antiquated spaces within the existing facility and adds new patient rooms to allow the hospital the expansion of patient care. The implementation of water recycling for the laundry facility and other "green" components were used as energy saving methods that have a long term impact on the hospital operation.

**Hacker Valley PK-8 School:** Mr. Ferguson was responsible for the programming and design effort for this facility. This 65 student, 31,000 sq. ft. school was a ground breaking facility for the county, West Virginia School Building Authority and the WV Department of Education. The project didn't fit within any standard guidelines or protocol for a new school. Mr. Ferguson was instrumental in developing new guidelines for schools of this size and grade level configurations. The design of this facility is also the recipient of the 2010 WV AIA Honor Award.

#### **Awards and Acknowledgements:**

2010 WV AIA Honor Award *Hacker Valley PK-8 School, Webster County Schools, Hacker Valley, WV*

2007 WV AIA Honor Award *Lincoln County High School, Lincoln County Schools, Hamlin, WV.*

2004 Education Design Showcase "Project of Distinction", *School Planning & Management Magazine.* St Albans High School, St Albans West Virginia, Kanawha County Schools.

2004 Impact on Learning Awards, "Effective Transformation", *School Planning & Management Magazine/CEFPI.* St Albans High School, St Albans West Virginia, Kanawha County Schools.

2004 Published American School & University Magazine's Architectural Portfolio, St Albans High School, St Albans West Virginia, Kanawha County Schools.

May 2005 Article, Building Blueprints, Science Classroom/Laboratory. *School Planning & Management Magazine*

March 2006 Article, Construction Progress, Lincoln County Comprehensive High School, Lincoln County. *West Virginia Construction News Magazine, West Virginia Contractor's Association*



## Role

Engineering Principal

## Professional Registrations

Professional Engineer (WV, VA, PA, OH, TN, KY, NY, NH, ME, NC, SC, FL)

As, Mr. Doeffinger is in charge of the engineering disciplines, it is his responsibility to ensure that the mechanical and electrical engineering components of ZMM's design are coordinated and integrated into the final product.

After graduate school in Architectural Engineering, Mr. Doeffinger joined ZMM. He has 35 years design experience in mechanical and electrical systems for buildings. He has a broad range of engineering experience in education, industrial and manufacturing facilities, large retail, correctional and jails, office buildings, and military facilities.

Mr. Doeffinger is responsible for new design and retrofit of chilled water systems for all building types including large regional shopping malls. He is involved daily with the firm's selection of appropriate systems for all building types and performs life-cycle cost analysis and energy studies.

Mr. Doeffinger is a member of the American Society of Heating, Ventilation and Air-Conditioning Engineers. He is the current national Chairman of the Technical Committee on Heating and Air-Conditioning Load Calculation. He is involved in writing the National Standard on the Method of Calculation, which will shape the nature of the future building energy use for the nation.

## Project Experience

**West Virginia Army National Guard, Joint Interagency Education and Training Center, Camp Dawson, WV.** Mr. Doeffinger was responsible for the mechanical engineering design of the 600 room billeting expansion to the Regional Training Institute at Camp Dawson. The project is aiming for LEED Silver Certification. The project is served by a 4 - pipe hot and chilled water system with an energy recovery ventilation system.

**The Plaza at King of Prussia, Pittsburgh, PA.** One of the largest retail centers in the east. Mr. Doeffinger has performed

## Education

Master of Science Architectural Engineering, Pennsylvania State University, 1976

Bachelor of Science Mechanical Engineering, West Virginia University, 1973

## Employment History

2010 - Present, President, ZMM  
1976 - 2010, Vice President and Engineering Principal, ZMM

## Civic Affiliations

- ASHRAE – Member of the Technical Committee Load Calculations Data and Procedures for 15 years, serving as chairman. Presently Chairman of the Research Subcommittee
- Advisory Board for the Department of Electrical Engineering Technology, Bridgemont Community and Technical College
- City of Pt. Pleasant, WV – 2<sup>nd</sup> Ward Councilman for 20 years

engineering services for the past 20 years. The project consists of a 5,000 -ton chilled water plant and 1,500,000 cfm variable volume system for tenants and constant volume air system for common areas and an engineered smoke control system. The most recent project is a 2011, 100,000 square foot expansion of tenant spaces, a renovation of the food court, and a 1,250-ton chiller addition to the central chilled water plant.

**NGK Oxygen Sensor and Spark Plug Plant, Sissonville, WV.** Mr. Doeffinger was in charge of engineering design of the 250,000 SF NGK facility. The most recent 130,000 SF expansion moved NGK's spark plug production for the west coast to West Virginia. For both the oxygen sensor plant and spark plug plant Mr. Doeffinger designed a cycle water system for the manufacturing equipment.

**The Boulevard at 2412, Charleston, WV.** Mr. Doeffinger was on the design team for the proposed Kanawha Boulevard Condominium project. The sixty unit project, located in the East End Historic District, included a design that increased in height as it stepped back from the Kanawha River, providing the opportunity for a series of outdoor living areas, while also respecting the massing of the adjacent residences in the Historic District. Mr. Krason also assisted with developing marketing materials for the project.





## Role

Structural Engineer

## Professional Registrations

Professional Engineer (WV)

Mr. Hedrick is responsible for overseeing the design of the Structural systems, ensuring that the structural systems not only meet the building code requirements, but meet the long-term needs of the owner. He performs the analysis and design of the structural components to resist the loads from lateral and gravity forces. He coordinates with the other disciplines in order to integrate the Structural system into the building, working with the architects to determine the most economical way to construct the components of the building. Mr. Hedrick has participated on several LEED registered projects. Mr. Hedrick also oversees the work of other engineers and coordinates the office structural standards.

Mr. Hedrick began his career in structural engineering by designing large scale residential and light commercial structures for hurricane force winds. He has a broad range of experience in masonry, concrete, steel and timber design. In 2007, Mr. Hedrick moved back to Charleston, WV, to take a structural engineering position with ZMM where he supervises the design and production of the structural engineering projects.

## Project Experience

**Joint Interagency Training and Education Center (JITEC):** Mr. Hedrick was responsible for the overall structural design of the three story billeting addition. The project met the requirements of the building code along with the additional requirements of the Department of Defense for blast and progressive collapse resistance.

**Ripley Readiness Center:** Mr. Hedrick was responsible for the overall structural design of the single story armory type structure. The project included the design of light weight metal trusses and long-span steel joists in the drill hall.

**West Virginia House Development Fund Building:** Mr. Hedrick was responsible for the overall structural design of the two story steel frame and masonry building. The structure consisted of a composite concrete floor slab supported by steel beams and columns supported on a deep pile foundation.

## Education

Master of Science, Civil Engineering;  
2003

University of Tennessee

Bachelor of Civil Engineering; 2001  
West Virginia Institute of Technology

## Employment History

2007 - Present, Structural Engineer, ZMM

2003 - 2007, Structural Engineer, McCall  
Engineering, Inc.

## Civic Affiliations

- American Institute of Steel  
Construction, Member

**Huntington East Middle School:** Mr. Hedrick was responsible for the overall structural design of the single story school building. The design included masonry wall, metal panel walls and storefront glazing in order to allow additional light for the LEED designed project.

**Other Project Experience:**

Mr. Hedrick has researched and developed design criteria for structural insulated panels, prepared designs for earthquake and wind on FRP tanks. His role has also included supervising the work of design engineers in preparation of construction documents.



## Role

Project Manager

## Professional Registrations

Professional Engineer (WV, IN)

LEED Accredited Professional

Mr. Pruett is responsible for overseeing the design of the HVAC systems, ensuring that the HVAC systems not only meet the program requirements, but meet the long-term needs of the owner. He performs heating and cooling load calculations and recommends the type of systems to be incorporated into the building. He coordinates with the other disciplines in order to integrate the HVAC systems into the building. Mr. Pruett has participated on several LEED registered projects; one of his key contributions to these projects is conducting energy analyses and recommending energy use reduction alternatives.

Mr. Pruett began his career in engineering with a manufacturing company in 1994. In 1998, he made a career change and joined an engineering consulting firm as an HVAC design engineer. He has a broad range of experience in HVAC systems design, including K-12 schools, higher education facilities, office buildings, libraries, hotels, restaurants, a convention center and several natatoriums. Having served in the Marines for 14 years, Mr. Pruett also led a design team for a "virtual memorial" for the birthplace of the U.S. Marine Corps.

## Project Experience

**Wood County Justice Center:** Mr. Pruett was responsible for the HVAC systems design for the LEED-registered project comprised of the judicial courts, Sheriff's department and holding cell area. The project utilizes high-efficiency custom air handling units, including an energy recovery unit for the holding cell area, which has helped reduce energy consumption on the project by 18% compared to a baseline analysis.

**Huntington East Middle School:** Mr. Pruett was responsible for the HVAC systems design for the LEED-registered school. This school features numerous sustainable features, including an air monitoring system for verifiable indoor air quality, variable refrigerant flow (VRF) systems for portions of the school that will operate year-round, preheating of the domestic hot water with the heating hot water return. Mr. Pruett also conducted an extensive energy analysis of the building and all of its systems to

## Education

Bachelor of Science, Purdue University, West Lafayette, IN, 1993

## Employment History

2010 - Present, Project Engineer, ZMM  
2007 - 2009, Sr. Mechanical Engineer, IN  
2003 - 2007, Mechanical Engineer, IN  
1999-2003, Project Engineer, Fort Lauderdale, FL

## Civic Affiliations

- American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE), Member
- United States Marine Corps – 14 Years

maximize the effect of each component, resulting in a projected reduction in energy consumption of 32% compared to a baseline analysis.

**Project Experience with other firms:**

**Palm Beach County Convention Center:** Mr. Pruett was responsible for the HVAC systems design for the 350,000 square foot facility. These systems include a 2400 ton central chiller plant, a smoke evacuation system and 16 variable volume air handling units requiring complex controls for humidity control in the south Florida climate.

**Le Merigot Hotel:** Mr. Pruett was responsible for the HVAC systems design for the 100 room boutique hotel and lounge. The HVAC system features a heat recovery chiller, condensing boilers and an energy recovery air handling unit that treats all of the ventilation air for the building. The heat rejected from the heat recovery chiller is used to preheat the domestic hot water or the heating hot water, and due to the domestic hot water demand in the hotel and kitchen, the cooling towers rarely operate.

**Southern Indiana Career and Technical Center (SICTC):** Mr. Pruett was responsible for the HVAC systems design for the 262,000 square foot facility. The project features a complex air system necessitated by the diversity of the educational programs featured in the facility: welding, auto shop, building trades, electronics, radio/TV communications, culinary arts, etc. The main mechanical room was also designed to be an educational space, utilizing color-coded piping, a corresponding color-coded equipment schematic and an accessible controls workstation to aid the students in learning about building systems.

**North Central High School Natatorium:** Mr. Pruett was responsible for the HVAC systems design for the Olympic-size pool and athletic offices addition to the high school. The air distribution system was designed specifically to remove the chloramines from the pool surface, nearly eliminating the "pool smell" from the natatorium and making the air healthier for the swimmers.

**Role**

Electrical Engineer

**Professional Registrations**

Professional Engineer (WV)

Mr. Casdorph serves as an Electrical Engineer with ZMM providing electrical design services for a vast number of projects consisting of commercial, educational, correctional, institutional, and military facilities.

Mr. Casdorph is responsible for many facets of the project pertaining to electrical design such as interior and exterior lighting, power distribution, data system design, security, fire alarm, low voltage control systems, equipment specifications and performs electrical assessments during construction prior to the project's substantial completion date. Mr. Casdorph has participated on several LEED registered projects using energy conserving methods and utilizing lighting control systems and other means to meet or exceed ASHRAE 90.1, LEED, and energy code requirements.

**Project Experience****Joint Interagency Training and Education Center**

**(JITEC):** Mr. Casdorph was responsible for the electrical design of the 180,000 SF 3-story billeting/hotel expansion for the Army National Guard campus style facility for training and operational mission support. The expansion more than triples the facility size and increases the total capacity from 189 guest rooms to 600 guest rooms and suites. The project is targeted for LEED Silver Certification.

**Ripley Armed Forces Reserve Center:** Mr. Casdorph was responsible for the electrical design of the 76,000 SF single story military reserve center which serves both the West Virginia Army National Guard and the United States Army Reserves (USAR) units. The multi-use facility provides educational spaces for classrooms, distance learning, physical training and a weapons simulation center. The project is targeted for LEED Silver Certification.

**Glen Jean Armed Forces Reserve Center:** Mr. Casdorph was responsible for the electrical design of the 102,000 SF military training facility which houses the Armed Forces Reserve

**Education**

Bachelor of Science; 1995  
West Virginia Institute of Technology

**Employment History**

2000 - Present, Electrical Engineer, ZMM  
1995 - 2000 Electrical Controls Systems  
Manager, WV Engineering Firm

Center (AFRC), Military Entrance Processing Station (MEPS), and an Organizational Maintenance Shop (OMS). The AFRC contains the administrative and training space for the 77<sup>th</sup> Brigade Troop Command, the 1863<sup>rd</sup> Transportation Company, and the 150<sup>th</sup> Armored Regiment Company. The MEPS houses their administrative, medical, headquarters, testing and storage functions at the facility. A comprehensive 8,500 SF OMS vehicle maintenance shop provides space for six large service workbays for maintaining the military fleet.

**West Virginia Housing Development Fund Office:** Mr. Casdorff was responsible for the electrical design of the 37,000 SF office building which provides natural daylighting into its interior spaces coupled with an automatic dimming system and motorized shade controls. This 2-story administrative facility houses approximately 95 to 100 employees with a flexible open office floorplan utilizing modular underfloor wiring to accommodate any future modifications of the workspace with minimal disruption to the employees. The project is targeted for LEED Silver Certification.

**Southside Elementary/Huntington Middle School:** Mr. Casdorff was responsible for the electrical design of the 3-story 158,000 SF building housing a combined 1,000 elementary and middle school students. The facility currently sits on the site formerly occupied by two existing schools which served as community landmarks. The new building replaces the respected landmarks with a new state of the art facility embracing the architectural character and charm of the community.

**Milton Middle School:** Mr. Casdorff was responsible for the electrical design of the new 96,000 SF facility housing 700 middle school students grades 6 through 8.

**Lincoln County Comprehensive High School:** Mr. Casdorff was responsible for the electrical power distribution throughout the 216,000 SF facility containing high school classes, vocational education, technical community college classes and a community health clinic. The project was a 2007 AIA Honor Award Winner.

**J.M. Chick Buckbee Juvenile Center:** Mr. Casdorff was responsible for the electrical design of the maximum security juvenile detention center. The single story 26,000 SF facility houses intake, medical care, recreation, food service and offers educational programs to help rehabilitate young individuals.

**Gene Spadaro Juvenile Center:** Mr. Casdorff was responsible for the electrical design of the minimum security juvenile detention center which offers a softer approach to rehabilitation relying more on the affection from the caregivers than the restraints of lockdown helping young individuals make better life decisions.

**Lakin Correctional Facility for Women:** Mr. Casdorff was responsible for the electrical design of a dormitory style expansion on site of an existing correctional facility built exclusively for women. The new 124 bed, 24,000SF dormitory style housing unit provides ample amenities and a culinary arts program for the inmate population. An additional 9,500 SF Correctional Industries building was located near the dormitory and offers a garment, sewing and embroidery factory and manufactures inmate clothing, linens and office chairs.



**Role**

Lighting Designer and Electrical Technician

**Professional Registrations**

Master Electrician – WV License #M02891  
Lighting Certification with the National Council on Qualification for Lighting Professionals (NCQLP)

Mr. Abernethy is responsible for overseeing the design of the lighting and electrical systems, ensuring that the electrical systems not only meet the program requirements, but also meet the long-term needs of the owner. He performs lighting, electrical and low voltage systems design, electrical load calculations and specifies the type of systems to be incorporated into the building. He coordinates with the other disciplines in order to integrate the Lighting and Electrical systems into the building. Mr. Abernethy has participated on several LEED registered projects; one of his key contributions to these projects is designing lighting systems that comply with energy codes and LEED requirements.

Mr. Abernethy began his career in engineering with ZMM in 1968. From 1970 through 1971 he was a construction drafting specialist and model maker in the US Army and after his honorable discharge in 1972 he became a staff engineering designer for FMC Inorganic Chemicals Corporation. In 1973 Mr. Abernethy returned to ZMM. He has a broad range of experience in the design and construction of commercial lighting and electrical systems, including K-12 schools, higher education facilities, industrial, manufacturing, military, commercial offices, malls and large retail facilities. Mr. Abernethy also has five years of experience as the office manager, estimator and purchasing agent for a highway lighting and traffic signal construction company.

**Project Experience**

**West Virginia Army National Guard, Joint Interagency Education and Training Center, Camp Dawson, WV.**

Mr. Abernethy was responsible for the interior and exterior lighting design of both the billeting expansion and the operations training center. The project utilizes less than 0.8 watts/SF for interior lighting, which has helped reduce energy consumption on the project by 40% compared to a baseline analysis.

**Education**

Associate in Science Drafting and Design Engineering Technology, West Virginia Institute of Technology, Montgomery, WV, 1997

Illuminating Engineering Society of North America (IESNA), Certificate of Technical Knowledge (TKE), 1996

**Employment History**

1992 - Present, Lighting Designer and Electrical Technician, ZMM  
1988 - 1992, Estimator and Purchasing Agent, WV Signal and Light  
1973 - 1988, Lighting and Electrical Designer, ZMM  
1972 - 1973, Draftsman and Designer, FMC Inorganic Chemicals Division

**Civic Affiliations**

- Illuminating Engineering Society of North America – 15 Yr. Member
- Elder and Session Member – First Presbyterian Church, Charleston, WV

**WV State Capitol Buildings #5, 6, & 7 - Electrical Switchgear up-grades, Charleston, WV.** Mr. Abernethy was the project manager, designer and field investigator for a large medium and low voltage electrical switchgear emergency replacement which was accomplished over a long 2009 New Year's weekend.

**St. Albans High School, St. Albans, WV.** Mr. Abernethy was responsible for the initial electrical survey to determine the extent of demolition prior to reconstructing the school. As the lighting and electrical designer, he was responsible for ZMM receiving an IESNA Sectional Award for the building lighting design.

**Lincoln County Comprehensive High School, Hamlin, WV.** Mr. Abernethy performed the lighting and electrical design for this award winning ZMM project. The facility is a comprehensive school containing high school classes, vocational education, community technical college classes and a community health clinic.

**NGK Oxygen Sensor and Spark Plugs Plants, Sissonville, WV.** Mr. Abernethy has been the chief lighting and electrical designer for several projects for NGK. He was the designer for the initial Oxygen Sensor Plant and subsequent up-grades as well as the new Spark Plugs Plant and its continuing up-grades.





## Role

Civil Engineer

## Professional Registrations

Professional Engineer (WV)

Ms. Cleland is responsible for the site design for ZMM projects. She coordinates with the project architects and mechanical and electrical engineers to integrate the site layout with the building requirements. Ms. Cleland works with the client and the architect to plan the site circulation, parking, and green space. She is responsible for storm water management and utility layout. For sites with environmental concerns, Ms. Cleland coordinates with the appropriate agencies and assists in permit applications.

Ms. Cleland began her career as a 2<sup>nd</sup> Lieutenant in the US Air Force as a project engineer for aerospace projects. After serving four years in the Air Force, she moved back to West Virginia and began her career in civil engineering. She began assisting lead engineers at an environmental and engineering consultant firm with air quality permitting, utility extension projects, and site development projects. After gaining experience at the consultant firm, Ms. Cleland joined ZMM as the civil engineer for the firm. She has experience with urban and rural site, storm water management system, and site design.

## Project Experience

**Harts PK-8 School:** Ms. Cleland was responsible for site design and permitting. The site was constrained by the Guyandotte River, State Route 10, and an unmarked cemetery in the middle of the site. The site was laid out to avoid disturbance of the cemetery and create a building pad and access roads to satisfy the client, State Fire Marshall, and vehicular circulation. The site preparation package included building pad grading, rough site grading, and storm water management. Ms. Cleland coordinated with the local utility agencies, WV Department of Transportation, the United States Army Corps of Engineers, the local floodplain manager, and the WV Department of Environmental Protection.

**Family Readiness Center (WVARNG):** Ms. Cleland was responsible for site design for a two story building located on a hillside. Due to the existing slopes, Ms. Cleland performed several analyses to determine the optimal finished floor elevations of the building. The building was set into the hillside to allow for on-grade access to both entrances. The access road was design

## Education

Bachelor of Science in Education; 2001  
West Virginia State University

Bachelor of Science in Aerospace  
Engineering; 1993  
United States Naval Academy

## Employment History

2009 - Present, Civil Engineer, ZMM  
2002 - 2009, Project Engineer, Potesta &  
Associates, Inc.  
1993 - 1997, Aerospace Engineer, United  
States Air Force

## Civic Affiliations

- National Society of Professional Engineers
- West Virginia Society of Professional Engineers

with handicap parking at both entrances. The client wanted the building to have the least impact as practical for the site development. A large segmental block wall was utilized to limit disturbance of cut slopes.

**West Side Elementary School:** Ms. Cleland was responsible for the site design and stormwater management for this site located within a city block. The site utilities were readily available and minimal grading was required for this site. The challenge was the stormwater management requirements. The pre-construction site conditions were a small school building and a large play field took up most of the site. The post- construction site conditions were the opposite creating a significant increase in stormwater runoff rate. A stormwater retention system was designed to infiltrate the majority of the stormwater and recharge the groundwater.

**Project Experience with Other Firms:** Ms. Cleland assisted with site development projects, utility extensions, pump station design, outlet structure design, and wastewater treatment plant design prior to coming to ZMM. In the eastern panhandle of West Virginia, Ms. Cleland designed the site layout and utilities for a planned hill side community with phased development plans. She assisted on the site utilities and sanitary sewer extension project for a two schools in Southern West Virginia.

Ms. Cleland also has experience with environmental investigations and air quality permitting. She assisted industrial clients with preparation and assembly of air permit application to the West Virginia Department of Environmental Protection. Ms. Cleland coordinated with the agencies through to permit issuance.



**Role**

Sustainability Coordinator

**Professional Registrations**

NCIDQ Certification

LEED Accredited Professional, Building Design & Construction

Ms. Watkins is ZMM's interior designer and sustainability coordinator. After earning a BS in Interior Design from the University of Tennessee, Ms. Watkins lived in Cleveland and Boston for 13 years before coming back home to Charleston in 2008. During that time she worked on a wide variety of commercial interiors projects, and nurtured a passion for sustainable design.

She was one of the founding members of the Cleveland Green Building Coalition; interior designer and sustainability coordinator for the Federal Courthouse in Youngstown Ohio, which was the first courthouse in the country and the first building in Ohio to become LEED Certified; she was interior designer and sustainability coordinator for Cubellis' corporate headquarters in Boston, which is now LEED for Commercial Interiors Gold Certified; Ms. Watkins led the green effort that has since become part of Procter & Gamble's green building standards; she was Chapter President of the International Interior Design Association in Ohio for 4 years; and is currently involved with all of ZMM's LEED projects and several green building outreach efforts on behalf of the firm.

**Project Experience**

**West Virginia Army National Guard, Joint Interagency Education and Training Center, Camp Dawson, WV.**

Targeted for LEED for New Construction v2.2 Silver Certification.

For this multi-faceted and complex project, Ms. Watkins assisted in coordinating interior design for the entire project, and led the interiors effort for the Billeting (hotel) building. Jill also played a leadership role in the LEED process as co-LEED Administrator and was instrumental in the team achieving several LEED credits. She was responsible for interior finish selections, finish plans, reflected ceiling plans, interior elevations, custom casework design and interior details.

**Education**

Bachelor of Science in Interior Design,  
The University of Tennessee, 1993

**Employment History**

2008 - Present, Interior

Designer/Sustainability Coordinator, ZMM

2005 - 2007, Project Designer, Boston

Architecture/Engineering Firm

1995 - 2005, Interior Designer, Various

Cleveland Architecture/Engineering Firms

**Civic Affiliations**

- Bridgmont Sustainability Institute Advisory Council, Member
- FestivALL Steering Committee, Member
- Clay Center Development Committee, Member

**Ripley Armed Forces Reserve Center, Ripley, WV.**

Targeted for LEED for New Construction v2.2 Silver Certification.

Ms. Watkins worked closely with ZMM architects and engineers to fully develop the interiors package. Primary focus occurs in the main lobby, where coordination of exterior and interior finishes, lighting, and ceiling design was critical. In the Assembly/Drill Hall, she coordinated the interior acoustic requirements with finishes and architectural elements to create a unique, flexible space for many types of uses. Ms. Watkins is LEED Administrator for the project.

**Wood County Justice Center, Parkersburg, WV.**

Targeted for LEED for New Construction v2.2 Certification.

Wood County chose an existing building in downtown Parkersburg to renovate for its Magistrate Courts, Sheriff's Department and Holding Center, and Ms. Watkins was responsible for programming, space planning, coordination with consultants, researching multiple standards and codes, interior finish selections, reflected ceiling plans and furniture selections.

**Huntington East Middle School, Huntington, WV.**

Targeted for LEED for Schools 2009 Silver Certification.

As LEED Administrator, Ms. Watkins assisted in coordinating design decisions to maximize LEED points and overall operational savings for the client. She was also responsible for interior color selections and finish plans.

**West Virginia Housing Development Fund Office, Charleston, WV.** Ms. Watkins was responsible for programming, interior elevations and details, lighting design, reflected ceiling plans and furniture and finish selections for this new 30,000 square foot office building.

**Other Firm Experience:**

Procter & Gamble Gillette Corporate Headquarters, Boston, MA; designed to meet Boston Green Building Standards

Cubellis Corporate Headquarters, Boston, MA; LEED for Commercial Interiors Gold Certified

University of Akron Arts & Sciences Classroom Building, Akron, OH

University of Akron Student Affairs Building [programming], Akron, OH

Nathaniel R. Jones Federal Building and U.S. Courthouse, Youngstown, OH; LEED Certified

Beachwood Middle School, Beachwood, OH

Cleveland State University Library [schematic design], Cleveland, OH

**Awards and Acknowledgements:**

President, Ohio/Kentucky Chapter of the International Interior Design Association

Advisory Board Member, Cleveland Green Building Association

Vice President of Membership & Communication, Coalition of Interior Designers for Legislation in Ohio



## Role

Construction Contract Administrator

Mr. Savage is responsible for overseeing the construction of ZMM projects. He is the liason between the Owner and Contractor. Responsible for biweekly site visits, attend progress meetings, certify applications for payment, change order processes, Request for information.

Mr. Savage has performed construction administration services on a variety of building types including: Educational Facilities, Correctional Facilities, and Office/Light Industrial Facilities.

Mr. Savage's past experience in the construction testing and environmental fields is a benefit to clients during the site preparation and foundation installation.

## Project Experience

Highland Hospital  
Summersville Hospital Medical Building  
Mountaineer Middle School  
Nicholas County High School  
East Greenbrier High School  
Gauley Bridge Elementary  
Cacapon State Park  
Blackwater Falls State Park  
Ronceverte Elementary School  
Mount View High School  
Western Regional Jail  
Alderson Federal Prison Camp  
Jean Dean Safety/Law Enforcement Building

## Education

Bachelor of Science; University of Charleston; 1997

Associate of Science; West Virginia State University; 1992

## Employment History

1998 - Present; Construction Contract Administrator, ZMM

1997-1998, Geotech

1992 - 1997, Battle Ridge Construction

1981-1992, H. C. Nutting Geotechnical Testing Engineers

## Civic Affiliations

- Member CSI
- Kanawha Valley Leadership Course Graduate
- Maintained all certifications for WV DOT testing materials

# State Office Building #5, 10th Floor

Office of Technology



LOCATION:  
Charleston, WV

SIZE:  
22,000SF

COST:  
\$3.7M

COMPLETION:  
2010

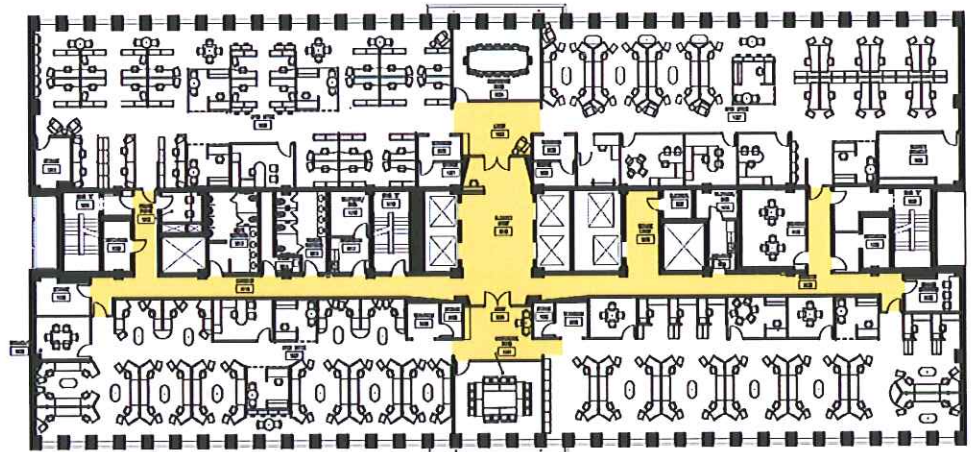
CONTACTS:  
Mr. David Oliverio  
Director  
General Services  
Division  
1900 Kanawha Blvd. E  
Charleston, WV 25305  
304.558.3517

Mr. Chuck Lawrence  
Director  
Department of Admini-  
stration  
Real Estate Division  
1409 Greenbrier Street  
Charleston, WV 25311  
304.558.4331



The renovation of the tenth floor of State Office Building #5 on the State of West Virginia Capitol Campus was recently completed for the Office of Technology. The renovation was designed to meet the United States Green Building Council's LEED for Commercial Interiors standard. To commence the project, ZMM conducted a detailed investigation of State Office Buildings 5, 6, & 7, which included recommendations for improvement of the facilities. The renovation of the 10<sup>th</sup> floor of Building #5 was the first major interior renovation project that responded to the recommendations. The renovation was technically intensive, and included demolition of the existing construction back to the building structure, as well as significant hazardous material abatement.

ZMM, working with the State of West Virginia General Services Division, the Real Estate Division, and the Office of Technology developed a strategy to renovate 22,000 SF of space to accommodate 137 employees. The design includes a mix of private and open office space, and responds to current workplace trends. The renovations include a low profile cable management system which maximizes the flexibility of the space. ZMM also developed the interior, furniture, fixture, and equipment design with significant coordination with the Office of Technology. Continued...



## State Office Building #5, 10th Floor



To improve the opportunity for daylighting, office spaces have been "pulled-in" to the core of the building. This decision will allow for daylight to be introduced deep into the interior work areas, and will allow access to the daylight and views for all employees. The perimeter structural bays of the open office areas have a "coffered" ceiling. Ductwork for mechanical distribution is terminated at a bulkhead at the interior edge of the perimeter structural bay, allowing for more open volume and a more contemporary aesthetic.

The design of the 10<sup>th</sup> floor renovation also provided the opportunity to introduce a standard "transverse" core will be developed throughout State Office Buildings 5 & 6. The transverse core includes all of the major entry, meeting, and work-room functions. In addition to the office areas, the elevator lobby has been updated to create a consistent look and level of finish at the entry point to the Office of Technology.



# West Virginia Housing Development Fund

Office Building



LOCATION:  
Charleston, West Virginia

SIZE:  
36,000 SF

COST:  
\$8.5M

COMPLETION:  
August 2011

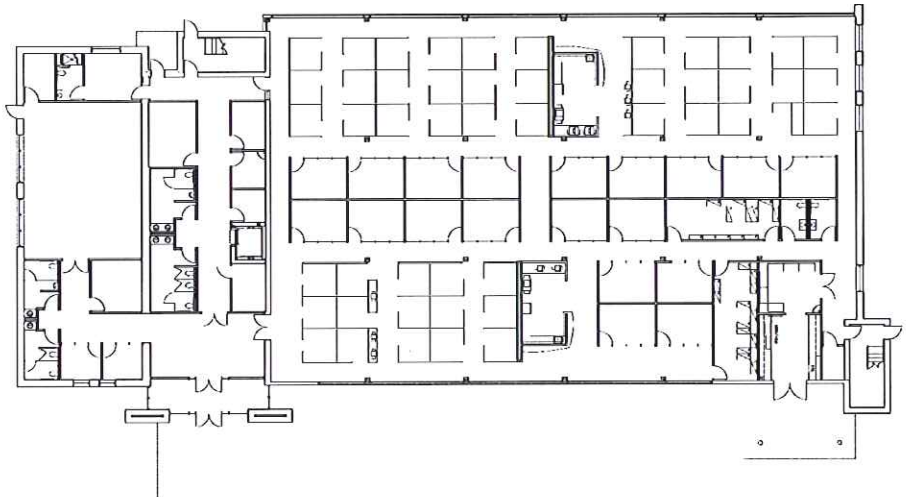
CONTACT:  
Nancy Parsons  
Senior Director of Asset  
Management  
814 Virginia Street, East  
Charleston, WV 25301  
304.345.6475



This project is presently designed to house approx. 95 to 100 employees in 36,000 square feet of new space in Charleston's Kanawha City neighborhood. The building will be a 2 story, steel framed structure with natural day-lighting of interiors, and is anticipated to be LEED Certified.



The access floor system, demountable partitions, and employee cubicles will give the office space total flexibility and will accommodate future reallocation of space as needed without interruption to coworkers. The site consists of 2 acres and will accommodate approx. 110 employee and visitor vehicles, and is located on a former industrial site.





# Dow Plant Headquarters Building



**LOCATION:**  
South Charleston,  
West Virginia

**SIZE:**  
27,200 SF

**CONTACT:**  
Jim Guidarini  
Plant Manager  
437 MacCorkle Avenue  
South Charleston, WV  
25303  
304.746.5471



ZMM was responsible for the master planning as well as architectural and engineering design for renovations and additions to the existing plant shop to serve as the main plant headquarters housing all plant maintenance and engineering personnel.

The renovation includes open office space, an emergency operations center, locker rooms, a lunch room and plant conference center.



# Construction & Facilities Management Office

WVARNG



LOCATION:  
Charleston, West Virginia

SIZE:  
19,935 SF

COST:  
\$3.5 Million

COMPLETION:  
2008

CONTACT:  
MG Melvin L. Burch  
WVARNG  
1707 Coonskin Drive  
Charleston, WV 25311  
304.561.6450

AWARDS:  
2009 AIA Merit Award,  
West Virginia Chapter,  
*Achievement in Architecture*



The Construction and Facilities Management Office (CFMO) Expansion project will bring all of the operations of the CFMO together under one roof. The branches that will occupy this facility include: Director of Engineering, Environmental, Planning and Programming, Facility Operations & Maintenance, Business Management, Resource Management, and Design and Construction. This new facility is located slightly to the front, and adjacent to the existing facility, lending prominence to the new construction, and providing a new aesthetic to the entire complex.



This transitional space was designed to connect the two structures, while maintaining a connection to the outside through use of natural light, direct visual connections to the exterior, large volumes, irregular geometries, and the use of natural materials.



# Southside Elementary & Huntington Middle School

Cabell County Schools



LOCATION:  
Huntington, West Virginia

SIZE:  
158,194 SF

COMPLETION:  
2010

COST:  
\$27 Million

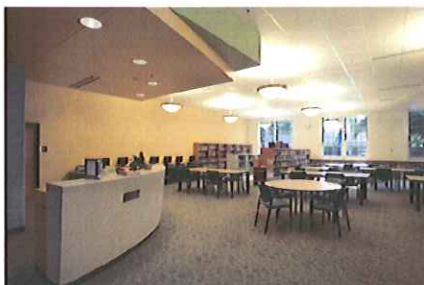
CONTACT:  
Mr. William Smith  
Superintendent  
2850 5th Avenue  
Huntington, WV 25702  
304.824.3033

AWARDS:  
2011 AIA Honor Award  
West Virginia Chapter  
*Excellence in  
Architecture Preservation*



The two schools that previously occupied the site of the New Southside Elementary School and Huntington Middle School were known as Cammack Elementary School and Cammack Middle School. The new facility houses a combined 1,014 Elementary and Middle School students. When the Cabell County Board of Education proposed a \$61M bond issue in 2006, the Huntington community expressed the importance of saving this neighborhood landmark.

The new facilities were designed to blend with the architectural character of the existing facility. More than 70% of the existing building was demolished and the portion remaining was completely renovated. Two new stair towers provide a vertical architectural element that separates the existing structure from the new construction. The result is a cohesive design that blends the unique elements of the former Cammack School into a modern educational complex that exceeds the requirements of 21<sup>st</sup> century learning. Continued...

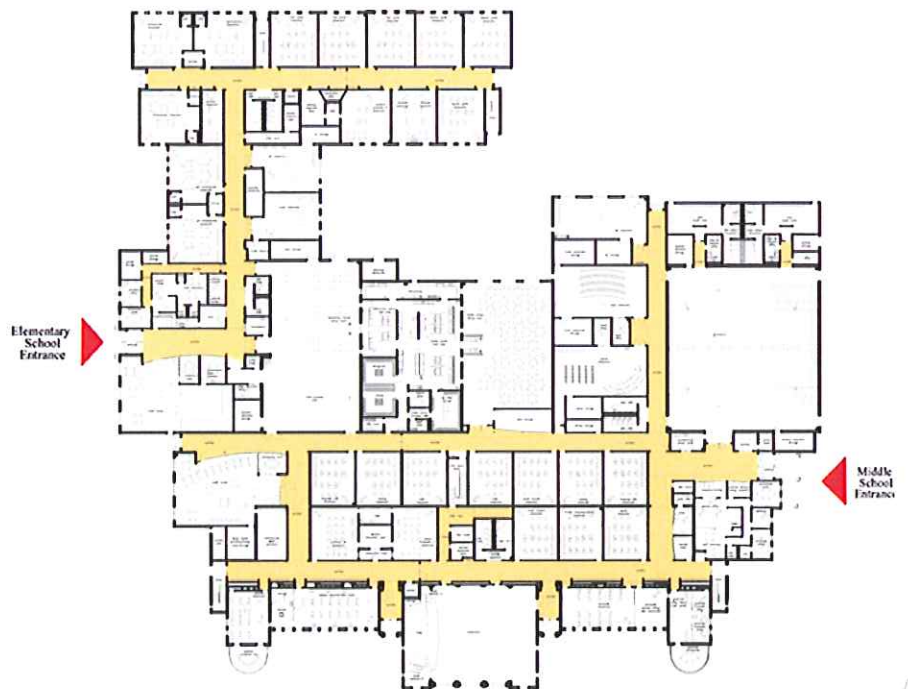


# Southside Elementary & Huntington Middle School



Although the expanded facility houses both an elementary and a middle school, each have their own distinct entrance and administrative complex and the students remain physically separated on opposite sides of the facility. The new schools only share a kitchen, which has been located to serve separate dining facilities.

With the community's support of the bond, ZMM has designed a facility that maintains the historic character of the façade and auditorium, while replacing the remainder of the facility. The community has maintained a landmark, while developing new state of the art elementary and middle schools.



# Bridgemont Community and Technical College

## Davis Hall Renovation



LOCATION:  
Montgomery,  
West Virginia

SIZE:  
77,215 SF

COMPLETION:  
Est. March 2012

COST:  
\$4 Million

CONTACT:  
Dr. Jo Harris, President  
619 2nd Avenue  
Montgomery, WV 25136  
304.734.6600



ZMM was selected by Bridgemont Community and Technical College and the West Virginia Community and Technical College System to provide professional architectural and engineering design services for the Renovation of Davis Hall in Montgomery. Davis Hall is a 77,215 SF classroom and laboratory facility that was constructed in 1970 for WVU-Tech. The exterior of the facility consists of architectural pre-cast concrete panels and a curtain wall system. The interior includes an open two story atrium, a large auditorium, and five levels of office and classroom space that is constructed of demountable partitions.



Prior to commencing the design effort, ZMM completed a thorough assessment of the facility. The assessment revealed significant life safety concerns that had not been previously identified, including the use of non-plenum rated plastic insulated wiring throughout the return air plenums, mechanical units located above ceilings in exit stairs, and a lack of adequate fresh air for building occupants. As part of this initial assessment, ZMM assisted in developing a scope of work for the current project, as well as a long range plan for future improvements to Davis Hall.

The scope of the current project includes life safety upgrades (replace non-plenum rated wiring, new fire alarm system), improvements to the building envelope (curtain wall replacement and re-roofing), hazardous material abatement, mechanical improvements (boiler and chiller replacement, outdoor air ventilation system replacement), and interior improvements (replace ceilings and lighting, upgrade furnishings). The budget for the proposed improvements is \$4M, and the design work is scheduled for completion in March of 2012.

# Joint Interagency Training & Education Center

WVARNG



**LOCATION:**  
Kingwood, West Virginia

**SIZE:**  
285,000 SF

**COMPLETION:**  
Est. 2012

**COST:**  
\$110 Million

**OWNER:**  
MG Melvin L. Burch  
WVARNG  
1707 Coonskin Drive  
Charleston, WV 25311  
304.561.6450



ZMM, in association with AECOM, is providing architectural and engineering design services for the Joint Interagency Training and Education Center (JITEC), an Army National Guard campus-style facility for training and operational mission support. Sited on 30 acres at the northern end of Camp Dawson between the Cheat River and the foot of Brier Mountain, this 283,000-SF project includes the design of a new operations building; expansion of the billeting facility; renovation of the training facility; creation of a new base entry checkpoint and visitor center; and design for walkway connectors between all the facilities.

The project began with a review of the existing base master plan, followed by a revision of the master plan concept. JITEC is a training and educational facility – the vision behind the site design and updated master plan is that of a college campus atmosphere. The design intent is to create a campus environment that integrates existing buildings with new ones by using compatible, yet distinct building materials.

The new facilities are designed to meet all anti-terrorism/force protection criteria and are slated for LEED-NC silver certification from the U.S. Green Building Council. The new 82,000-SF operations building is prominently sited as the main focal point upon entering Camp Dawson through the secure access control point and visitor's center, also designed by AECOM. The building's exterior complements its West Virginia setting. The entire building front, composed of glass and pre-cast concrete walls, is open and inviting with glazing that reflects the surrounding trees and hills. Continued...



# Joint Interagency Training & Education Center



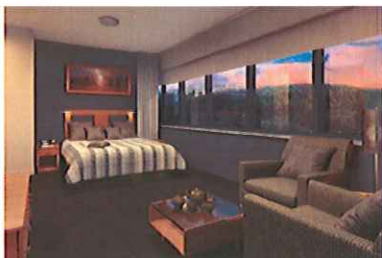
Security requirements for the command center influenced the design of the attached, copper-clad "black box" that is an homage to the native rock stratification seen throughout the state.

The building consists of four distinct areas: the Joint Operations Center; a suite of secure training rooms; base headquarters and JITEC administrative offices; and a 6,000-SF server and telecommunications room.

Entry to the Joint Operations Center (JOC) is provided by a secure mantrap adjacent to a dedicated security office. Built to SCIF standards, the JOC contains a state of the art command center housing 48 permanent work stations in a theater-style configuration facing a large video wall, flanked by conference rooms and offices for both officers and support staff. Within the JOC is a secure area consisting of workstations, offices, and two divisible conference rooms with secure video conferencing capabilities. The secure area construction dictates a windowless environment, requiring proper lighting and creative use of materials to create an agreeable work atmosphere.



The 180,000-SF billeting (hotel) expansion more than triples the facility size and increases the total capacity from 189 guest rooms to 600 guest rooms and suites. Designed to relate to the existing architecture with similar scale, materials, textures, and massing, the addition also brings in new elements, such as iconic glazed building corner elements, to integrate the design of the new operations building. A new dedicated lobby with terrazzo tile flooring leads to a monumental stair with terrazzo treads, open risers, and a glass/stainless steel railing for access to the open lounge areas on the second and third floors.



The lobby's design provides a hotel atmosphere, underscored by the new Liberty Lounge, an upscale bar and restaurant area, with wood finishes salvaged from the gymnasium floor in the existing headquarters building. The new six "executive suites", are designed to the full amenities of corporate hotels.

# St. Albans High School

Kanawha County Schools



**LOCATION:**  
St. Albans, West Virginia

**SIZE:**  
216,500 SF

**COMPLETION:**  
2003

**COST:**  
\$24 Million

**CONTACT:**  
Dr. Ron Duerring  
Superintendent  
200 Elizabeth Street  
Charleston, WV 25523  
304.348.7732

**AWARDS:**

Impact on Learning Award  
*Effective Transformation*

Education Design Showcase  
*Outstanding Building Design*

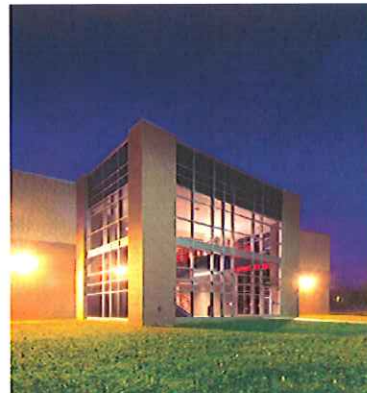
American School & University  
*Outstanding Building Design*



One outstanding feature of the completed renovation of St. Albans High School is its unique, inviting physical entryway and the aesthetically pleasing and functional commons/cafeteria area. The commons is a visual focal point of the school creating a natural flow from the front entrance, through the commons to the outside assembly/instructional area, it also serves as a connecting hub between the academic spaces and the physical education and auditorium areas.

Significant green space was retained and enhanced which providing an inviting and safe approach to the high school building. An outside amphitheater, located adjacent to the music and theater departments, provides ample space for music and drama productions as well as a gathering space for students. In response to the students need for more "outside living space" the rear dining plaza was created. It has a visual impact on the interior and provides a flexible learning environment for the students and educators.

The addition of an auxiliary gym, renovations to the auditorium complex, a new media center and other additions and improvements allow spaces for more extensive use by the community. Renovations to the auditorium resulted in a space that is educationally functional and is a source of pride for the students and the entire community. Continued...





# St. Albans High School



Instructional spaces have been designed to be flexible, adaptable and accommodating for the more active, student oriented instructional programs and methods of the district. Classroom and other spaces are bright and welcoming for students and staff and appropriate space and equipment are provided to allow for the efficient and effective delivery of program objectives.

Responding to concerns from students, staff and the community, and due to the condition of existing science facilities, science wing was completely replaced with modern, functional and flexible space and equipment.

Provisions for new and emerging technologies were greatly enhanced throughout the building. The new media center is the central hub for technology and with the inclusion of an appropriate infrastructure, providing flexibility



# Judge Black Courthouse Annex

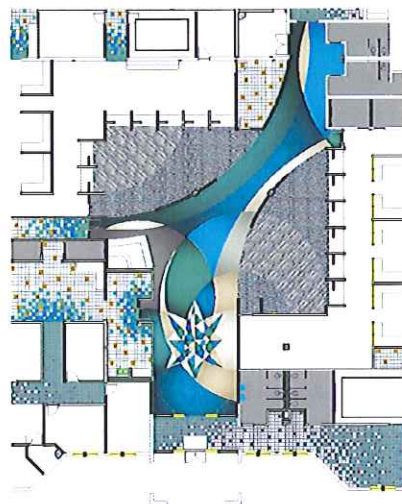


LOCATION:  
Parkersburg, West Virginia

SIZE:  
36,828 SF

COMPLETION:  
2005

CONTACT:  
Mr. Rick Modesitt  
Commissioner  
No. 1 Court Square, Suite  
203  
Parkersburg WV 26101  
304.481.4035



The Judge Black Annex project involved renovating an existing commercial building into county office and courtroom space for the Sheriff's Tax Office, Assessor's Office, Prosecuting Attorney's Office, and the Family Court. The design provided both secure and non-secure circulation, while taking advantage of the existing structural configuration to create large open volumes that lend the building prominence.

The interior design utilized rich colors and dramatic visual accents in public areas, with finishes selected for durability. Layered planes of varying colors accent the building's depth, and skylights provide daylight to county staff throughout the renovated office areas. Exterior improvements included the elimination of an existing storefront system as well as a change in the fenestration, to more closely match the existing courthouse and to change the character and typology of the existing facility.

# State of West Virginia

## Capitol Food Court



**LOCATION:**  
Charleston, West Virginia

**SIZE:**  
14,000 SF

**COST:**  
\$3.7 Million

**COMPLETION:**  
2007

**CONTACT:**  
Mr. David Oliverio  
Director  
General Services Div.  
1900 Kanawha Blvd. E  
Charleston, WV 25305  
304.558.3517



This project involved renovating an existing food service area in the WV Capitol Building. The new renovations include a full service kitchen, self serve area and seating for 300 people. ZMM worked with a kitchen consultant and provided demolition drawings, base architectural, mechanical and electrical drawings.

The project included design of the first phase of a wet pipe sprinkler system that will serve the entire Capitol. ZMM also provided the documents to replace the Capitol medium voltage transformers located in the basement vault. ZMM met stringent timeline for a critical construction completion date.





2011

Southside Elementary/  
Huntington Middle School  
2011 - Honor Award  
*"Historical Preservation"*  
AIA West Virginia Chapter

2011

Joint Interagency Education  
& Training Center (JITEC)  
2011 - Honor Award  
*"Excellence in Architecture"*  
AIA West Virginia Chapter

2011

State Office Building #5, 10th  
Floor - Office of Technology  
2011 - Merit Award  
*"Architecture in Interiors"*  
AIA West Virginia Chapter



2010

Hacker Valley PK-8 School  
Hacker Valley, WV  
2010 - Honor Award  
*"Excellence in Architecture"*  
AIA West Virginia Chapter

2009

Construction & Facilities  
Management Office  
Charleston, WV  
2009 - Merit Award  
*"Achievement in Architecture"*  
AIA West Virginia Chapter

2008

Erma Byrd Center  
Beckley, WV  
2008 - Honor Award  
*"Excellence in Architecture"*  
AIA West Virginia Chapter



2007

Lincoln County High School  
Hamlin, WV  
2007 - Honor Award  
*"Excellence in Architecture"*  
AIA West Virginia Chapter  
Education Design Showcase  
*"Project of Distinction Award"*  
American School & University  
*"Outstanding Building Design"*

2006

Gene Spadaro  
Juvenile Center  
Mount Hope, WV  
2006 - Merit Award  
*"Achievement in Architecture"*  
AIA West Virginia Chapter

2004

St. Albans High School  
St. Albans, WV  
2004 - Impact in Learning Award  
*"Effective Transformation"*  
Education Design Showcase  
*"Outstanding Building Design"*  
American School & University  
*"Outstanding Building Design"*

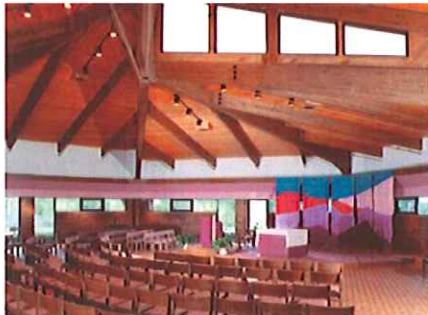
## Additional Award Winning Design



### **West Virginia Society of Architects Design Honor Awards**

**Corporate Headquarters Facility**  
Blue Cross / Blue Shield of West Virginia  
Charleston, West Virginia

**John XXIII Pastoral Center**  
Wheeling-Charleston Diocese  
Charleston, West Virginia



**Corporate Office Building**  
Contractors' Association of West Virginia  
Charleston, West Virginia

**One Bridge Place Office Renovation**  
Fisher-Bryson Properties  
Charleston, West Virginia



**United States Navy  
Admiral's Commendation**  
**Operations Building Alterations**  
Naval Security Group  
Sugar Grove, West Virginia

### **Construction Specifications Institute Honorable Mention**

**Restoration and Renovation Projects**  
Cottage Renovations to Federal Prison Camp  
Alderson, West Virginia



**Stonewall Jackson Lake  
Merit Award**  
**Design and Environmental Program**  
Recreation Area Basic Park  
Weston, West Virginia

- **MG Melvin L. Burch**  
WVARNG  
1707 Coonskin Drive  
Charleston, WV 25311  
304.561.6450
  
- **Dr. Jo Harris, President**  
Bridgemont Community and Technical College  
619 2nd Avenue  
Montgomery, WV 25136  
304.734.6600
  
- **Mr. Blair Couch, President**  
The Wood County Commission  
No. 1 Court Street  
Parkersburg, WV 26101  
304.424.1976
  
- **William Smith, Superintendent**  
Cabell County Schools  
2850 5th Avenue  
Huntington, West Virginia 25702  
304.528.5030
  
- **Mr. David Oliverio, Director**  
General Services Division  
1900 Kanawha Blvd. E  
Charleston, WV 25305  
304.558.3517

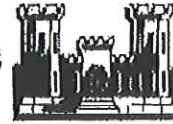


WEST VIRGINIA ARMY NATIONAL GUARD  
CONSTRUCTION & FACILITIES MANAGEMENT OFFICE

1707 Coonskin Drive

Charleston, West Virginia 25311-1085

Phone: 304-561-6339 Fax: 304-561-6458 DSN: 623-6339



15 April 2009

WV Higher Education Policy Commission  
Chief Procurement Officer  
Richard Donovan  
1018 Kanawha Blvd. East  
Suite 700  
Charleston, WV 25301

Dear Mr. Donovan,

The AECOM/ZMM Team has been assisting the West Virginia Army National Guard with the design of a 285,000 SF addition to the Robert C. Byrd Regional Training Institute (RTI) at Camp Dawson, near Kingwood, West Virginia. The new JITEC (Joint Interagency Training and Education Center) will include highly flexible educational facilities that will serve a dual use in the case of a state wide or national emergency. These facilities will include sophisticated data systems, video walls, and also incorporate a high level of electronic security.

The AECOM/ZMM Team has exceeded our expectations, delivering a high level of local expertise, complimented by the knowledge base of a large design firm. The Team's commitment to design quality has been demonstrated through the development of a site strategy that evokes a campus, while maintaining all of the programmed spaces in one facility. The JITEC design balances the need to re-orient the campus while also complimenting the existing RTI. The technical ability of the AECOM/ZMM Team has also been demonstrated through the design of redundant power and HVAC systems, as well as through the examination of various building components to meet the requirements of LEED Silver.

The AECOM/ZMM Team has been very responsive and has done an excellent job of communicating the West Virginia Army National Guard's vision for this project. Additionally, the design team has provided these services within a compressed timeframe to meet our requirements. Please contact me if I can provide any additional information about our experience with the AECOM/ZMM Team.

MELVIN L. BURCH

Brigadier General

West Virginia Army National Guard

Assistant Adjutant General

# Office of the County Commission of Wood County, West Virginia

Commissioners  
Rick Modesitt  
David Blair Couch  
Wayne Dunn



No. 1 Court Square  
Suite 203  
Parkersburg, WV 26101  
Phone 304-424-1984

September 27, 2010

Tucker County Commission  
215 First Street  
Parkersburg, WV 26101

Dear Commissioners:

We understand you are considering ZMM Architects for a county project.

The Wood County Commission has had the pleasure of working with ZMM on two projects. We renovated a facility in downtown Parkersburg next to the Courthouse six years ago. We turned a retail facility into meeting rooms, offices for the Prosecuting Attorney, Sheriff's Tax Office, Family Court Judges and the Assessor.

Today we are finalizing the project which will create a new Wood County Justice Center for the Magistrates and Sheriff's Office.


We can attest that ZMM is an excellent company to do business with. They are fair, honest, efficient, and pleasant to work with. Our ZMM contact is Adam Krason, who has done a great job for Wood County.

We offer this unsolicited letter of recommendation for ZMM. We are confident you will be happy with their performance.

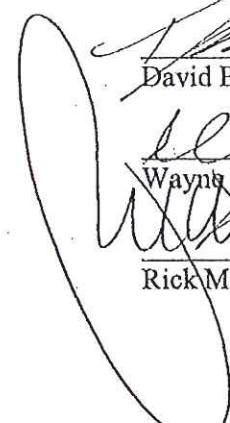
If you have any questions, please feel free to contact any member of the Wood County Commission.

Sincerely,

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Rick Modesitt, Commissioner

WCC/ad

Marty Seufer, County Administrator • Ph. 304-424-1976 • Fax 304-424-0194  
Regular terms of the Commission First Thursday in January, April, July and October  
Regular sessions Monday and Thursday 9:30am to 12 noon.





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
DPS1203

PAGE
1

**RECEIVED**  
 AUG 24 2011

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE 304-558-2544

VENDOR

\*709055254      304-342-0159  
 ZMM INC  
 222 LEE STREET W  
 CHARLESTON WV 25302

ZMM, INC

SHIP TO

WEST VIRGINIA STATE POLICE  
 4124 KANAWHA TURNPIKE  
 SOUTH CHARLESTON, WV  
 25309      304-746-2141

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/22/2011				

BID OPENING DATE: 09/13/2011      BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1. BLANK ODD NUMBERED PAGES BEGINNING WITH PAGE 5 AND ENDING WITH PAGE 25 WERE INADVERTENTLY ADDED TO THE EOI DOCUMENT. THE EVEN NUMBERED PAGES BEGINNING WITH PAGE 4 THROUGH 24 ARE CORRECT. THE BLANK ODD NUMBERED PAGES SHOULD BE IGNORED.						
2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 1						
0001	1	JB		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL						
***** THIS IS THE END OF RFQ      DPS1203 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Ad R K</i>	TELEPHONE 304.342.0159	DATE 12-SEPT-2011
TITLE Principal	FEIN 55-0676608	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](http://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).

EXHIBIT 10

REQUISITION NO.: DPS1203

ADDENDUM ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED  
ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY  
PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.

ADDENDUM NO.'S:

NO. 1 ARK

NO. 2 .....

NO. 3 .....

NO. 4 .....

NO. 5 .....

I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE  
ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS. 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.

ADRV  
.....  
SIGNATURE

ZMM, Inc.  
.....  
COMPANY

12-SEPT-2011  
.....  
DATE

RFQ No. DPS1203

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: ZMM, Inc.

Authorized Signature: *ADRK* Date: 12-JAN-2011

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 12<sup>th</sup> day of September, 2011

My Commission expires 10-6, 2018.

AFFIX SEAL HERE

NOTARY PUBLIC *Lisa E. Bowles*

