

**Building 25 Exterior Renovations and Repair**  
**Avery Street - Parkersburg, WV**  
**October 27, 2011**



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WV PURCHASING  
DIVISION

"Designing on the principles of the past and preserving for the future"

Brock, Reed, & Wade Building ■ 206 High Street ■ Morgantown, WV 26505  
Phone: 304.296.1010 [www.millsgrouponline.com](http://www.millsgrouponline.com)



October 27, 2011

State of West Virginia  
Purchasing Division  
Krista Ferrell, Buyer Supervisor  
2019 Washington Street, East  
Charleston, WV 25305-0130

RE: EOI-Building 25 Exterior Renovations and Repair – Parkersburg, WV

Dear Ms. Ferrell:

The **Mills Group**, LLC is pleased to submit our qualifications and expression of interest for your solicitation. We are very experienced with architectural projects of a variety of scales which include existing building rehabilitation and renovation as well as new building/facility design. Our location on High Street in Morgantown shall allow us to be responsive to your needs.

Our past experience with architectural projects has been on the local, state and national levels. This opportunity is of great interest to us and we will commit the required resources to executing the scope of work within the dictated time line for the project.

We believe that you will find the attached response to your request to be complete and comprehensive and fully understand that any and all work produced as a result of the contract will become property of the Agency and can be used or shared by the Agency as deemed appropriate.

We look forward to working with you and to the opportunity of bringing our team's expertise to your project.

Sincerely,

Michael J. Mills, Architect, AIA  
Mills Group, LLC

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"DESIGNING ON THE PRINCIPLES OF THE PAST AND PRESERVING FOR THE FUTURE"

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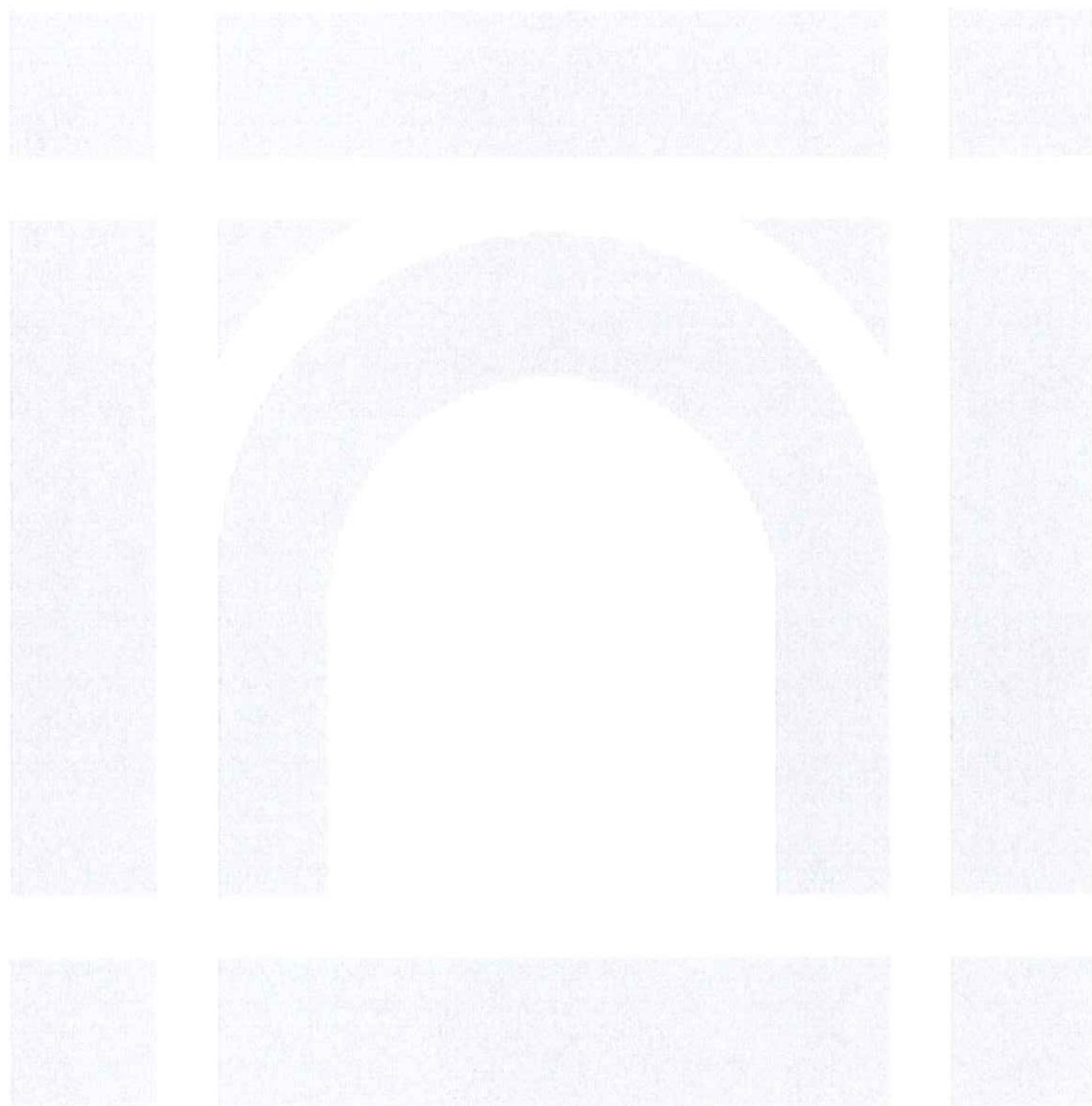
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"Designing on the principles of the past and preserving for the future"



## TAB 1-Mills Group Firm Overview

### **Mission Statement**

Since starting the firm in the Fall of 2005, The Mills Group has maintained a focus on the design of new structures which encompass the rich architectural character of the past, executed site plans that are respective of the opportunities and constraints, implemented the sensitive preservation of historic buildings, and guided clients to the potentials in existing structure renovations.

The firm is diligent in understanding each client's spatial needs, design goals, and budget. The design process is built on the foundation of research, data collection, client collaboration, and creative solutions. Client management is grounded in professional ethics and morals that demand open communication and follow through.



West Virginia abounds with unexpected architectural treasures. A goal of the practice is to embrace the architectural heritage of the region and to celebrate the best of the past, while promoting economic vitality.

The firm's services are provided to a wide range of clients within the private sector as well as public agencies at the local, state, and federal levels. The former includes architectural and engineering firms, professional and not-for-profit organizations, foundations, institutions, corporations, individual property owners, and developers. Public-sector cli-

ents include numerous agencies responsible for the administration and stewardship of architectural and cultural resources, as well as a variety of development-oriented agencies.

The Mills Group mantra is "***designing on the principles of the past and preserving for the future.***" The firm is committed to a quality end product which is derived from experience, diligence, and collaboration.





## Overview of Services

### ARCHITECTURE

The Mills Group focuses on residential, commercial, public, and cultural facilities, with an emphasis on traditional design principles and vernacular design influences. The firm designs new structures, which reflect the rich architectural character of the past and use traditional architecture influence, but also specialize in the rehabilitation and adaptive reuse of existing structures, striving to emphasize their cultural, historical, and environmental contexts.



The in-house architectural design philosophy is built on the principles of the past, which leads to the use of precedents to accomplish client's objectives while putting forth the best solution for each specific project. Foremost, design solutions are developed based on a thorough understanding of the client's needs and a vision for translating goals into reality.



### Sustainable Design

The Mills Group strongly believes in the principles of "green" architecture and environmental design, considering the impact of any project on the surrounding environment, and creating solutions that minimize negative effects. Stressed is the importance of understanding the site and its surroundings, which allows design solutions to be developed that will most closely represent the project's essence and potential within the built environment. The firm is designing with a conscience toward sustainability by:

- Developing an understanding of the historical and cultural significance and context of each individual project.
- Utilizing "tangible history" to stress the importance of cultural heritage in all we say, do, think, and build.
- Utilizing appropriate technologies to maximize building performance and minimize environmental impact.
- Meshing environmental systems with the built environment to enhance the symbiotic relationship between building and nature.
- Developing design tools that utilize technology and environmental systems to create uniquely appropriate design solutions.
- Developing a model of architecture that helps to strengthen the economy of the area in which it exists.
- Utilizing construction materials that are harvested and manufactured from local sources.
- Pursuing projects that serve to bolster a healthy diverse economy.



## PLANNING

The Mills Group approaches the planning process of greenfield and infill sites with the responsibility of being a "place maker". Clients entrust the firm with the task of creating the overarching plan that will foster a rich and engaging environment for people to live, work, and play.

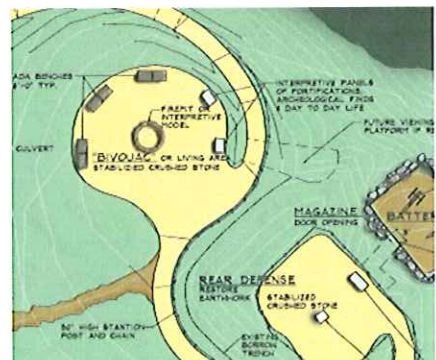


The planning and design approach relies on careful consideration of the complex interaction between functional, economic and social needs of our clients; the firm prides itself in doing extensive design due diligence to understanding the existing constraints and opportunities, the historic context, the solar orientation, as well as transportation and circulation issues.

Experience with both private developers and public agencies has provided the team with an understanding of the greenfield and infill design challenges from both perspectives. Good planning and urban design will significantly enhance the real value of any proposed site development, as well as facilitate compliance with zoning, infrastructure and environmental regulations. Urban design concepts are stressed that offer a mix of uses, promote a strong sense of community, present an appealing image, and are environmentally responsible.

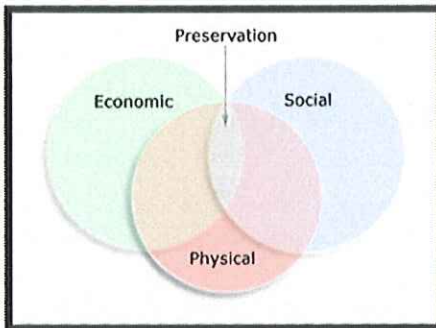
## PRESERVATION

The Mills Group believes that sensitive and responsible preservation and restoration work must be responsive to the category of historical significance of the building. Each building provides a unique set of requirements and conditions; so too, each solution is unique. The firm's past experience and qualifications meet and exceed the Secretary of Interior's Standards for Historic Preservation set forth by NR36B, as well as those of the National Park Service.



To fully understand the built environment, it must first be comprehend, taking it beyond bricks and mortar, into a moment in time, a representation of not only the collective past, but the individual pasts. The key to thorough preservation is investigating cultural heritage, through which a balanced understand-





ing can be achieved. It is the culmination of a project's physical character, social context, and economic parameters that shape preservation.

It is the firm's belief that to achieve meaningful and positive preservation, exploring the past is necessary. Interpretation of the built environment requires awareness of how the many aspects of cultural heritage come together to create a story. Cultural resources--those things that spiritually and physically are rem-

nants of the past, shaping humanity into what it is--ultimately affect the way change is made. Most of all, however, it allows visionaries to see how and why to make that change.

### **Cultural Resource Management**

Within the firm's preservation services, specific experience in the field of Cultural Resource Management [CRM] and Interpretative Design is present. The approach taken on projects of any historical nature is to first and foremost, strive to achieve a balance of the overall "Preservation Objectives" with the client's individual requirements for the building's use. The rehabilitation tenets that the firm uses is aimed at maintaining historic character, while incorporating provisions for life safety and accessibility requirements, indoor air quality and energy conservation requirements, as well as all of the real-life demands on the building.

Cultural resources, such as buildings and cultural landscapes, are tangible history. In the interpretation and preservation of these artifacts, balance is achieved through not only the social and economic aspects, but the physical as well. Increased quality of life through a positive economic marketplace, creating awareness or providing a positive atmosphere where cultures can live, work, and play, is the firm's goal in any project.





### **Documentation and Assessment**

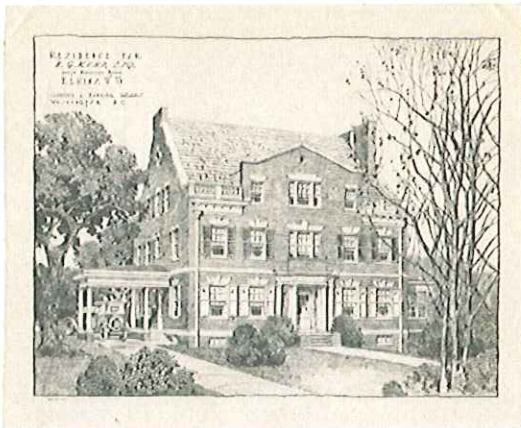
The Mills Group has extensive experience documenting and assessing structures, an essential part of historic preservation projects. Historic sites and buildings are the keys to understanding the past. They are tangible history and as such play an important role in cultural heritage.



The Mills Group has a staff that includes individuals who are professional historians, that are fully qualified and have extensive past experience performing historical research to aid in the assessment and documentation of historic buildings and sites; the documentation is then incorporated into the results of a comprehensive narrative, feasibility study or historic structures report. The assessment is often used to implement planning for the next phase of the project, to complete a National Register Nomination, or to produce plans for historic site interpretation.

### **Facility and Maintenance Planning**

The Mills Group's staff has developed facility maintenance plans that prescribe the routine work that is necessary to sustain the character of the structure when given the historic materials within the environment, an aspect often overlooked. A majority of the deterioration caused in historic structures is many times due to the lack of a sensitive and educated maintenance staff or owner.



### **Museum and Interpretation Experience**

Mr. Mills has assisted clients in determining the physical and operational needs of a facility to accommodate an optimal visitor experience, sustain collections, and to support staff in their work environments.

Integration of site/land planners, museum planning, and design and production services has been completed with success by Mr. Mills. He approaches preservation and exhibi-

tion/interpretive planning and development as dialog between the facility staff, the collection, and the targeted audience. The results of work lend themselves to being engaging for both the content and graphical presentation. The firm provides consulting services that include interpretation of historic sites, exhibit design, and facility design.

## **Firm Organization/Ownership**

The Mills Group is a limited liability company with sole ownership held by Michael J. Mills. The firm began in 2005 and has had one office location in the heart of downtown Morgantown, West Virginia since 2007. The Mills Group is in good standing with the West Virginia Secretary of State's Office.



## **MILLER ENGINEERING, INC.**

### **SUMMARY**

Miller Engineering, Inc. (MEI) was formed to provide professional services to facility owners and operators, architects, and contractors throughout West Virginia and Pennsylvania. MEI provides services in mechanical, electrical, and plumbing design as well as project management. We utilize the abilities of designers, often on a contract basis, with many years experience in their area of expertise on a "best resource for the project approach". We also provide project management services at levels ranging from general oversight to complete project delivery through all phases of design and construction. Our personnel have worked in both the private and public sector and are familiar with many methods of project delivery from classic design/bid/build to full design/build with partnering.

MEI has developed the following philosophy to guide the performance of its services:

- Provide superlative design services to our clients in new construction, renovations, and daily operations.
- Perform work in a timely, accurate, and professional manner.
- Present multiple alternative and solutions whenever possible.
- Work with our clients to control first and life cycle costs.
- Be a technical "sounding board" for our clients in all situations.
- Strive to maintain professional competency through continuing education and training.

MEI utilizes a "practical application" approach to all projects throughout the design process. This approach emphasizes the best overall solution, meeting all the client's needs, instead of the best technical solution. We believe our small size provides a distinct advantage to our clients and affords us the freedom to team with the clients to achieve the overall best possible result.



## ■ Planning:

### **Riverwalk Masterplan - Davis, WV**

The master plan for the 12-acre mixed use space was a result of design charrettes and close collaboration with the client. The 40+ residential and retail units (approximately 10,000 square feet) were designed to match the town's traditional aesthetic. Importantly, the plan calls for sustainable green and efficient construction so the development will remain as a physical reminder of that time.



### **Cannon Hill - Rowlesburg, WV**

In conjunction with the Rowlesburg Area Historical Society the Mills Group developed a master plan for managing this cultural resource that included a historical treatment zone and a related historical landscape plan. A second phase of the project was the development of construction document for a picnic shelter and utility shelter.



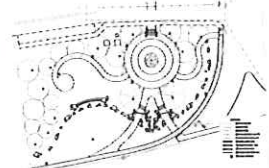
### **Preston Co. Farm Masterplan - Kingwood, WV**

A proposed long term vision of a growth masterplan for Preston County Commission facilities including: 911/OEM Building, 911 Storage Facility and Bunk House, Sheriff Storage Facility, and Burn Building for safe fire training in the near future and many other possibilities in the distant future to effectively allocate space planning



### **Davis & Elkins College, Entrance - Elkins, WV**

In conjunction with Hays Landscape Architectural Studio the firm aid in the conceptual design and construction documentation for a major gateway feature to the college campus. The scope involved the selection of lighting, hardscape materials, and over all design consulting.



## ■ Preservation:

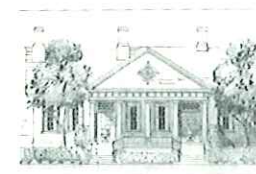
### **Metropolitan Theatre - Morgantown, WV**

The Mills Group acted as associate architects on the step-by-step restoration. The project paired architects with multiple organizations to accomplish an array of tasks. The challenge was coordinating disparate entities to deal with technical, preservation, life safety and code issues in an operational performing arts facilities.



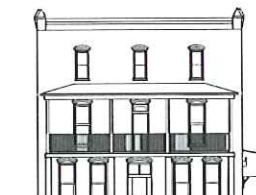
### **Willey Mansion Report - Morgantown, WV**

The Mills Group was contracted by the Morgantown Historic Landmarks Commission to survey the home and compile a feasibility study to determine what steps were necessary to adaptively reuse the building. An intense assessment was performed on the building systems, the conditions of the exterior envelope and interior finishes. The report details upgrades and changes that is necessary for the reuse of the building.



### **Delmonte Hotel - Elkins, WV**

The Mills Group acted as associate architects on the step-by-step restoration. The project paired architects with multiple organizations to accomplish an array of tasks. The challenge was coordinating disparate entities to deal with technical, preservation, life safety and code issues in an operational performing arts facilities.





## ■ Preservation:

### **Price House - Kingwood, WV**

This project is working to restore a historic house on the edge of downtown. The house will be brought back to it's original character and possibly be used as business/retail space. The adjoining addition will be added onto again and transformed into student housing. A fire egress stair will connect it to the Beauty College.



### **Toll Gate House - Wellsburg, WV**

An exterior restoration and structural stabilization of the Wellsburg Toll Gate House. On the exterior of the house the original wood siding will be cleaned and repaired; the existing front stoop will be removed and replaced with a time appropriate stoop. Also the roof and windows will be replaced with time appropriate elements.



### **Kump House - Elkins, WV**

The Kump House Trust and City of Elkins hired The Mills Group to execute a historical structures report and conceptual design for the re-use of the 1923 Neo-Classical mansion as a mixed use educational facility. Great emphasis for sustainable practices were considered.



### **Halliehurst - Elkins, WV**

The Mills Group consulted with Davis & Elkins College on a historically based painting scheme for Halliehurst Hall, built in 1890 by Senator Stephen B. Elkins. The building has long been a center of social activity for both the college and the city of Elkins. Halliehurst was completely restored in the 1990s and is now a National Historic Landmark. The offices of the President, Advancement staff, Alumni, Communications, and Admissions are located in this magnificent example of Victorian architecture.



### **Highland Estate - Clarksburg, WV**

A residential restoration project which is focused on the removal of the existing asphalt shingles and replacing them with the original style roofing. The original roof was a terra-cotta barrel tile that was removed at the end of its life. Also the flat roof over the front and back entry will be replaced with a fully adhered membrane system.



### **Camp Caesar - Cowen, WV**

Stabilization of Council Circle, the only covered 4-H Council Circle in the state of West Virginia. Built in 1928 and relocated in 1961, this structure was in need of rehabilitation after heavy snowfall greatly affected the structure in the winter of 2009. Assisted Camp Caesar in a grant application for the funding to properly restore it to it's glory.



### **WVSHPO 2010, 2009, 2008, 2007 Grant Monitoring - Various locations, WV**

In 2006 the Mills Group began assisting the West Virginia State Historic Preservation Office by facilitating a necessary component of contract administration, closely observing and aiding every aspect of the work. Mills first inspects the site, then helps to lay out the scope of work and craft the requests for proposals as well as reviewing the proposals. During the construction phase, architects provide technical assistance and a final inspection. Since 2006, the Mills Group has provided this service at dozens of historic sites in the state of West Virginia.





## ▪ **Einhorn, Yaffee, Prescott Architects - Washington, DC**

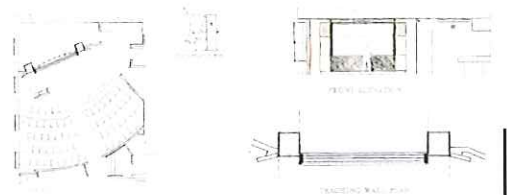
### ▪ **Project Architect/Project Manager**

February 1994 - August 1999

- Project architect and manager on historic preservation, architectural design and planning projects. Served as client point person and marketed the firm for future work. Led several condition surveys on historic structures. Wrote several condition assessment reports that led to an exhibit, conference, and publication. Assembled construction documents on several historic preservation projects. Provided technical problem solving to preservation projects. Collaborated with engineers to integrate complete building infrastructure within historic structures.

### **Walsh 495 Classroom - GU - Washington, DC**

Interior fit out of an existing classroom into a distance learning/high tech classroom for the School of Fine Arts, total of 1400 sq. ft. The project involved the integration of AV equipment and wiring to each individual student in a theater seating configuration. The room has dual rear screen projection, complete AMX controls, a surround sound system, and the infrastructure for future distance learning.



### **Dolly Madison Complex - Washington, DC**

Provided exterior renovation services of three historically significant buildings on Lafayette Square opposite the White House. Work included survey and scope verification, preservation and restoration of building materials including brick, stucco, cast iron. Effort also included waterproofing and incorporation of ballistic protection into the historic fabric. This project involved extensive construction site coordination and administration.



### **White Gravenor Hall - GU - Washington, DC**

Provided Georgetown University with architectural services for the renovation of several classrooms on their historic quad. These renovations transformed antiquated classrooms into state of the art, multi-media instructional spaces. The design team worked closely with the clients, within a very short project schedule, to create an interactive and stimulating learning environment.



### **Jones Dining Hall - VSU - Petersburg, VA**

The renovation of Jones Dining Hall created a state-of-the-art dining facility for 2000 resident students, and 2600 non-resident students, faculty and staff. This project provided new electrical service; new heating, air conditioning and ventilation systems; new plumbing; and refurbishing of interior finishes for this 26,546 SF facility.



### **Henle Village - GU - Washington, DC**

While at EYP, Mr. Mills was part of the survey team to document the existing conditions and code compliance of these apartment style units for upper classman students at Georgetown University. The followon tasks were the presentation of findings to the owners, the development of conceptual renovation plans and development of construction drawings.



### **Foster Student Union - VSU - Petersburg, VA**

The 44,000 sqft Foster Hall was renovated to provide an environment to facilitate the educational, cultural, social, recreational, and service programs of the University. This project provided new electrical services; heating, air conditioning and ventilation systems; new plumbing; and refurbishing of interior finishes. Deficiencies relative to ADA compliance were addressed, to include vertical transportation requirements.





## ■ **HNTB Architecture - Washington, DC**

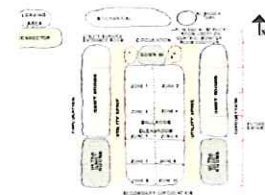
### ■ **Director of Historic Preservation**

August 1999 - April 2002

- Led the preservation and restoration projects while helping to develop a local and national preservation practice. Specifically led a national effort to strategically position the firm to be the recognized preservation firm with respect to historic transportation structures. Developed locally and nationally recognized preservation practice in collaboration with several of the firm's major offices through proactive marketing, networking, and presentations at national events. Directly worked with the Federal Market Leader to promote the firm's national preservation experience. Successfully co-led the project pursuit for the firm's first GSA Design Excellence Project. Managed several clients and large-scale contracts such as a Smithsonian IDIQ and NAVFAC IDIQ contract. Served as a project manager for the 2010 US Olympic Bid. The task focused on the reuse of existing facilities and leveraging existing resources to enhance the overall master plan.

### **Nano Science Lab - NRL - Washington, DC**

Provided Georgetown University with architectural services for the renovation of several classrooms on their historic quad. These renovations transformed antiquated classrooms into state of the art, multi-media instructional spaces. The design team worked closely with the clients, within a very short project schedule, to create an interactive and stimulating learning environment.



### **Kentucky State Capitol - Frankfort, KY**

The firm provided preservation, planning, programming, and architectural design services for the complete building. This 1909 capitol designed by architect Frank Mills Andrews is considered one of the finest examples of Ecole des Beaux Arts-style architecture in the country.



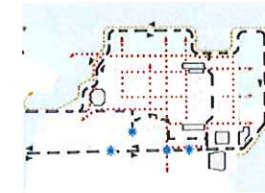
### **B&O Railroad Hotel & Museum - Grafton, WV**

The firm provided preservation planning and design services for the historic B&O Railway Station and adjacent Willard Hotel. The overall project goals were to enhance the cultural sustainability of the town and region while being a corner stone project for the development of a downtown comprehensive revitalization plan. This project involved extensive construction site coordination and administration.



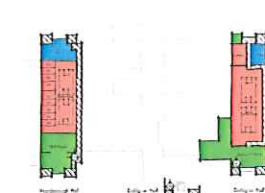
### **Core Athletic Facilities - Navy - Annapolis, MD**

Reviewed and assessed the Naval Academy's sports facilities and sports master plan, and developed a long-term vision that reflected the integrated notion of athletics in a midshipman's academic and military growth. The project included urban and campus design analysis and recommendations. Campus analysis, facilities assessments, and sports program analysis led to recommendations to renovate, adaptively reuse, and build new buildings and structures.



### **MacDonough Hall - USNA - Annapolis, MD**

Worked with the Navy to produce a comprehensive concept study of the existing building and to evaluate the programmatic needs of the proposed user groups. The specific scope of work included exterior historic preservation, window restoration, determination of the cost for replacement with new energy efficient windows, interior finishes evaluation, and general structural overview.



PAST EXPERIENCE

▪ **Vandalia Heritage Foundation - Fairmont, WV**

- **Director of Historic Preservation**  
May 2002 - August 2005

▪ **Vandalia Redevelopment Corporation - Fairmont, WV**

- **Director of Planning and Redevelopment**  
May 2002 - August 2005
  - Managed all details involving programming, building design, and preservation for a non-profit organization with a mission of economic revitalization through historic preservation. Oversaw architectural planning and construction related to the organization's real estate holdings which included over fifteen historic structures ranging from hotels to houses. Led construction administration on the organization's projects to ensure that builders were in compliance with documentation as well as all local and national codes. Managed preventative and cyclical maintenance from the organization's real estate portfolio. Provided technical architectural and preservation assistance to clients of North Central West Virginia. Facilitated public outreach through lectures, workshops, an in house Preservation Resource Center, and personal one on one guidance by appointment. Initiated and coordinated the 2002 International Preservation Trades Workshops in Fairmont, West Virginia. Ensured compliance with local, state, and federal regulations as well as the Secretary of the Interior's Guidelines. Point person with the State Historical Preservation Office for all projects and programs. Mentored two student interns as well as providing guidance to junior staff members. Developed project scopes of works as well as RFPs and RFQs for both A/E and contractor procurements. Selected, oversaw, and managed A/E consultant teams.

EDUCATION

▪ **Rensselaer Polytechnic Institute - Troy, NY**

- **Bachelor of Architecture**  
August 1988 - May 1993
- **Building Science**  
August 1988 - May 1993

**Acknowledgments/Honors**

- **Recipient of Rensselaer's 2000 Director's Award** - The Director's Award is presented each year to individuals who have made significant contributions to the success of the Office of Alumni Relations and to the Rensselaer Alumni Association during the past year.
- **Recipient of Honorable Mention in the 1992 Progressive Architecture "New Public Realm" Design Competition.**

- **Teaching Experience**  
Fall 2003; Spring 2006

**West Virginia University - "History of American Architecture"**

- Instructed graduate students in the Cultural Resource Management Program.

**Davis and Elkins College**

- Visiting Lecturer for "Designing a Green House"
- Presented lecture titled "Why Build Green?"



■ **Professional Licensing - Registered Architect**

- The State of Virginia - 2001 - Present
- The State of West Virginia - 2003 - Present

■ **Professional Affiliation**

- Preservation Alliance West Virginia (Board Member & Executive Committee)
- Institute of Preservation and Contemporary Design (Council of Affiliates Member)
- Pleasant Hills Home Owner's Association Building Commission (Chairman)
- American Institute of Architects
- City of Morgantown Planning and Zoning Design Review Committee
- Main Street Morgantown Design Committee
- Association for Preservation Technology
- National Trust for Historic Preservation
- National Building Museum
- Urban Land Institute

■ **Publications**

- **Vandalia Heritage Foundation's Preservation Resource Center Publications:**  
*"An Introduction to Historic Preservation"*, *"Researching your Historic Home"*,  
*"What is Historic Preservation?"*, and *"Preservation Bulletin #1: The Rehabilitation Process"*
- *"Convergence: Effective Preservation Through Collaboration/An Interdisciplinary Approach"*, Submitted to **APT Bulletin**, Spring 2002.
- *"Commissary Sergeant's Quarters, Building 42"*, **Montgomery C. Meigs and the Buildings of the Nation's Capital**. Edited by William C. Dickinson, Dean A. Herrin and Donald A. Kennon, 2001, Ohio Press.

■ **Speeches/Presentations**

- **2009 Traditional Building Conference**  
"Traditional Materials Meet Modern Techniques"
- **2004 West Virginia Preservation Trades Workshop**  
"Architectural Styles", presented as part of the opening keynote speech.
- **2004 Preservation Alliance West Virginia Annual Conference**  
"Preservation Projects from Start to Finish"
- **2003 West Virginia Preservation Trades Workshop**  
"Historic Preservation in Your Backyard"
- **2003 International Preservation Trades Workshop**  
"Documenting Conditions"
- **2002 National Trust's Main Street Town Meeting**  
"White Elephants on Main Street"
- **2001 National Trust's Main Street Town Meeting**  
"Historic Transportation Structures Fostering Community Revitalization"
- **1997 Montgomery C. Meigs Symposium**  
"Commissary Sergeant's Quarters, Building 42", presented at the National Building Museum co-sponsored by the U.S. Capitol Historical Society.

## Ryan K. Hess, LEED AP

Director of Sustainable Design  
rhess@millsgroup.biz

### ROLE

#### September 2009 - Present

Responsible for leading the office in the sustainable design market sector and consulting as LEED AP on firm wide projects. Also focusing on developing in house project management and project scheduling software from a business perspective. Involved in city committees on the firms behalf. Mr. Hess executes a leadership role with the design of small scale projects, manages client relationships, and coordinates with consultant team members.



### PROFILE

#### Our Firm

The Mills Group focuses on architecture, planning, and preservation. The firm's broad depth of project experience and intimate knowledge of the political and regulatory process within West Virginia provides insight into the design and construction process. We pride ourselves on being innovative problem solvers providing creative solutions to a variety of project types for a range of clients. The principles of sustainable design and cultural resource management form our center of excellence and inform the approach of every project. Our firm is committed to a quality end product which is derived from experience, diligence, & collaboration.

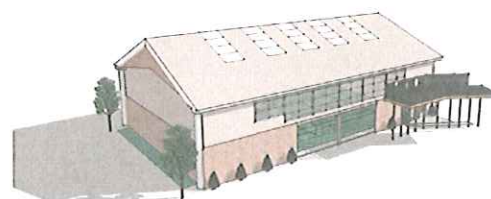
### EXPERIENCE

#### ■ Architecture:

##### ■ Residential:

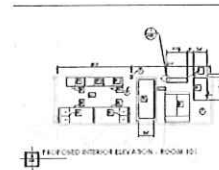
##### **Rees Tennis Enclosure - Morgantown, WV**

A conceptual design of athletic facility on a residential site. The enclosure will inhibit year round play on the existing outdoor facility. The maximization of daylight and ventilation will help to minimize lighting and HVAC use, in turn making it a more sustainably conscious project.



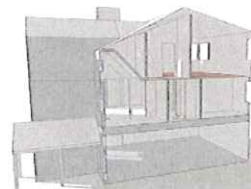
##### **Gates Home Law Office - Morgantown, WV**

An adaptive re-use of existing basement space to provide working, office, and foyer spaces. There was a focus to use renewable, recycled, and recyclable materials in the selection process with no off-gassing chemicals. Also the insertion of interior translucent wall paneling helps to allow for diffusion of daylight disbursement.



##### **Wedgewood Lofts - Morgantown, WV**

A conceptual design of multi-unit loft space above single story residential units, providing larger volumes in spaces most commonly occupied. A feasibility study was done to determine maximization and usability of these newly created spaces. There is a concentration of using environmentally friendly construction materials and practices.





## ■ Architecture:

### ■ Commercial:

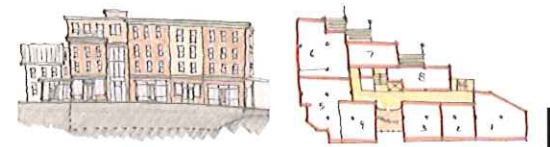
#### **University Avenue Plaza - Morgantown, WV**

Conceptual building design of mixed use facility for retail, light commercial, office, and residential uses. This new construction project celebrates rich architectural character and building methods of downtown Morgantown's past. Site planning maximizes road frontage and encourages pedestrian traffic, while still accommodating vehicle traffic demands.



#### **188 Spruce Street - Morgantown, WV**

Urban infill project serving as transition structure and facility between urban and residential neighborhoods, utilizing proximity to amenities such as services, public transportation, entertainment, and preserved green space. It will provide sub level on-site parking, along with first level retail/office space below multiple levels of residential living.



### ■ Public:

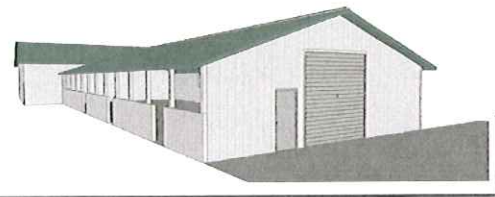
#### **Preston County Sheriff's Facility - Kingwood, WV**

A masterplan vision for grant applications focused on the concept of adaptive reuse. It is phased into six manageable chunks to allow for total rejuvenation of the town's central core. An existing historic sheriff's house and attached jail will be transformed into useable and practical space for their growing staff.



#### **Monongalia County Fair Barn- Morgantown, WV**

A conceptual design for a multipurpose livestock barn with adjacent exhibit hall, bathroom, shower, and storage facilities. Assistance provided to Monongalia County Fair Commission for project bidding and cost estimations as well. It will be a shared public facility serving events in seasonal use.



## ■ Planning:

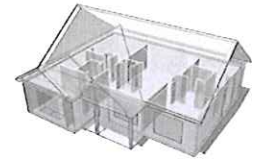
### **Preston County Farm Masterplan** - *Kingwood, WV*

A proposed long term vision of a growth masterplan for Preston County Commission facilities including: 911/OEM Building, 911 Storage Facility and Bunk House, Sheriff Storage Facility, and Burn Building for safe fire training in the near future and many other possibilities in the distant future to effectively allocate space planning.



### **Randolph Co. Housing Authority** - *Elkins, WV*

Energy modeling analysis investigating orientation, shading, and glazing of single family detached homes on a greenfield development site. Also an analysis of solar and wind potential of the greenfield lots pre and post development to evaluate the effects it has on the site and the surrounding areas.



## ■ Preservation:

### **Kump House** - *Elkins, WV*

The Kump House Trust and City of Elkins hired The Mills Group to execute a historical structures report and conceptual design for the re-use of the 1923 Neo-Classical mansion as a mixed use educational facility. Great emphasis for sustainable practices were considered.



### **Camp Caesar** - *Cowen, WV*

Stabilization of Council Circle, the only covered 4-H Council Circle in the state of West Virginia. Built in 1928 and re-located in 1961, this structure was in need of rehabilitation after heavy snowfall greatly affected the structure in the winter of 2009. Assisted Camp Caesar in a grant application for the funding to properly restore it to it's glory.





PAST EXPERIENCE

▪ **Alpha Associates, Inc.**

▪ **Engineering Intern**

May - August 2005

May - August 2006

**Staff Design Team**

- Produced comprehensive design plans for licensed Professional Engineers
- Developed and reviewed site plans with clients
- Consulted builder/developer on subdivision project phase
- Supported professional surveyor during initial planning phase of WVU Research Technology Park.

▪ **American Society of Civil Engineers**

▪ **Student Steel Bridge Competition**

January 2006 - June 2007

**Design, Fabrication, & Construction Team**

- Designed, fabricated, and constructed nationally competitive steel bridge
- Competed in 2007 National Student Steel Bridge Competition in Northridge, CA
- Placed 2nd overall in 2007 Virginias Conference in Lexington, VA
- Volunteered in construction of two residential homes with Monongalia County Habitat for Humanity

EDUCATION

▪ **West Virginia University - Morgantown, WV**

▪ **Bachelor of Science, Civil & Environmental Engineering**

August 2003 - May 2007

▪ **Master of Business Administration**

June 2007 - August 2008

**Additional Education**

- The Honors College
- College of Engineering and Mineral Resources
- College of Business and Economics

**International Education** - Summer 2008

- Center for Chinese Business Exchange at Xi'an Jiaotong University
- Studied global marketing strategy and cross national buying behavior in Shanghai, Xi'an, Beijing, and Tianjin, China
- Presented structure and location of American business decisions to MBA students at Xi'an Jiaotong University

**Acknowledgements/Honors**

- CEE Most Outstanding Senior
- Magna Cum Laude

▪ **Carnegie Mellon University - Pittsburgh, PA**

▪ **Master of Science, Architecture**

August 2008 - May 2009

**Additional Education**

- Research: Total building performance and sustainable solutions for the built environment

**Acknowledgments/Honors**

- 2008 AIA West Virginia Floyd J. Clingenpeel Scholarship - Given for graduate study at Carnegie Mellon University for furthering study in the fields of sustainable architecture

▪ **Teaching Experience**

August 2006 - May 2007; January 2010; April 2010

**West Virginia University - The Honors College**

- Curriculum Writer and Instructor for Freshman Honors Orientation

**Davis and Elkins College**

- Visiting Lecturer for "Designing a Green House"
- Presented lecture titled "Why Build Green?" that introduced the necessities of creating energy saving and sustainable built environments. Material showing energy modeling capabilities of DOE II EnergyPlus software, developed by the United States Department of Energy, was used to demonstrate lifetime energy and cost savings from early design decisionmaking.

**West Virginia University- Dept. of Civil and Environmental Engineering**

- Visiting Special Topics Lecturer for "Introduction to Transportation Engineering."
- Special topics lecture on the relationship between transportation planning, the built environment, and architecture.
- Investigation included the effects of transportation planning on architecture, and vice versa, including the overall sustainability of the infrastructure and resulting environment, as well as worldwide implications from such decisionmaking.

▪ **Professional Affiliation**

- LEED AP, United States Green Building Council
- West Virginia Engineer in Training (EIT), The State of West Virginia

▪ **Community Involvement**

- Morgantown Municipal Green Team
- Morgantown Board of Parks and Recreation
- Habitat for Humanity Construction Volunteer





# MILLS GROUP, LLC

ARCHITECTURE ■ PLANNING ■ PRESERVATION

## Sandra Scaffidi

Preservation Associate & Historian  
sscaffidi@millsgrouponline.com

### ROLE

#### April 2011 - Present

Ms. Scaffidi is trained as an Architectural Historian and has participated in architectural history and preservation projects throughout the United States. Ms. Scaffidi has developed historic contexts; determination of eligibility reports, conducted field surveys, researched historic properties, and has assisted with the design and creation of informational brochures. She is also familiar with federal and state historic preservation laws and the Section 106 review process. Ms. Scaffidi is currently working on an Affordable Housing and Historic Rehabilitation Tax Credit project.



### PROFILE

#### Our Firm

The Mills Group focuses on architecture, planning, and preservation. The firm's broad depth of project experience and intimate knowledge of the political and regulatory process within West Virginia provides insight into the design and construction process. We pride ourselves on being innovative problem solvers providing creative solutions to a variety of project types for a range of clients. The principles of sustainable design and cultural resource management form our center of excellence and inform the approach of every project. Our firm is committed to a quality end product which is derived from experience, diligence, & collaboration.

### PROFESSIONAL EXPERIENCE

**Architectural Survey. Woodburn Historic District, Morgantown, West Virginia. Morgantown Historic Landmarks Commission. Architectural Historian (Mills Group)** Identified, documented and evaluated approximately 400 structures within the Woodburn Historic District in Monongalia County. Responsibilities included historic research, architectural survey, preparation of approximately 400 West Virginia Historic Property Inventory survey forms, the composition of a brief historic context, a public presentation, and project management.

**Historic Structures Report. Rogers House, Morgantown, West Virginia. WVU Campus Ministry Center. Preservation Associate (Mills Group).** Conducted an in-depth architectural study of the Rogers House, a 19th century structure listed in the NRHP. Responsibilities included architectural survey and documentation, historic research, photography, and the composition of a detailed narrative tracing the history of the property and developing a plan for future use and preservation.

**Historic Documentation of the Lodge Buildings at Canaan Valley State Park, Tucker County, WV. Architectural Historian (Practical Preservation).** Responsibilities included documenting the history of the lodge buildings with a WV Historic Property Inventory Form before the buildings were demolished.

**Documentation of the Removal of a Decommissioned Radio Tower on Grey's Reef Light Station, Lake Michigan, MI.**

Architectural Historian. (TetraTech). Responsibilities included photographically documenting the removal of the antenna according to a Memorandum of Understanding between the Advisory Council on Historic Preservation and the US Coast Guard.



**Historic Documentation of the Lodge at Cacapon Resort State Park, Morgan County, WV.**

Lead Architectural Historian (Practical Preservation). Responsibilities included researching the history of the lodge, documenting the structure on a WV Historic Property Identification Form, assessing the eligibility of the structure and the effect of the project on the resource.

**Architectural Liaison, Hardway Hall, Fairmont State University, Fairmont, WV.**

Paradigm Architecture. Historian (Practical Preservation). Responsibilities included ensuring that the project architect followed the Secretary of the Interior's Standards for the Treatment of Historic Properties in the rehabilitation of a National Register Listed structure.

**Historic Informational Report and Affordable Housing Project, 205 Fairmont Avenue, Marion County, WV.**

IDH1, LLC. Project Manager (Practical Preservation). Responsibilities included historic structure inventory, historic research, and architectural design assistance. Information will be utilized in historic rehabilitation tax credit application.

**Historic Informational Report for Moose Building, Marion County, WV.**

Project Manager. (FCDP) Responsibilities included inventory, evaluation and documentation of historic YMCA/Moose building in downtown Fairmont.

**Preserve America Community Designation, Marion County, WV. (The City of Fairmont)**

Author. Responsibilities included composing a historic narrative of downtown Fairmont, assembling a coalition of local and state program supporters and gathering revitalization/investment information for downtown. Successfully achieved designation in 2007.

**Preserve America Oral History Podcast Project, Marion County, WV. (The City of Fairmont)**

Author. Responsibilities included creating a proposal addressing the need to capture the oral history of older Fairmont citizens and their memories of downtown. Created budget work plan, request for proposals and solicited qualified applicants. Successfully awarded \$40,000 grant funding in 2008.

**United States Department of Agriculture, AMS Grant, Marion County, WV, (Main Street Fairmont)**

Co-Author. Responsibilities included composing grant application illustrating the need for funding for a farmer's market manager and an EBT system to allow WIC and Senior Vouchers to be accepted by farmers. The application requested \$60,000 and is currently pending.

**WV Department of Tourism, MAAP Grant, Marion County, WV. (Main Street Fairmont)**

Author. Responsibilities included writing a grant request to fund a new website with a tourism based component. Additional funding allowed the advertisement of the Feast of the Seven Fishes Festival to outside markets. The total grant requested was \$6,000 and was funded.

**National Trust for Historic Preservation, Great American Main Street Award (GAMSA) Finalist, Marion County, WV. (Main Street Fairmont)**

Author. Responsibilities included assessing statistical data to illustrate revitalization trends in downtown Fairmont for the past 20 years. The application also included highlights from several activities which showcased Main Street Fairmont's volunteer efforts. Organization was granted finalist status and was in the top 5 of over 1,000 communities throughout the United States.

**Historic Documentation of the Freight House, Fairmont, WV.**

Fairmont Community Development Partnership. Architectural Historian. Responsibilities included preparation of a historic structure report.



**Historic Survey Report. Hall County, GA.**

(KCI Technologies, Inc. for O'Brian and Gere). Architectural Historian. Responsibilities included inventory, evaluation and documentation of approximately 50 structures along a proposed highway widening project. Each resource was documented with a Property Identification Form (PIF) which included an architectural description and an assessment of the resource's National Register eligibility.

**Historic Survey Report. Project No. BRS1B-1320 (3) P.I. No. 231150. Jenkins County, GA.**

Architectural Historian (KCI Technologies for Georgia Department of Transportation). Responsibilities included inventory, evaluation and documentation of a bridge along CR 101 over the Ogeechee River overflow.

**Historic Survey Report. Project No. BRS1B-1320 (4) P.I. No. 231152. Jenkins County, GA.**

Georgia Department of Transportation. Architectural Historian (KCI Technologies). Responsibilities included inventory, evaluation and documentation of a second bridge over the Ogeechee River.

**Historic Survey Report. Project No. CSBRG-0006-00(432) P.I. No. 0006432. Morgan County, GA.**

Architectural Historian (KCI Technologies for Georgia Department of Transportation). Responsibilities included inventory, evaluation and documentation of a bridge over the Big Indian Creek along SR 251.

**Historic Survey Report. Project No. CSBRG-0006-00 (319) P.I. No. 0006319. Jenkins County, GA.**

Architectural Historian (KCI Technologies for Georgia Department of Transportation). Responsibilities included inventory, evaluation and documentation of a bridge along CR 200 over the Scull's Creek.

**National Register Nomination. Emporia, Virginia.**

City of Emporia and the Virginia Division of Historic Resources (VDHR). Architectural Historian (KCI Technologies) Inventory, evaluation, and National Register nomination of approximately 100 resources located within two historic districts within the town of Emporia. Responsibilities include client contact, preparation of approximately 100 survey forms, historic context, public presentations, and project management.

**Maryland State Highway Administration Historic Bridge Management Plan, SHA.**

Architectural Historian (KCI Technologies). KCI developed a comprehensive management plan for SHA's historic highway bridges. Phase 1 of the project consists of re-evaluating the preservation levels of 102 bridges. Phase 2 will involve preparation of a management plan for each priority level bridge. Responsibilities included conducting background research of historic and engineering information, field survey of bridges, and the preparation of a brief report for each bridge.

**Turnpike Access Project for the Greater New Stanton Area, Westmoreland County, PA, PA Turnpike Commission.**

Architectural Historian (KCI Technologies). KCI conducted detailed Phase II engineering and environmental studies to select a preferred alternative to provide access from the Pennsylvania Turnpike to the Greater New Stanton area in Westmoreland County. Responsibilities include conducting background research and field survey to identify and document historic resources that may be affected by the proposed alternatives. Documentation includes preparation of PHRS forms and Determination of Eligibility Report.

**SUM-18-06.65 (PID 78266), West Market Street Improvement Project, Akron, Ohio.**

Architectural Historian (KCI Technologies). Responsibilities included a comprehensive survey of the 1.5-mile corridor to incorporate information into a Phase I History/Architecture Survey. Additional

work included the composition of a historic context and eligibility study for the client.

**SUM-18-06.65 (PID 78266), West Market Street Improvement Project, Akron, Ohio.**

Architectural Historian (KCI Technologies). Responsibilities included a preliminary survey of the 1.5-mile corridor to incorporate information into a streetscape photolog to be utilized as a planning document. Additional work includes completing a Phase I History/Architecture Survey for an approximate 2 mile urban corridor.

**Statewide Historic Bridge Survey. Charleston, WV.**

WV Division of Highways. Architectural Historian (KCI Technologies). Inventory and evaluation of approximately 3,000 bridges built prior to 1965 to update the WV Historic Bridge Survey. Responsibilities include preparation of historic context report.

**E00750-SR3117, Section A01, Dorrington Road Bridge Replacement Project.**

**Collier Township, Allegheny County, PA.**

Architectural Historian (KCI Technologies for PA Department of Transportation). Documented bridge in accordance with state level specifications to resolve an adverse effect. Duties included photographically documenting the bridge, background research, and writing a historic context.

**STA-C66-16, SFN 7631030, PID 80090, Cleveland Avenue South Bridge Replacement, Canton, Stark County, Ohio.**

C&S Engineers. Architectural Historian (KCI Technologies). Responsibilities included completing a preliminary survey of the bridge replacement study area to create a streetscape photolog to be utilized as a planning document.

**Ambush Mine No. 2. Caretta, WV.**

D.D.S. Leasing. Architectural Historian (KCI Technologies). Inventory and evaluation of six historic structures in the former Olga No. 2 Coal Mining Camp for an Addendum Phase I Archaeological Survey, Phase II National Register Assessment.

**Telecommunication Survey. Alderson, WV.**

Terradon Corporation. Architectural Historian (KCI Technologies). Architectural survey to assess the effects of a proposed 300-foot self-supporting tower. Responsibilities included architectural survey and report preparation.

**PA Turnpike Commission.**

Architectural Historian (KCI Technologies). Composed Needs Study Report for a proposed interchange. Responsibilities included field investigation and report composition.

**Recordation and Documentation of Standing Historic Resources, Ocean City, Maryland.**

Architectural Historian (KCI Technologies for Maryland State Highway Administration). . Determination of Eligibility Study for proposed bridge replacement. Responsibilities included an architectural survey and documentation of the Ocean City Survey District. Served as point of contact with the client. Co-composed Determination of Eligibility for proposed replacement or rehabilitation of Bridge No. 2300700, US 50 over Sinepuxent Bay in Ocean City and West Ocean City, MD.

**WV Route 10, Man to Logan, Logan County, WV.**

WV Division of Highways. Architectural Historian (KCI Technologies). Responsibilities included an architectural survey of the Earling Historic District and the writing of an addendum letter for the dissolution of the district.

**SR 2036, Section BS1, Swamp Road Bridge Replacement, Bucks County, PA.**

PENNDOT District 6-0. Architectural Historian (KCI Technologies). Responsibilities included back-



ground research and architectural survey of late eighteenth century properties associated with the Underground Railroad.

**SR 2036, Section BS2, Swamp Road Improvement Project, Bucks County, PA.**

PENNDOT District 6-0. Architectural Historian (KCI Technologies). Responsibilities included an architectural survey of an approximately 5-mile corridor and the completion of a Determination of Eligibility Report and a Determination of Effect Report.

**TRU 534-24.32, Safety Improvement Project, Mesopotamia, Ohio, ODOT, District 4-0.**

Architectural Historian (KCI Technologies). Responsibilities included conducting background research and documenting resources within the Area of Potential Effect for a corridor improvement project. Completed Phase I History/Architecture Report.

**Milton Truck Bypass, Sussex County, Delaware.**

Architectural Historian (KCI Technologies for Delaware Department of Transportation). Responsibilities included survey and documentation of historic structures for a proposed truck bypass route. Researched historic deeds and wrote supplement for management summary.

**SR 3061, Section TLP (Tulpehocken Creek Bridge Replacement), Berks County, PA.**

Architectural Historian (KCI Technologies for PENNDOT District 5-0). Responsibilities included the completion of an Effects Report for the replacement of an NRHP listed bridge.

**SR 0041, Section STY, Corridor Improvement Project, Chester County, PA.**

Architectural Historian (KCI Technologies PENNDOT, District 6-0). Responsibilities included historic survey and eligibility recommendations for historic properties along a 9.6-mile long corridor for proposed improvements and/or bypass of SR 0041 in Chester County, PA.

**SR 0023, Section EIS, Lancaster County, PA.**

Architectural Historian (KCI Technologies for PENNDOT District 8-0). Responsibilities included conducting background research for previously surveyed properties within the study area. As architectural historian, I evaluated and organized Phase I technical files and created inventory of records, assisted in the identification, and evaluation of historic resources, and delineated historic district boundaries. Responsibilities also included presenting information at public meetings, conducting archival research of historic properties, surveying over 1000 resources for historic structures inventory. Responsibilities also included writing the Determination of Eligibility Report and the Historical Context Report for the Environmental Impact Statement.

**SR 0228, Section 290, Criders Corners East, Butler County, PA.**

Architectural Historian (KCI Technologies for PENNDOT District 10-0). Assisted in the identification and evaluation of historic resources for the determination of eligibility report for the Route 228 corridor improvement project. Wrote Determination of Eligibility Report to describe the resources within the project area which were eligible for the National Register of Historic Places. Conducted archival, deed research and architectural survey on approximately 400 resources.

**Cingular Interactive, Woodbridge, NJ.**

Architectural Historian (KCI Technologies). Conducted architectural surveys and completed Section 106 compliance for proposed co-locations of telecommunications towers within the United States.

**Recent Trainings**

Economic Development Finance Professional Certification Program, National Development Co., 2009-2010

Blueprint Community Training, FHLB- Pittsburgh, 2007

Maryland Dept. of Transportation, NEPA Workshop, 2006

The Grant Institute, Grant Writing Workshop, 2005

National Preservation Institute, Historic Structures Report Workshop, 2004

Silverton Historical Society, Shenandoah Dives HAER and Historic Structures Workshop, 2004

National Trust for Historic Preservation, Main Street Basic Training Program, 2004

National Preservation Institute, Section 106 Course, 2001

Colorado Preservation Institute, Historic Masonry, 1999

**Publications**

"Finding Fairmont's History" Oral History Podcast and Walking Tour, Fairmont, WV, 2009-2011

"Continuity and Change: The Evolving Rural Landscape of Eastern Lancaster County" co-author, presented at the Vernacular Architecture Forum Harrisburg, Penn. May 2004

"The Johnson Milk House" contributor, Fort Collins, Colorado May 2001

EDUCATION

▪ **Colorado State University - Ft. Collins, Colorado**

- **Masters of Public History with Concentration in Historic Preservation**

January 1999 - May 2001

▪ **Binghamton University - Binghamton, New York**

- **Bachelor of Arts in History**

September 1996 - May 1998

▪ **Dutchess County Comm. College - Poughkeepsie, New York**

- **Associates of Humanities and Social Sciences**

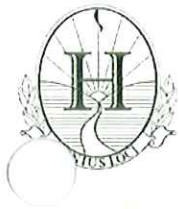
July 1994 - May 1996

CERTIFICATE

**Additional**

- Economic Development Finance Professional Certification Program, National Development Co., 2009-2010





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

## Our Core Values

- Environmental Stewardship
- Ethics
- Personalized Attention
- Genius Loci or
- "Spirit of Place"
- Sustained Quality Throughout
- Respect

## Who We Are:

### Our Mission

To provide professional land planning and design consulting services for our clients and the users of our built and natural environment in order to create an enhanced quality of life through projects that reflect our core values.

### Our Origins

Principal Gabe Hays founded the firm in 1997 in his home town of St. Clairsville, Ohio. The quaint town, Main Street appeal and ability to serve the tri-state area led the Hays LAS firm to working within a niche market of rural and small community of clients with unique needs.

Services ranging from project conceptualization to construction documentation grew the firm's client base.



Today, Hays LAS accommodates a diverse capacity of work from master planning to construction documents for multi-million dollar projects across the country.

Founding principles of responsiveness, communication and teamwork provide a framework for Hays' success. The studio's atmosphere and the premier professional relationships augment the high quality achieved on projects.





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.



## WM. GABRIEL HAYS, ASLA

Hays Landscape Architectural Studio, Ltd.

**POSITION** Principal (1997-Present)

**EDUCATION** Bachelor of Science in Landscape Architecture, The Ohio State University, 1994

**REGISTRATION** Registered Professional Landscape Architect, Ohio #897, West Virginia #261, Pennsylvania #LA001738

### ORGANIZATIONS

- American Society of Landscape Architects (ASLA), 1992-Present
- Downtown Ohio, Inc./Heritage Ohio Member, 1998-Present
- National Road Alliance, Inc., Board of Directors, 2000-2005, ex-officio 2005 to Present
- Ohio Public Works, District 18 Natural Resource Assistance Council, Secretary, 2001-Present
- St. Clairsville Revitalization Task Force Member, 2005-Present
- Wheeling Symphony, Board of Directors, 2006-Present

### SPEAKING ENGAGEMENTS

- "Mother Earth News Green Home at Seven Springs Project Overview," Seven Springs 1<sup>st</sup> Annual Mother Earth News Fair, September, 2010
- "Landscape Architecture of the Country Place Era Estates, 1890-1933" Stan Hewett Symposium, October 17, 2008.
- "Comparison of English & French Landscape Design Styles 1600-1900" Flushing Garden Club 75th Anniversary, Flushing, OH, April, 2007
- "Board Development & Revenue Master Planning," Mountwood Park Board Retreat, Waverly, WV, March 10 & 11, 2007
- "History of Landscape Architecture in the Ohio Valley" WVLY AM Radio, February 20, 2007.
- "Point Marion, PA Community Design Team Visit" sponsored by WVU, March, 2006.
- "Cultural Landscapes: Scenic Byways and the Historic National Road," Restoration and Renovation Conference, Cleveland, OH, 2002.
- "Avoiding Cookie Cutter Streetscape Designs," at Ohio Historical Society/Downtown Ohio, Inc., Conference, May 18, 2000 and Preservation Alliance of West Virginia, in Shepherdstown, WV, September 10, 2006.
- "National Road Scenic Byway & Historic Preservation," at Ohio Univ. Eastern, OUE Today radio program, September, 2000.





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

## PUBLICATIONS

"Site Recycling for Public Enjoyment," in Discover Downtown:  
*Ohio's Reference Guide to Downtown Revitalization*, 2002.

## CONTINUING EDUCATION

101 Green Roof Design: Introductory Training  
201 Green Roof Design: Infrastructure-Design and Instruction  
301 Green Wall Design

## AWARDS

Project B.E.S.T. Award for Wheeling Heritage Port Phase III -  
December 6, 2006.

Project B.E.S.T. Award Grand Vue Aquatic Center & Marshall County  
Courthouse- December 2010.

Community Service Award: "For outstanding dedication to the  
community of The City of St. Clairsville...An innovative and  
beautiful design for the Memorial Park Playground that provides a  
place for all our community's children to play." October, 10 2007

## EXPERIENCE

Gabe Hays has accumulated a broad, diverse range of professional  
experiences in landscape architecture. Project involvement in over  
twelve states has included a variety of planning and design  
experiences at some of the finest botanical gardens, arboretums,  
and private estates in the nation.

In addition, he has been involved in the planning and design for  
scenic byways, streetscapes, historical sites, campuses, community  
parks, military family housing, and various residential projects.  
Furthermore, experiences at Redwood National Park, The Ohio  
State University Horticulture Department, and The Ohio State  
University Engineer's Office have also added to his diverse  
background.

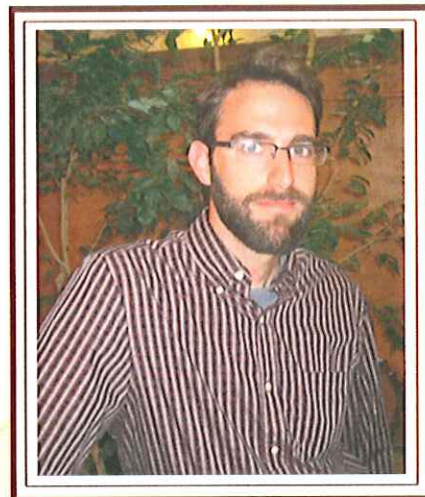
Hays earned top honors in the academic realm. After completion  
of his undergraduate program, he participated in studies abroad.  
Hays also served as an adjunct faculty member at Belmont  
Technical College's Building Preservation and Restoration Program  
teaching a landscape history/preservation class and architectural  
drafting.





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.



## PHILIP T. COLE

Hays Landscape Architectural Studio, Ltd.

### POSITION

Graduate Landscape Architect,  
Project Manager (2006-present)

### EDUCATION

West Virginia University, Bachelor of Landscape  
Architecture, Minor in Geography, 2005

### ORGANIZATIONS

- Appalachian Trail Conservancy Member (2009-present)
- Vice President of the St. Clairsville Architectural Review Board (2007-present)
- Co-chair design committee for the St. Clairsville Revitalization Task Force (2007 to present)
- Treasurer of the St. Clairsville Revitalization Task Force Committee (2006 to 08)
- Member of the "Build, Live, Green" Networking forum (2008-present)
- St. Clairsville Rotary International (2007 to 2009)
- Community Design Team, Point Marion, PA (2006)
- Greene County Economic Development Steering Committee (2005-06)
- Student Society of Landscape Architects (SSLA)
- Treasurer of the Sigma Lambda Alpha Landscape Architecture Honor Society (Alpha Beta Chapter) (2004-05)
- Adopt-A-Highway Pennsylvania Chapter (2005- present)

### SPEAKING

#### ENGAGEMENTS

"Outdoor Classrooms," Bridgeport High School, February 16, 2007

### ARTICLES

- "The Science of Salt" *The Intelligencer*, Feb.10 2010
- "Community Gardens," *The Intelligencer*, Sept. 30, 2009
- "The Greening of Our Brownfields," *The Intelligencer*, May 5, 2009
- "Know Your Plants Worst Enemies," *The Intelligencer*, Sept.10 2008

### EXPERIENCE

Beyond site design services, Mr. Cole's work at Hays LAS includes project management and construction administration. Specific projects including: Wheeling Heritage Port Phase III, Grand Vue Family Fun Center, Wheeling Island Hotel Casino and Racetrack, Seven Springs Resort Spa, Logan Plaza, Willow Glen Historic Gardens, Valley Hospice Memorial Garden, St. Clairsville Park and Hays LAS residential clients.

He offers exceptional skills in conveying ideas with hand rendered and digital graphics varying from simple design concepts to presentation perspectives and master plans.

### CONTINUING EDUCATION

History of Architecture: Civil War to Present, Belmont Technical College, 08

### AWARDS

Project B.E.S.T. Award for Grand Vue Aquatic Center- December, 2010.





**Allegheny**  
**Design Services**

*Structural & MEP Engineering*

102 Leeway Street

Morgantown, WV 26505

Phone: (304)599-0771

Fax: (304)599-0772

E-mail: [Dave@AlleghenyDesign.com](mailto:Dave@AlleghenyDesign.com)

Web: [www.AlleghenyDesign.com](http://www.AlleghenyDesign.com)

## **KEY PERSONNEL**

### **David R. Simpson, P.E., SECB, MBA, President**

West Virginia Institute of Technology, BSCE

West Virginia University, MBA

Structural Engineering Certification Board

P.E. Licenses in the following States:

West Virginia

Pennsylvania

Maryland

Virginia

District of Columbia

National Council of Examiners for Engineering and Surveying

### **Michael L. Sipe, E.I., Engineering Intern**

West Virginia Institute of Technology, BS Mechanical Engineering

West Virginia University

Structural Analysis

Steel Design

Reinforced Concrete Design

### **Jason D. Robinson, E.I., Engineering Intern**

West Virginia University, BS Civil Engineering



# Allegheny Design Services

*Structural & MEP Engineering*

102 Leeway Street  
Morgantown, WV 26505

Phone: (304)599-0771

Fax: (304)599-0772

E-Mail: [Dave@AlleghenyDesign.com](mailto:Dave@AlleghenyDesign.com)

Web: [www.AlleghenyDesign.com](http://www.AlleghenyDesign.com)

**David R. Simpson, P.E., SECB, MBA**  
**President**

## **Education:**

West Virginia Institute of Technology  
B.S. Civil Engineering

West Virginia University  
Masters Business Administration

West Virginia State College  
Architectural Technology

## **Professional Registrations:**

Year first registered: 1984  
Structural Engineering Certification Board  
West Virginia  
Pennsylvania  
Maryland  
Virginia  
District of Columbia  
South Carolina  
Ohio  
National Council of Examiners for Engineering and Surveying

## **Professional Memberships:**

American Society of Civil Engineers  
Structural Engineering Institute, Charter Member  
American Concrete Institute  
American Institute of Architects – West Virginia Chapter  
American Institute of Steel Construction, Inc.  
American Iron and Steel Institute Member

## **Continuing Education:**

2005 AISC Specification for Structural Steel Buildings – September 27, 2006 – Pittsburgh, PA  
ASCE Testifying Skills for Engineers – February 16, 2007 – Orlando, FL  
Peter Vallas Associates, Inc. "Fire Investigation Certification" – July 16, 2010 – Ft. Lauderdale, FL

## **Professional Experience:**

Responsible for project management and design at Allegheny Design Services. Experience includes over 30 years in structural design and project management for industrial, commercial, institutional, and nuclear/chemical facilities utilizing steel, concrete, masonry, and wood. Past accomplishments include design and construction administration of health care facilities, hotels, schools, shopping centers, aircraft hangars, numerous retail facilities, and numerous forensic engineering assignments. Experience has been obtained from the following assignments:



## Experience Record:

Allegheny Design Services, LLC, President,	May 2002 to Present
R.M. Gensert and Associates, Vice President,	August 1998 to May 2002
West Virginia University, Assoc. Director Construction	August 1988 to August 1998
Simpson Engineering, Owner	August 1988 to August 1998
CECO Buildings Division, Senior Structural Engineer	April 1985 to August 1988
Rockwell International, Facility Structural Engineer	March 1982 to April 1985
Bellard Ladner & Assoc., Staff Structural Engineer	Sept. 1981 to March 1982
PPG Industries, Facility Structural Engineer	January 1980 to Sept. 1981

## Additional Professional Experience:

Experience encompasses design, project management, and construction administration for reinforced concrete, structural steel, precast concrete, masonry, and wood structures.

Project experience includes:

Fairmont Senior High School, Fairmont, WV  
Belmont Community Center, St. Clairsville, OH  
Monongalia General Hospital Operating Room Addition, Morgantown, WV  
Chestnut Ridge Church, Morgantown, WV  
Morgantown Event and Conference Center, Morgantown, WV  
Allegheny Energy Transmission Center, Fairmont WV  
West Virginia University Business and Economics Building, Morgantown, WV  
West Virginia University High Density Book Storage Facility, Morgantown, WV  
West Virginia University Life Sciences Building, Morgantown, WV  
West Virginia University Student Recreation Center, Morgantown, WV  
West Virginia University Wise Library Addition, Morgantown, WV  
West Virginia University White Hall Computer Center, Morgantown, WV  
UPMC Hillman Cancer Center, Pittsburgh, PA  
Carnegie Museum of Natural History Addition, Pittsburgh, PA  
Cultural Trust District Parking Garage, Pittsburgh, PA  
Delaware Valley Veterans' Home, Philadelphia, PA  
Fairmont State University Parking Garage, Fairmont, WV  
First Avenue Parking Garage, Pittsburgh, PA  
Hillman Cancer Center (UPMC), Pittsburgh, PA  
New Enterprise Precast Corporate Headquarters, New Enterprise, PA  
Respironics Corporate Office Facility, Pittsburgh, PA  
International Brotherhood of Electrical Workers Headquarters Training Center, Pittsburgh, PA  
Laurel Highlands Middle School Addition, Uniontown, PA  
Trinity High School, Morgantown, WV  
Mylan Pharmaceuticals Parking Garage, Morgantown, WV  
Phipps Conservatory Addition, Pittsburgh, PA  
Radisson Hotel and Conference Center, Morgantown, WV  
Western Pennsylvania School for Blind Children, Pittsburgh, PA  
In-Situ Vitrification Nuclear Waste Encapsulation Project, Richland, WA  
Dominion Transmission Office Building, Clarksburg, WV  
Multiple structural evaluations and expert witness for structural damage due to subsurface mining subsidence, floods, ice, wind and construction errors  
Over 400 low-rise metal building projects from Maine to South Carolina, including warehouses, aircraft hangar facilities, shopping centers, industrial facilities, and office facilities.



102 Leeway Street  
Morgantown, WV 26505  
Phone: (304)599-0771  
Fax: (304)599-0772

E-mail: [Mike@AlleghenyDesign.com](mailto:Mike@AlleghenyDesign.com)  
Web: [www.AlleghenyDesign.com](http://www.AlleghenyDesign.com)

## **Michael L. Sipe, E.I. Engineering Intern**

### **Education:**

West Virginia University Institute of Technology  
B.S. Mechanical Engineering  
Minor: Mathematics

### **Awards/Achievements/Organizations:**

Deans List, last 4 completed semesters  
Member of Pi Tau Sigma  
Member of AISC  
Associate Member of ASCE

### **Professional Registrations:**

West Virginia, Engineering Intern License # 8519

### **Professional Experience:**

Responsibilities include structural engineering design, construction documents, quality control, field engineering and project engineering.

#### **Experience record:**

Allegheny Energy, Fairmont, WV  
Cutlip Christie Office Complex, Clarksburg, WV  
Dominion Exploration Addition, Jane Lew, WV  
Fairmont State University Smoke Vents, Fairmont, WV  
Finite Element Analysis of Various Material Handling Structures  
Gassaway Bank, Flatwoods, WV  
Glenmark Office Building, Morgantown, WV  
Greer Limestone Conveyor Structure Renovations, Morgantown, WV  
GSA Sabraton (USDA), Morgantown, WV  
Morgantown Event Center, Morgantown, WV  
Pressley Ridge School Residence Hall & Dining Facilities, Clarksburg, WV  
Proplex Athletic Training Facility, Morgantown, WV  
Waterfront Marina, Morgantown, WV  
West Milford Elementary School Classroom Addition, West Milford, WV  
WVU Downtown Student Housing, Morgantown, WV  
WVU Puskar Academic Center, Morgantown, WV

### **Courses and Continuing Education:**

WVU - Structural Analysis I, Spring 2006  
WVU - Steel Design, Fall 2006  
WVU - Reinforced Concrete Design, Spring 2007  
AISC - Design Steel Your Way with the 2005 AISC Specification - September 27, 2006  
ASCE - Steel Framed Buildings - May 11, 2007  
AISC - Façade Attachments to Steel Frames - September 20, 2007  
ASCE - Reinforced Masonry: Design and Construction - November 8, 2007  
Lincoln Electric Company - Blodgett's Welding Design Seminar - June 17-20, 2008  
ASCE - Earth Retaining Structures, Selection, Design, Construction and Inspection - October 22-23, 2009





# **Allegheny**

## **Design Services**

*Structural & MEP Engineering*

102 Leeway Street  
Morgantown, WV 26505

Phone: (304)599-0771

Fax: (304)599-0772

E-mail: [Jason@AlleghenyDesign.com](mailto:Jason@AlleghenyDesign.com)

Web: [www.AlleghenyDesign.com](http://www.AlleghenyDesign.com)

## **Jason D. Robinson, E.I.**

### **Engineering Intern**

#### **Education:**

West Virginia University  
B.S. Civil Engineering

#### **Awards/Achievements/Organizations:**

Dean's List  
Member of AISC  
Associate Member of ASCE

#### **Professional Registrations:**

West Virginia, Engineering Intern License #8699

#### **Professional Experience:**

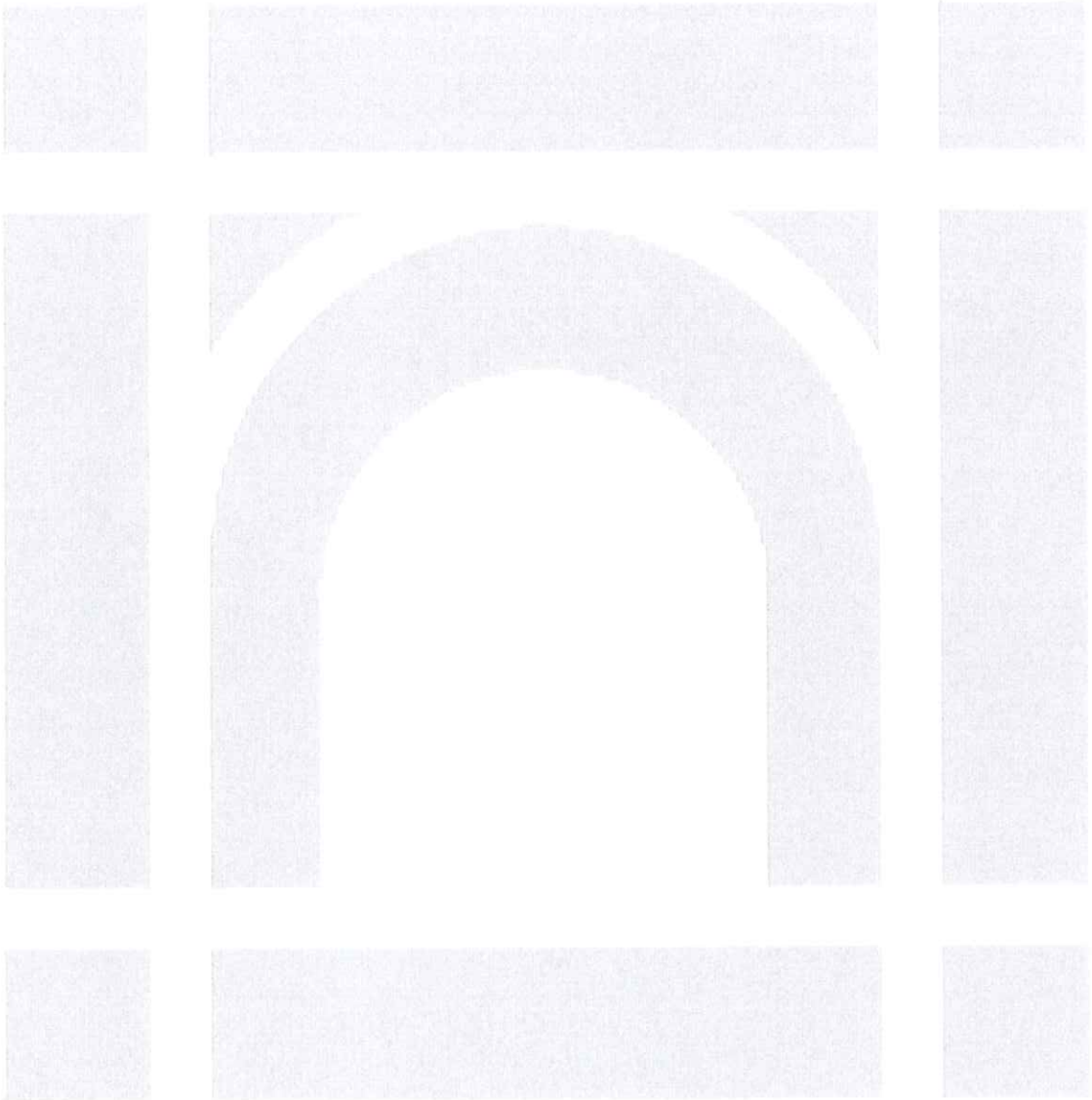
Responsibilities include structural engineering design, construction documents, quality control and field engineering.

##### **Experience record:**

Bridgeport Public Safety Substation, Bridgeport, WV  
Canaan Valley Institute, Davis, WV  
Fairmont AFRC, Fairmont, WV  
Gabriel Brothers Renovation, Clarksburg, WV  
Genesis Youth Crisis Center, Clarksburg, WV  
Goshen Baptist Church, Morgantown, WV  
GSA DOE, Morgantown, WV  
Mylan Upper Warehouse to Labs, Morgantown, WV  
The Dayton, Morgantown, WV  
The View at the Park Phase 2, Morgantown, WV  
WVU Child Development, Morgantown, WV  
White Oaks Progress Center, Bridgeport, WV

#### **Courses and Continuing Education:**

WVU Steel Design – Fall 2007  
AISC - Façade Attachments to Steel Frames - September 20, 2007  
ASCE - Reinforced Masonry: Design and Construction - November 8, 2007  
TSN - Cold-Formed Steel Seminar – Load Bearing and Curtain Wall Systems - December 4, 2008  
Lincoln Electric Co. - Blodgett's Welding Design Seminar - October 13-16, 2009



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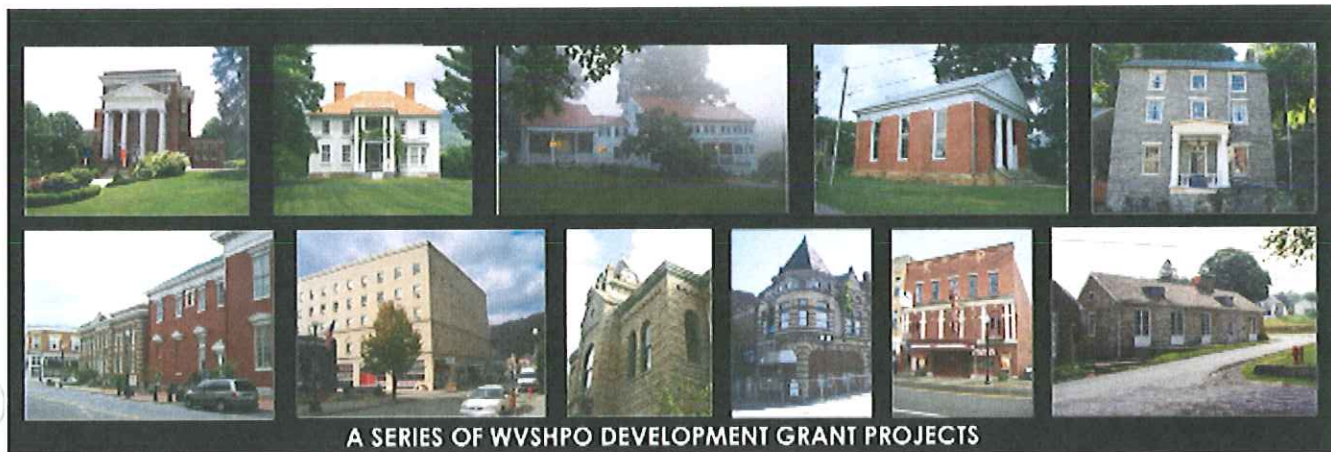
### TAB 3- Project Experience

Since 2006 the Mills Group has been awarded an annually competed contract with the West Virginia State Historic Preservation Office to provide technical assistance and grant monitoring for a range of projects ranging in construction value from \$5,000-\$350,000. The scope of the grant projects range from masonry and window restoration to roof and exterior millwork rehabilitation. The clients range from the homeowner with no construction background to facility maintenance directors with forty years of experience.

This contract is managed and executed by the firm's managing principal, Michael Mills, because of his desire to interact with the range of clients across the state with a variety of project needs. Such a contract is a challenge because of the multiple variables, yet is a joy to aid in the execution of small projects that form the basis of the State's cultural resources.

Since the summer of 2007, the Mills Group has been the architect of choice for the Preston County Commission. The first project was the renovation of a historic structure that once housed the Kingwood City Hall and Fire Company into the County Commission's Public Meeting room and secure storage for the County's voting machines. The second project was the replacement of an EPDM roof on the Commission's Office/Administration building. The third project was the development of construction documents for a 7,000 sq. ft. 911 Call Center and Office of Emergency Management with a full consultant team and site development; the follow up project was the full master plan of the 220 acre County Farm. Soon after, the firm designed a storage building as an annex to the 911/OEM facility. In the summer of 2009, the firm was hired to complete a master plan for the Preston County Sheriff's Facility that involved programmatic and existing condition assessments along with site planning and the development of a phased conceptual plan. The execution of this master plan led to the successful funding of the first phase of the master plan; the firm's consulting for the construction documents of this phase is pending. The most recent project for the Commission is the design of a storage facility and site design for a fire fighter's burn building on the County Farm site.

TAB 3- Experience



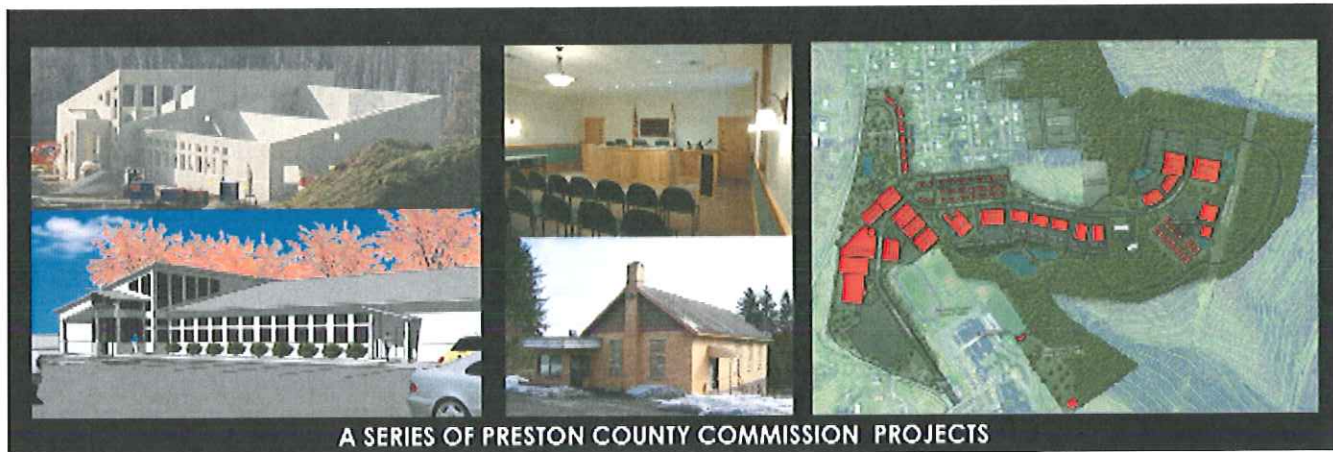




The aforementioned projects are just examples showing how the firm has sprung from its beginnings less than five years ago with a full range of projects; 60-70% of the firm's revenues come from repeat clients. The importance of term contracts and repeat clients was ingrained as a foundation of a professional practice in Mr. Mills' past experience with two of the nation's leading architecture and engineering firms. As an owner, Mr. Mills has experience as a consultant that has delivered and followed through on project scopes with professionalism and competency.

Experience as an owner:

The Mills Group is currently under contract to the West Virginia Division of Culture and



History to monitor the 2007, 2008, 2009, 2010 and 2011 grants; this work has resulted in measurable success. While at the Vandalia Heritage Foundation, Mr. Mills personally administered the architectural review for a Neighborhood Enhancement Grant program which followed strict federal guidelines including the Secretary of the Interior's Standards.

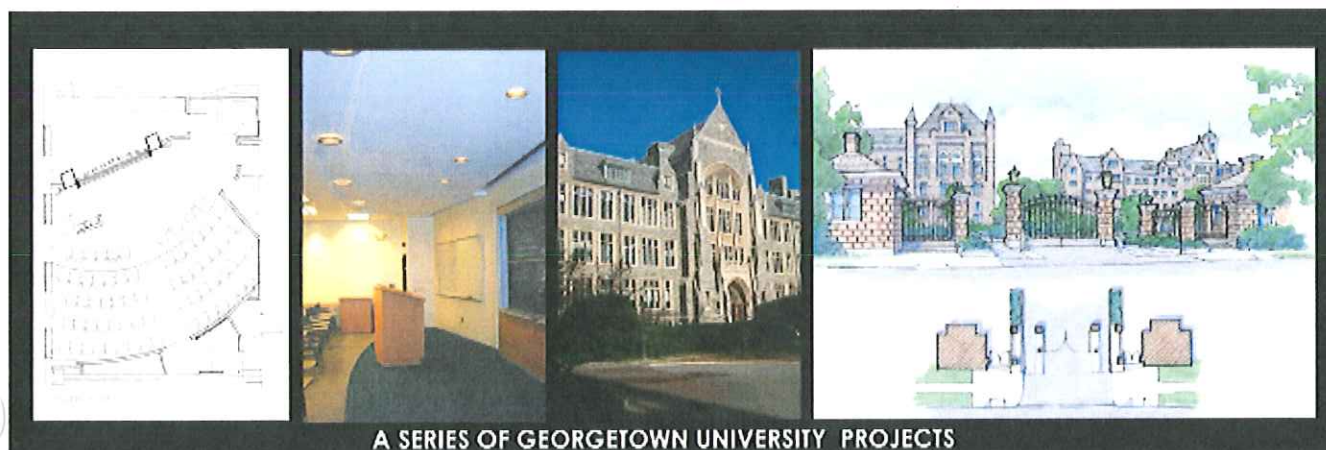


In general, as the Director of Historic Preservation at the Vandalia Heritage Foundation he performed the following tasks that directly relate to the expectations of the consultant that is to be hired:

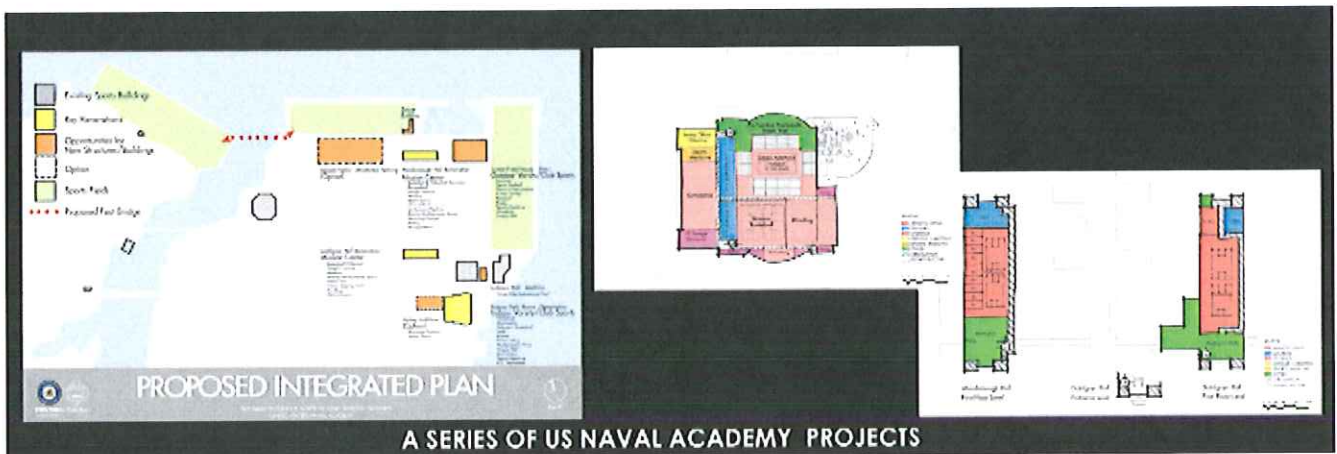
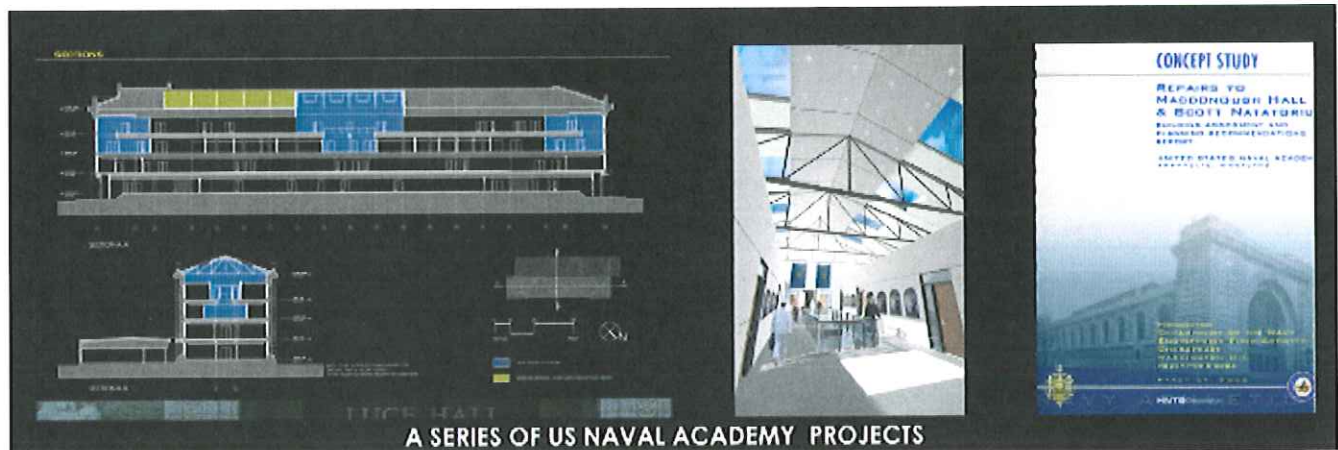
- Managed all details involving programming, building design, and preservation for a non-profit organization with a mission of economic revitalization through historic preservation.
- Oversaw architectural planning and construction related to the organization's real estate holdings which included over fifteen historic structures ranging from hotels to houses.
- Led construction administration on the organization's projects to ensure that builders were in compliance with documentation as well as all local and national codes.
- Managed preventative and cyclical maintenance from the organization's real estate portfolio.
- Provided technical architectural and preservation assistance to clients of North Central West Virginia.
- Facilitated public outreach through lectures, workshops, an in house Preservation Resource Center, and personal one-on-one guidance by appointment.
- Ensured compliance with local, state, and federal regulations as well as the Secretary of the Interior's Guidelines.
- Point person with the State Historical Preservation Office for all projects and programs.
- Developed project scopes of works as well as RFPs and RFQs for both A/E and contractor procurements.
- Selected, oversaw, and managed A/E consultant teams.

While with Einhorn Yaffee Prescott, Mr. Mills managed small scale design projects for Georgetown University over his five years at the firm. The projects included the New South Classroom, Walsh 495 Class-

TAB 3- Experience



room, Henle Village Student Housing Renovation, and the Main Gates. During his tenure with nationally recognized architecture and engineering firm HNTB, Mr. Mills managed small scale design projects for The United States Naval Academy. The projects included MacDonough Hall and its Campus Integration Plan.





Appendix: Project Sheets

# ARCHITECTURE PLANNING PRESERVATION

RESIDENTIAL ■ COMMERCIAL ■ PUBLIC



Client: **Mountain Partners in  
Community  
Development &  
Randolph County  
Housing Authority**

Service: **Feasibility Study,  
Redevelopment  
Concept Plan &  
Construction Documents**



**MILLS GROUP, LLC**  
ARCHITECTURE ■ PLANNING ■ PRESERVATION

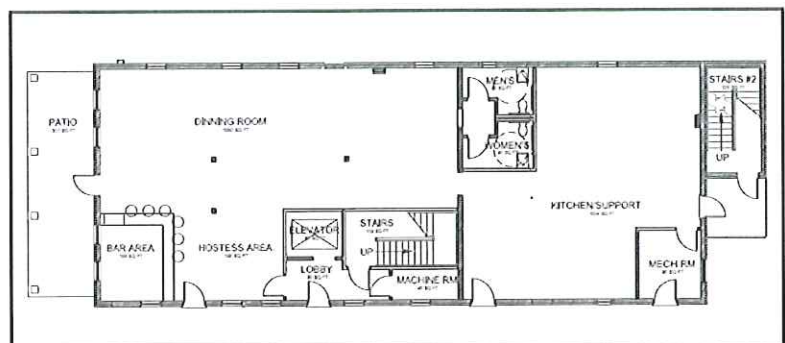
## Delmonte Hotel Elkins, WV

The Mills Group was contracted by Mountain Partners in Community Development to survey the Delmonte Hotel on Railroad Ave. in Elkins for the concept design and adaptive reuse of the structure. Built in 1899, and modified in 1906, The Delmonte was central to Elkins' railroad industry. Rail workers, passengers, and locals could all be found in the first floor restaurant.

When Mountain Partners purchased the building in 1998, it had suffered from years of neglect making it unsafe and at risk to major deterioration. The building assessment and redevelopment concept plan utilized the first floor of the building as a restaurant and the upper levels as office space.

Retaining the Delmonte's historical integrity was a key motivator in this design. The sensitive use of space and architectural elements such as door hardware and wood windows and moldings maintained its sense of place in history while it was adapted to a modern use.

The firm has executed construction documents for the buildings current owner, the Randolph County Housing Authority. The scope involved the complete exterior restoration, including masonry, wood windows, exterior doors, millwork, and ADA access.

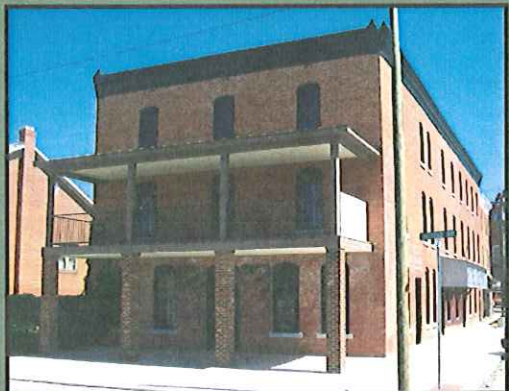


*"Designing on the principles of the past and preserving for the future."*



ARCHITECTURE  
PLANNING  
PRESERVATION

RESIDENTIAL ■ COMMERCIAL ■ PUBLIC



# Delmonte Hotel

Elkins, WV

**Project Categories:**

Office Building, Exterior Façade  
Repair, Building Renovation

**Name of Project Owner:**

Randolph County Housing Authority  
P.O. Box 1579  
Elkins, WV 26241-1579  
304-636-6495

**Name of Owners Project  
Manager:**

Dave Clark  
P.O. Box 1579  
Elkins, WV 26241-1579  
304-636-6495

**Name of Prime General  
Contractor:**

Past Respects  
821 Johnson Creek Road  
Walton, WV 25286  
304-577-6217

**Contract Information:**

The study of the project was completed September 1, 2006 and the exterior restoration was completed December 2009.

**Cost:**

\$

**Project Success Story:**

On the exterior, all of the original wood windows were completely restored to working order, the entire exterior was cleaned and repointed, and all of the trim work was cleaned and painted, retaining the Delmonte's rich historical integrity.



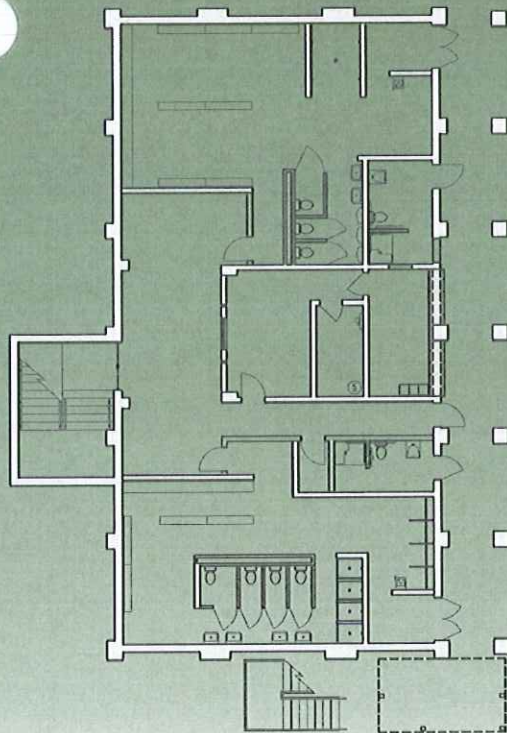
# ARCHITECTURE PLANNING PRESERVATION

RESIDENTIAL ■ COMMERCIAL ■ PUBLIC



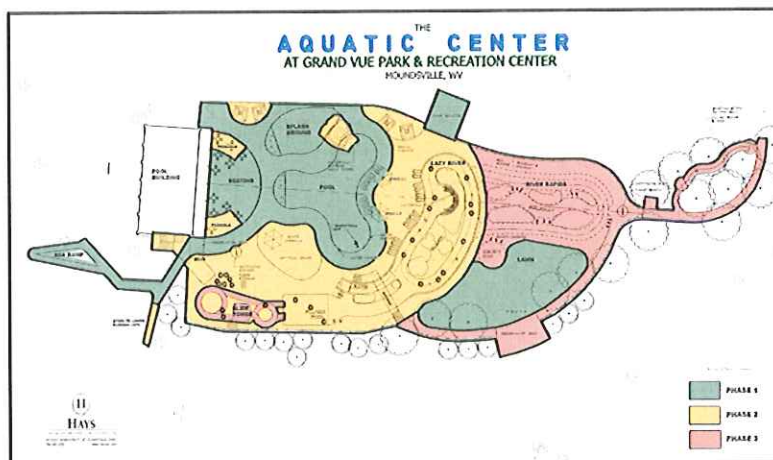
Client: **Marshall County  
Commission &  
Grand Vue Park**

Service: **Building Renovation &  
Construction Admin**



## Grand Vue Park Moundsville, WV

The Mills Group developed renovation plans for the existing pool house building and filter building that where built in the 1970's. There was also need for a new building that would house the first aid station and ticketing office. The plans consisted of a new restaurant kitchen and dining area, an ADA rest-room, update of existing restrooms, and extending the existing back deck on the second floor that would over look the new pool area. The renovation plans also included two ADA family restrooms, updating all existing restrooms, and new locker-room layouts on the first floor. The filter building had a second floor added for additional storage and access into the new filtration system for the pool. The Mills Group's main goal throughout the project was to make sure the additions and new buildings were in context with the other park buildings.





**ARCHITECTURE  
PLANNING  
PRESERVATION**

RESIDENTIAL ■ COMMERCIAL ■ PUBLIC



**Project Categories:**

New Construction, Dining Facility,  
Building Renovations, Additions

**Name of Project Owner:**

Marshall County Commission  
PO Drawer B  
Moundsville, WV 26041  
304-329-1805

**Name of Owners Project  
Manager:**

Craig White, GVPRC  
RR# 5 Box 16A  
Moundsville, WV 26041  
304-845-9810

**Name of Prime General  
Contractor:**

John Russell  
629 North 6th Street  
PO Box 1443  
Steubenville, OH 43952

**Contract Information:**

The project construction was  
completed May 2010

**Cost:**

\$2,000,000

**Project Success Story:**

The entire aquatic center complex was shut down for one year due to pool maintenance and operation issues. With new facilities to open the season, including a new pool and pool center, the visitors can enjoy the full services of the region's only aquatic center. Additionally, the aquatic center will be financially sustainable, and funds will no longer be relied upon by the county commission.



## RESIDENTIAL ■ COMMERCIAL ■ PUBLIC



Service: **Construction  
Documentation &  
Observation**



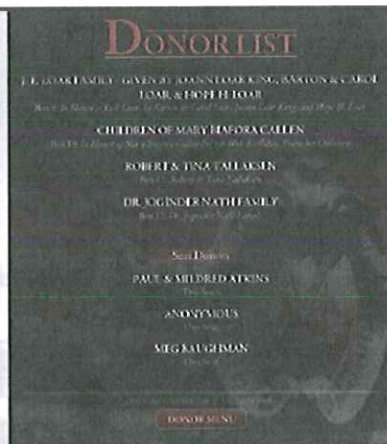
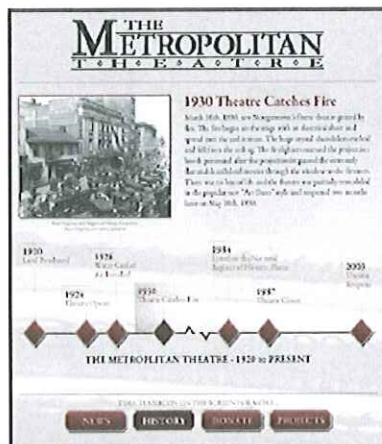
**MILLS GROUP, LLC**  
ARCHITECTURE ■ PLANNING ■ PRESERVATION

**Metropolitan Theatre**  
Morgantown, WV

The Mills Group acted as associate architects to David Kemnitzer, AIA of Shepherdstown on the step-by-step rehabilitation of Morgantown's historic Metropolitan Theatre. The project paired architects with multiple organizations to accomplish an array of tasks. The challenge was coordinating disparate entities to deal with technical, preservation, life safety and code issues in an operational performing arts facilities.

Completed tasks to date include a donor board and a marquee. The architects partnered with Wagner Sign Company to research the building's original 1923 marquee and custom-build the piece. Also, new doors have been installed; plaster restoration and back stage renovations have been undertaken during the summer and fall of 2009. This portion of the project required extensive historic due diligence. Architects and restorers paid much attention to remaining plaster details as well as researched historic photos and investigated the historic plaster's makeup. A historically appropriate paint scheme has been added in summer 2010 and truly brings the theater back to its original splendor and glory.

The completed project will present a rejuvenated venue for Morgantown's cultural events.



*"Designing on the principles of the past and preserving for the future."*



ARCHITECTURE  
PLANNING  
PRESERVATION

RESIDENTIAL ■ COMMERCIAL ■ PUBLIC



# Metropolitan Theatre

Morgantown, WV

**Project Categories:**

Exterior Facade Repair, Building  
Renovations

**Name of Project Owner:**

City of Morgantown, Metropolitan  
Theatre Commission  
389 Spruce Street  
Morgantown, WV 26505  
304-284-7412

**Name of Owners Project  
Manager:**

Trevor Lloyd  
389 Spruce Street  
Morgantown, WV 26505  
304-284-7412

**Name of Prime General  
Contractor:**

Veritas Contracting  
1233 Pineview Drive  
Morgantown, WV  
304-598-2285

**Contract Information:**

Construction completed April 2010

**Cost:**

\$2,5000,000

**Project Success Story:**

After extensive historic research, plans were developed to return the Theatre to its original, beautiful, prominence. Every surface has been primed and painted to its original paint color.

## PROJECT: DETAILED FACILITY EVALUATION

OWNER: SALEM INTERNATIONAL UNIVERSITY, SALEM, WV



Miller Engineering Inc.  
Professional Design Services

### MEP TECHNICAL HIGHLIGHTS:

**Total Project Budget:**

*\$6.5M (estimated cost of recommendations)*

**MEP Budget:**

*\$2.1M (estimated cost of recommendations)*

**Facility Area Evaluated:**

*138,000ft<sup>2</sup>*

**Services Provided:**

*Evaluation of Mechanical,  
Electrical, Plumbing,  
Elevators, Fire Protection*

**Project Status:**

*Design Documents  
100% Complete*

**Project Completion Date:**

*Phase I: May 2005  
Phase II: to be  
determined*

The Project includes a highly detailed evaluation of the condition, maintenance status, and the remaining life cycle of MEP systems serving the University. In two of the dormitory buildings, a serious electrical over-current condition was discovered dating back to an apparent original design/drafting error in 1970.



### PROJECT DESCRIPTION:

The Phase I evaluation was a detailed look at the overall condition of 3 building's systems, code or standard violations, energy efficiency, and recommendations to repair or replace the systems. An estimate of the cost to repair or replace each system was prepared. The scope included review of all mechanical, electrical, plumbing, HVAC control, elevators, and life safety systems in two dormitories and the athletic facility on the Campus. MEI performed intensive reviews of the existing systems, discussions with maintenance personnel and administrators, reviews of utility bills, and a room by room review of each facility. The resulting report detailed recommendations in three areas: immediate correction code & life safety concerns), short term (2-3 years, impending equipment failure, energy savings) and long term (3 + years, long term concerns). Phase II will complete the evaluation of the rest of the campus.

**REFERENCE:**

Deb Yoder, Dir. Facilities  
Salem International University  
Salem, WV 26426  
304-782-5341



## PROJECT: WVU CRRB 7<sup>TH</sup> FLOOR RENOVATION

OWNER: WEST VIRGINIA UNIVERSITY, MORGANTOWN, WV



Miller Engineering Inc.  
Professional Design Services

### MEP TECHNICAL HIGHLIGHTS:

Total Project Budget:  
*\$410K*

MEP Budget:  
*\$85K (est.)*

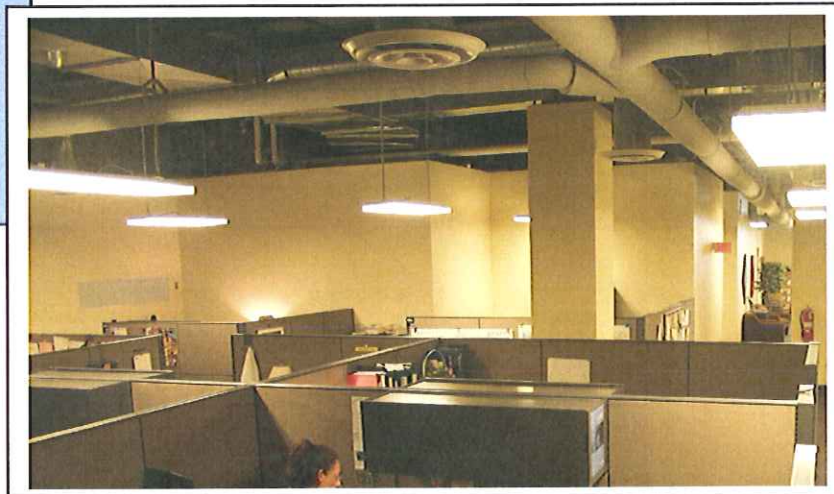
Facility Area:  
*5,700 ft<sup>2</sup>*

Services Provided:  
*Mechanical, Electrical,  
Plumbing, Fire Protection*

Project Status:  
*Design 100% Complete*

Project Completion Date:  
*March 2005*

The Project required the installation of a new HVAC system to serve the 7th top floor retrofit of an existing area previously used for storage. A new air system was installed in the rooftop penthouse incorporating a rooftop condenser and re-piping the existing building hot water system for heating. Electrical and plumbing systems were developed to support the retrofit. The air system incorporates enthalpy-based outside air economizer and CO<sub>2</sub> control of ventilation for increased energy efficiency. The ductwork design was complicated by only two structurally possible air handling unit locations.



*Photo Courtesy of ALPHA Associates*

### PROJECT DESCRIPTION:

The retrofit of approximately 5700 ft<sup>2</sup> of previous storage space into usable office/conference space was successfully achieved. The Owner wanted a "warehouse look" utilizing exposed overhead mechanical. The MEP systems had to be aesthetically and architecturally appropriate while working around existing building systems such as existing roof drain leaders within the space. The existing systems were to be reused as much as possible to help control project costs. A full restroom and kitchen area was developed to meet the needs of the occupants. Extensive detailing of system components and aggressive Construction Administration resulted in a highly successful project.

### REFERENCE:

Bob Merow, WVU Facilities Management, PDC  
979 Rawley Lane  
Morgantown, West Virginia 26506  
304-293-2875



**PROJECT: WVU JACKSONS MILL POOL REPL.**  
**OWNER: WEST VIRGINIA UNIVERSITY, MORGANTOWN, WV**



**Miller Engineering Inc.**  
Professional Design Services

**MEP TECHNICAL HIGHLIGHTS:**

Total Project Budget:  
*\$720K*

MEP Budget:  
*\$260K*

Facility Area:  
*12,800 ft<sup>2</sup>*

Services Provided:  
*Mechanical, Electrical,  
Plumbing, Pool Systems*

Project Status:  
*Completed*

Project Completion Date:  
*March 2004*

The Project included design of new piping, gutter, and surge tank systems for the new 155,000 gallon pool basin. The design had to incorporate an existing a five year old high rate sand filtration system. The existing chemical feed system was updated and reused, both at significant cost savings to the Owner. The new pool lighting had to be aesthetically pleasing and accommodate both swimming and deck activities.



*Photos Courtesy of ALPHA Associates*

**PROJECT DESCRIPTION:**

The previous Jackson's Mill pool had exceeded its operational life and was losing 10 – 12 inches of treated water per day. MEI and Alpha Associates designed a replacement which met the operational requirements of the state 4 H camp and its unique pool use. The pool has a unique ratio of wading to diving square footage as the Owner wanted the pool to have a large 4' deep area for camper activities. This presented challenges for the MEP systems to insure that the entire body of water would be re-circulated without the use of in floor piping and inlets, which can be subject to freeze-bursting of piping. The combination supply tube/ gutter perimeter system installed resolved the issue and has resulted in an exceptional facility.

**REFERENCE:**

Bob Merow, WVU Facilities Management, PDC  
979 Rawley Lane  
Morgantown, West Virginia 26506  
304-293-2875





**Allegheny**  
**Design Services**  
*Structural & MEP Engineering*

## **PROJECT PROFILE**

### **Fairmont State University Feaster Center Addition**



**PROJECT ARCHITECT:**  
**STRUCTURAL ENGINEER:**  
**CONTRACTOR:**

The Omni Associates—Architects, Fairmont, WV  
Allegheny Design Services, LLC, Morgantown, WV  
Lombardi Development Company, Follansbee, WV

**PROJECT SCOPE:**

- Entrance Addition to Existing Facility
- Multi-Story Steel & Concrete Structure

**PROJECT VALUE:** \$1.1 Million

**PROJECT COMPLETION:** 2009



**Allegheny**  
**Design Services**  
*Structural & MEP Engineering*

## **PROJECT PROFILE**

### **FSU Hardway Hall Entrance Renovation Fairmont, WV**



**PROJECT ARCHITECT:**  
**STRUCTURAL ENGINEER:**  
**CONTRACTOR:**

Paradigm Architecture, Morgantown, WV  
Allegheny Design Services, LLC, Morgantown, WV  
Lombardi Construction Co., Weirton, WV

**PROJECT SCOPE:**

- Water Damage Restoration
- Porch Deck Reconstruction
- Structural Stabilization

**PROJECT VALUE:** \$500,000

**PROJECT COMPLETION:** 2010





**Allegheny**  
**Design Services**  
*Structural & MEP Engineering*

## **PROJECT PROFILE**

### **KeyLogic Renovation Morgantown, WV**



**PROJECT ARCHITECT:**  
**STRUCTURAL ENGINEER:**  
**CONTRACTOR:**

Paradigm Architecture, Morgantown, WV  
Allegheny Design Services, LLC, Morgantown, WV  
March-Westin Company, Inc., Morgantown, WV

**PROJECT SCOPE:**

- Renovation
- New Elevator Shaft Tower
- Front Facade Addition

**PROJECT VALUE:** \$1.6 Million

**PROJECT COMPLETION:** 2010



**Allegheny**  
**Design Services**  
*Structural & MEP Engineering*

## PROJECT PROFILE

### Puskar Academic Center and Locker Room Renovations West Virginia University



**PROJECT ARCHITECT:**  
**STRUCTURAL ENGINEER:**  
**CONTRACTORS:**

Heery International, Inc., Atlanta, GA  
Allegheny Design Services, Morgantown, WV  
March-Westin Company, Inc., Morgantown, WV and  
JD&E, Inc., Wheeling, WV

**PROJECT SCOPE:**

- Additional Stadium Seating Design
- Locker Room Slab and Masonry Design
- Mechanical Addition, Elevator Shaft, and Loading Dock Design

**PROJECT VALUE:** \$5 Million

**PROJECT COMPLETION:** 2008

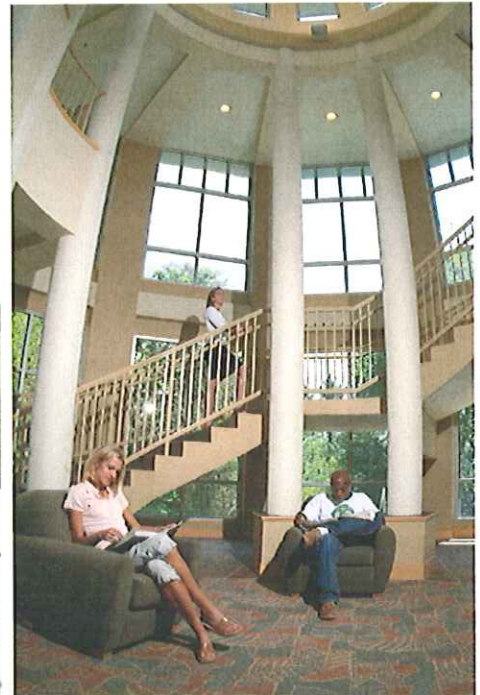




**Allegheny**  
**Design Services**  
*Structural & MEP Engineering*

## PROJECT PROFILE

### Davis & Elkins College Benedum Hall Renovation Elkins, WV



**PROJECT ARCHITECT:**  
**STRUCTURAL ENGINEER:**  
**CONTRACTOR:**

Paradigm Architecture, Morgantown, WV  
Allegheny Design Services, Morgantown, WV  
March-Westin Company, Inc., Morgantown, WV

**PROJECT SCOPE:**

A 16,000 sq. ft. renovation of the existing Benedum Hall which included the addition of a rotunda as a vertical transition element.

**PROJECT VALUE:**

\$1.5 Million

**PROJECT COMPLETION:**

Summer 2003



# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

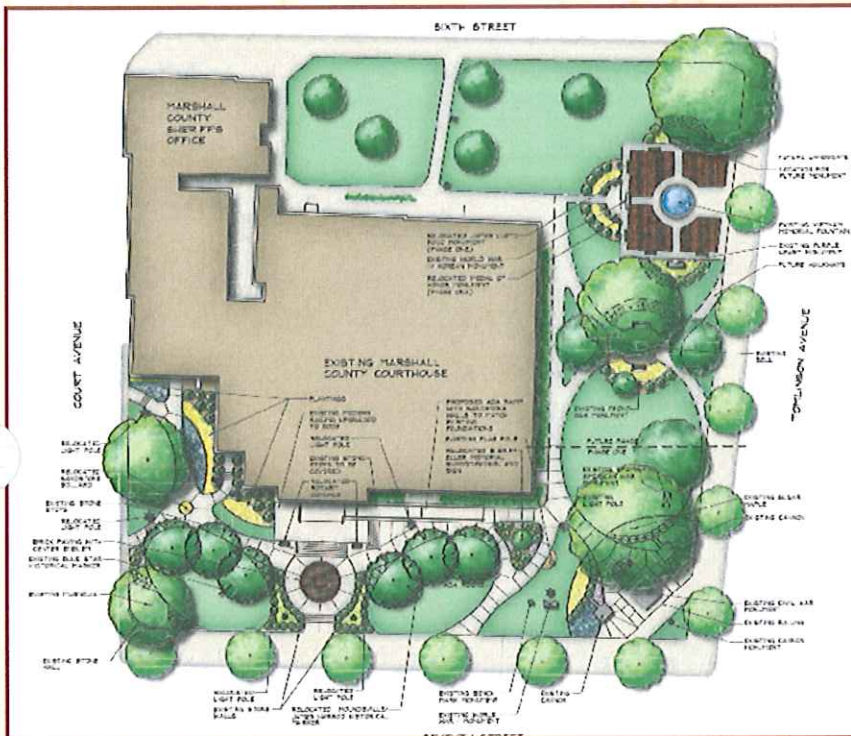
*Providing prestige in professional land planning and design."*

# Marshall County Courthouse

Moundsville, WV

**Services:**  
**Inventory & Analysis**  
**Schematic Design**  
**Design Development**  
**Construction Documents**  
**Bidding or Negotiation**  
**Construction Observation**

**Role: Prime**  
**Project Size: .36 acres**  
**Project Cost: \$176,140**  
**Project Contact:**  
**Betsy Frohnaphel**  
**304-845-0482**



The Marshall County Commission selected Hays LAS to design and develop a master plan for the area surrounding the Marshall County Courthouse. Plans for the courthouse include an emphasis on **ADA accessibility, organization of memorials, rehabilitation of the memorial fountain (phase two), and landscape overall character.**

The design focused on maintaining the historical value of the courthouse and surrounding area while also integrating the current regulations and standards. The project was completed in 2009 by JD & E Construction Company.







# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

*Providing prestige in professional land planning and design."*

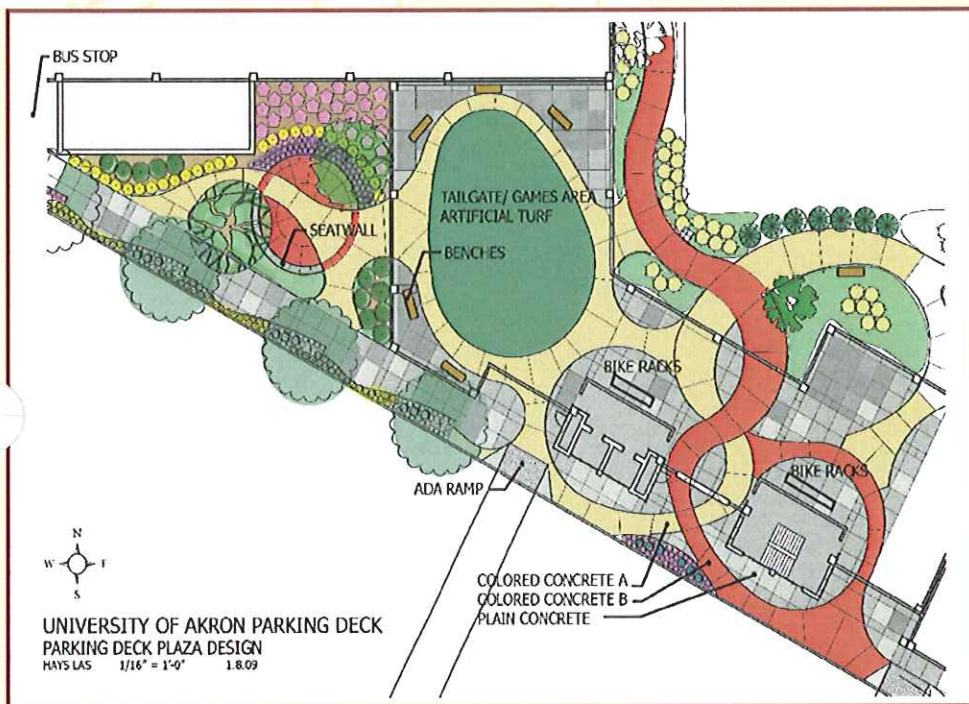
## University of Akron Parking Deck Akron, OH

Services:  
Pre-Design  
Inventory & Analysis  
Schematic Design  
Design Development  
Construction Documents  
Bidding or Negotiation  
Construction Observation

Role: Sub-Consultant to Architect

Project Size: 3.9 acres

Project Cost: Overall: 26 Million  
Landscape: \$400,000



Hays LAS in conjunction with Creo Design Incorporated, created a Parking Deck Expansion and linked streetscapes design at the University of Akron.

Hays LAS provided streetscape and intersection design along with circulation analysis to manage heavy pedestrian, vehicular and bicycle traffic associated with adjacent student dorms and businesses.

The streetscape will reflect the proposed street level retail with sectioned areas of outdoor seating, movable planters and fencing. Swaths of perennial and annual beds flow between existing locust trees and along the street to provide a safe and aesthetic pedestrian corridor.





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

*Providing prestige in professional land planning and design."*

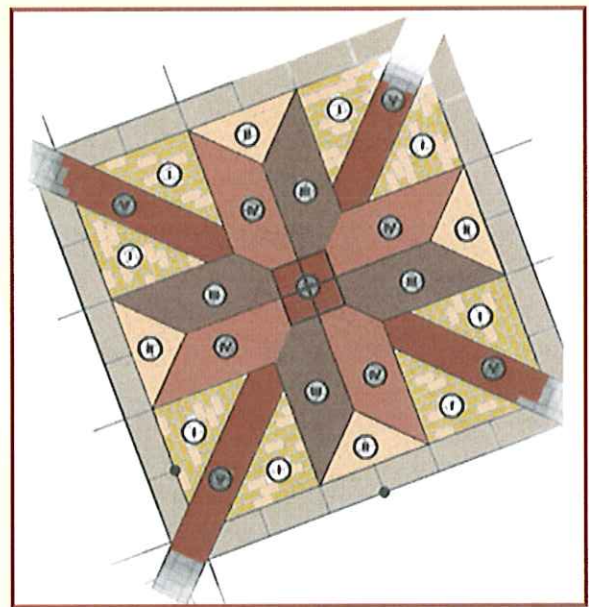
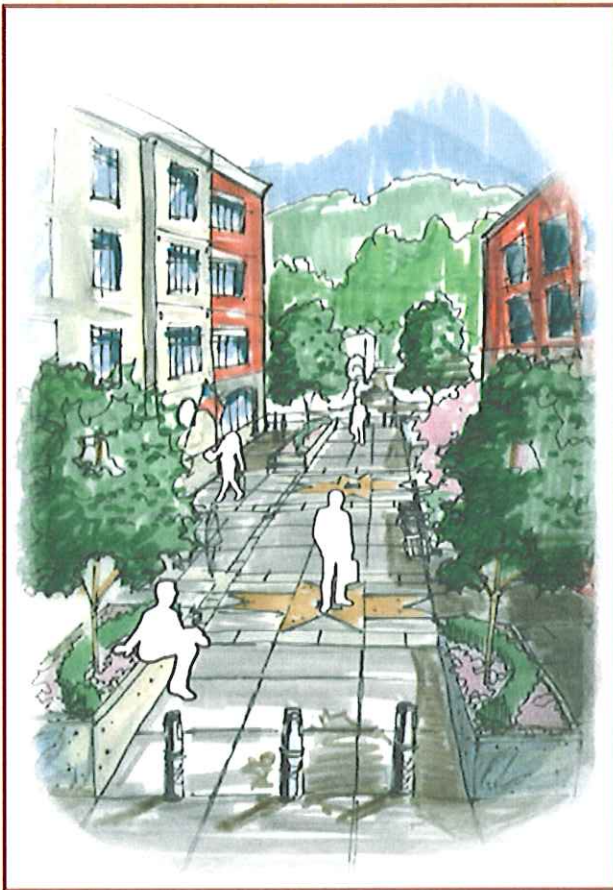
## Pedestrian Plaza & Streetscape Logan State Building Logan, WV

Services:  
Pre-Design  
Inventory & Analysis  
Schematic Design  
Design Development  
Construction Documents

Role: Sub Consultant

Project Size: 1 acre

Project Cost: NA



Hays LAS worked as a sub consultant to McKinley & Associates to design and prepare construction documents for a plaza, streetscape, and associated parking for the new State Building in Logan. The streetscape design along the north and south faces of the building are to act as a template for all future sidewalk development. Hays LAS proposed reusing old street pavers from the demolition of the streets and promoting those pavers in part of the new adjacent sidewalk design. The designated plaza is a closed portion of Cole Street and features several raised planters shaped by a symmetrical criss-crossing network of joint patterns and brickwork. Major brick patterns intersect at a paver quilt star, a symbol of West Virginia heritage that is carried into the foyer of the building.





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

## Projects:

- OUE Brick Tavern House
- Willow Glen
- Historic Blaine Bridge
- ONRA Signage Study
- Cannon Hill Civil War Site
- Illinois National Road Interpretive Master Plan

## Cultural Landscapes

History and Landscape Architecture are concepts that join to define cultural landscapes. The core of the Hays LAS business goals is that of Genius Loci—or spirit of place.



This core value and a passion for history has led the Hays LAS team to receive commissions for historic estates, historic parks, a Civil War site, historic streetscapes, Historic National Road properties and scenic byways.

### Ohio University Brick Tavern House:

Located on the campus of Ohio University Eastern, Hays LAS worked in conjunction with Heritage Architectural Associates. Both teams worked with the University to preserve and rehabilitate the cultural landscape as an avenue for education and as entertainment space for local events.

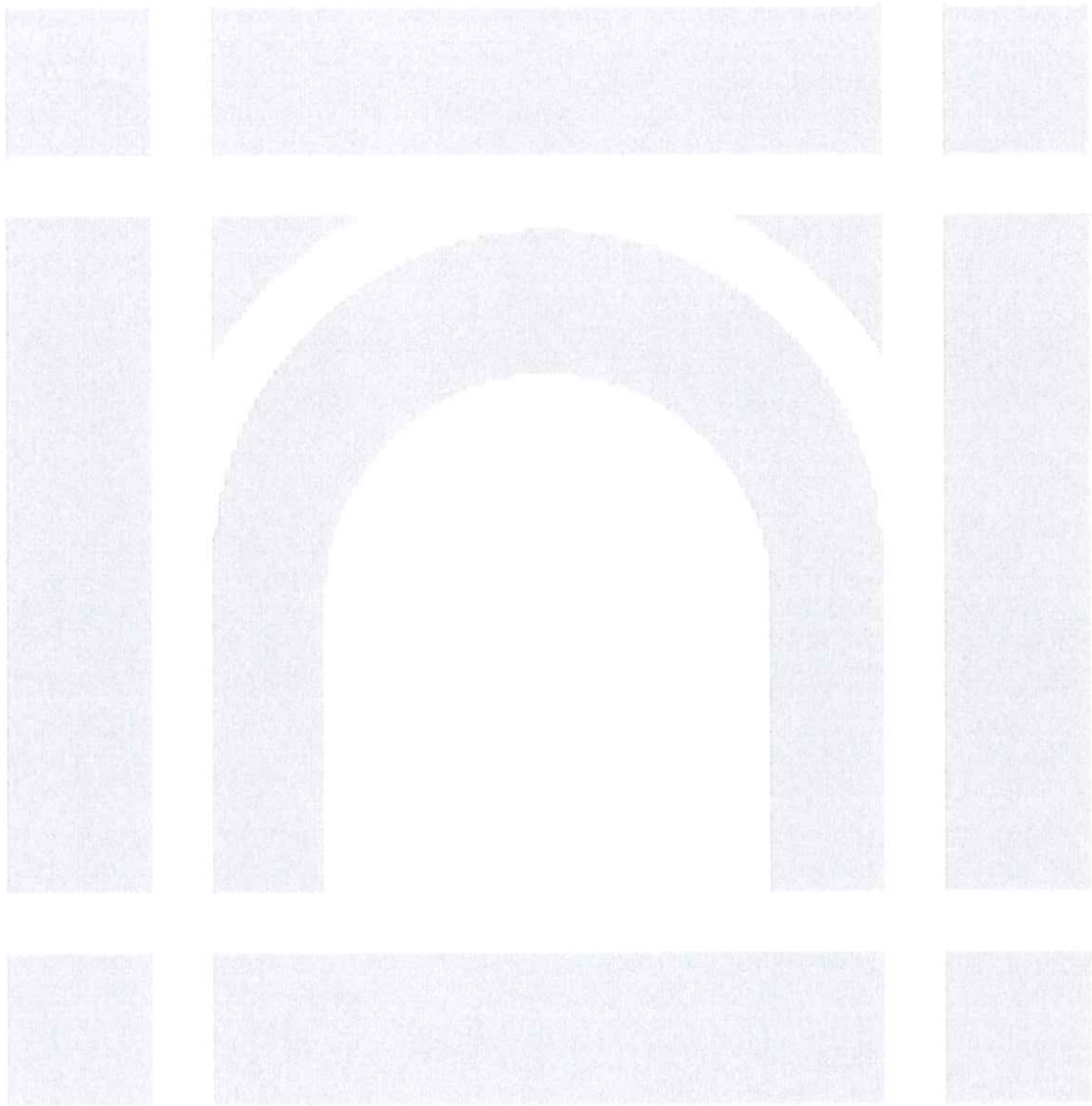
### Blaine Bridge:

This much celebrated structure on the Historic National Road in St. Clairsville, OH, was a design in master planning. The idea to create a park-like atmosphere around the historic bridge was a success. The improvements benefited the tourist component and dated streetscape.



### Cannon Hill Civil War Site:

In conjunction with Mills Group, LLC, Hays LAS designed this cultural landscape plan for the Rowlesburg Historical Society. During the height of the Civil War, Union soldiers climbed to the top of the hill—some 600 vertical feet, with cannons positioned to protect adjacent rail crossings.



"Designing on the principles of the past and preserving for the future"



## **TAB 4- Ability to Respond Expeditiously**

### **Firm Location**

The Mills Group is headquartered in the historic core of downtown Morgantown, occupying a storefront within the Brock, Reed & Wade Building (circa 1895) at 206 High Street. The office and its location are very representational of the firm mantra of "designing on the principles of the past and preserving for the future," and the commitment to maintaining a vibrant downtown.

The firm has worked on several downtown projects which include the Brock, Reed, & Wade Building, Morgantown Marketplace, a mixed use project on Spruce Street, and the Metropolitan Theatre, which all shall further promote the historic qualities and the overall sustainability of the downtown core.

The firm's managing principal, Michael Mills, personally dedicates time to serve on Morgantown's Planning and Zoning Design Review Committee and Main Street Morgantown's Design Review Committee with the belief that design professionals have the responsibility to give back to their own communities. Additionally, Mr. Mills serves on the board of directors for the statewide preservation advocacy non-profit (Preservation Alliance of West Virginia) and leads the facilities subcommittee as a board member for the Aurora Project in Preston County.



### **General Project Approach**

Quality, aesthetics and economy need not be mutually exclusive. The Mills Group designs facilities and provides consulting services on existing structures to function in the real world of competition and scarce resources, but at the same time executes on facilities that are aesthetically pleasing and desired places to occupy.

The firm designs facilities with the understanding that durability and attractive facilities and systems are needed within preset economic parameters. As the firm designs, a constant process of checking and balancing the first cost of the materials, equipment, and systems is engaged to specify against the life cycle cost of operation, maintenance and replacement. From almost any aspect, estimating and subsequent cost controls are critical to the success of projects. They are critical because the client and subsequent debt holders will rely on these estimates for financial and investment decisions.

The Mills Group's ability to register simplicity and economy from the most complex and extensive building programs is well recognized in the region; it also seeks to provide the highest level of service and accountability devoted to identifying and responding to client needs and objectives, incorporating their specific goals into the project execution, and expressing their collective identity through forms and spaces created specifically for them. It is this level of service and the willingness to collaborate with the client and user groups that distinguishes the Mills Group.

The following commitments related to delivering quality design and implementing sound cost control on this contract will be made:

- The Mills Group will provide the highest quality of service throughout its role as the Master Architect and for the duration of its entire contract.
- The Mills Group will develop a written Project Specific Quality Control Plan for this contract.
- The Mills Group will hold regularly scheduled quality team meetings.
- The Mills Group will conduct peer office review of design products.
- The Mills Group will use state-of-the-art technology to enhance design quality to the maximum extent possible.
- The Mills Group will conduct value engineering as required on its design, balancing cost savings versus quality and operational efficiency.
- The Mills Group commits to designing in a manner intended to minimize construction costs as much as feasible while continuously maintaining the quality, durability and operational efficiency of the facilities.
- The Mills Group executes all projects with a comprehensive sustainable design approach.

The small scale projects demand consistent consultant staffing and a working knowledge of the client's procedure and protocols. Success of the smaller repeat projects will only be achieved in a collaborative environment that fosters open communication and team problem solving. The staff prides itself on having a level headed approach to projects and gets energized by a variety of project types that provide the opportunity to apply professional skills in a multitude of applications.

Effective project delivery comes as a result of sound project planning, followed up with solid and dependable project execution from technical commitment and a dedicated project team. The Mills Group commits to bring its unique ROADMAP project approach (see below) and team to this contract.



**R**esearch the building

**O**bserve and evaluate existing conditions

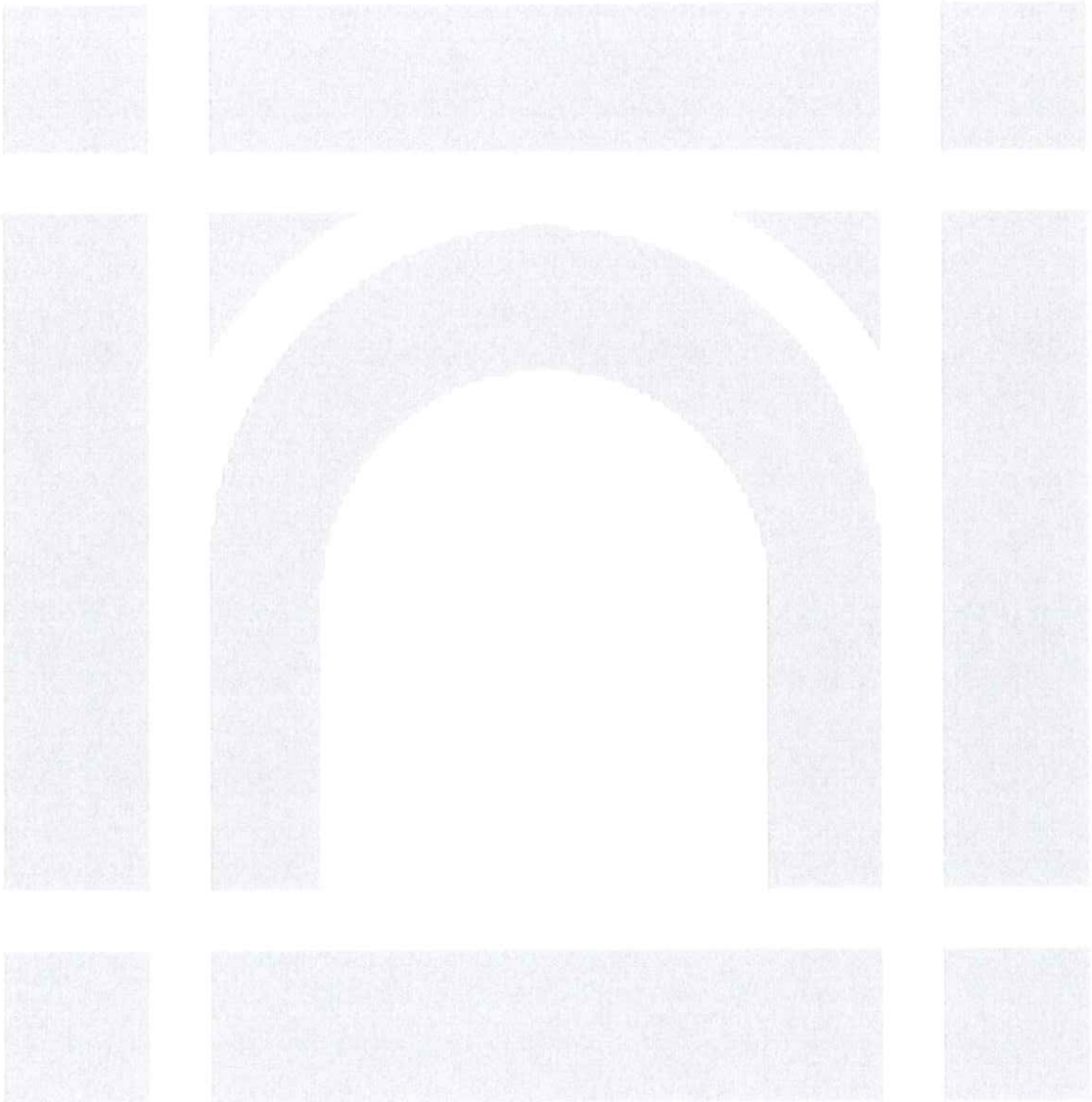
**A**nalyze issues and opportunities

**D**evelop alternatives

**M**ake recommendations

**A**ssemble construction documents

**P**rovide construction observation



"Designing on the principles of the past and preserving for the future"



## **TAB 5- Partnership and Customer Service**

**References of Clients with whom The Mills Group has an ongoing long term relationship:**

**1. G.T. Buck Smith**

President  
Davis & Elkins College  
100 Campus Drive  
Elkins, WV 26241  
Ph: (304) 637-1243  
email: buck@davisandelkins.edu



**2. Karen Jacobson**

Executive Director  
Randolph County Housing Authority  
PO Box 1579  
Elkins, WV 26241  
Ph: (304) 636-6495 ext 16  
email: kjacobson@rchawv.org



**3. John Martys**

Executive Director  
Fairmont Morgantown Housing Authority  
103 12th Street  
Fairmont, WV 26555  
Ph: (304) 363-0860 ext 104  
email: jmartys@fmhousing.com



**4. Craig Jennings**

President  
Preston County Commission  
106 West Main Street Suite 202  
Kingwood, WV 26537  
Ph: (304) 329-1805  
email: craigjenningsllc@hughes.net



**5. Terry Hough, PE**

Director of Public Works  
City of Morgantown  
389 Spruce Street  
Morgantown, WV 26505  
Ph: (304) 284-7412  
email: though@cityofmorgantown.org



**Please see the Appendix for letters of recommendation from these clients.**

## Outline approach to maintaining customer satisfaction for these long term clients:

The firm believes that the success to repeat and long term clients relies on four basic principles:

1. **Availability**
2. **Collaboration**
3. **Communication**
4. **Accountability**

**Availability** for the Mills Group starts with the firm's principal being intimately involved in development of the client management, scope development, scheduling, and peer review for every project. The firm is diligent to carefully manage project scheduling on a weekly basis at a minimum, and executes project charting/forecasting for a six month future to schedule for the principal's availability on the projects.

Additionally the firm is of a size with five employees that allows it to be responsive and reactive with project demands that require immediate attention. The basis of The Mills Group's work is within a one hundred mile radius with few exceptions, allowing the team to join meetings and be on construction sites in a day's notice if required. This contract is in line with the firm's professional expertise and background; the proximity of the West Virginia University campus is located just steps from The Mills Group's downtown office.

The "Relationship Manager" for this project shall provide the client with all contact information including a mobile phone number. The entire staff is equipped with iPhones and have access to e-mails remotely from the office.

The **collaborative** process is part of the firm's overall design philosophy, where the Mills Group believes that every project should be an authentic response to the regional characteristics and idiosyncrasies of its particular place and culture. The process utilized to seek this uniqueness is intended to discover and understand the development program and its goals, the site and its surroundings, and the project's opportunity to make a positive contribution to the much larger public that uses the campus itself. To understand the project's needs and to communicate Mills Group recommendations, the firm:

- Actively engages the client and user groups in personal interviews, workshops, and design charrettes
- Uses simple diagrams, renderings, and working models as visual tools to describe



the nature of the architectural and planning ideas that evolve

The small scale projects demand consistent consultant staffing and a working knowledge of the client's procedure and protocols. For the firm, the success of the smaller repeat projects will only be achieved in a collaborative environment that fosters open communication and team problem solving; staff prides itself on having an even-keel approach to projects and energizes through a variety of project types that provide the opportunity to apply professional skills in a multitude of applications.

Project approach begins with The Mills Group's basis of organization, which is anchored on the foundation of clear and open **communication**—communication that clearly outlines consultant services in response of the client's scope or work for any given project; communication that conveys design solutions in a clear and concise manner is a goal; communication that results in construction documents that allow for competitive bidding process is an expectation.

Since 2005, The Mills Group has provided innovative, functional, and financially responsible design services to clients. With twenty five years of combined experience in the office, each project is based on a thorough understanding of the client's objectives and a vision for translating goals into reality.

Beyond the foundation of communication, the rubber meets the road with maintaining **accountability** for actions. The firm integrates "quality assurance" and "quality control" with its Project Management Program, which embodies a holistic approach to design, management, production and construction that promotes an exceptional level of professional practice standards. These standards are delineated in Mills Group's Manual of Professional Practice, which is organized to define:

- Project Management Activities
  - Pre-contract Activities
  - Legal and Risk Management Considerations
  - Project Design Guidelines
  - Project Construction Guidelines
  - Quality Management Procedures
  - Service Group Activities

The Quality Management Procedures defines the firm's quality control and quality assurance procedures and process in detail. It consists of three separate yet interrelated parts: (1) Standards and Procedures; (2) Quality Assurance Lists; and (3) Senior Consulting and Review.

1) Standards and Procedures: In addition to the Manual of Professional Practice, Mills Group has individual sections for Project Control, Production Standards, CAD Stan-

dards, and Presentation Graphics Standards. The firm believes its production standards are critical to ensuring a consistent and professionally high level of documentation.

2) Quality Assurance Lists: In order to ensure coordinated, technically correct and accurate documentation, Mills Group employs the use of in-house checklists, including our Drawing/Specification Checklist and Coordination List (template), as well as the REDICHECK system.

3) Senior Consulting and Review: All projects receive peer review by the managing principal at critical project stages. The check points for these peer reviews are typically as follows:

- Review of workplan by Senior Advisors at start of Schematic Design and Design Development (DD) phases.
- Review of documents and workplan progress at 80-90% DD phase.
- Review of documents and workplan progress at 30% Construction Documents (CD) phase.
- Peer review of documents at 75-85% CD by Senior Advisors/Peers.
- Post-mortem review of design process and review of Construction Administration (CA) workplan and procedures at completion of design phase.
- Post-mortem construction review with internal team, owner and contractor.

These check points can be adjusted to precede review deliverables to the client, so that internal reviews can coincide with, and improve those of design reviewers. Note that these procedures apply to all team members and consultants, and that the holistic Total Quality Management approach applies to the entire project, not specific team members. Calculations, specifications and construction cost estimating are also reviewed at the above check-points, and are subject to the quality assurance checklist reviews identified above.

It is standard Mills Group policy to strive for exceptional quality in all projects. The effectiveness of the overall Quality Assurance Program demands that all personnel are educated of the QA/QC requirements for the project. Responsibility for implementation of the QA/QC Plan will be teamwide, under the guidance of the Mills Group Project Manager. The Mills Group Project Manager, along with the engineering staff and subconsultants, will address the short- and long-term issues underlying the project, and will develop technical standards for the project and procedures for implementing QA/QC. This plan will also include a plan for the timely completion of the project while keeping it to the required level of professional performance.



Advance planning, adaptability, and experience have been blended with management approaches that have proven highly effective in the completion of critical, simultaneous assignments. This management approach relies primarily upon a system of internal review and constant interaction with the Principal-In-Charge, Project Manager, Task Managers and key Technical Staff. Formal aspects of the internal planning and procedures for quality assurance and quality control include scheduling and assignment conferences, biweekly progress reports, quality assurance review, and a constant flow of information throughout the course of work on the project.

The Mills Group's commitment to timely completion of work is demonstrated by its extensive record of meeting project schedules and working closely with clients to expedite the schedules whenever possible.

Schedule control for any project or task is a vital area which must be monitored throughout the planning, design, and construction phase. This is important not only for tracking projects as originally conceived, but for proactively tracking and managing changes during the course of the project. These changes must remain consistent not only with the design concept of the Program/Project, but must remain within the cost and schedule constraints as well.

Towards scheduling goals, the following covenants are made:

- The Mills Group will maintain and control schedules and will endeavor to complete all assignments ahead of time.
- The Mills Group will report on schedule and cost status at project briefings with the Client. The use of the tools described in this section will be instrumental in enabling the Mills Group to control its design efforts and bring current and accurate information to the Client.
- The Mills Group is committed to working in partnership with the Client and Client's points of contact. The Mills Group will meet with the point of contact to further clarify roles and plan for how cost and scheduling activities will mesh.

The measure of a consultant's success can only be measured through the satisfaction of the client. The West Virginia Botanic Garden is encouraged to engage those identified on the reference list to validate the firm's success in this arena.

## Appendix: Letters of Recommendation





## Davis & Elkins COLLEGE

Office of the President

100 Campus Drive, Elkins, WV 26241-3996  
304-637-1243 Fax: 304-637-1419 • [www.davisandelkins.edu](http://www.davisandelkins.edu)

April 12, 2010

Michael J. Mills, AIA  
Principal  
Mills Group, LLC  
206 High Street  
Morgantown, WV 26505

Dear Michael:

Since coming to Davis & Elkins College, it has been my distinct pleasure to work with you on a variety of projects, both for the College and within the Elkins community. It's time for a word of thanks!

June 1 will mark 50 years that I've been trying to advance the cause of higher education. From Cornell to Wooster to Chapman, and more recently at Bethany and D&E, I have been privileged to work with some of the nation's leading architects. It is not an exaggeration to say that none has measured up to expectations as fully as you. In addition to obvious professional capabilities (of both you and your Associates), those expectations include a sensitive listening ear to what we as the client are trying to achieve - often without clarity as to what the implications of our "desires" may be!

This has been the case in so many of the projects on which we have worked together, whether trying to select authentic colors for repainting 120-year old "Halliehurst" or designing a high-tech Learning Center. I'm especially appreciative of your connecting us with Gabe Hayes for design of the new campus "green space" entrance, and interface with the City of Elkins.

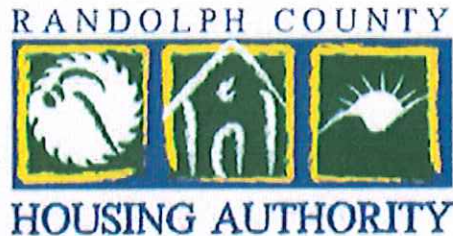
One of the pure delights for me has been the way you work with our Trustees, and volunteers within the community. We both know what a challenge it might have been for the Kump House Educational Trust to come up with a credible program to serve the professional development needs of public school teachers in the historic home of former Governor Kump. I frankly had doubts as to whether it was viable for such adaptive use. But you persevered, bringing the various community players together around a common understanding, and now we're off and running.

I especially appreciate the way you picked up on the personal query of one of our Trustees and principal donors following a planning session at the College. Your spontaneous sensitivity to the structural challenge she was facing at home - and quick, helpful resolution - won not only her gratitude but high regard as well.

The list of projects and ways in which you have been helpful goes on and on. Suffice to say, I'm most grateful. Thank you.

Cordially yours,

G. T. Smith  
President



1404 North Randolph Avenue  
P.O. Box 1579  
Elkins, West Virginia 26241  
Telephone: (304) 636-6495  
Fax: (304) 636-6596

April 8, 2010

I am writing with regard to the Mills Group, LLC, which has provided architectural services to the Randolph County Housing Authority (RCHA) on several occasions over several years. The most recent RCHA project on which the Mills Group has worked has been restoration of the Delmonte Hotel in downtown Elkins, WV. This work is ongoing, with the most recent phase of major renovation near completion. Prior to this, Mills Group helped RCHA's nonprofit affiliate design a new 42-lot neighborhood in downtown Elkins. This work included an public design charette and assistance with a detailed set of design guidelines for the project.

RCHA provides housing and development services to a seven county region in central WV. Over the last 30 years, we have served hundreds of families through the development of single family homes and multi-family rental units, and we have renovated dozens of homes and commercial structures. As a result, RCHA staff have worked with a wide range of architects, engineers, contractors, and other building professionals.

The Mills Group is, without question, the best firm with which we have had the pleasure of working. Their staff and principal, Michael Mills, are responsive and accessible without fail. A high level of professionalism is reflected in all correspondence and discussions, and the staff have collectively demonstrated a diverse and very broad set of skills. Their dependability, thoroughness, and deep understanding of building science have earned them the respect of all our staff and contractors. In all honesty, I have never heard a single word of criticism spoken about any of the Mills Group staff or their work. In the world of building construction and renovation, I think that alone speaks volumes.

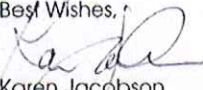
The Delmonte Hotel is a 9,000 sq. ft. historic structure in the center of a major Elkins' redevelopment initiative. This most recent phase of renovation, valued at \$250,000, (?)has gone off extremely smoothly, with only minimal unforeseen hurdles and



change orders. This is due largely to the Mills Group and their attention to detail, regular and clear communication with staff and contractors, and comprehensive understanding of all project components. Everyone involved - RCHA as the owner, funders, contractors, staff - have walked away from the project feeling very pleased and positive about the entire process. We have already taken steps to fund and hire the Mills Group for another project, and hope that we will be able to engage them here in Elkins for some time to come.

I would welcome the opportunity to further discuss the work of the Mills Group and the details of our collaborative projects. Please do not hesitate to contact me if any additional information would be helpful.

Best Wishes,



Karen Jacobson  
Executive Director

## Fairmont & Morgantown Housing Authorities

103 Twelfth Street  
P.O. Box 2738  
Fairmont, WV 26555-2738  
PH (304) 363-0860 • FAX (304) 366-0469  
TDD / Voice

Morgantown:  
(304) 291-1660

Monongalia, Taylor & Preston Counties:  
1-800-637-7464

April 13, 2010

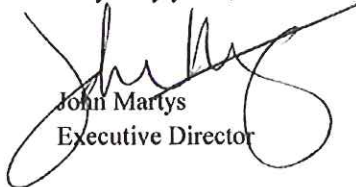
To whom it may concern:

I am very pleased to provide this letter of recommendation for the Mills Group. In our opinion the Mills Group has been a valued professional resource for our agency and other housing providers in West Virginia. The Mills Group has been selected for various projects because of their extraordinary commitment to vision, creativity and professional service. They are well-presented and have the ability to work well with a variety of groups and have shown to respond timely with deliverables and inquiries.

Over the past five years the Fairmont-Morgantown Housing Authorities has utilized the Mills Group on several projects of importance. As part of the Morgantown Housing Authority's neighborhood development efforts the Mills Group was engaged to redesign student rental units into attractive affordable single family residents. The Mills Group worked well within the project budget, design criteria, historic parameters and neighborhood characteristics. The Fairmont-Morgantown Housing Authorities also used the Mills Groups to conduct a conceptual master plan for a proposed senior residential community. The Mills Group incorporated various sources of community input to develop a workable conceptual model that met the needs of the community stakeholders and project investors.

In my experience Mr. Mills has placed a premium on customer satisfaction, a commitment to community and the dedication to the highest level of professional service. If I can be of any further assistance, or provide you with any further information, please do not hesitate to contact me.

Very truly yours,

  
John Martys  
Executive Director





## Preston County Commission

Courthouse Annex  
106 W. Main Street, Suite 202  
Kingwood, West Virginia 26537  
Phone (304) 329-1805  
Fax (304) 329-3192  
TDD (304) 329-0652  
[www.prestoncountywv.org](http://www.prestoncountywv.org)



October 30, 2009

To Whom It May Concern:


The Preston County Commission has worked with many architectural firms over the years including Mills Group LLC of Morgantown, West Virginia. In our opinion the Mills Group brings a wealth of expertise and professionalism that sets them apart from other architectural firms.

The company's strengths are many including the attention to detail the firm undertakes from project design, to bidding and construction phases through project completion. Michael Mills and the entire Mills Group team approach each project with a unique eye not a "boiler plate" mentality which is especially important when dealing with projects such as our new 911 facility.

We are especially pleased with Mills Group work and their work ethic and we highly recommend them as a quality architectural firm.

Sincerely,

  
T. Craig Jennings  
President

  
Victoria A. Cole  
Commissioner

  
David Price  
Commissioner



March 29, 2010

*The City of Morgantown  
Public Works Department  
389 Spruce Street  
Morgantown, WV 26505  
Terry L. Hough, P.E.*

*Public Works Director/City Engineer  
PH: (304) 284-7412 FAX: (304) 284-7409  
E-MAIL: bshellito@cityofmorgantown.org  
though@cityofmorgantown.org*

- \* Engineering
- \* Building Inspections
- \* Public Works Operations

To whom it may concern:

This letter is my personal recommendation for the Mills Group. My staff and I have worked closely with the Mills Group on several projects in Morgantown including a multi-phased complex preservation project of the Metropolitan Theater in downtown Morgantown with multiple stakeholders involved. We have also worked together successfully with the local and state jurisdiction. We have always been pleased with their timely and responsive attention to the project as well as looking out for our end users best interests.

The Mills Group has shown excellent and skilled project management and proven to be technically knowledgeable and helpful with bringing a project to a successful completion with the consciousness of budgets.

If you have any questions or would like additional information regarding the Mills Group, please do not hesitate to contact me.

For these reasons, I highly recommend the Mills Group and know that you will be pleased with the level of service and expertise that the firm can provide.

Respectfully,

Terry Hough, P.E.

Public Works Director/City Engineer





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

## REFERENCES

### **Jeremy Morris**

Executive Director

Wheeling National Heritage Area Corp.  
(304)232-3087

#### **Projects:**

Wheeling Heritage Port Phase III  
Wheeling Heritage Port Concrete  
Wheeling Market Plaza  
Wheeling Arts Commission

*"Working with Hays Landscape Architecture Studio on the planning, design and construction of Phase III of Wheeling Heritage Port was remarkable. This \$1.7 million multi-staged project came in on-time and under budget. The extraordinary attention to detail by Hays LAS assured that the project was well-designed and its implementation was flawless."*

### **Michael McTeague, Assistant Professor**

Partner, Boa Constructors, LLC (Real Estate Development) &  
Assistant Dean, Ohio University Eastern  
(740) 695-3141

#### **Projects:**

Historic National Road Brick Tavern House/ Cultural Landscape Report, Ohio University Eastern

*"The Ohio University Eastern Campus has been the beneficiary of the work of landscape architect, William Gabriel Hays on its historic building project of a 19<sup>th</sup> Century Roadside Inn located on campus. His background as a consultant on issues such as signage and national scenic by-way site development has been invaluable in receiving both national grants and developmental funding for the campus. Mr. Hays' dedication to historical preservation, and his efforts in the Midwest, have made him a widely recognized and respected figure. Of particular significance is his work with regard to the National Road (Route 40)."*

### **Andrew Jackson Barger, ASLA**

Director of Planning  
Oglebay Resort, Wheeling, WV  
(304) 243-4018

#### **Projects:**

Oglebay Resort Master Plan; Wheeling Park Master Plan  
Oglebay Resort Wilson Lodge Addition Site Planning and Design  
Oglebay Resort's Bissonnette Gardens Master Plan  
Oglebay Cottages Site Construction Documents  
Oglebay's Good Zoo Plaza Improvements

*"I've consulted with Hays LAS on several projects over the past few years; master planning, site development, planting plans and more. Hays LAS attention to the details, thorough planning and timely production is the reason I'll continue our relationship."*





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

**Dennis Bigler, AICP**

Director of Public Services  
City of St. Clairsville, Ohio  
(740) 695-0156

**Projects:**

National Road Bike Trail Historic Walking Tour Hub  
Zoning Review  
Interstate 70 Beautification

*"The presence of Hays LAS in St. Clairsville dispels the old adage that you have to go two hours from home to be considered an expert! As a community we are fortunate to have the professionals at Hays LAS living and working in this city. They bring valuable expertise to all of their clients. Not only are the folks at Hays LAS a group of dedicated - knowledgeable professionals, they are also an enjoyable group to work with."*

**Bill Koegler, American Academy for Park & Recreation Administration**

Oglebay Foundation and Wheeling Park Commission VP, Wheeling, WV  
(304) 243-4077

**Projects:**

Oglebay Master Plan Mapping  
Grand Vue Park Revenue Master Plan

*"I have had the opportunity to collaborate with Gabe Hays & his staff on a number of projects in the past & have been impressed with their professional knowledge & demeanor as well as promptness to "timeline"...a critical piece in all planning projects. Additionally the creative thinking & artistic presentation of the final product is equal to or better than any I have seen."*

**Michael Mills**

Principal  
Mills Group, LLC  
www.millsgroup.biz (304)-296-1010

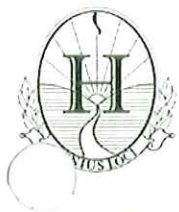
**Projects:**

Residential Projects  
Historic Cultural Landscapes  
Park Master Plans  
Commercial Projects

*"It has been my experience that in the practice of architecture if one is to serve their clients at the highest level possible it depends on bringing your "A" Team to the project. Hays Landscape Architecture Studio is part of my "A" Team. We have collaborated on residential projects, historic cultural landscapes, park master plans, entertainment venues, and commercial projects all with results that would not have been possible without their insightful talents as creative problem solvers. My ongoing relationship with Hays LAS. has extended beyond the ability to bring success to the project but also has yielded a true partner in business that can provide our current and future clients value added services that complement our project work."*

*It has been our experience that Hays LAS has the ability to execute expressive planning and landscape designs that allow for memorable client experiences, to be shared with others."*





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

## **Joseph Oppe**

Mountwood Park Executive Director (Retired)  
(304) 482-8886

### **Projects:**

Mountwood Park Commission Board Development  
Mountwood Park Stakeholder Meetings and Concept Plan

*"Having spent nearly 50 years in the parks and public garden business, I've had the occasion to work with a number of architects and planners. The combination of skills that Gabe and Sarah bring to the table are unique and their energy and optimism contagious. Although we've just begun on our quest for a new strategic plan for Mountwood Park, staff and board alike are looking forward to a successful end."*

*"A special thanks to Gabe Hays and Phil Cole for their leadership. Gabe and Phil kept us on subject and urged our stakeholders to express their concerns and ideas about what Mountwood Park needed to do to succeed."*

## **Betsy Frohnappfel**

County Administrator  
Marshall County Commission (304) 845-0482

### **Projects:**

Grand Vue Park Cabins/ Special Event Buildings Site Design/Engineering  
Grand Vue Park Family Fun Center Design/Site Engineering

*"Hays LAS has been instrumental in our continuous endeavor to upgrade the facilities at Grand Vue Park in Marshall County. They are very knowledgeable in the area of outside recreation and have helped us utilize the funds we have available to their maximum capacity".*

## **Debra Keddle**

The Walkabout Company, LLC, Wheeling, WV  
(304) 242-8884

### **Projects:**

Interpretive Master Plan - Illinois National Road Association Corridor Management Plan - National Road Alliance of WV Interpretive Signage Plan - Ohio National Road Association

*"We have worked with Gabe Hays and his staff during the past eight years. During this time we have been consistently impressed with the level of professionalism, creativity and attention to the client's needs."*

## **Jim and Peggy Cook**

Residence, St. Clairsville, OH  
740-695-3155

*"Our experience with Hays Landscape Architecture Studio has been nothing but professional. We have had the privilege of working with Gabe, Phil and Allison. We are so excited about our outdoor living areas. The design was beyond our dreams. They have handled everything from the initial design to the bid process in a very professional and prompt manner. We would highly recommend them for your landscaping design needs."*





# HAYS

LANDSCAPE ARCHITECTURE STUDIO, LTD.

## **Susan Hogan**

Visual Arts Committee  
Wheeling Arts and Cultural Commission  
(304) 639-5303

### **Projects:**

Wheeling Pocket Park

*"It has been nothing but sheer joy collaborating with the talented team at Hays LAS. I have been an admirer of their projects throughout the Ohio Valley. When I became active in downtown Wheeling and urban rejuvenation, I got to know architectural designer Phil Cole. The pocket park on Main Street is outstanding due to his innate creativity and clever design plans. I foresee much change in the city with the incredible team at Hays."*

## **Wayne Soard**

Vice President of Operations  
Assistant General Manager  
Wheeling Island Gaming, Inc.  
Wheeling, WV  
(304)-231-1711

### **Project:**

Wheeling Island Hotel, Casino and Race Track

*"We are very pleased with the (race track) apron's new look. We continue to receive a lot of positive feedback from our guests and look forward to working with Gabe and his team on future projects."*

## **Kerry Rapp**

Director  
Clary Gardens  
(740) 622-6524

### **Projects:**

Clary Children's Garden

*"We gave Hays Landscape Architecture Studio the challenging task of designing a Children's Garden on a hillside. They exceeded our expectations by creating a playful garden—accessible to all—that was full of adventurous spaces, paying homage to the history of our region. All elements blended with the existing landscape to create a sense of place."*

## **Cynthia Bougher, MSN, RN**

Chief Executive Officer  
Valley Hospice, Inc.  
(740)-859-5650

### **Projects:**

Valley Hospice Memorial Garden at Liza's Place

*"The garden that Hays LAS designed for our hospice house perfectly captured the essence of the intended purpose of the space. We were very impressed with the attention to detail and the symbolism that was incorporated into the design."*