



## **GSD126415: Building 25 Exterior Renovations & Repair**

Architectural/Engineering Services  
October 27, 2011

**EXPRESSION OF INTEREST**



RECEIVED

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WV PURCHASING  
DIVISION

think **Alpha** first.com





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

## Request for Quotation

RFQ NUMBER
GSD126415

PAGE
1

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

V E N D O R	RFQ COPY
	TYPE NAME/ADDRESS HERE
	Alpha Associates, Incorporated
	209 Prairie Avenue Morgantown, WV 26501

S H I P T O	DEPARTMENT OF ADMINISTRATION
	GENERAL SERVICES DIVISION
	BUILDING TWENTY FIVE
	5TH & AVERY PARKERSBURG, WV 26105 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS		
09/29/2011						
BID OPENING DATE: 10/27/2011		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		906-07		
A&E SERVICES BUILDING 25 EXTERIOR RENOVATION						
EXPRESSION OF INTEREST (EOI)						
THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, IS SOLICITING EXPRESSIONS OF INTEREST FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR RENOVATIONS TO THE EXTERIOR OF BUILDING 25 LOCATED IN PARKERSBURG, WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS.						
TECHNICAL QUESTIONS CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA FAX AT 304-558-4225 OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV.						
DEADLINE FOR ALL TECHNICAL QUESTIONS IS 10/13/2011 AT THE CLOSE OF BUSINESS.						
ANY TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY FORMAL WRITTEN ADDENDUM TO BE ISSUED AFTER THE DEADLINE HAS LAPSED.						
VERBAL COMMUNICATION: ANY VERBAL COMMUNICATION BETWEEN THE VENDOR AND ANY STATE PERSONNEL IS NOT BINDING. ONLY INFORMATION ISSUED IN WRITING AND ADDED TO THE EOI BY FORMAL WRITTEN ADDENDUM BY PURCHASING IS BINDING.						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE			TELEPHONE 304-296-8216		DATE 10-24-11	
TITLE President and COO		FEIN 55-0516286		ADDRESS CHANGES TO BE NOTED ABOVE		

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



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

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304-558-2596

RFQ COPY

TYPE NAME/ADDRESS HERE

Alpha Associates, Incorporated  
209 Prairie Avenue  
Morgantown, WV 26501

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DEPARTMENT OF ADMINISTRATION  
GENERAL SERVICES DIVISION  
BUILDING TWENTY FIVE  
5TH & AVERY  
PARKERSBURG, WV  
26105 304-558-2317

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BID OPENING DATE:

10/27/2011

BID OPENING TIME

01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
NO CONTACT BETWEEN THE VENDOR AND THE AGENCY IS PERMITTED WITHOUT THE EXPRESS WRITTEN CONSENT OF THE STATE BUYER. VIOLATION MAY RESULT IN THE REJECTION OF THE BID. THE STATE BUYER NAMED ABOVE IS THE SOLE CONTACT FOR ANY AND ALL INQUIRIES AFTER THIS EOI HAS BEEN RELEASED.						
EXHIBIT 10						
REQUISITION NO.: GSD126415 .....						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO.'S:						
NO. 1 ..X.....						
NO. 2 .....						
NO. 3 .....						
NO. 4 .....						
NO. 5 .....						
I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.						
VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 304-296-8216	DATE 10-24-11
TITLE President and COO	FEIN 55-0516286	ADDRESS CHANGES TO BE NOTED ABOVE

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Morgantown, WV 26501

DEPARTMENT OF ADMINISTRATION  
GENERAL SERVICES DIVISION  
BUILDING TWENTY FIVE  
5TH & AVERY  
PARKERSBURG, WV  
26105 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p>..... SIGNATURE Alpha Associates, Incorporated ..... COMPANY October 24, 2011 ..... DATE</p> <p>NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE EOI.</p> <p>REV. 09/21/2009</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>NOTICE</p> <p>A SIGNED EOI MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE	TELEPHONE	DATE	
President and COO	304-296-8216	10-24-11	
FED. 55-0516286		ADDRESS CHANGES TO BE NOTED ABOVE	

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

V E N D O R	RFQ COPY
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	Alpha Associates, Incorporated 209 Prairie Avenue Morgantown, WV 26501

S H I P T O	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING TWENTY FIVE 5TH & AVERY PARKERSBURG, WV 26105
	304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/29/2011				

BID OPENING DATE: 10/27/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
THE EOI SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE EOI MAY NOT BE CONSIDERED:						
SEALED EOI						
BUYER: KRISTA FERRELL-FILE 21						
EOI. NO.: GSD126401						
EOI OPENING DATE: 10/27/2011						
EOI OPENING TIME: 1:30 PM						
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR EOI:						
304-296-8216						
CONTACT PERSON (PLEASE PRINT CLEARLY):						
Richard Colebank						
***** THIS IS THE END OF RFQ GSD126415 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE	TELEPHONE	DATE	
	304-296-8216	10-24-11	
TITLE	FEN	ADDRESS CHANGES TO BE NOTED ABOVE	
President and COO	55-0516286		

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



RFQ No. GSD126415STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT**

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

**DEFINITIONS:**

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

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

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

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

**WITNESS THE FOLLOWING SIGNATURE**Vendor's Name: Alpha Associates, IncorporatedAuthorized Signature:  Date: 10-24-11State of West VirginiaCounty of Monongalia, to-wit:

Taken, subscribed, and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

My Commission expires \_\_\_\_\_, 20\_\_.

AFFIX SEAL HERE

NOTARY PUBLIC \_\_\_\_\_





State of West Virginia  
Department of Administration  
Purchasing Division  
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10/18/2011				

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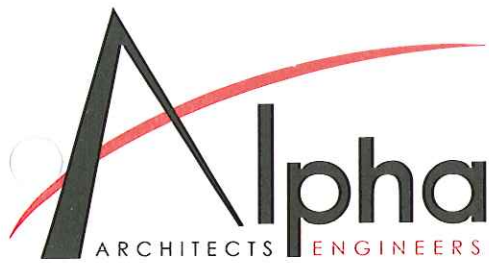
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL REQUEST FOR QUOTATION (GSD126415).						
BID OPENING DATE REMAINS: 10/27/2011 BID OPENING TIME REMAINS: 1:30 PM						
0001	1	LS		906-07		
A&E SERVICES BUILDING 25 EXTERIOR RENOVATION						
***** THIS IS THE END OF RFQ GSD126415 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE 	TELEPHONE 304-296-8216	DATE 10-24-11
TITLE President and COO	FEIN 55-0516286	ADDRESS CHANGES TO BE NOTED ABOVE

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October 27, 2011

Purchasing Division  
2019 Washington Street, East  
P.O. Box 50130  
Charleston, WV 25305-0130

Attention: Ms. Krista Ferrell

**RE: GSD126415 – Architectural/Engineering Services  
Building 25 Exterior Renovation and Repair**

Dear Ms. Ferrell,

Alpha Associates, Incorporated is pleased to submit this Expression of Interest for consideration as the architect/engineer to provide a Comprehensive Evaluation and Design and Engineering Services for Building 25 located in Parkersburg, WV. The Alpha team will prove to be an exceptional partner for you throughout the evaluation, design, and renovation.

#### **HISTORY/EXPERIENCE**

Alpha has provided architectural and engineering design services throughout the state of West Virginia since 1969. Over the past 42 years we have performed multiple building evaluations and feasibility studies, as well as new construction and renovation projects.

Alpha recently completed a similar project for the Morgantown Municipal Airport in Morgantown, WV. The Morgantown Airport Terminal is a project that needed a façade upgrade to improve the overall energy efficiency of the building. While EIFS was not the original system, the old aluminum curtain wall system only provided a thermal value of R1. The completed project, which kept the original structure in place and improved the thermal value to R14, drastically improved the utility/energy consumption of the building, while providing greater comfort for the occupants of the building. Various improvements were also made to ensure ADA compliance throughout the terminal and grounds.

This is just one of the many related projects that Alpha has completed. Additional information is included in the "Related Experience" section.

## DESIGN TEAM

Alpha is a West Virginia owned and operated design firm offering a full range of design services, including architectural design, civil and structural engineering, interior design, landscape design, surveying, and construction administration. The following Expression of Interest outlines Alpha's qualifications, as well as those of our team member, Miller Engineering, Inc.

The design staff for your project will be led by talented architects and engineers with recent, relevant experience. Your project will be managed and produced in Alpha's Corporate Office located in Morgantown, WV. You will have a team of professionals who will be dedicated to the success of your project.

To better serve your needs, we have teamed with Miller Engineering, Inc. located in Morgantown, WV to assist with any mechanical, electrical, or plumbing needs. MEI has been involved with very similar projects for numerous clients, including projects with Alpha. Having worked with Alpha on numerous projects over the past 11 years, the coordination between firms is seamless.

Our design team is familiar with all local, State, and Federal regulations needed for your project. Both Alpha and Miller have LEED Accredited Professionals on staff that will make sure your facility is designed with cost effective energy conserving features. Where appropriate, we provide the ability to obtain any level of LEED Certification that you may desire or to simply utilize the principals of sustainable design to benefit your project.

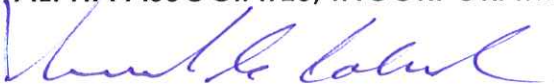
Throughout the duration of the design, Alpha will be the lead design firm and your single point of contact.

## SUMMARY

This project is a perfect fit for our team. We have the ability to handle the evaluation, design and renovation of Building 25 Repairs in its entirety. Our quality work, professionalism and dedication are unparalleled among our competitors. We are ready to begin work immediately.

Sincerely,

**ALPHA ASSOCIATES, INCORPORATED**



Richard A. Colebank, PE, PS  
President and COO  
[rcolebank@alphaaec.com](mailto:rcolebank@alphaaec.com)  
304-296-8216 x102



### **Building 25 Exterior Renovations and Repair**

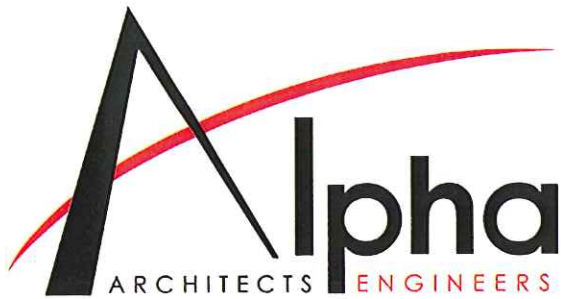
Dryvit, or the more generic term EIFS (Exterior Insulation Finish System) was very popular starting in the 1960's as an inexpensive means of "dressing-up" an existing façade. Originally the process was developed to imitate stucco and was applied only over masonry, solid substrates. The initial system was developed in Europe shortly after World War II.

The 1960's brought the system to North America, changing the solid masonry substrate requirement to include a wood frame system with exterior grade sheathing. This design change also brought about installation problems that resulted in class action lawsuits against some of the major manufacturers of the system for water infiltration, rot, mold and mildew. Since that time the manufacturers have universally provided water drainage systems and vapor barriers as part of the entire finish system.

The product is touted as lasting the life of the building, however, regular cleaning and some repair should be provided. If repairs are to be provided, they should be performed to match a "cleaned" surface, unless new colors are also part of the maintenance.

Initial examination of the façade surfaces should be conducted to determine the extent of repairs or replacement needed. Small holes or damage from hail may be repaired at the surface with "patch" kits. Impact damage that is the result of machines or vandalism could be repaired with removal and build-up of new layers of the system. Cracks should be assessed to determine the cause, be it substrate movement, structural movement, or water penetration through lack of flashings. If the system itself is bowed out indicating detachment from the substrate, then reattachment through mechanical means or total replacement may be indicated.

A thorough examination would include a photographic documentation of surface issues to be addressed. Should the interior of the building be subject to excessive



through the wall water infiltration, more serious remediation may be warranted, and addressed with the Construction documents.

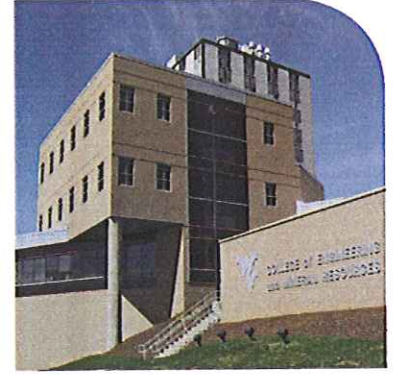
#### Site Lighting and Parking Lot Improvements

Parking lot improvements with the intent to improve efficiency, and surface repairs would be addressed. Typical improvements to consider would be allocation of staff to visitor to handicap spaces, to meet existing code but also building occupant's needs would be addressed. Site lighting may need to be upgraded for energy efficiency as well as foot candle and high-sky cut-off illumination for security needs as well.

#### ADA Ramp

Design of replacement ADA ramp to entrance would require an examination of the building occupants and visitor's needs as well as sensitivity to the improved parking lot efficiencies and definition of the building entrance. The design should compliment and act in concert with the building entrance, and not relegate the individual needing assistance to the "back-door" approach that some older and dated ramps have, by merely complying with the letter of the law.





## FIRM PROFILE 4.2.2

### Firm Profile

#### FIRM NAME

Alpha Associates, Incorporated

#### CORPORATE OFFICE

209 Prairie Avenue  
Morgantown, West Virginia 26501

#### EASTERN REGIONAL OFFICE

535 West King Street  
Martinsburg, West Virginia 25401

#### INCORPORATED

1969; Morgantown, WV

#### FIRM PRINCIPALS

Richard A. Colebank, PE, PS; President and COO  
Richard W. Klein, PE, PS; Chairman and CEO  
James A. Davison, AIA; Vice President  
Charles B. Luttrell, PE; Principal  
Steven V. Buchanan, PE, PS; Principal  
Matthew S. Breakey, AIA, LEED-AP; Principal  
Charles B. Branch, PE; Principal

#### NUMBER OF EMPLOYEES

33 Employees

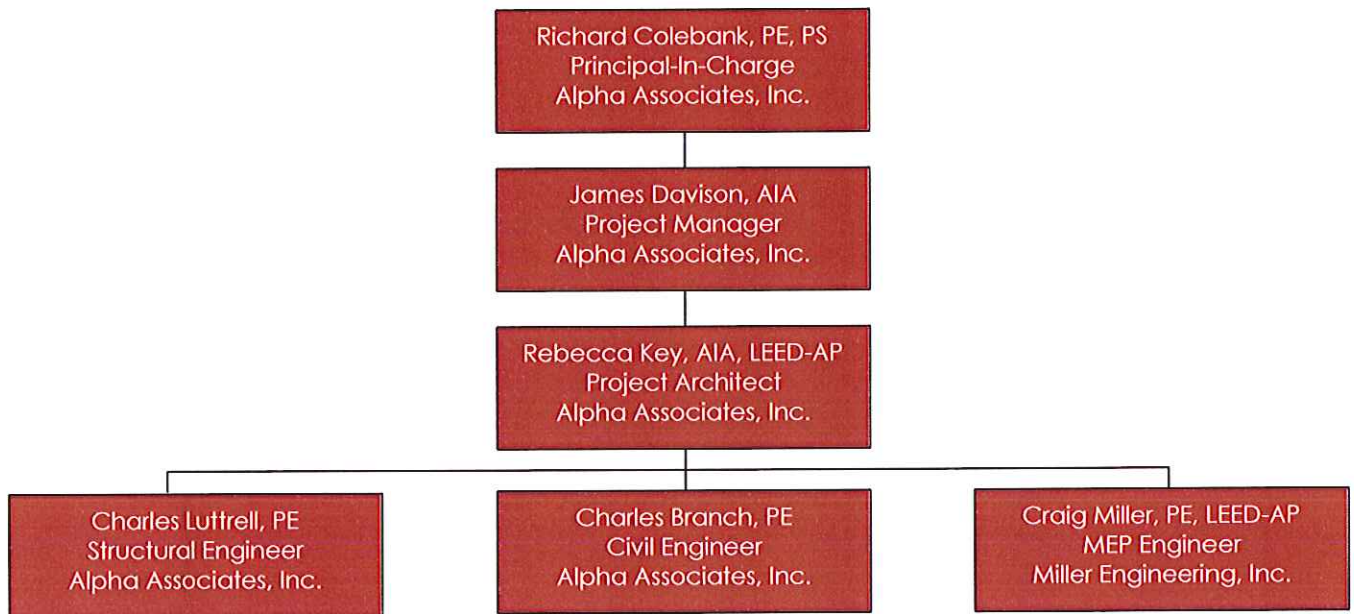
#### SERVICES

Architectural Design  
Civil Engineering  
Structural Engineering  
Surveying  
Interior Design  
Landscape Architecture  
Construction Administration



Alpha Associates, Incorporated was established in 1969 and since that time has completed hundreds of projects throughout Morgantown and the state of West Virginia. Alpha's Corporate Office is located in Morgantown with our Eastern Regional Office located in Martinsburg.

### Key Personnel/Team Organization



Resumes for the above key personnel are included herein





## ALPHA RESUMES

### SUMMARY

Mr. Colebank is President and Chief Operating Officer of Alpha. He has been with Alpha Associates, Incorporated since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous private clients. Since 1988, Mr. Colebank has been the Principal-In-Charge of many of the Civil Engineering projects developed at Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day to day operations of the company while continuing to manage Civil Engineering Projects.



### PROFILE

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development

### PROFESSIONAL HIGHLIGHTS

#### Project Manager:

- WVU Research Park; Morgantown, WV
- Federal Bureau of Prisons Hazelton Medium Security Prison
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- North Fork Hughes River Recreation Facilities; Ritchie County, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- Ices Ferry Bridge; Morgantown, WV
- Monongalia General Hospital Expansion; Morgantown, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV

#### Indefinite Delivery/Indefinite Quantity Contracts:

- Morgantown Municipal Airport Open End Contract
- West Virginia Division of Highways Open End Contract
- National Energy Technology Laboratories Open End Contract
- West Virginia University Open End Contract
- United States Postal Service Open End Contract





## ALPHA RESUMES

**Richard A. Colebank, PE, PS** | President and COO

### EMPLOYMENT HISTORY

1985 – Current    Alpha Associates, Incorporated  
1983-1985        Charles Townes and Associates, P.C.  
1983                US Army Corps of Engineers

### EDUCATION

West Virginia University  
Masters of Business Administration; 1999  
Bachelor - Civil Engineering; 1982

### QUALIFICATIONS

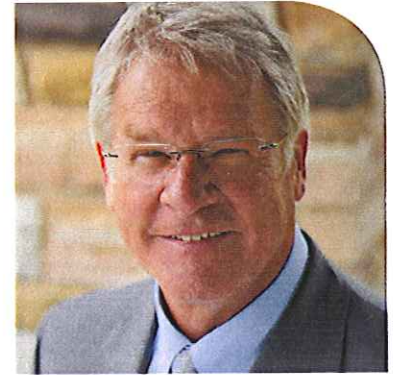
- **License:** Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia

Professional Surveyor: West Virginia  
Certified Private Pilot

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- Former NSPE/PEPP Governor of WV
- ACEC/WV; Former President and Current National Director
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman
- Monongalia County PO Technical Advisory Committee; Member
- Morgantown Area Economic Partnership; Member





## ALPHA RESUMES

### SUMMARY

Mr. Davison joined Alpha Associates, Inc. in November of 1977. He became a principal of the firm and Vice President in 1980. He has designed numerous structures, including research facilities, post offices, religious facilities, commercial and office buildings, and educational and medical facilities. The WV Society of Architects has recognized Mr. Davison for his excellence in architecture with design awards for the WVU Engineering Research Building, Wheeling College Chapel, Morgantown High School, and KCADS Professional Office Building.



### PROFILE

Broad-based responsibilities in the following areas:

- Educational Architecture
- Medical Architecture
- Religious Architecture
- Quality Control
- Client Development
- New Business Development

### PROFESSIONAL HIGHLIGHTS

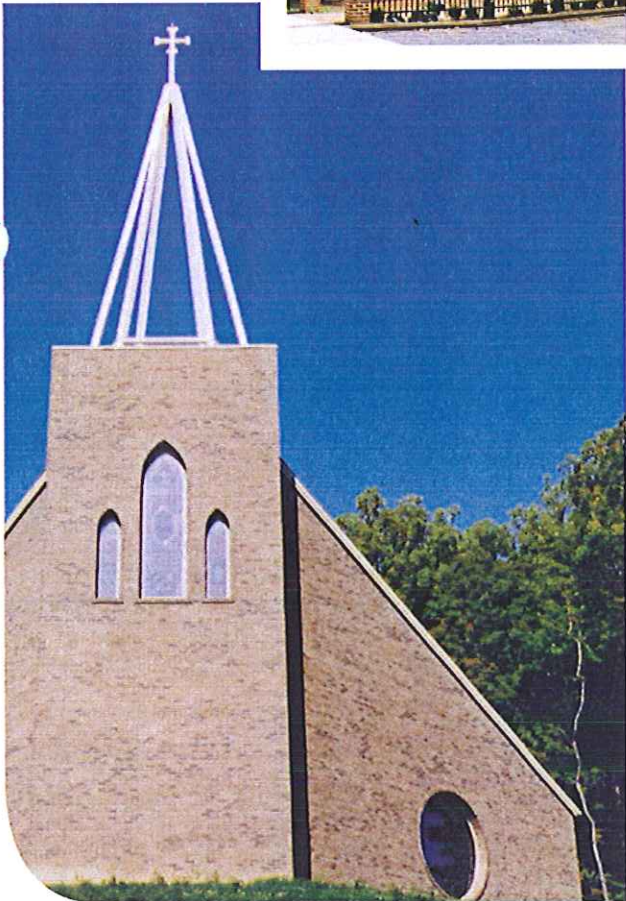
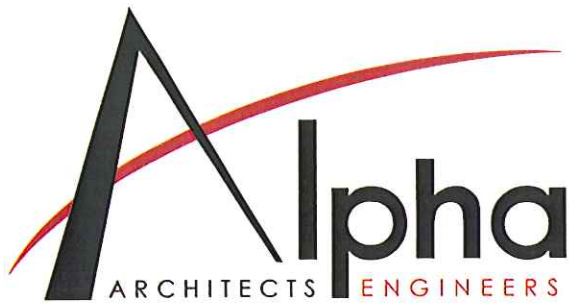
#### Higher Educational Facilities

- Agricultural Sciences Building Addition, WVU
- Engineering Science Building, East Wing Addition, WVU
- Engineering Research Building, WVU
- National Research Center for Coal and Energy, WVU
- Student Leader Housing, WVU
- Gali Laboratory, WVU
- Prichard Hall Renovation, Fairmont State University

#### K-12 Educational Facilities:

- Washington High School; Charles Town, WV
- Westside High School; Clearfork, WV
- Wyoming East High School; New Richmond, WV
- Lewis County High School; Weston, WV
- Morgantown High School Addition/Renovation; Morgantown, WV
- Ridgedale Elementary School Addition; Morgantown, WV





## ALPHA RESUMES

**James A. Davison, AIA** | Vice President, Architect

### EMPLOYMENT HISTORY

1977 – Current    Alpha Associates, Inc.  
1976 – 1977      Carl G. Baker, Architects  
1974 – 1976      Architectural Firm of Laurie and Green  
1966 – 1974      Michael S. Molnar Associates

### EDUCATION

Pennsylvania State University  
Bachelor of Architecture; 1973

### QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Pennsylvania, Maryland, Virginia, Ohio
- NCARB Certified

### AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Council of Educational Facility Planners International
- American Arbitration Association
- Interfaith Forum on Religion, Art and Architecture
- Main Street Morgantown

### AWARDS

**West Virginia Society of Architects Design Awards:**

- KCAD Professional Office Building
- Morgantown High School
- Engineering Research Building
- Wheeling College Chapel

think  **Alpha** first.com

Contact

**James A. Davison**

**304.296.8216**

**800.640.8216**

**jim.davison@thinkalphafirst.com**





## ALPHA RESUMES

**Rebecca Key, AIA, LEED-AP** | Architect, Associate

### SUMMARY

Ms. Key has worked in the architectural field for over 34 years. She is Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Incorporated. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration.



### PROFILE

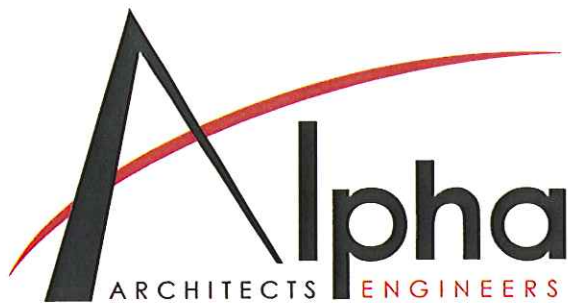
Broad-based responsibilities in the following areas:

- Structural Inspections
- Architectural Design
- Interior Design
- Medical Design
- Interior Space Planning
- Historic Renovation

### PROFESSIONAL HIGHLIGHTS

#### Architectural Design:

- WVU South Agricultural Sciences Building; Morgantown, WV
- Washington High School; Charles Town, WV
- Prichard Hall Renovation; Fairmont State University; Fairmont, WV
- WVU CRRB Renovation, 5th and 7th Floors; Morgantown, WV
- WVU Boreman Hall, Boreman Bistro; Morgantown, WV
- WVU Hatfields Restaurant; Morgantown, WV
- Hart Field Maintenance Facility; Morgantown, WV
- Norwood Fire Station; Morgantown, WV
- FMW Composites; Bridgeport, WV
- Hart Field Terminal Renovation; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Building; Morgantown, WV
- WV State Office Building; Clarksburg, WV
- Ruby McQuain Amphitheater Roof; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Cass Scenic Railroad Clubhouse Renovation; Cass, WV
- Berkeley Springs Bath House Renovation; Berkeley Springs, WV



## ALPHA RESUMES

**Rebecca Key, AIA, LEED-AP** | Architect, Associate

### EMPLOYMENT HISTORY

2000 – Current    Alpha Associates, Incorporated  
1983-1999        Alexander Key and Associates  
1978-1983        Webster Clothes; Director of Store Planning

### EDUCATION

University of Maryland  
Bachelor of Architecture; 1977  
Maryland Institute College of Art  
Coursework in Furniture Design; 1986-1987

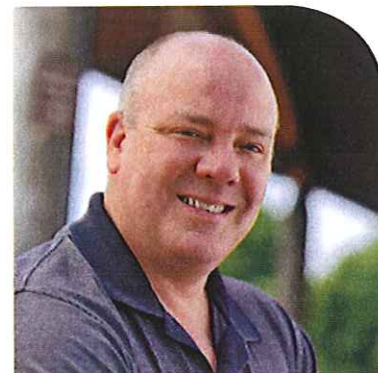
### QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Maryland, Washington DC, New York, Virginia, Pennsylvania
- NCARB Certified
- Leadership In Energy and Environmental Design Accredited Professional

### AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Fairmont, WV ICC Board of Appeal; Board Member
- U.S. Green Building Council
- AIA Liveable Communities
- Marion County Chamber of Commerce



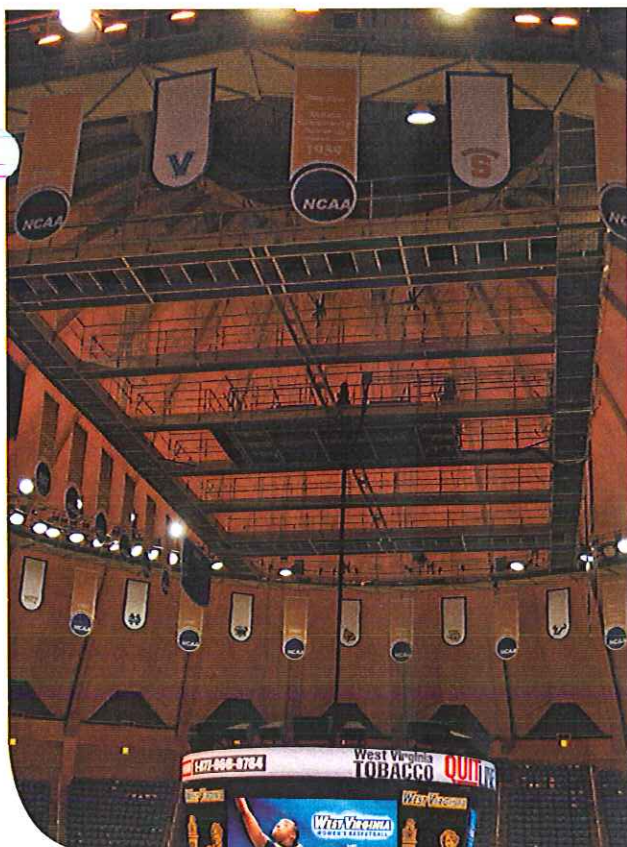


## ALPHA RESUMES

### SUMMARY

Mr. Luttrell has worked with Alpha Associates, Inc. since 1996. He is the chief structural engineer on all projects at Alpha. Before coming to Alpha, Mr. Luttrell's graduate work resulted in several contributions to the cold-formed steel deck industry. His new method of analysis for non-uniform loads on composite concrete and cold formed steel decks has been made a permanent part of the Steel Deck Institute's design manual. Mr. Luttrell also worked on projects that involved pre-stressed timber bridge research with the WVU Constructed Facilities Center. Since coming to Alpha, Mr. Luttrell has had significant involvement in the effort to begin utilizing modern composite materials in practical bridge applications.

**Charles B. Luttrell, PE** | Principal, Structural Engineer



### PROFILE

Broad-based responsibilities in the following areas:

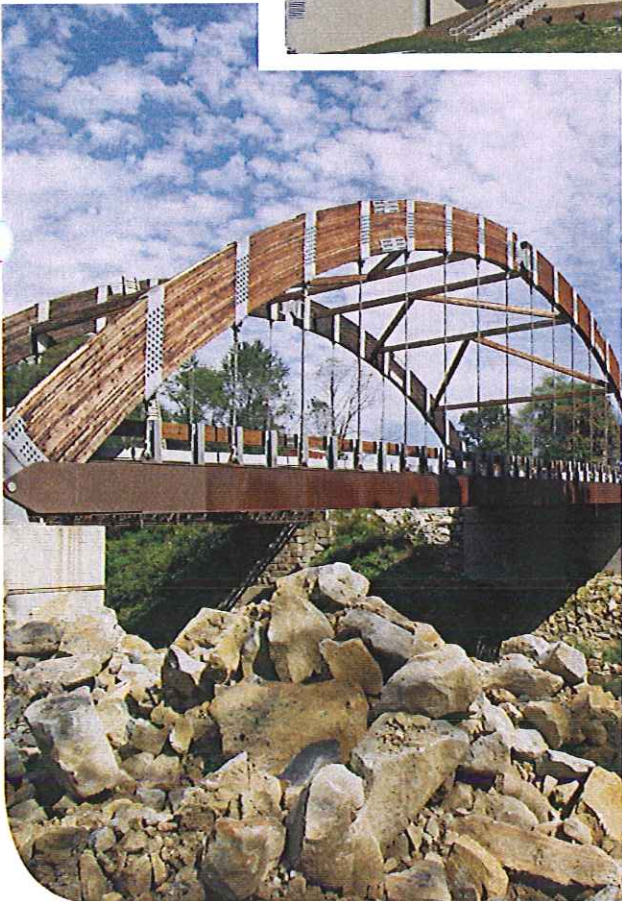
- Bridge Structural Design and Analysis
- Innovative Bridge Materials Applications
- Building Structural Design and Analysis
- Historical Restoration and Evaluations

### PROFESSIONAL HIGHLIGHTS

#### Structural Engineer:

- Alumni Center Structural Framing and Foundation; WVU
- Engineering Science Building, East Wing Addition, WVU
- Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
- West Buckeye Bridge; Core, WV
- Washington High School; Charles Town, WV
- WVU Coliseum Structural Inspection; Morgantown, WV
- WVU Coliseum Scoreboard Hoist Project; Morgantown, WV
- Alderson Broaddus College, Rex Pyles Arena Deck; Philippi, WV
- Mountaineer Middle School Renovation; Morgantown, WV





## ALPHA RESUMES

**Charles B. Luttrell, PE** | Principal, Structural Engineer

### EMPLOYMENT HISTORY

1996 – Current	Alpha Associates, Incorporated
1995-1996	Larry D. Luttrell, PE, Ph D
1991-1994	West Virginia University
1990-1991	WVU Constructed Facilities Center

### EDUCATION

West Virginia University  
 Masters - Structural Engineering; 1995  
 Bachelor - Civil Engineering; 1993

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Maryland, Pennsylvania

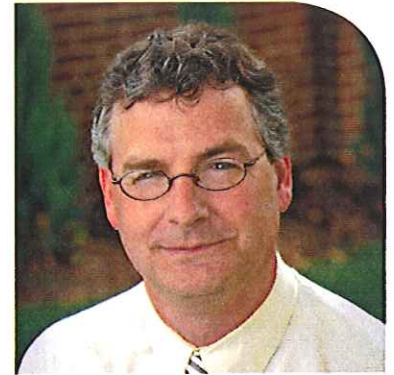
### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- Chi Epsilon; Member
- American Concrete Institute; Member

### Research Experience

- Cold Formed Steel Deck Research
  - ✓ Fastener Failures
  - ✓ Edge conditions/failures
  - ✓ Buttoned overlap shear failures
- Composite Cold Formed Steel and Concrete Deck Research
  - ✓ Line load behavior/failures
  - ✓ Concentrated load behavior/failures
  - ✓ Web crippling
  - ✓ Punch failures





## ALPHA RESUMES

**Charles Branch, PE** | Principal, Civil Engineer

### SUMMARY

As Chief Engineer for site development and planning projects, Mr. Branch is a vital part of the design process at Alpha. His involvement spans from strictly civil engineering projects, to the design of large scale educational projects and medical facilities. Mr. Branch acts as peer review for young engineers in the firm on issues ranging from storm water management to site design. Mr. Branch is also involved in commercial and residential development design, roadway and bridge design and utilities layout.



### PROFILE

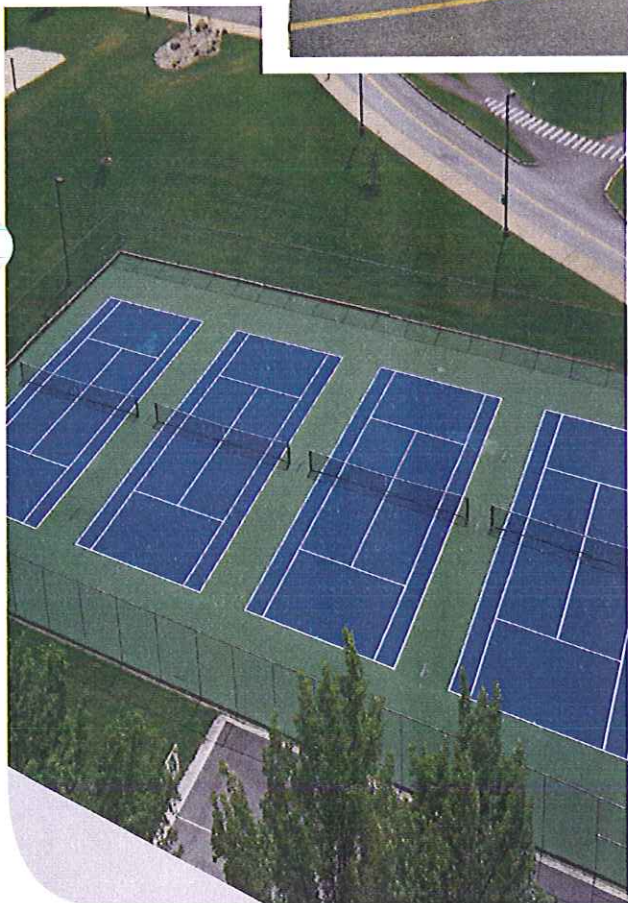
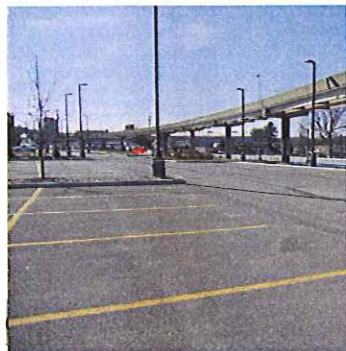
Broad-based responsibilities in the following areas:

- Highway Design
- Municipal Engineering
- Wastewater Collection
- Storm Sewer System Design
- Storm Water Management
- Site Engineering
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Civil Engineer/Project Manager:

- WVU Parking Lot 81 Renovations; Morgantown, WV
- WVU Doll's Run Burn Room; Morgantown, WV
- WVU Alumni Center Parking Lot; Morgantown, WV
- WVU Alumni Center Storm Water Management; Morgantown, WV
- WVU Evansdale Redevelopment; Morgantown, WV
- WVU Health Sciences Center Eastern Division; Martinsburg, WV
- Blackshere Bridge; Mannington, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- Lewis County High School Bridge; Weston, WV
- Wyoming County Route 10 Relocation; Wyoming County, WV
- Fairmont Federal Credit Union; Bridgeport, WV



## ALPHA RESUMES

**Charles Branch, PE** | Principal, Civil Engineer

### EMPLOYMENT HISTORY

1992 – Current    Alpha Associates, Incorporated  
1988-1992        Reimer, Muegge, & Associates, Inc.

### EDUCATION

West Virginia University  
Bachelor - Civil Engineering; 2000  
Fairmont State College  
Bachelor Architectural Engineering Technology; 1988

### QUALIFICATIONS

- **License:** Professional Engineer; West Virginia

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers





## **B. CRAIG MILLER, PE, LEED-AP**

**PRESIDENT**

**ENGINEER IN RESPONSIBLE CHARGE**

### **EDUCATION**

Bachelor of Science in Mechanical Engineering,  
West Virginia University - 1995  
Bachelor of Arts in Mass Communication,  
University of Charleston (WV) - 1988

### **REGISTRATIONS**

Professional Engineer, West Virginia  
Professional Engineer, Pennsylvania  
Professional Engineer, Maryland

### **QUALIFICATIONS**

Craig has more than 15 years' experience in the design, specification, and construction/ project management of mechanical, electrical, and plumbing systems and 10 years experience in facilities operations, maintenance, and management. He specializes in retrofits and upgrades to existing systems and what he terms "operational engineering" or implementing changes to, while maintaining the operational requirements of, a facility or system. He has worked extensively in the educational/ institutional environment including spending several years as a systems mechanic performing various trades work prior to obtaining his engineering education. His trades work gives him a distinctive "hands on" approach to engineering application and design.

Prior to founding MEI, Craig worked as a staff engineer for Casto Technical Service (Trane) performing engineering evaluation and design on various mechanical system upgrades including: Marion County Courthouse, Davis & Elkins Student Union, Charleston Area Medical Center, Women's and Children's Hospital, and Wetzel County Hospital. Preceding his time with Casto Technical, Craig spent two years at Uniontown Hospital as Assistant Director of Engineering. He managed the day-to-day operations of maintenance personnel, managed projects and performed operational engineering service to the facility mechanical, electrical, and plumbing systems. His principal operational engineering foci were the hospitals' steam, chilled water, air handling infrastructure and their associated control systems. He managed real-time upgrade projects to the hospital facilities and the full

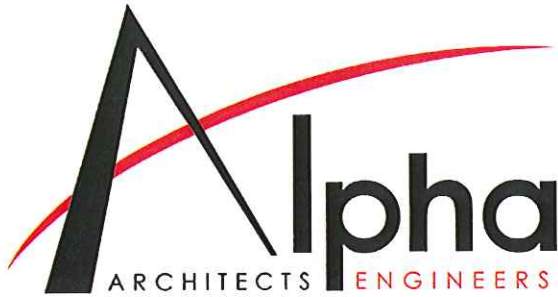


accreditation review of hospital systems operation and maintenance.

Craig worked as a staff engineer at West Virginia University Physical Plant for six years. During that time he managed multiple facility and infrastructure upgrade projects, performed engineering design, assisted maintenance personnel with operational issues, and managed the University's Energy Program. Additionally, he served as the Owner's design review engineer on approximately \$130 million in new capital construction. Craig's WVU projects included mechanical, electrical, plumbing, infrastructure, control, and energy systems repair and maintenance totaling approximately \$20 million.

Prior to his position at WVU, Craig worked in operations and facility maintenance for the Morgantown Board of Parks and Recreation while attending the WVU School of Engineering. He performed mechanical and electrical systems maintenance duties and associated engineering design work while helping to maintain and upgrade the park systems' facilities. Craig started his mechanical systems career as an apprentice and then as a maintenance systems mechanic in the Physical Plant at the University of Charleston.





## DISCLOSURE STATEMENTS 4.2.2

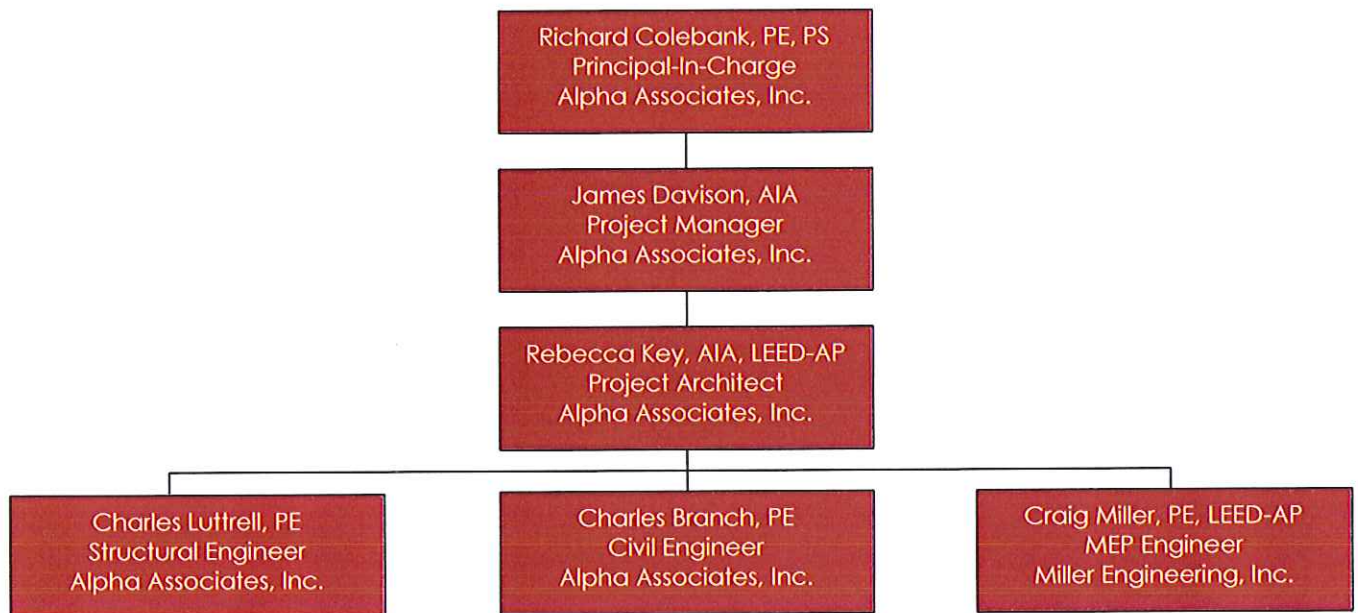
1. Alpha Associates, Incorporated and Miller Engineering, Incorporated have the ability and capacity to completed all aspects of the evaluation, design, and renovation of the Building 25 Exterior Repairs in its entirety.
2. Alpha Associates, Incorporated fully understands and accepts that any and all 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.
3. Alpha Associates, Incorporated is familiar with all local, State, and Federal design regulations. We have provided architectural, engineering and surveying services throughout West Virginia for over 42 years including many projects for the State of West Virginia.
4. Alpha Associates, Incorporated has not had any lawsuits filed against the firm, its principals, or any joint venture partner for misfeasance or malfeasance of professional services.
5. Alpha Associates, Incorporated has no plans to engage in any merger, acquisition, litigation, or business reorganization that might impact our relationship with the State of West Virginia or the outcome of this project if we are selected.



## TEAM QUALIFICATIONS 4.2.3

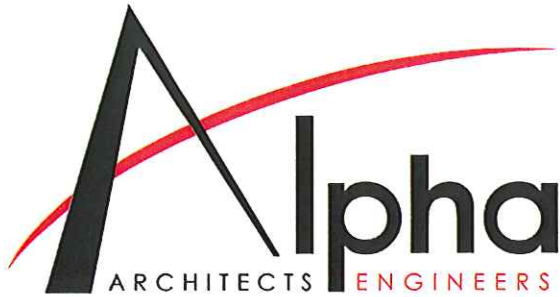
**Contact Person:** Richard A. Colebank, PE, PS  
President and COO  
Alpha Associates, Incorporated  
209 Prairie Avenue  
Morgantown, WV 26501  
304-296-8216 Ext.102  
[rick.colebank@thinkalphafirst.com](mailto:rick.colebank@thinkalphafirst.com)

### Key Personnel/Team Organization



Resumes for the above key personnel are included herein





**Locations Work will be performed** - Both Alpha and MEI are located in Morgantown, WV. The work for your project will be provided out of the following locations:

**Alpha Associates, Incorporated**

209 Prairie Avenue  
Morgantown, WV 26501

**Miller Engineering, Incorporated**

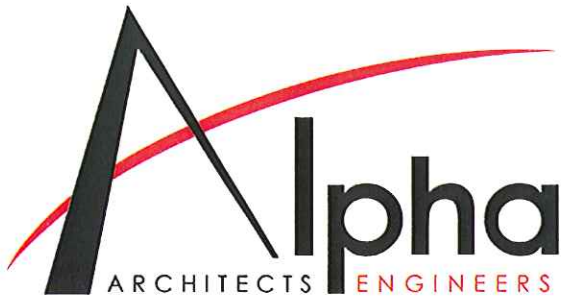
250 Scott Avenue  
Morgantown, WV 26508

## **SCHEDULE**

Successful project management depends upon consensus regarding work efforts, milestones and goals. We have found that the development of detailed work plans, which delineate tasks and deliverables for each project phase, in concert with the client and full project team, is the most effective means of establishing expectations about efforts required by the respective disciplines. In addition to guiding the efforts of the design team, the work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals.

Developing an overall project schedule is a critical task that must take into account many factors: building type, owner's desire for occupancy, scope of work and level of documentation, whether contract(s) is bid or negotiated, available fee, and prior experiences on similar projects.

Determining a project schedule is a task that must be done with all parties involved in the process. Once the design process begins, a very detailed, realistic project schedule can be developed and communicated to all involved. It is anticipated that the schedule will go as followed:

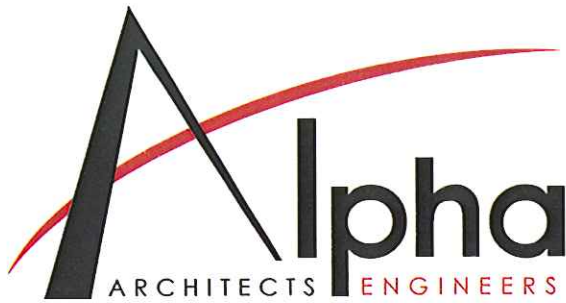


### **Building 25 Outline of Key Phases and Schedule:**

- 1) Initial Kick-off meeting at site to review Program and Schedule with Stake Holders/Owner
- 2) Establish Schedule with Dates assigned
- 3) Assessment of building façade condition
  - a. Physical on-site inspection
  - b. Review of existing documents if any
  - c. Measurements and/or verification of measurements to reflect actual conditions in field.
  - d. Arrange for moisture tests of wall condition, if moisture is a complaint.
- 4) Assessment of Parking lot and ADA access through site and to building entrance.
  - a. Physical on-site inspection
  - b. Review of non-code compliant items
  - c. Review of any Fire-Marshall or Building Code Violation reports.
- 5) Establish conclusions and recommendations based upon observations from inspections of existing conditions.
  - a. How to repair/replace façade
  - b. Determination of total number and orientation of parking spaces
  - c. Location and style of ADA ramp.
- 6) Meeting with stakeholders/Owner's to provide Building Assessment Report
- 7) Determine direction of repairs
  - a. Establish phases if necessary
  - b. Establish probable estimate of costs
- 8) Obtain approval from Stake holders to proceed to Construction Document Phase
- 9) Provide written and graphic documents illustrating extent of replacement, repair and constructions of elements determined from above. Documents shall be of sufficient quality to seek competitive bids for the established Scope of Work.
- 10) Assist stakeholders in Bidding and Negotiation.
- 11) Provide Construction review Administration during term of construction, representing the Stakeholders/Owner's interest.

The above work will be completed within the 60 day timeframe that is required as set forth in the Request for Quotation.





## ALPHA EXPERIENCE

Terminal Renovations | 2011

### Architectural Case Study

#### Morgantown Municipal Airport - Terminal Renovation Morgantown, WV

Alpha Associates provided services for multi-year, multi-phase contracts for improvements to the runways and terminal building.

Terminal renovations provided security upgrades and improvements to the TSA facilities for passenger check-in; improvements to the toilet facilities to facilitate compliance with ADA requirements, improvements and renovations to enhance general aviation services and improvements to the building envelope, mechanical, electrical and fire-life safety systems.

The renovation successfully provided better access through the building, an improved building envelope from a R1 value to R14, and upgraded the mechanical systems in a phased project that allowed the airport to continue operation on a daily basis during the construction periods.

#### Project Reference:

Bob Hammel  
100 Hart Field Road  
Morgantown, WV 26505  
304-291-7461

#### At a Glance

**CLIENT:** City of Morgantown  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2011  
**SIZE:** 20,000 square feet  
**CONSTRUCTION COST:** Multiple Phases and Contracts





## ALPHA EXPERIENCE

Façade Replacement | 2001

### Architectural Case Study

**West Virginia University - Engineering  
Sciences Building Façade Replacement  
Morgantown, WV**

Alpha Associates provided architectural and structural engineering design services for the evaluation and solution of the deteriorating brick façade at the Engineering Sciences Building.

The solution replaced the existing brick façade with a pre-engineered panelized material.

The existing façade consisted of three wythes of masonry units: an outer glazed brick, a middle tile unit, and an interior tile unit. The design included the removal of the outer two wythes of masonry.

The replacement façade consisted of 6" steel studs with kraft paper faced batt insulation supporting synthetic panels and thermal glazed aluminum windows and aluminum louvers.

The project was completed in two phases. Phase I consisted of removing the East Façade and Phase II consisted of removal of the remaining three sides. Phase I was an emergency situation that required immediate action. Phase II is awaiting future funding.



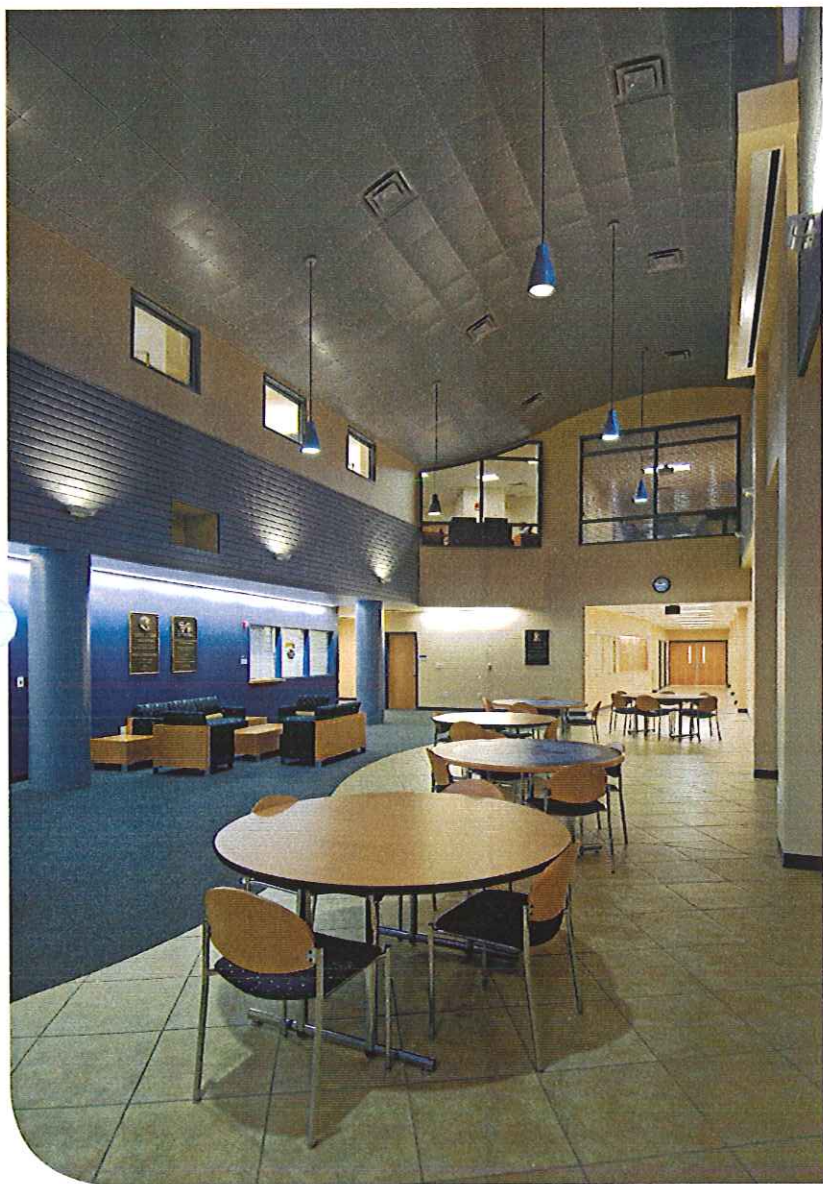
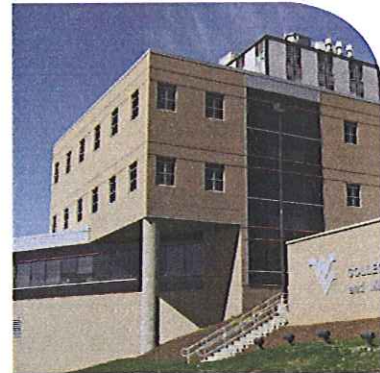
#### Project Reference:

Kevin Swisher  
P.O. Box 6572  
Morgantown, WV 26506  
304-293-2856

#### At a Glance

**CLIENT:** West Virginia University  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2001  
**SIZE:** Exterior of Building  
**CONSTRUCTION COST:** \$973,909





## ALPHA EXPERIENCE

ESB East Wing Addition | Reno/Add 2008

### Educational Case Study

WVU ESB - East Wing Addition  
Morgantown, WV

The first phase of this project was a feasibility study that evaluated the building to determine the nature and scope of the addition.

The West Virginia University Engineering Science Building East Wing Addition/Renovation project was conceived to create a new primary entrance to the existing 228,000 SF building. It consists of a 4-story addition as well as the conversion of an abandoned 3 ½ story boiler room into usable program space. This 3 ½ story boiler space was subdivided into 3 floors supporting chemical-research labs and a tiered lecture hall.

#### Project Reference:

Kevin Kilinsky  
Po Box 6572  
Morgantown, WV 26506  
304-293-4841

#### At a Glance

**CLIENT:** West Virginia University  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2008  
**SIZE:** 32,600 add, 6,500 reno.  
**CONSTRUCTION COST:** \$11 Million

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## ALPHA EXPERIENCE

WVU Potomac State College | 2008

### Educational Case Study

#### WVU Potomac State College Connecting Link

Keyser, WV

The main purpose of this project was to provide handicapped individuals access to two of the most utilized buildings on the Potomac State College campus, the Administration Building and Academy Hall. An addition constructed between these two buildings with differing floor elevations allowed this to occur.

Through the use of an elevator, multiple ramps, and new corridors, wheelchair access is available to all public areas of both buildings. Renovations of classrooms and toilet rooms were also made to meet ADA regulations.



#### Project Reference:

Harlan Shreve  
101 Fort Avenue  
Keyser, WV 26726  
304-788-6800

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#### At a Glance

**CLIENT:** West Virginia University  
**LOCATION:** Keyser, WV  
**COMPLETION DATE:** 2008  
**SIZE:** 3,600 SF Addition  
11,200 SF Renovation  
**CONSTRUCTION COST:** \$7.3 Million





## ALPHA EXPERIENCE

District One Headquarters | 2006

### Transportation Case Study

Department of Highways District One  
Headquarters Feasibility Study  
Charleston, WV

Alpha's study investigated four potential options for rehabilitating the 4.48 acre location along Smith Street. The site contained four major buildings and several smaller buildings.

Option 1 – Proposed the renovation of the existing office building, the removal of various satellite or accessory structures and equipment shed. The Red Brick building and Shawnee/Ruffner building would remain in place in their existing condition.

Option 2 – Proposed the same as option 1 with one exception. The Red Brick buildings would be renovated.

Option 3 – Proposed the demolition of all buildings except for the Shawnee/Ruffner Building which would be renovated.

Option 4 – Proposed the demolition of all buildings except for the Red Brick building which would be renovated.

#### Project Reference:

Anthony Carovillano  
1334 Smith Avenue  
Charleston, WV 25301  
304-558-3001

#### At a Glance

CLIENT: WV Division of Highways  
LOCATION: Charleston, WV  
COMPLETION DATE: 2006  
SIZE: 4.48 Acres  
4 Major Buildings  
CONSTRUCTION COST: N/A

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## ALPHA EXPERIENCE

State Office Building | TBD

### Architectural Case Study

**West Virginia State Office Building**  
Clarksburg, WV

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for a new State Office Building in Clarksburg, WV. The building is designed as an 85,250 square foot, five story office building that will hold seven State agencies.

The structure is limestone and granite cladding over steel and concrete frame.

The project will be applying for Silver Certification under LEED standards.

Construction is currently awaiting budget approval from the State of West Virginia.

#### Project Reference:

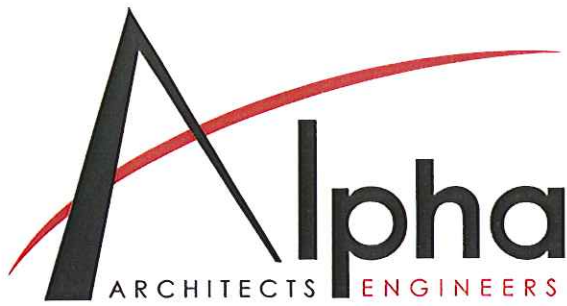
David Hildreth  
1409 Greenbrier Street  
Charleston, WV 25311  
304-558-0510

#### At a Glance

**CLIENT:** State of West Virginia  
**LOCATION:** Clarksburg, WV  
**COMPLETION DATE:** TBD  
**SIZE:** 85,250 sq. ft.  
**CONSTRUCTION COST:** Approx. \$20 Million

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## ALPHA EXPERIENCE

Operations Center | 2011

### Architectural Case Study

**Monongalia County Operations Center**  
Morgantown, WV

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for this new building that will house offices for the Monongalia County Sheriff's Department and other County agencies.

Site constraints and adjacent overhead structures made the development and construction of the project very challenging.

The ground floor will include the sheriff's department, evidence room and several bailiff rooms. The remaining floors are designed to house flexible office space.

#### Project Reference:

Sheriff Al Kisner  
155 Chancery Row  
Morgantown, WV 26505  
304-291-7290

#### At a Glance

**CLIENT:** Mon County Commission

**LOCATION:** Morgantown, WV

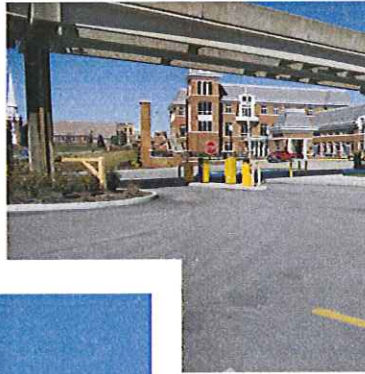
**COMPLETION DATE:** 2011

**SIZE:** 31,655 sq. ft.

**CONSTRUCTION COST:** \$7.9 Million

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#### ALPHA EXPERIENCE

Alumni Center Parking Lots | 2008

### Engineering Case Study

**West Virginia University Alumni Center  
Parking Lots**  
Morgantown, WV

Alpha Associates provided surveying, civil engineering, and construction administration services for the West Virginia University Alumni Center Parking Lots Project. This project provided 200 controlled access, paved parking spaces adjacent to the new WVU Alumni Center, lighting, storm water controls, and other related appurtenances.

Alpha's civil engineering components included: building demolition, site grading, storm water management, utility design, and storm drain design. Alpha coordinated the project with the Morgantown Utility Board, the City of Morgantown, and all local utility companies.

#### Project Reference:

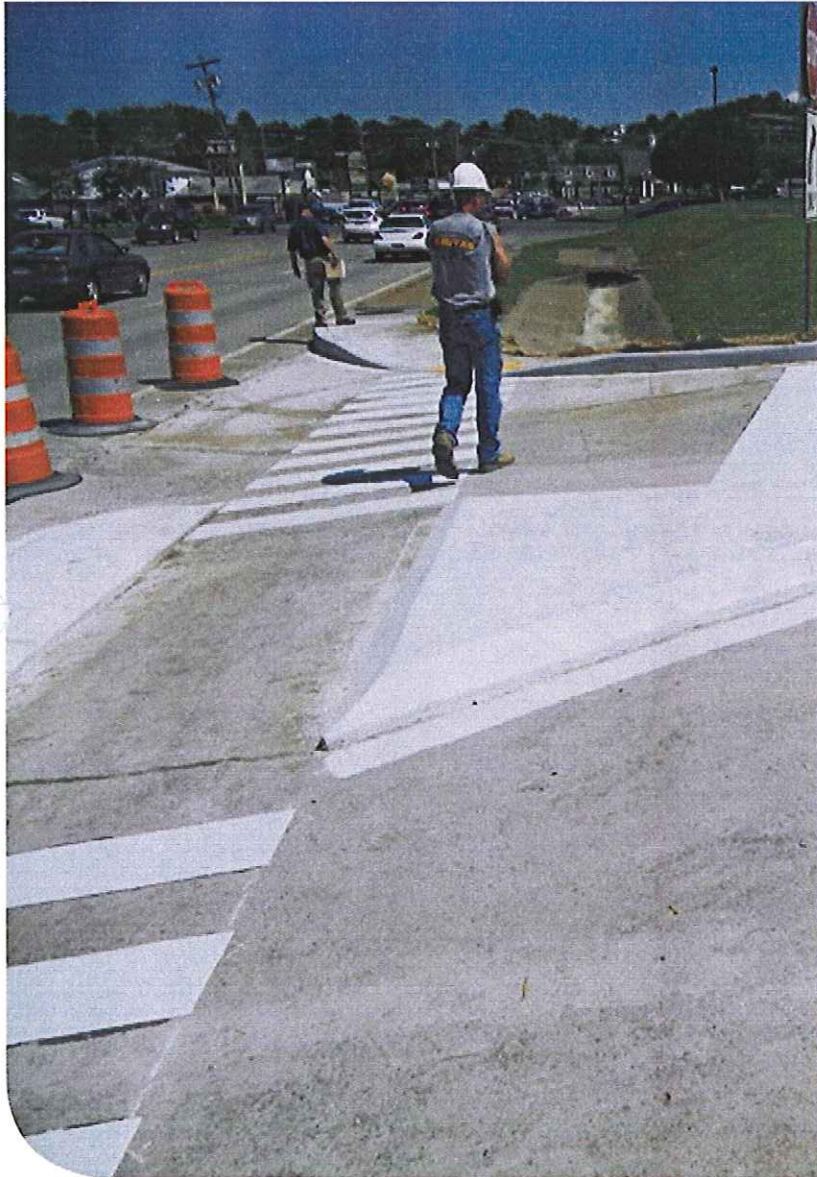
Paul Hanko  
PO Box 4269  
Morgantown, WV 26504  
304-293-4731

#### At a Glance

**CLIENT:** WV Alumni Association  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2008  
**SIZE:** 200 spaces  
**CONSTRUCTION COST:** \$997,000

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## ALPHA EXPERIENCE

Lot 81 Parking Lot | 2011

### Engineering Case Study

**West Virginia University Parking Lot 81**  
**Morgantown, WV**

Alpha Associates provided surveying, civil engineering, and construction administration services for the West Virginia University Parking Lot 81 Project. This project was the renovation of a parking lot of approximately 1000 spaces. Phase 1 provided revised entrances and additional handicap parking. Future Phase 2 will provide additional asphalt and storm water management controls as well as new lighting.

Alpha's civil engineering components included: site grading, storm water management, utility design, and storm drain design. Alpha coordinated the project with the Morgantown Utility Board, the City of Morgantown, and all local utility companies.

#### Project Reference:

Kevin Kilinsky

PO Box 6572

Morgantown, WV 26506

304-293-4731

#### At a Glance

**CLIENT:** West Virginia University

**LOCATION:** Morgantown, WV

**COMPLETION DATE:** 2011

**SIZE:** Multiple Phases

**CONSTRUCTION COST:** Phase 1 \$197,700

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