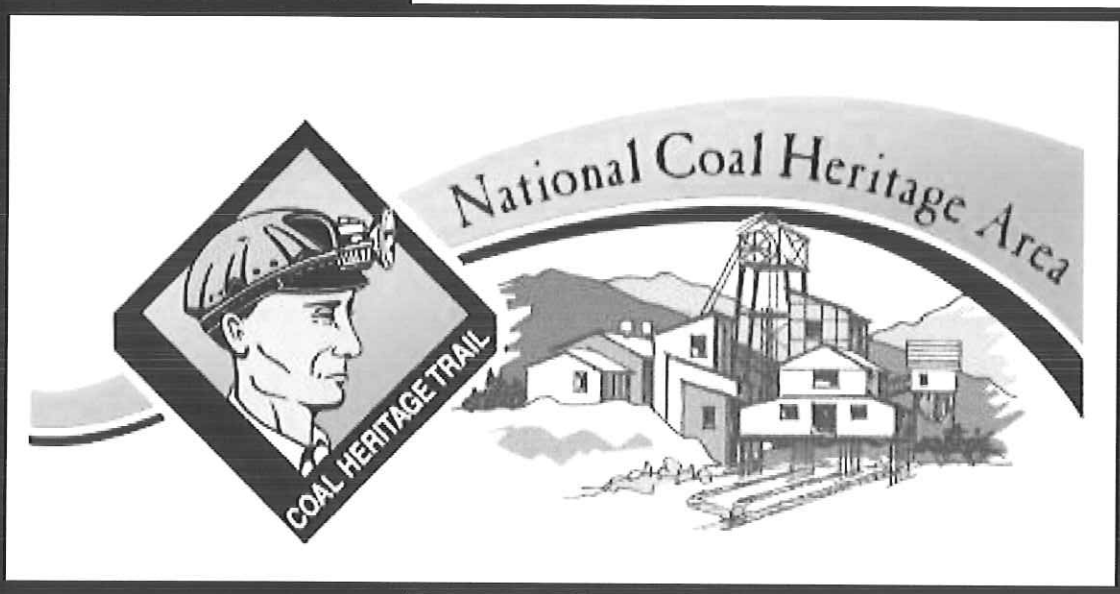




ARCHITECTURE ■ PLANNING ■ PRESERVATION

Expression of Interest Coal Heritage Discovery Center CHA12017



Presented to
Department of Administration
Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

RECEIVED

2012 JUL 12 AM 9:44

July 12, 2012

WV PURCHASING
DIVISION

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

Mills Group
Brock, Reed & Wade Building
206 High Street - Morgantown, WV 26505
(304) 296-1010

Visit us at millsgrouponline.com



Table of Contents

Tab 1: Introduction/Letter of Interest

Tab 2: Qualifications

Tab 3: Project Experience

Tab 4: Ability to Respond

Tab 5: Partnership and Customer Service





July 12, 2012

Department of Administration: Purchasing Division
2019 Washington Street, East
Charleston, WV 25305-0130

Re: Expression of Interest for Historic Rehabilitation and Adaptive Reuse

Dear Madam or Sir,

On behalf of our teammates CAS Structural Engineers and Miller Engineering, the Mills Group is pleased to submit this expression of interest to offer our services to rehabilitate and adaptively reuse the Patteson Ford Building.

We believe our team's combination of skills and expertise offer the Coal Heritage Highway Authority an unparalleled experience in identifying the vision for the discovery center, designing a plan to meet these needs and monitoring the construction rehabilitation of the building.

The Mills Group team pride ourselves on our past experiences in historic preservation which have included local, state and national projects. We have had extensive experience working with historic structures including the restoration of Lynnside Manor in Sweet Springs, the adaptive reuse of the former Post Office into the Morgantown Museum examining the social and industrial history of Morgantown, and the adaptive reuse of a former toll house in Wellsburg that will illustrate the transportation history of the northern panhandle. We most recently completed a completed a master plan for the Duffield's Depot in Jefferson County which is the oldest, extant B&O railroad station in the United States and is poised for rehabilitation and adaptive reuse as a transportation museum and educational center.

The Mills Group uses the **Secretary of the Interior's Standards** as a baseline for all of our historic preservation projects. We also have a very good relationship with the WV State Historic Preservation Office (SHPO), as the Mills Group has been the rehabilitation grant monitor for the past six years.

The Mills Group also takes care to **incorporate sustainable design solutions** and creative energy saving technology within original historic structures, showing that historic preservation and green technology are mutually compatible. We also have a LEED certified project manager and Director of Sustainable Design on staff while other members of the team are currently undergoing LEED certification.

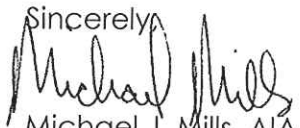
"Designing on the principles of the past and preserving for the future"

Many of the projects our team has worked on are **funded with state and federal dollars**, instituting SHPO oversight. The Mills Group believes in open and frequent communication with the client and the SHPO, ensuring a smooth project transition. Additionally, we believe in creating step-by-step plans to convey complex historic details and specifications to contractors and as well as constant **construction oversight**.

Finally, our team believes in working with the public to flesh out ideas during the conceptual process and incorporate community input into the final design. We believe **community engagement** activities cultivate thoughtful ideas and provide the public with a sense of ownership.

Our team's experience in providing thorough existing conditions analysis with design solutions is second to none. Our goal is to interpret your vision for the discovery center and bring it to life. We have enclosed our resumes and several sample project sheets to detail our experience working with historic structures.

We would be honored to assist in the restoration of this landmark structure. Should you have any questions, please feel free to contact me at 304-296-1010 or email me at mmills@millsgrouponline.com. Thank you for this opportunity.

Sincerely,

Michael J. Mills, AIA
Principal

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CHA12017

0013

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Mills Group
 Company

[Signature]
 Authorized Signature

July 11, 2012
 Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

Revised 6/8/2012



TAB 1: Firm Description

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

Since the Fall of 2005, 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 opportunities and constraints, implemented sensitive preservation of historic buildings, and guided clients in existing structure renovations.

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

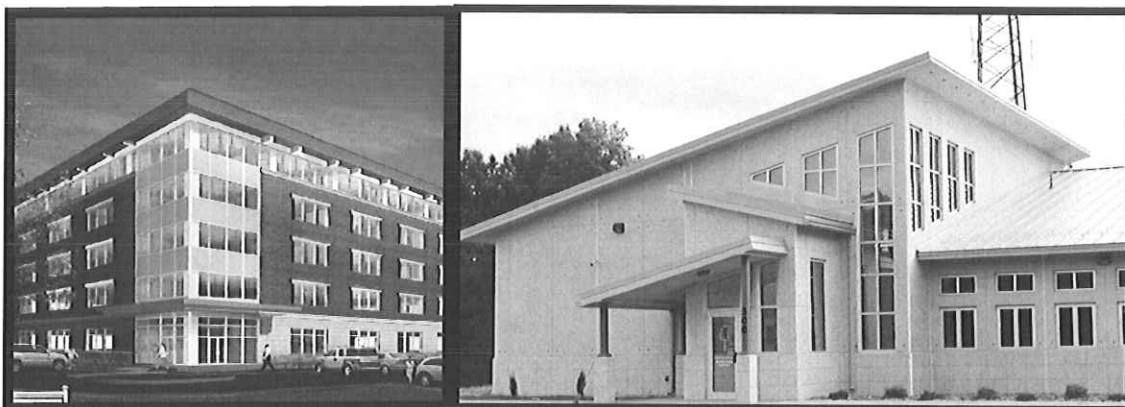
West Virginia abounds with unexpected architectural treasures. A goal of the practice is to embrace the architectural heritage of the region and to celebrate the best of the past, while promoting economic vitality for the future.

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 clients include numerous agencies responsible for the administration and stewardship of architectural and cultural resources, as well as a variety of development-oriented agencies. 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, & 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, but also specializes in the rehabilitation and adaptive reuse of existing structures, striving to emphasize their cultural, historical, and environmental contexts.



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 understanding 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 remnants 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 exhibition/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.

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
- Enhancing 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.
- Specifying construction materials that are harvested and manufactured from local sources.
- Pursuing projects that serve to bolster a healthy diverse economy

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.



Structural Engineering, Inc.

Firm Profile

CAS Structural Engineering, Inc. – CAS Structural Engineering, Inc. is a West Virginia Certified Disadvantaged Business Enterprise structural engineering firm located in the Charleston, West Virginia area.

Providing structural engineering design and/or analysis on a variety of projects throughout the state of West Virginia, CAS Structural Engineering has experience in excess of 20 years on the following types of building and parking structures:

- Governmental Facilities (including Institutional and Educational Facilities)
- Industrial Facilities
- Commercial Facilities

Projects range from new design and construction, additions, renovation, adaptive reuse and historic preservation (including use of The Secretary of the Interior's Standards for Rehabilitation) to evaluation studies/reports and analysis.

CAS Structural Engineering utilizes AutoCAD for drawing production and Enercalc and RISA 2D and 3D engineering software programs for design and analysis. Structural systems designed and analyzed have included reinforced concrete, masonry, precast concrete, structural steel, light gauge steel and timber.

Carol A. Stevens, PE is the firm President and will be the individual responsible for, as well as reviewing, the structural engineering design work on this project. While CAS Structural Engineering, Inc. has only been in business for ten years, Carol has over 20 years of experience in the building structures field, working both here in West Virginia and in the York, Pennsylvania vicinity. Carol is also certified by the Structural Engineering Certification Board for experience in the field of structural engineering.

CAS Structural Engineering, Inc. maintains a professional liability insurance policy.



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.

Firm Staffing: Who are we?

The firm currently has six technical staff members and an office manager/administrator. The complete resumes of the technical staff are included in this proposal. The staff functions very much as a team with each staff member having a well rounded basis of knowledge about the profession, and each having a center of excellence that can provide value added service to the client.



Michael J. Mills, AIA

Principal Architect



Mr. Mills leads all facets of the daily operations of the Mills Group. Mr. Mills has seventeen years of experience in historical preservation, architectural design, and planning. Through his extensive work with historic structures, he has a detailed working knowledge of the Secretary of the Interior's Standards for Historic Preservation Projects. His work includes interior and exterior preservation, window restoration, foundation waterproofing, roof repair, integration of MEP systems in a historic structure and the design of interpretive exhibits for historic structures. The other aspects of his work include historic design guidelines, contextual design of new structures, and the issues related the revitalization of main streets across the country.

Education:

BS, BARCH/1993/
Rensselaer
Polytechnic Institute

Professional Registrations:

West Virginia
Virginia
Ohio

Preservation Experience:

Lynnside Manor Restoration- Sweet Springs, WV

Mills Group was engaged to design and supervise the restoration of Lynnside Manor, an antebellum brick plantation home which was partially destroyed in a fire in 1933. Using historic research and architectural evidence, the Mills Group designed a plan to meet the 21st century needs of the new owner as well as meet the requirements of the National Park Service's stringent regulations for a Historic Rehabilitation Tax Credit application. The Mills Group oversaw the redevelopment of the whole house system which included geothermal and solar energy, access to the sweet spring which gave the town its name, and the development of a landscape master plan.

Duffields Station- Jefferson County, WV

The Mills Group was hired to create a master plan for Duffields Station, the oldest extant B&O Railroad station in Virginia. The team conducted historic and architectural research to understand the phases of development of the stone and timber building and worked with the client to understand their future needs for the building. The final result was a conceptual design and phased plan to redevelop the historic building and assist the owners in obtaining future funding opportunities.

Morgantown Museum- Morgantown, WV

The City of Morgantown hired The Mills Group to redesign the lower level interior of the Monongalia Arts Center to serve as the new and expanded City Museum. The space once served as a warehouse for the US postal service and was a blank canvas. The team designed public restrooms and the interior wall layout for displays. The Mills Group interior designer also selected finishes and details to transform the space. The team also composed the graphic design and signage to illustrate the new displays.

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.

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.

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. 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.

WVSHPO 2011, 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.

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.

R. Greg Eddy, AIA

Project Manager



R. Greg Eddy, of Morgantown, serves Mills Group in the capacity of Project Manager with eight years of experience. Greg is a registered architect in the state of West Virginia and is NCARB certified. "Being from the Morgantown area, I welcome the opportunity to assist my community in its incredible growth and development," said Greg; this sentiment is shown in his involvement in Main Street Morgantown. His project experience ranges from small residential to large commercial with a sensitivity to client focused design solutions. Greg is very excited for the opportunities offered by Mills Group and looks forward to contributing to the burgeoning Downtown Morgantown architecture firm.

Experience:

Education:

MA/2004 /
Architecture
Virginia Polytechnic
Institute & State
University

BA/2001/
Architecture
Fairmont State
University

NCARB Member

Mon General Hospital - Morgantown, WV With a focus to serve the professional medical community, Mills Group was charged with the development of a 5.6 Acre parcel of land which bisects the two largest hospitals in the region. Attention was given to two main structures, the site itself and provisions for a third structure. A five story, 60,000 medical office building was given a very prominent position within the site as it is to serve as a focal point for all professional medical activity in this development. Attention was given to this structures design which was shown in a corporate modern language. A second structure was chose to support the medical profession as an extended stay hotel. Hilton Home2 was chosen as this brand supports the modern vernacular desired by the client.

BFS Addition and Renovation – Morgantown, WV

A design build project, the scope was to develop a set of documents which would demonstrate the intentions of updating and existing building and the creation of addition space to house a chain restaurant. Coordination between the general contractor, engineering consultants and a national chain restaurants design team were critical to the successful end deliverables.

Boy Scout Camp Mountaineer Pavilion Addition-Morgantown, WV

The Boy Scouts of America employed full services for design and documentation of two pavilions to serve shelter needs at their rifle and archery range. In addition to design and bidding we have been asked to provide administrative services to implement these structures. Through close client communications a sensitivity to natural site characteristics and budget were paramount to a successful bidding process. This project is currently under construction and has a completion date of late winter 2012.

Past Experience:

Allegheny Energy Headquarters - Fairmont WV

The scope was to develop new construction which would support 150+ employees and server as the main distribution portal for the Mid-Atlantic power grid. With deliverable as design build while being fast tracked, a team approach was taken. Given to task of interior public spaces, it was desired that a high corporate finish was desired. This was accomplished through material selections, color choices and interior partitions dynamics.

WVHEPC Headquarters Kanawha Valley Community and Technical College - South Charleston

A gift of an existing 100+sqft structure and the future leasing of a portion of this space to a growing community and technical college lead a very complicated program for this owner. Though interviews with the owner and the end user, a scope was developed which included a major renovation, an addition of 20+ sqft and a complete upgrade to all major support systems and non-structural systems. Currently under construction in Phase I of III, this project has a delivery date of end of 2012.

Ryan K. Hess, LEED AP

Director of Sustainable Design



Ryan is responsible for leading the office in the sustainable design market and serves as our expert on LEED projects. As such, Ryan pursues client opportunities, manages projects, and incorporates sustainable principles into all his designs. Ryan has also improved the efficiency of the office through in-house project management. Additionally, Mr. Hess also volunteers his time lecturing to students interested in pursuing a career in architecture, mentors architectural interns as well as serves on various city redevelopment committees.

Experience:

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 its glory.

Jones Place - Morgantown, WV

Jones Place uniquely sets atop steep Sunnyside terrain, capturing the City of Morgantown and West Virginia University's growth since 1867, overlooking the Monongahela River and Historic Woodburn Hall. A four phased project consisting of forty three bedroom units and four one bedroom units are walkable to the downtown campus and business district, further integrating the commercial and residential districts. The overlooking site served the theme of the architectural design, which provides ample views from within the building and further opportunity to overlook metropolitan Morgantown with cantilevered decks on the two uppermost floors of each unit.

Education:

West Virginia
University:
2007/BS/ Civil &
Environmental
Engineering
2008/MBA/ Business
Administration

Carnegie Mellon
University: 2009
Master of Science,
Architecture

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.

Bartlett House - Morgantown, WV

This 27,000 sq. ft. adaptive reuse and new addition is arranged to allow for natural daylight and ventilation of all major spaces and focuses on a large central gathering space both inside and in a planted atrium. The design allows for future expansion of the facility, and two more phases to be completed in the next three years that includes a playground, walking trail, and a garden

Kappa Sigma - Morgantown, WV

The client's request included a greater bed count, an addition, greater accessibility and refurbished social areas. The resulting design included a larger building with an extra floor bringing the square footage up to 18,000 square feet. The shared spaces were designed with a sense of identity that bespoke the fraternity's traditions and future, while overlooking WVU's downtown campus and the urban business district of Morgantown. Furthermore, the design captures the opportunities of the buildings existing visibility and sight lanes throughout Morgantown and Westover.

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.



Julie M. Frum

Project Manager



Concentrating on interior design and architecture, furniture specification and project management. Ms. Frum has a broad range of commercial experience including higher education, healthcare and corporate environments. Julie executes a leadership role to manage client relationships and coordinate with the Mills Group design and project management team.

Julie's current projects include conceptual design for Hancock County 911, construction management for FBI Fairmont, WV and interior design planning for Chestnut Hotel Morgantown, WV and master planning for WVU Greek Village.

Education:

BS/1993
Interior Design-
West Virginia University

Experience:

PI Kappa Alpha Site Feasibility Study- Morgantown, WV

Working with a team at the Mills Group, Julie helped to complete a site feasibility study for the Pi Kappa Alpha Fraternity in Morgantown, WV. The goal was to establish the possible uses for the existing building and land that the fraternity currently occupies. Julie helped to plan out various types of houses that could be built on the site, as well as a renovation of the existing house.

Preston County Courthouse - Kingwood, WV

Mills Group worked with the Circuit Clerk Judge to redesign both the courtroom and the jury room. The goal was to get both spaces to be ADA compliant as well as address all security needs. Research was completed to gather current design criteria for the modern courtroom in order to meet the needs of the judge, jurors and attorneys using the Courtroom.

Preston County Signage Upgrade - Kingwood, WV

Julie worked with the Preston County Commission to create a Signage Package. The County needed to upgrade their interior and exterior signage throughout the Courthouse and Annex facilities. The final product had to follow the ADA guidelines and provide the public with the information they needed to access the services they needed in each building. Once the package was completed Julie finalized the Bid documents and assisted in putting them out for public bidding and procurement.

Past Experience:

West Virginia University Wise Library- Morgantown, WV

Due to the growth on campus WVU Wise Library worked with Julie to create new spaces for students to study and collaborate on projects. While working on this project new multi-purpose and flexible study spaces were created by moving existing book stacks. Once the areas were opened up, Julie and her design team created two small study areas, one medium study area and one large open collaboration space. The furniture that was proposed and purchased was mobile and able to adapt for many types of uses.

Fairmont State University - Masters in Business Classroom - Jaynes Hall - Fairmont, WV

The new Masters in Business classroom was developed to be a flexible classroom for the business department at Fairmont State University. The goal was to create a prototype for the program that could be duplicated and expanded for classrooms within the school of business. During the programming phase Julie worked with the Dean of the School and the FSU Facilities Department to renovate the space, specify flexible furniture and add new technology. Once all space planning and product specification was complete Julie scheduled and coordinated final product installation and punch list completion.

Sandra Scaffidi, MA

Preservation Associate & Historian



Sandra has more than 10 years of experience documenting historic properties throughout the United States. She is well versed in working with Federal, state and local preservation laws and enjoys developing historic contexts and completing field surveys. Sandra also has authored National Register of Historic Places nominations and completed Historic Structures Reports. Additional preservation experience includes (but is not limited to):

Preservation Experience:

Lynnside Manor Historic Structure Evaluation/Rehabilitation Tax Credit Project, Sweet Springs, WV. Conducted historic documentary and architectural research to trace development of an antebellum plantation that suffered from a devastating fire in 1933. Assisted in the development of architectural designs and completed a historic rehabilitation tax credit application for the building.

Historic/Architectural Documentation of the Highland Drive Veterans Administration Hospital, Pittsburgh, Allegheny County, PA. Documented and evaluated mid 20th century psychiatric hospital prior to demolition.

National Register of Historic Places Nomination for Capon Chapel, Hampshire County, WV. Completed background research and nomination form for NRHP listing of the historic property.

Historic Structures Report. Rogers House, Morgantown, WV. WVU Campus Ministry Center. Preservation Associate. 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

Architectural Survey of Woodburn Historic District, Morgantown, West Virginia. Morgantown Historic Landmarks Commission. 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.

National Register of Historic Places Nomination for the Old Pine Church, Hampshire, County, WV. Completed background research and nomination form for NRHP listing of the historic property for Landmarks Commission.

WV SHPO Grant Monitor, Charleston, WV. Provided technical assistance and grant monitoring to 17 grant recipients throughout the state on behalf of the WV SHPO.

The Development of a Maintenance Manual, Independence Hall, Wheeling, WV. Created a Maintenance Manual for the care and preservation of a new mural placed inside the courtroom at the Custom House in Wheeling featuring the creation of the state of West Virginia.

Master Plan of Duffield's Station, Duffield Station, WV. Interpreted historic documentation to develop a timeline of alterations to an early train station in Jefferson County, West Virginia.



Structural Engineering, Inc.

Carol A. Stevens, P.E. **Structural Engineer**

EDUCATION

West Virginia University, BSCE, 1984
Chi Epsilon National Civil Engineering Honorary
The Pennsylvania State University, ME Eng Sci, 1989

PROFESSIONAL REGISTRATION

P.E.	1990	Pennsylvania
P.E.	1991	West Virginia
P.E.	1994	Maryland
P.E.	2008	Ohio

BACKGROUND SUMMARY

2001 – Present	President, Structural Engineer CAS Structural Engineering, Inc.
1999 – 2001	Structural Engineer Clingenpeel/McBrayer & Assoc, Inc.
1996 – 1999	Transportation Department Manager Structural Engineer Chapman Technical Group, Inc.
1995 – 1996	Structural Engineer Alpha Associates, Inc.
1988 – 1995	Structural Department Manager Structural Engineer NuTec Design Associates, Inc.
1982 – 1988	Engineer AAI Corporation, Inc.

PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers
National Society of Professional Engineers
American Concrete Institute
American Institute of Steel Construction
West Virginia University Department of Civil and
Environmental Engineering Advisory Committee Chair
West Virginia University Institute of Technology
Department of Civil Engineering Advisory Committee

CIVIC INVOLVEMENT

ASCE Christmas in April Project
Engineer's Week Speaker

EXPERIENCE

West Virginia, First Presbyterian Church Restoration: Structural renovations of steel in lantern level and terra cotta cornice, overview of repairs to limestone and terra cotta façade of 1920's structure.

West Virginia, Hawks Nest State Park Lodge: Analysis of structural cracks in stairtower.

West Virginia, State Capitol Complex, Governor's Mansion: Structural analysis and design in addition to evaluation report for modifications and renovations to several areas of mansion. Building is on State Historic Register and was constructed in the 1920's.

West Virginia, State Capitol Complex, Holly Grove Mansion: Structural evaluation report for preliminary condition assessment of building structure. Building is on State Historic Register and was constructed in the 1830's.

West Virginia, Twin Falls Resort State Park Addition: Structural design for new addition to existing facility.

West Virginia, State Capitol Complex, Main Capitol Building Parapet: Exploratory investigation of limestone/brick parapet/balustrade of Main Capitol Building to determine cause of movement/cracking/ leaks. Construction contract for repairs has been completed. Building is on State Historic Register and was constructed in the 1920's and 1930's.

West Virginia, Twin Falls Resort State Park: Structural evaluation of existing recreation building.

West Virginia, Pipestem Resort State Park: Structural evaluation of existing recreation building.

West Virginia, State Capitol Complex, Main Capitol Building Dome: Exploratory investigation of structural steel components of Lantern Level of dome and development of contract documents for repairs. Building is on State Historic Register and was constructed in the 1930's.

West Virginia, Historic Putnam-Houser House (Parkersburg): Designed system for stabilization and upgrades to floor framing of building that was constructed in the 1700's.

West Virginia, Upshur County Courthouse:

Developed construction documents for structural repairs to main entrance, dome and monumental sandstone columns of 1899 structure. Work was recently completed and received a WVAIA Honor Award for Design Excellence.

Ohio, Mahoning County Courthouse: Completed preliminary structural observation report of exterior façade conditions to recommended phased repairs for terra cotta and granite façade. Building is on State Historic Register and was constructed in the early 1900's.

West Virginia, State Capitol Complex, Building 5: Structural design and analysis for support of new boilers and other mechanical equipment to be placed in mechanical penthouse.

West Virginia, State Capitol Complex, Building 7: Investigation and development of Construction Documents for new elevators.

West Virginia, State Capitol Complex, Building 3: Structural design and construction administration of repairs to limestone canopy. Building is eligible to be placed on State Historic Register and was constructed in the 1950's.

West Virginia, State of West Virginia Office Building #21, Fairmont, WV: Preliminary structural observation report for condition assessment of building structure.

West Virginia, State Capitol Complex, Building 5: Structural design and analysis for support of new boilers and other mechanical equipment to be placed in mechanical penthouse.

West Virginia, Hampshire County Courthouse: Structural design for new elevator for existing historic building.

PREVIOUS EXPERIENCE

West Virginia, State Capitol Building, North Portico Steps: Designed structural system to replace deteriorated reinforced concrete slab at landing on north side of Capitol steps. Building is on State Historic Register and was constructed in the 1930's.

West Virginia, Beech Fork State Park Pool, Bathhouse and Cabins: Designed structure for new bathhouse, swimming pool and cabins.

West Virginia, Moncove Lake State Park Pool: Designed structure for new swimming pool.

West Virginia, Upshur County Courthouse Annex: Performed structural evaluation and design for repairs to existing multi-story Annex addition.

West Virginia, Farrell Law Building: Performed analysis of existing deteriorated structural sidewalk over parking area. Recommended repair solutions for reinforced concrete and aged terra cotta façade of 1920's building.

West Virginia, Canaan Valley Resort and Conference Center: Structural feasibility study to upgrade lodging units.

West Virginia, West Virginia University Masterplan: Investigated structural floor load capacity of several university buildings as a consultant to a large national architectural firm for masterplan.

West Virginia, Morgantown High School Additions: Designed steel framing and foundations for science classroom, cafeteria and gymnasium additions to existing education complex.

West Virginia, Grafton High School Addition: Designed steel framing and foundations for new science classroom addition to existing high school.

Pennsylvania, York County Government Center: Structural analysis and design of 1898 former department store converted to county government offices. Interior renovations included adding floor framing at mezzanine level, analyzing and redesigning deficient floor framing, and adding new elevators. Exterior renovations included complete façade rework to recreate original appearance.

Pennsylvania, Metropolitan Edison Company, Headquarters: Structural design for new 80,000 SF two-story office addition to existing complex.

Pennsylvania, Defense Distribution Region East: Structural engineering and design for a 33,000 SF Hazardous Materials Storage Warehouse.

Maryland, U.S. Army Corps of Engineers, Baltimore District, Administration Building: Seismic design of new 10,000 SF masonry building.

Pennsylvania, Carlisle Syntec: Design of foundation supports for 800,000 lb rubber vulcanizing machine; enlargement of foreman's office including new framing to support mechanical equipment on roof; new monorail installation; extension of existing gantry rail.

Pennsylvania, Engel Worldwide: Steel framing and foundations for new 12,000 SF two-story office building; design of crane beams and columns for adjacent 60,000 SF crane building.



B. Craig Miller PE
President
Miller Engineering, Inc

Responsibilities include:

Engineer in Responsible Charge of all projects.

Design, Project Management, Construction Administration of Mechanical, Electrical, Plumbing systems for new construction and renovation projects.

Managing all aspects of projects from evaluation and initial identification of project opportunities, developing concept, schematic and construction design, bidding, submittal review and project management as required to deliver project with specific objectives in a given time frame.

CASTO TECHNICAL SERVICES

Charleston, West Virginia

Existing Building Services Staff Engineer

Nov 2002 – September 2003

Duties include:

Completion of HVAC performance contracting and "turn key" retrofit projects.

Managing all aspects of projects from evaluation and initial identification of project opportunities, developing concept, schematic and construction design, managing project team and subcontractors to deliver project with specific objectives in a given time frame.

Responsible for administration, implementation, and management of performance contract based and "turn key" mechanical, electrical projects.

UNIONTOWN HOSPITAL ENGINEERING DEPARTMENT

Uniontown, Pennsylvania

Supervisor of Engineering and Clinical Engineering

Feb. 2001 – Oct 2002

Work included:

Supervising Engineering personnel in the day-to-day operation of Hospital's physical facilities including: mechanical, electrical, plumbing, and structural troubleshooting.

Managing the Clinical Engineering technician in the repair and maintenance of patient-critical support and monitoring equipment.

Managing small alteration and construction projects

Managing the facility's preventative maintenance program.

Re-commissioning HVAC systems and controls.

Managing the personnel safety, and "cross training" program.

Keeping the hospital code compliant with such codes as: NFPA, NEC, ADA, BOCA, JCAHO.



West Virginia University Physical Plant

Morgantown, West Virginia

Staff Engineer

Nov. 1995 - Feb2001

Work included:

- Assisting in-house maintenance personnel in troubleshooting mechanical, electrical, plumbing, and structural operations problems.
- Assisting in-house personnel in maintenance of the University's facilities.
- Managing the University Energy Efficiency Program
- Scoping, budget estimating, designing, preparation of project documents including drawings and specifications, bidding, and overall project management of alteration, maintenance, and repair projects in support of the University function as a major research institution (project list attached).
- Managing projects which have been designed by outside A/E firms
- Infrastructure planning for both alterations and capital construction projects
- Reviewing designs by outside A/E firms for compliance codes such as: NFPA, NEC, ADA, BOCA, ALAC, as well as the University's construction standards and constructability.

West Virginia University Physical Plant

Morgantown, West Virginia

Interim Manager of Alterations, Engineering, & Energy Unit

November 1997 – March 2000

Duties included all duties of Staff Engineer's Position listed above and additionally:

- Managing day to day operation of the Engineering Unit and it's integration with other Physical Plant units, other University departments, and outside entities such as contractors and the public
- Integrating the Engineering Unit with the Capital Construction Unit in the design review of all Capital projects
- Supervision and tasking of Staff Engineers, Alterations Project Managers, Project Inspector, Landscape Designer, Elevator Contract Manager, Drafting Technician, Secretary/Receptionist, Student Interns
- Prioritization of Unit's work responsibilities in such a manner as to deliver projects on-time, within budget
- Review of all the unit's design and contract work prior to release for procurement of services

Board of Parks and Recreation Commissioners (BOPARC)

Morgantown, West Virginia

Caretaker – Krepps Park

May 1990 – November 1995

Work included:

- Managing aquatics facilities operations
- Performing maintenance and repair work to park system facilities



Miller Engineering Inc.
Professional Design Services

Design and construction of facilities upgrades to park system facilities

University of Charleston Physical Plant

Charleston, West Virginia

Electrician / HVAC Mechanic

October 1983 – August 1988

Work included:

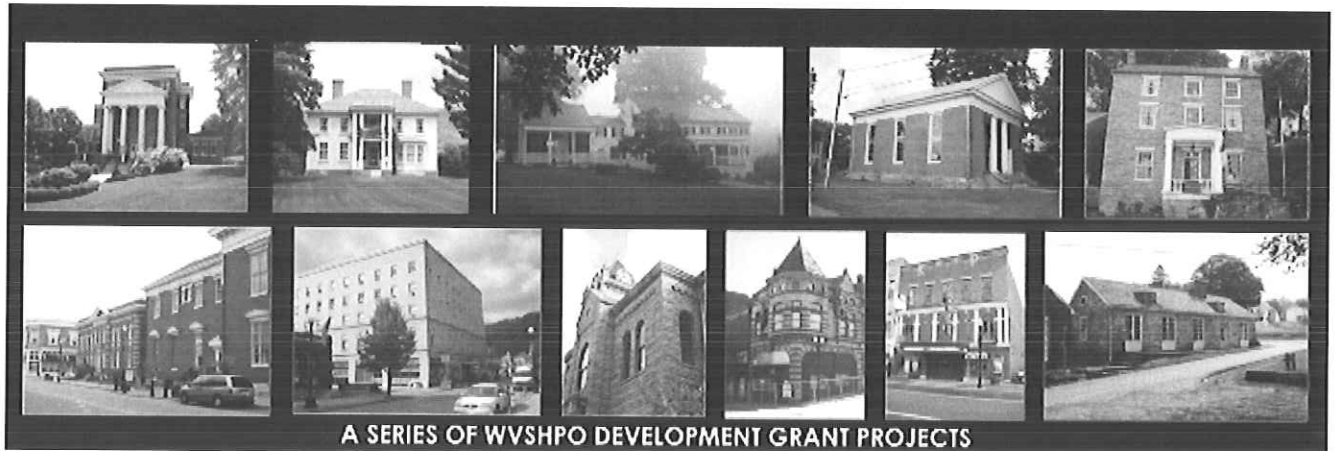
Work as systems mechanic performing maintenance, repair, and construction to mechanical, Electrical, and Plumbing systems throughout the University facilities.



TAB 3: Experience

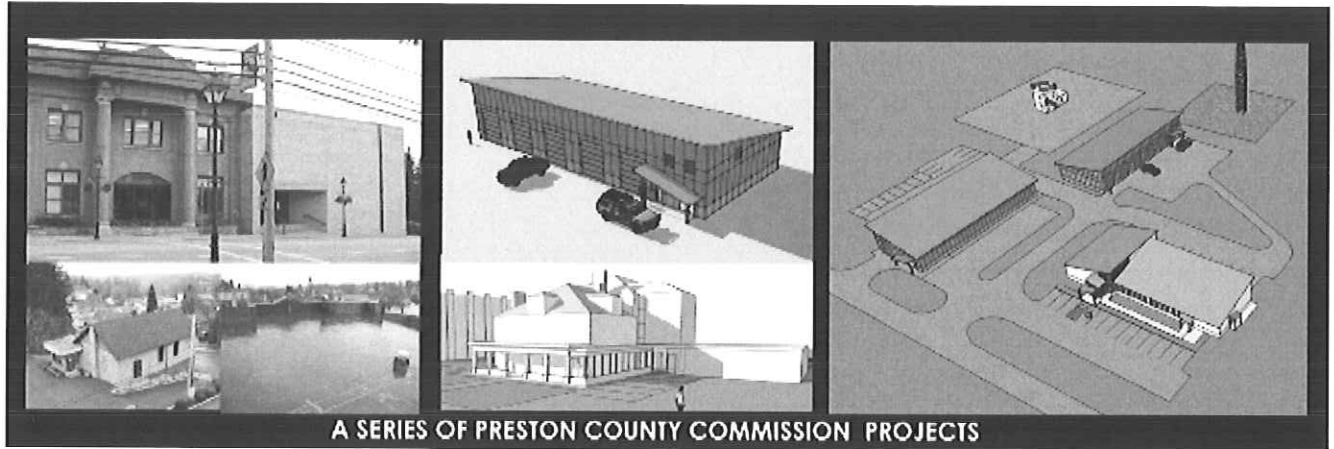
Since 2006 the Mills Group has been awarded an annually competed contract with the West Virginia State Historic Preservation Office to provide technical assistance and grant monitoring for a range of projects ranging in construction value from \$5,000-\$350,000. The scope of the grant projects range 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.

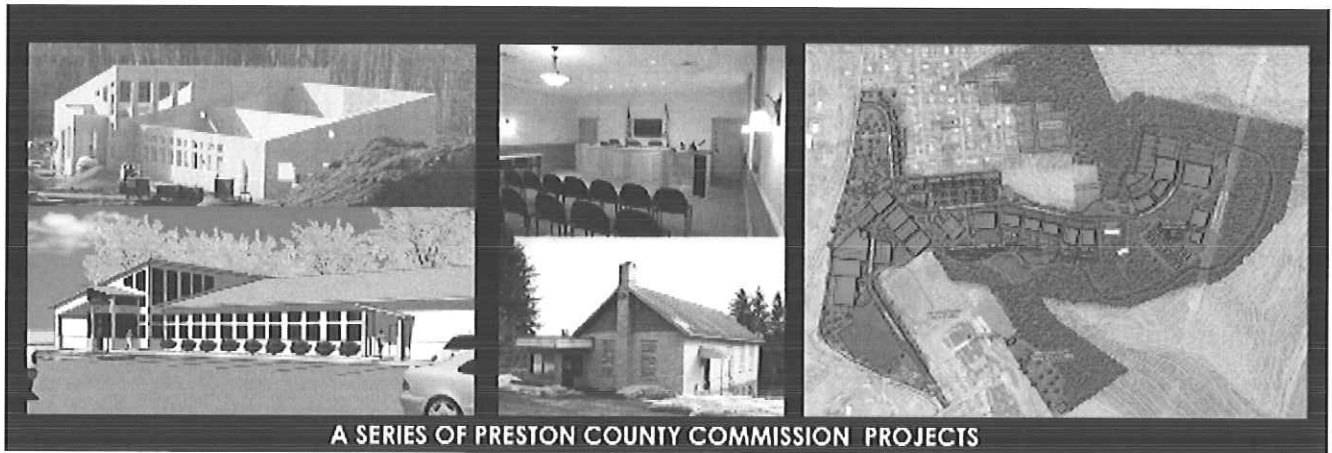


A SERIES OF WVSHPO DEVELOPMENT GRANT PROJECTS

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.



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.



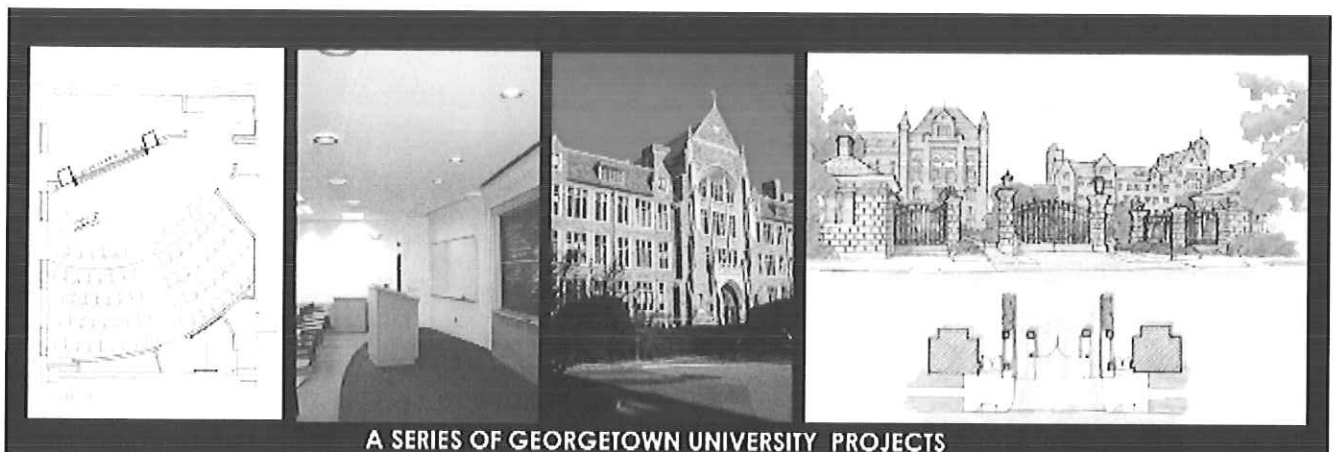
Experience as an owner:

The Mills Group is currently under contract to the West Virginia Division of Culture and History to monitor the 2007, 2008 and 2009 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 Classroom, Henle Village Student Housing Renovation, and the Main Gates.





MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

Metropolitan Theatre

Location: Morgantown, WV

Client: City of Morgantown

Services: Restoration Construction Documents

Construction Value: \$2,000,000

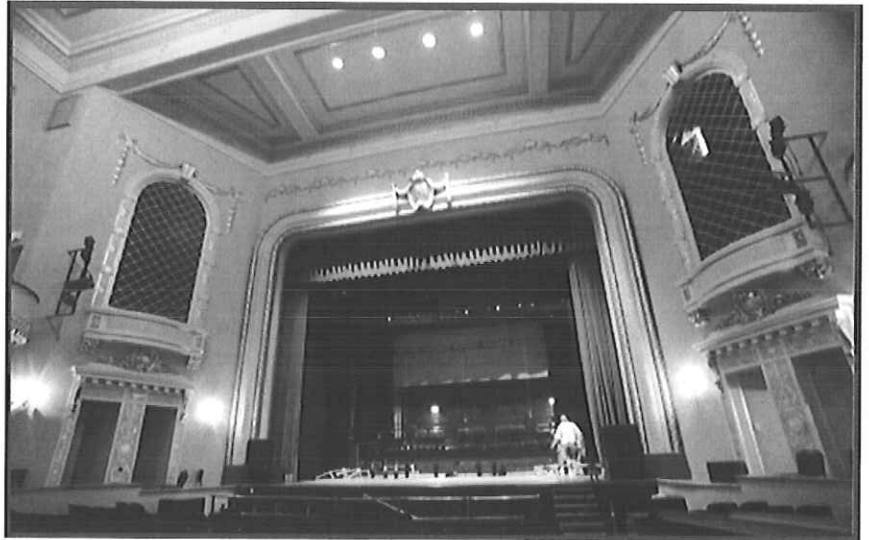
Mills Group

Brock, Reed & Wade Building

206 High Street - Morgantown, WV 26505

(304) 296-1010

Visit us at millsgrouponline.com



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.

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.*

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

Wellsburg Tollgate House

Location: Wellsburg, WV

Client: Brooke County Commission

Services: Rehabilitation and Stabilization



Mills Group was pleased to assist the Brook County Commission in the restoration of the Wellsburg Tollgate House, the last remaining extant tollhouse on the Washington and Wellsburg Turnpike. The structure was clad in asbestos shingles with its original materials hidden by years of alterations. Mills Group was hired to return the building to its circa 1840 appearance.

Mills Group began by documenting the structure with existing condition drawings and collected a comprehensive understanding of the building's history and development over time. Once the building was documented, the 20th century materials were removed and the Mills Group developed a plan to restore the original materials and supplement in-kind where restoration work was impossible. The construction scope focused on the stabilization of the building's foundation and exterior structure, restoration of the exterior millwork and trim, installation of a compatible roof assembly, and the reconstruction of a period addition to the building. The full building restoration shall involve subsequent phases focused on additional exterior detailing, interior rehabilitation, and interpretation. The Mills Group also conducted construction administration and ensured that the building was ADA accessible while complimenting the original historic character of the building.

The Wellsburg Tollgate House is a great example of how different groups can work together to preserve a community's history.

Mills Group

Brock, Reed & Wade Building

206 High Street - Morgantown, WV 26505

(304) 296-1010

Visit us at millsgrouponline.com

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

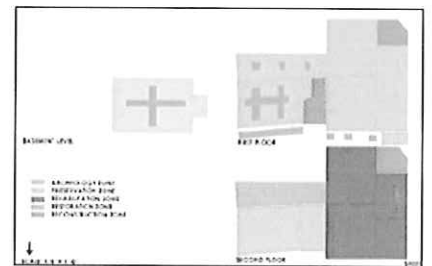
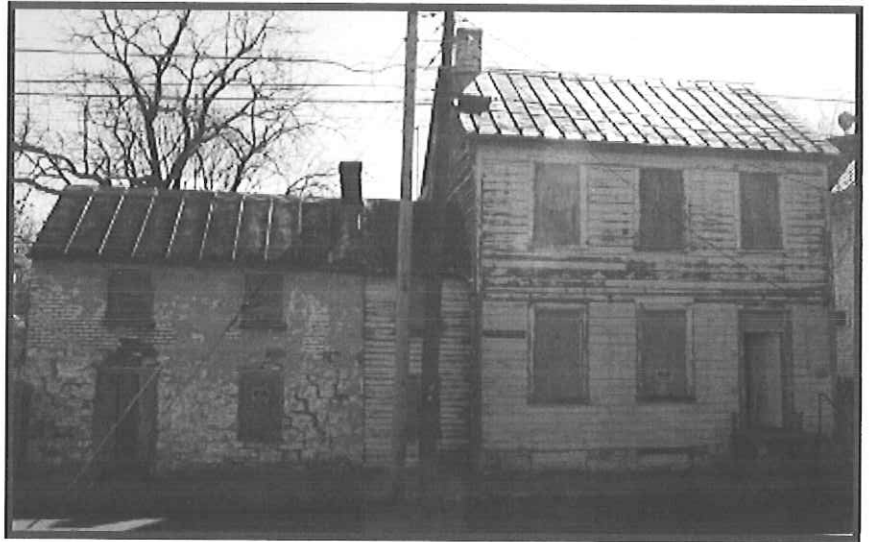
Webb Blessing House

Location: Charles Town WV

Client: Jefferson County Landmarks Comm.

Services: Historic Structures Report

Construction Value: NA



The Mills Group surveyed and assessed this neglected mid-19th century Charles Town home to develop a historic structures report and feasibility study that identified the historic components of the house and documented the progression of change over time. This historic landmark was built by one of the freedmen to house his family in a community that ended up being at the center of the secession crisis and the subsequent Civil War.

The Mills Group's plan also detailed the steps to be taken to first stabilize, then restore, and finally utilize the structure as a house museum that will relay a part of the community's rich history and cultural heritage.

This structure originated in the 18th Century and our report uncovered the cultural resources for the property, determined the phases, periods of construction and provided the Owner with a reuse master plan.

Mills Group
Brock, Reed & Wade Building
206 High Street - Morgantown, WV 26505
(304) 296-1010

Visit us at millsgrouponline.com

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

Urlings General Store Building

Location: Wayne, WV

Client: Wayne County Housing

Authority

Services: Adaptive Resuse concept and Construction Documentation

Construction Value: \$1,000,000 (estimated)

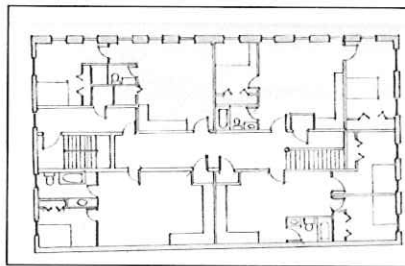
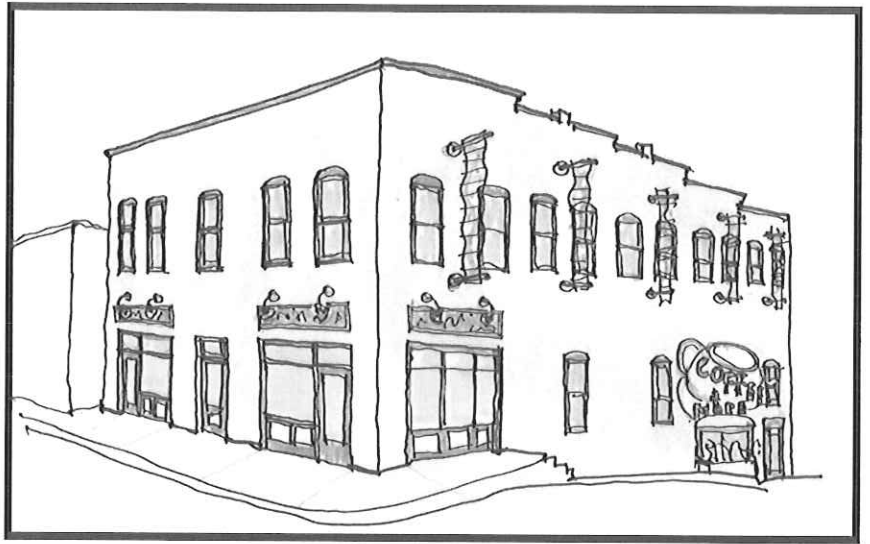
Mills Group

Brock, Reed & Wade Building

206 High Street - Morgantown, WV 26505

(304) 296-1010

Visit us at millsgrouponline.com



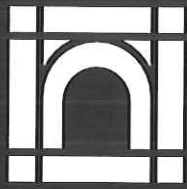
The Mills Group was contracted by Coal Field Redevelopment Corporation to execute a design Charrette for the adaptive reuse of this historic building in the middle of Wayne, WV. The Mills Group has subsequently been awarded the task of complete the construction documents for this mixed use project.

The Urlings General Store Building Project will renovate a blighted, brownfield building directly downtown, adjacent to the courthouse. Serving as a catalyst for community revitalization and increased affordable housing development, the project will: 1) Provide five affordable multi-family rental units. 2) Revitalize downtown Wayne by renovating a dilapidated, empty building and turning it into a place of residence, empowerment, and commerce 3) Build community, self-confidence, and life skills by providing a community empowerment space available to all Wayne County residents and nonprofit organizations. 4) Develop a permanent office for the Housing Authority of Wayne County and Coalfield Development Corporation. The rehabilitation will be as environmentally sustainable and energy efficient as possible so that it will serve as a model for all of Wayne County. ,

The entire building (three stories) has 10,041 square feet. Five affordable mixed income rental units will be constructed. The top floor has 3348 square feet and will have four one bedroom units. The ground (middle) level (also 3348 square feet) will have a single one bedroom, handicapped accessible unit as well as three offices for the Housing

Authority of Wayne County and the Coalfield Development Corporation. A large community empowerment space will take a majority of ground level square footage. A smaller portion of the groundlevel floor will be devoted to a cooperative local artisan business storefront. The bottom floor basement is currently used for storage.

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

Delmonte Hotel

Location: Elkins, WV

Client: Randolph County Housing
Authority

Services: Historic Documentation

Restoration Documentation

Construction Value: \$200,000

Mills Group

Brock, Reed & Wade Building

206 High Street - Morgantown, WV 26505

(304) 296-1010

Visit us at millsgrouponline.com



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.

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.

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

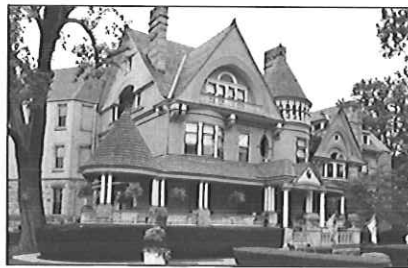
2011 WVSHPO Grant Monitor

Location: Various Locations, WV

Client: WV Division of Culture & History

Services: Grant Monitoring & Technical Assistance

Construction Value: NA



Since 2006, the Mills Group has been awarded an annually competitive 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.

The awarded properties include:

- 6 South Front Street- Wheeling, WV
- Albert Heck Mansion- Spencer, WV
- Carnegie Hall- Lewisburg, WV
- Elmhurst- Wheeling, WV
- Entler-Weltzheimer House- Shepherdstown, WV
- Hotel McCreery- Hinton, WV
- Humbolt Yokum House- Beverly, WV
- Kump House- Elkins, WV
- Marshy Dell- Gerrardstown, WV
- Marion County Courthouse- Fairmont, WV
- Masonic Temple- Fairmont, WV
- New Deal Homestead Museum- Arthurdale, WV
- Old Opera House Theater- Charlestown, WV
- Pearl S. Buck Museum-Hillsboro, WV
- Scottish Rite Building- Wheeling, WV
- Shaw Hall-West Liberty, WV
- Town's Inn- Harper's Ferry, WV

Mills Group

Brock, Reed & Wade Building

206 High Street - Morgantown, WV 26505

(304) 296-1010

Visit us at millsgrouponline.com

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

COLLETT HOUSE
Beverly, West Virginia



The original portion of this structure was constructed as a log cabin in the 1770's. This project included foundation stabilization and log wall and floor framing repairs.

The foundation had settled over the years. As a result, the rear portion of the building had to be jacked up approximately 6-inches and new foundation supports were installed.



JOB'S TEMPLE

Glenville Vicinity, West Virginia



This log structure was constructed in the 1860's, having begun prior to the Civil War and completed afterward. The years had taken a toll on the main logs/beams at the top of the walls supporting the roof structure.

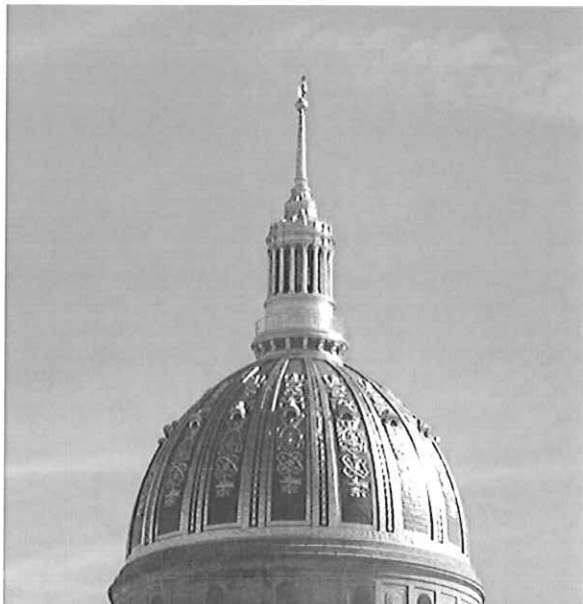
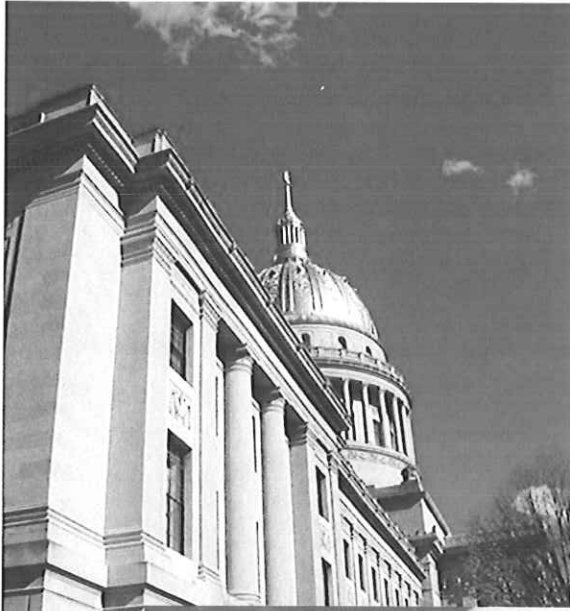
The uphill wall was exhibiting damage due to the condition of the beam at the top of the wall, allowing the wall to push out from thrust on the deteriorated beam.



The structure was originally constructed of local poplar trees and clay chinking. A replacement log was hand hewn to the required size for the beam on the uphill side. Epoxy repairs were made to the beam on the downhill side. A team of horses brought the log to the site.



Project Experience



CAPITOL PARAPET WALL REPAIRS

Charleston, West Virginia

This project included an exploratory investigation and preparation of construction documents for repairs to the limestone and brick parapet wall and balustrade at the top of the Capitol Building.

CAPITOL DOME RESTORATION

Charleston, West Virginia

This project included an exploratory investigation and preparation of construction documents for repairs to the structural steel in Capitol Dome.

Project Experience



BUILDING 3 CANOPY REPAIRS Charleston, West Virginia

Structural design of repairs to existing limestone canopy and supporting structural elements. Discovered that as-built conditions differed from original design documentation



GEORGE WASHINGTON HIGH SCHOOL Charleston, West Virginia

Structural design of additions to include new 3-story classroom addition, new entrance/commons addition, and new gymnasium addition for Kanawha County Schools.



COVENANT HOUSE Charleston, West Virginia

This 3-story structure utilized a structural steel frame and light-gauge steel roof trusses for the structural system. The 13,700 SF building was designed to appear as a residential structure, with vinyl siding, asphalt shingles, dormers and gingerbread accents.

Project Experience



JOHNSON AVENUE PROFESSIONAL BUILDING

Bridgeport, West Virginia

Structural design of new 9,400 SF steel framed office building.



YORK COUNTY GOVERNMENT CENTER

York, Pennsylvania

Structural analysis and design of 1898 former department store converted to county government offices. Interior renovations included adding floor framing at mezzanine level, analyzing and redesigning deficient floor framing, and adding new elevators. Exterior renovations included complete façade rework to recreate original appearance.



METROPOLITAN EDISON

Reading, Pennsylvania

The two-story, 5000 SF lobby replaced an outdated 1200 SF lobby and business office. The lobby addition, which serves as a focal piece for the Headquarters Complex, contains several conference rooms and a second floor bridge spanning the width of the lobby. The lobby addition consisted of structural steel framing. An 80,000 SF office addition was constructed during the second phase of this project. A semi-circular cafeteria addition was located at the rear of the complex.



PROJECT: MET THEATER AIR CONDITIONING

OWNER: CITY OF MORGANTOWN, MORGANTOWN, WV



Miller Engineering Inc.
Professional Design Services

MEP TECHNICAL HIGHLIGHTS:

Total Project Budget:

\$325K

MEP Budget:

\$325K

Facility Area:

15,400 ft²

Services Provided:

*PRIME CONSULTANT
Mechanical, Electrical,
Plumbing*

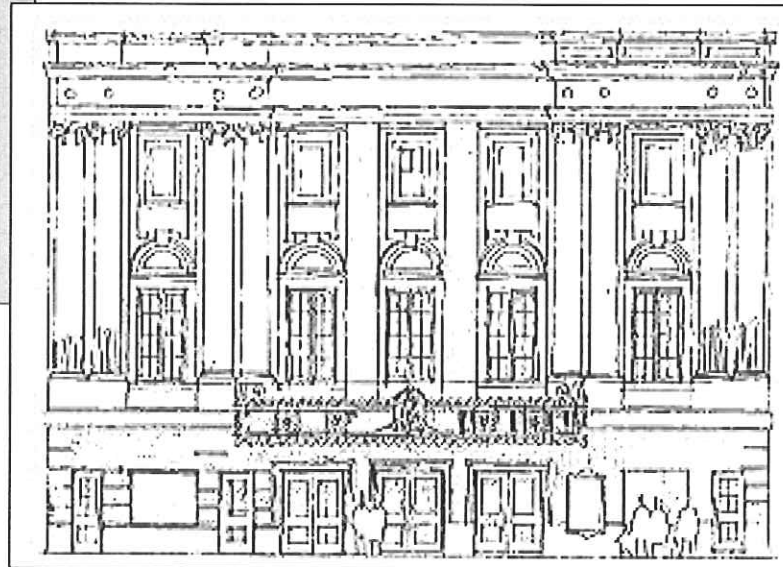
Project Status:

Under Construction

Project Completion Date:

May 2006

The Metropolitan (Met) Theater had an HVAC system upgrade several years ago during which the contractor worked until the budget was expended and then stopped. No project record drawings were created. MEI performed detailed field investigations to determine and document the extent of the previous installation. Project drawings were then created to complete the installation of air system components, add a new air-cooled chiller, and retrofit the existing air systems to provide air conditioning while protecting the historic nature of the Theater.



PROJECT DESCRIPTION:

The Met Theater is a historical structure which is currently being brought to life by the City of Morgantown and a concerned group of citizens. Air conditioning is required to use the facility year-around and protect its unique plaster work. The historical nature of the structure requires innovative solutions to complete the previous installation. New, independent HVAC calculations and computer modeling of the building systems were done to verify the original installation and implement the necessary changes to meet current codes and standards. The scope includes completion of the air distribution system, retrofit of air handling systems with cooling coils, completion of hot water reheat systems, and completely new control systems for the theater utilizing CO₂ demand based ventilation and multiple operational modes for increased energy savings.

REFERENCE:

Ralph LaRue, BOPARC of Morgantown

Marilla Center

Morgantown, West Virginia 26505 304-296-8356

PROJECT: MARTINSBURG CHEMISTRY LAB
OWNER: MOUNTAIN STATE UNIVERSITY, MARTINSBURG, WV



Miller Engineering Inc.
Professional Design Services

MEP TECHNICAL HIGHLIGHTS:

Total Project Budget:

\$200K

MEP Budget:

\$45K

Facility Area:

3,800ft²

Services Provided:

*Mechanical, Electrical,
Plumbing, Fire Protection*

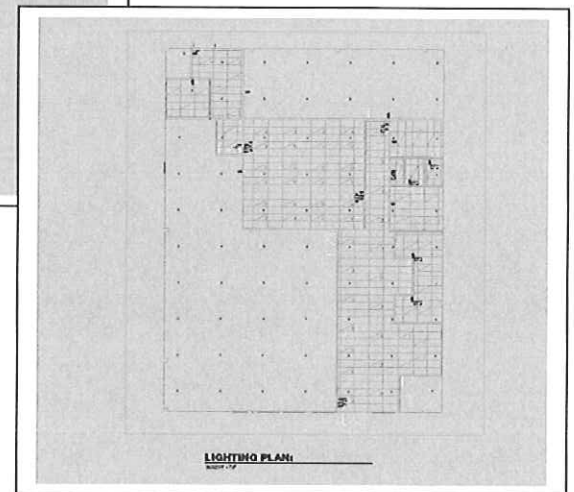
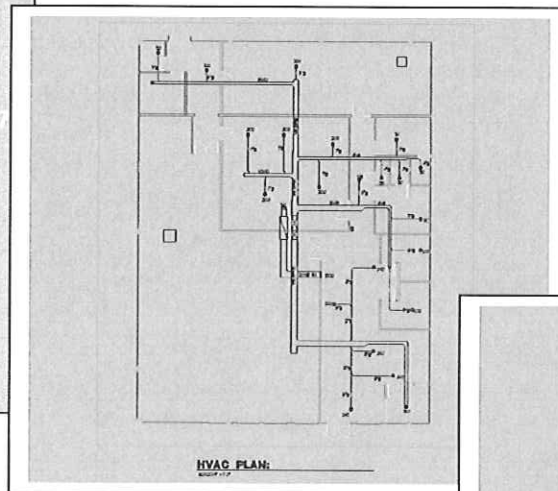
Project Status:

*Design Documents
100% Complete*

Project Completion Date:

To be Determined

The Project includes the retrofit of a previous retail space into a teaching space with a Chemistry lab. The Owner requested that all of the original HVAC equipment be used, if possible, and supplemented with additional equipment rather than a wholesale replacement. This was accomplished by reconfiguring the existing equipment to serve a portion of the area placing part of the facility on its own new system.



PROJECT DESCRIPTION:

Mountain State University purchased an old strip mall in Martinsburg and is beginning a project to renovate the previous commercial space into an educational facility. The project has been broken into phases. Phase one utilized an office space for instructional purposes. Phase two, this project, will turn a commercial space into a science instruction space with a chemistry lab. The lab has a limited number of hoods and rotates student through them to perform "wet" experiments. The design team had to work within the bounds of the existing system to accomplish an effective design that met the Owner's requirements. Follow on phases will complete the renovation of the former strip mall into a new campus for the school.

REFERENCE:

Ron Ward, CFO
Mountain State University
500 South Kanawha Blvd.
304-890-3938

PROJECT: BERKELEY SPRINGS BATHHOUSE

OWNER: WEST VIRGINIA DNR, BATH, WV



Miller Engineering Inc.
Professional Design Services

MEP TECHNICAL HIGHLIGHTS:

Total Project Budget:

\$1.1M

MEP Budget:

\$660K

Facility Area:

9,000 ft²

Services Provided:

*Mechanical, Electrical,
Plumbing*

Project Status:

*Design Documents 40%
Complete*

Project Completion Date:

March 2007

The Bathhouse Renovation includes replacement of all MEP system within the facility. A new boiler, steam fired hot water tanks, and all associated piping are being replaced. Currently, MEI is performing detailed modeling and calculations to determine the viability of heat recovery from the 78.4 spring utilizing a water source heat pump/ chiller to decrease operating utility costs. The hot water demand is huge and is split into two systems, domestic and Roman Bath water. The cast iron radiator heating system is being replaced by a full VAV HVAC system w/ terminal reheat, and spot radiant heating over the clients tubs and massage tables. These systems will provide proper ventilation and dehumidification, which has never existed in the facility.



Photo Courtesy of ALPHA Associates

PROJECT DESCRIPTION:

The Berkeley Springs Bathhouse, built in 1929, is a historic structure located in the Berkeley Spring State Park in the Town of Bath, West Virginia. The approximately 1000 gallon per minute flow of 78.4 degree mineral laden water is used by the spa located in the bathhouse. The water is heated and clients soak in either tubs or large Roman baths prior to other spa activities. The Project is a renovation of the facility with a total MEP replacement. The goal of the MEP system design is reliable, cost effective, and energy efficient systems that enhance the client experience and protect the historic facility.

REFERENCE:

Don Smith, WV Department of Natural Resources
1200 Harrison Ave., Suite 222
Elkins, WV 26241
304-637-0300

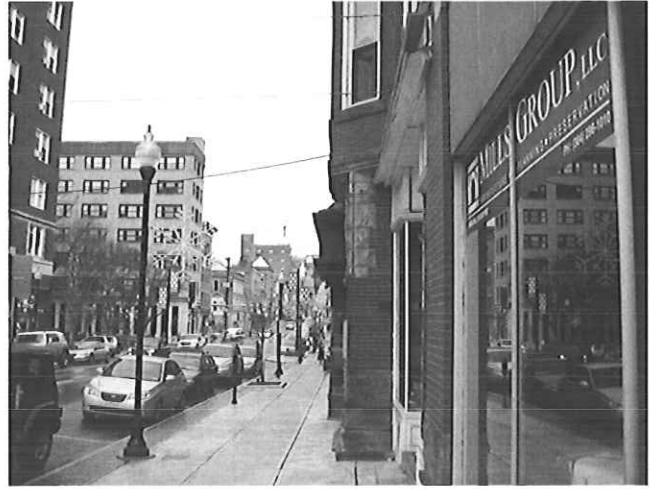


Firm Location

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.



TAB 5: References

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

G.T. Buck Smith

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

Karen Jacobson

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

John Martys

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

Craig Jennings

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

Terry Hough, PE

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

Letters Available Upon Request