



# JERRY GOFF · AIA ARCHITECTURE

28 APR 2014

WV Army National Guard  
Construction and Facilities Management Office (CFMO)  
1707 Coonskin Drive  
Charleston, West Virginia 25311-1099

Re: "JOINT FORCES EXTERIOR RENOVATION – DEFK14029"

The Construction and Facilities Management Office is about to embark on these important projects for the West Virginia National Guard. The project will be both challenging and demanding.

There are other qualified firms that will submit their credentials for this contract; however, should you choose Jerry Goff Architecture to implement the design of your project, you will receive the following distinct advantages:

- Jerry Goff Architecture brings a unique perspective to the project having served as *Architect for EXTERIOR RENOVATION including Storefront and Entry Door Replacement at the Joint Forces Headquarters Building.*
- You will have the *expertise of an Architect who has successfully designed and administered complex PROJECTS for the West Virginia Army National Guard.*
- Your project will be much more than "just another project" as some firms approach projects. *As a project of the WV Army National Guard, WE WILL MAKE THIS A PRIORITY PROJECT in our office.*
- You will benefit from our EXPERIENCE and KNOWLEDGE gained in the design of major projects for the WV Army National Guard.

We thank you for the opportunity to submit our expression of interest for this Project and look forward to further discussions on this very important project. If you have any questions about our proposal, please call me at (304) 722-3379.

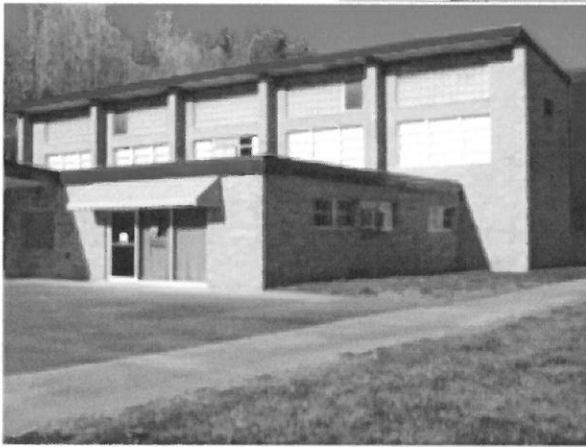
A handwritten signature in black ink that reads 'Jerry R. Goff'.

Jerry Goff, AIA

05/07/14 12:57:07PM  
West Virginia Purchasing Division

Proposal for  
Architectural & Engineering Services

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JOINT FORCES HEADQUARTERS  
Charleston, WV  
EXTERIOR RENOVATION  
DEFK14029

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JG AIA

JERRY GOFF AIA  
ARCHITECTURE

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JERRY GOFF AIA  
ARCHITECTURE

# The FIRM, Jerry Goff Architecture

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## **Firm History**

The firm of Jerry Goff Architecture is a third generation Architectural firm originally established in 1959 in St. Albans, West Virginia. The firm provides comprehensive design services for commercial, military, health care facilities, banks, assembly, educational facilities.

Since 1977, Jerry Goff Architecture has been working with owners to meet their current space requirements and plan for future growth of their facilities. The key to the success of any project is to have a planning team *experienced in creative design solutions in meeting the client's facility needs.*

Our team of specialists offers our clients the expertise to successfully complete increasingly complex projects.

In addition to offering our clients the highest quality design services, our firm offers other services that help our clients make important decisions through the enormous task of creating a properly designed modern facility.

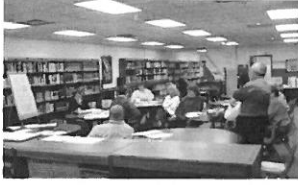
## **Goals for Our Clients Projects**

Our goal for our clients' complex projects is to achieve innovative design solutions meeting today's requirements with consideration for future growth in a cost-effective manner.

*Our staff is  
enthusiastically  
dedicated to  
the success of  
your project*



JERRY GOFF AIA  
ARCHITECTURE



*We pride ourselves in being good "listeners"*

*More building for each dollar spent by our clients*

### **Maximizing Input**

Our firm prides itself on its ability to meaningfully involve all of the Owner's Planning Team that you feel are important to the success of your project in the planning and design process. In the development of each Jerry Goff Architecture project, our design team works closely with your planning staff, administrative, maintenance personnel, and project leader to design a facility, which *meets today's needs and anticipates the needs of tomorrow*. We have extensive experience in bringing groups to consensus and communicating complex architectural issues in understandable terms.

### **Proven Project Experience**

As you plan, design and construct your new project, you will need a team that has experience with these complex facilities and the many issues that you will need to address to ensure the success of your project.

We include an overview of our firm's design experience. The same professionals that made these projects successful will be working with you to ensure your new project meets all of your program requirements.

### **Maximizing Value**

We place great importance in obtaining the greatest value for our clients. We work to maximize each dollar spent to gain the most cost efficient building project.

### **User Friendly Buildings**

Our firm has always been committed to designing facilities that are both attractive and cost effective.



**JERRY GOFF AIA**  
ARCHITECTURE

We are committed to designing facilities that are environmentally responsible and educating our clients about incorporating energy efficiency features in a cost-effective manner.

Jerry Goff Architecture is sensitive to managing **environmental** and **economic issues** surrounding the use of fossil fuels. We are enthusiastic about making energy conservation and efficient use of renewable energy a priority in all our projects.

**Indoor Air Quality** is an important issue concerning building design. At Jerry Goff Architecture, we screen the building materials we specify for known toxins to keep them out of the indoor air.

Manufacturing processes and disposal recommendations for building materials can impact the environment and the economy in unintended and unanticipated ways. We will consider the entire **lifecycle** of the materials we specify in each project and we will work with you to gain a more complete understanding of the **true costs and benefits** of design and material decisions.

**Green Design** and **Clean water resources** are vital to maintaining healthy communities. To ensure that this resource is protected, Jerry Goff Architecture will work with you to develop appropriate water management strategies. By maximizing your contribution to protecting our water resources, we all make our communities a better place to live.

**Cost Effective Energy Conservation** is achievable without unnecessary costs and fees to the Owner. Chasing credits and points required by some agencies is not to the Owner's best interest. Quality design services by JGAIA can integrate real energy conservation resulting in lower operational costs to the Owner.



JERRY GOFF AIA  
ARCHITECTURE

# JERRY R. GOFF, AIA

Principal Architect

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**Jerry Goff**  
AIA, NCARB  
Owner

**Architectural Registrations:**

WV #1167  
OH #13663  
VA #011645

**Experience:**  
30 Years

**Affiliations:**  
West Virginia  
Society of Architects

American Institute  
of Architects

National Council of  
Architectural  
Registration Board:  
Certification  
No. 20,106

Jerry Goff has proven he can work to achieve for the best value and most for each dollar spent for his client working within the Owner's budget whether the project is a complex renovation project or a new construction project.

Mr. Goff has led teams in the development of major projects like the BB & T Banking Operations Center, Hurricane High School, GW Middle School. Military project experience includes the Saint Albans CST, Gassaway Readiness Center, OMS Shops at Tri-State Armory and Camp Dawson.

Jerry Goff prides himself in the ability to obtain a consensus with his clients to set and achieve the Owner's goals in an efficient cost effective manner. He considers his greatest asset as an architect is "being a good listener" and determining the Owners requirements and then implementing a process that results in a successful building project. Jerry Goff has developed his expertise by dedicating his career to satisfying clients' needs.

Some of Mr. Goff's credentials include:

- NCARB - National Council of Architectural Registration Boards certified.
- Licensed: West Virginia, Florida, Virginia, Ohio
- Member of the American Institute of Architects
- Served as Architectural Consultant to the West Virginia Library Commission
- Past Director: West Virginia Society of Architects
- Served on Liaison Committee for the WVSA and the West Virginia State Fire Marshal
- Design Awards:
  - WVSA Honor Award – Conference Center for the Diocese of Wheeling/Charleston, Huttonsville, WV
  - Main Street Pedestrian Mall
  - Governor's Main Street Program
  - Best Commercial Development Project
  - WVSA Recognition Award
  - Dunbar, New Martinsville and Richwood Libraries

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# The Project Team

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The professionals who lead our project team have dedicated their careers in preparing themselves for your project. We offer our clients the best in architectural and engineering design services. Our clients receive direct personal involvement of the principal architect and project team leader assuring a comprehensive project coordination effort between architectural and engineering disciplines.



## **John Jason Goff**

Education:  
University of North Carolina  
School of Architecture

Since 1992 Jason's experience includes a proven track record in coordination and integrating technology systems in modern designs for new and renovation projects. Jason has led teams that have developed large complex projects such as the Additions to George Washington Middle School and Hurricane Middle School. Jerry Goff Architecture has been a leading design firm of addition and renovation projects in West Virginia. Jason has developed his expertise by dedicating his career to complex building projects earning respect from the construction community. This confidence has attracted a strong following of local general trades, mechanical and electrical contractors resulting in very competitive bids for our clients.





### **Chris Legg**

Education:  
University of Tennessee  
School of Architecture

Chris Legg joined the firm of Jerry Goff Architecture in 1997 and plays an important role in coordination of as-built conditions of existing buildings as they relate to complex addition and renovation projects. In addition to his role of architectural construction document development, Chris's experience in engineering disciplines offers a unique ability to coordinate mechanical and electrical systems with site and general trades work, assuring complete and detailed bidding and construction documents, resulting in minimum, if any, change orders during construction.

### **Jud Ham PE**

Jud Ham P.E. has provided Civil and Structural Engineering services for Jerry Goff Architecture projects for over 20 years including major projects including One Valley Bank in Morgantown, Mount Vernon Baptist Church and the St. Albans Readiness Center addition and renovation. Mr. Ham brings a vast experience in building and industrial engineering projects.

## STATEMENT OF QUALIFICATIONS

Newton Engineering staff have benefited clients for 37 years. Newton Engineering is headquartered in St. Albans, West Virginia. The firm's staff consists of civil engineers and surveyors. Our collaborative project management approach emphasizes teaming the most experienced professionals with the client to ensure that all the technical needs of the project are successfully recognized and met. This management style ensures a rapid response and an appropriate solution to any design challenge. The Newton Engineering staff includes experienced professionals with the expertise and diversity of disciplines to provide innovative and creative services for all types of clients.

### Contact Information



**MIKE NEWTON, PE, PS**  
*President*

**Email:** [mnewton@newtonengco.com](mailto:mnewton@newtonengco.com)  
**Ph.** 304-201-8980  
802 B Street  
Suite 200  
St. Albans, WV 25177  
[www.newtonengco.com](http://www.newtonengco.com)

### Newton Engineering assets:

- A firmly established West Virginia office.
- Genuine commitment of firm principal and professional staff.
- An established project team of registered professionals and professional technical support staff who have an impressive consulting background with the scope of services required for this contract.
- Ability to complete work efficiently, on schedule, and within budget.
- Capacity to undertake the project.

## KEY PERSONNEL

**Mike Newton, PE, PS** will serve as principal in charge and project manager for this project. Mike is the President of Newton Engineering and has 37 years of general civil engineering and surveying experience. He has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Landfills, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water Projects, and Water Feasibility Studies. His project experience includes Scheduling, Planning, Preliminary Design, Final Design, Cost Estimates, Easement/Right-of-Way Acquisition, Bidding, and Construction Management. He has also managed the surveying tasks associated with all of the above, including Alta Surveys, Boundary Surveys, Condominium Plats, Legal Descriptions, Easement Plats, Major and Minor Subdivision Plats, Right-of-Way Plats, Topographic Surveys, etc.



**Mat McDougal** will provide engineering design support and has 8 years civil engineering experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water projects, and Water Feasibility Studies. His project experience includes Preliminary Design, Final Design, Cost Estimates, Permits, Easement/Right-of-Way Acquisition, Bidding, and Construction Management.

**Aaron Elswick** will provide surveying and drafting support and has 18 years surveying experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Drainage Improvement Projects, Residential Developments, Mining, Transportation, Sanitary Sewer Design Projects, and Water Projects. His project experience includes Construction Staking, Topographic Surveys, Surface Mining, Boundary Surveys, and Topographic Surveys, Preliminary Design, Final Design, Permits, and Easements/Right-of-Way Acquisition.

**Management**

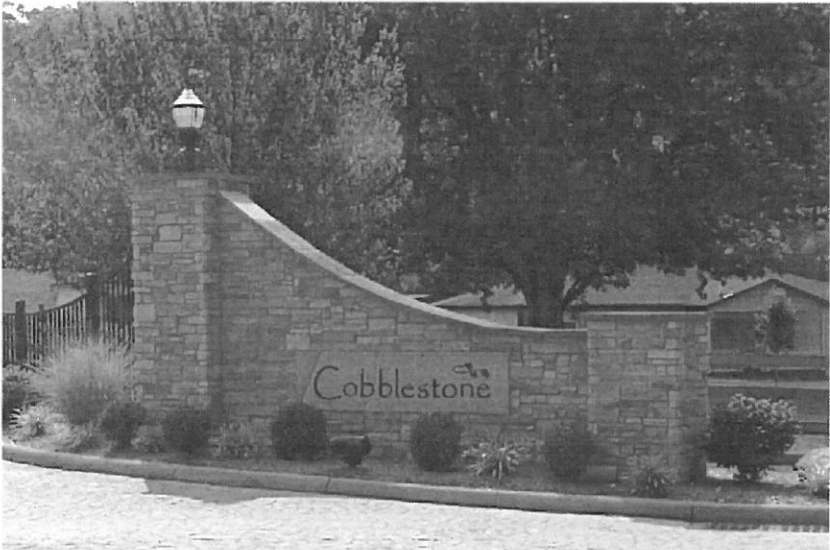
Project management is key to every successful project. The staff on Newton Engineering has built its success on the exceptional ability to manage and deliver projects on time and within budget. Newton Engineering Project Manager, *Mike Newton, PE, PS*, will oversee all team members. He will establish close communication and coordination with the client throughout the duration of this project, to ensure a successful project. Newton Engineering also has an excellent quality control process in place, further assuring the client a successfully managed project.

**Construction Management**

Newton Engineering has experienced project engineers and inspectors with extensive experience in the management and field inspection for projects in the construction phase. Our staff has provided these services for both public and private sector projects.

**Client List Includes:**

- Bastian & Harris, Architects
- Buffalo Creek PSD
- Caldwell Practice
- Cobblestone Subdivision, LLC
- DD&S Contracting and Excavating, LLC
- G&G Builders
- Janmark, LLC
- Jerry Goff AIA Architecture
- Kanawha Scales and Systems, Inc.
- McDonald Land Company
- Peerless Block and Brick
- Pray Construction
- Qk4
- Town of Eleanor
- ZMM, Inc.



## **SERVICES**

### **Civil Engineering**

Newton Engineering personnel has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Landfills, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water Projects, and Water Feasibility Studies.

Newton Engineering personnel utilize the latest edition of Autocad Civil 3D and Microsoft Professional Suite.

#### **Services Include:**

- Preliminary Engineering Reports
- Environmental Reports
- Preliminary Design
- Final Design
- Quantities
- Cost Estimates
- Permits
- Bidding
- Construction Administration
- Resident Project Representation  
(Inspection)
- Post Construction



**Teays Valley Cinemas**

### **Land Surveying**

Newton Engineering personnel has experience in a wide array of surveying projects for both public and private clients, including Boundary and Topographic Surveys, Construction Staking, Elevation Certificates, Legal Description, and Subdivision Plats.

Our one man survey crew is equipped with a new GeoMax, ZOOM 80R, Reflector-less, 5 second, Robotic package, including a data collector with Carlson Data Collection software. The system is cable-free and communicates with long range Bluetooth, allowing our party chief to run the instrument from the rod, and store information electronically into the data collector. This allows us to run an efficient, productive, one man survey crew, saving our clients' money.

Our crew is also equipped with a new GeoMax, GNSS, Zenith 20, Global Positioning System (GPS). This system allows us to establish our own horizontal and vertical control. Horizontally, we can put projects on the West Virginia State Plane Coordinate System. This establishes a basis for our bearings, and allows us to insert mapping and aerial photos accurately into plans. Vertically, we can establish our own benchmarks for Flood Certificates, Flood Studies, Mapping, etc.

**Services Include:**

Administrative Subdivision Plats  
Alta Surveys  
As-built Plans  
Boundary Surveys  
Condominium Plats  
Construction Staking  
Easement Plats  
Elevation Certificates  
Legal Descriptions  
Major Subdivision Plats  
Minor Subdivision Plats  
Right of way Plans  
Topographic Surveys



**RELATED PRIOR EXPERIENCE**

**St. Albans Armory Addition and Renovation**

Kanawha County, WV

Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, and sediment and erosion control design. This project was completed in May 2010.

**Gassaway Armory Addition and Renovation**

Braxton County, WV

Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, sediment and erosion control design, and application for West Virginia Department of Environmental Protection approval (WVDEP). This project was completed in April 2009.

**MIKE NEWTON,**  
**PE, PS**  
President

**37 YEARS EXPERIENCE**

**EDUCATION**

Speed Scientific School University of Louisville

**REGISTRATIONS**

PE / 1984 / 13967

PE / 2000 / WV / 14389

PS / 2000 / WV / 2023

**AFFILIATIONS**

American Society of Civil Engineers

National Society of Professional Engineers

West Virginia Association of Consulting

Engineers

West Virginia Rural Water Association

**ADDITIONAL EDUCATION**

Introduction to Stream Functions and Processes

Methods for Stream Channel Assessment and

Analysis

Natural Stream Channel Design

Advanced Natural Stream Design and Monitoring

State & Federal Legislative Issues

WV Infrastructure Forum; ACEC

Copyright Protection of Engineering, Architectural

and Construction Documents

Basics of Project Financing

Trenchless Technology Pipeline Rehabilitation

Methodologies

Work Zone Traffic Control; WVDOT

Dendrology (Tree Identification) - KY

Mr. Newton has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Landfills, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water Projects, and Water Feasibility Studies. His project experience includes Scheduling, Planning, Preliminary Design, Final Design, Cost Estimates, Easement/Right-of-Way Acquisition, Bidding, and Construction Management. He has also managed the surveying tasks associated with all of the above, including Alta Surveys, Boundary Surveys, Condominium Plats, Legal Descriptions, Easement Plats, Major and Minor Subdivision Plats, Right-of-Way Plats, Topographic Surveys, etc.

Below is a sampling of his Armory design experience:  
(from a previous affiliation):

**St. Albans Armory Addition and Renovation**

Kanawha County, WV

Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, and sediment and erosion control design. This project was completed in May 2010.

**Gassaway Armory Addition and Renovation**

Braxton County, WV

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# **MATHEW MCDUGAL**

Engineering Technician /  
Designer

## **7 YEARS EXPERIENCE**

### **EDUCATION**

Academy of Careers and Technology  
Computer Aided Drafting  
West Virginia University Institute of Technology  
150+ hours toward B.S. in Civil Engineering

**Mr. McDougal** has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water projects, and Water Feasibility Studies. His project experience includes Preliminary Design, Final Design, Cost Estimates, Permits, Easement/Right-of-Way Acquisition, Bidding, and Construction Management.

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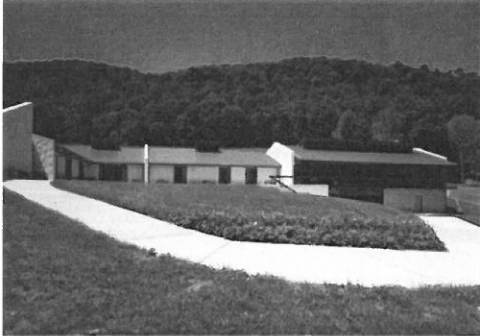
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# DESIGN AWARD WINNING Projects

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## **HONOR AWARD**

West Virginia Society of Architects

### **ADULT CONFERENCE CENTER**

Diocese of Wheeling-Charleston  
Huttonsville, West Virginia



## **HONOR AWARD**

West Virginia Governor's Office MAIN  
STREET PROGRAM  
BEST NEW DEVELOPMENT  
ONE VALLEY BANK - Morgantown,  
WV



## **SPECIAL RECOGNITION for LIBRARY PROJECTS**

West Virginia Society of Architects

DUNBAR PUBLIC LIBRARY  
NEW MARTINSVILLE PUBLIC  
LIBRARY  
ROANE COUNTY LIBRARY



## **HONORABLE MENTION AWARD**

West Virginia Society of Architects  
MAIN STREET PEDESTRIAN PLAZA  
St. Albans, West Virginia

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ARCHITECTURE



# References

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Mr. Doug Bentz, CEO  
Roane General Hospital Rural Health Clinic  
Spencer, WV  
304.924.4444

Mr. Scott Coyner, Business Manager  
Putnam County Schools  
Winfield, WV  
304.586-0500

Mr. James Payne, Facilities Director  
Jackson General Hospital  
Ripley, WV  
304.273.1550 x1550

Paul Reed, Pres.  
Farmers Bank  
Pomeroy, Oh  
740.992.2136

# Military Design Experience

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St. Albans  
Men's Room



## COONSKIN FACILITY PROJECTS:

- Men's Locker Room Renovation
- Women's Locker Room Renovation
- Store Front & Door Replacement
- Hunter House Renovation
- Headquarters Building Addition
- AG Office Renovation
- ADA Renovation - 1996
- Elevator & Office Renovation
- Fire Code Corrections
- Record Storage Renovation
- Mail Room Renovation & Loading Dock Addition

## COONSKIN HEADQUARTERS FACILITY

Charleston, WV

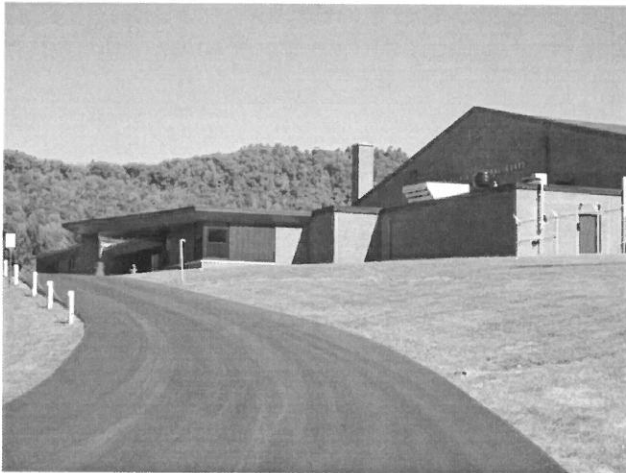
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Architecture  
Engineering  
Planning  
Interiors

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ARCHITECTURE

# Military Design Experience

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## GASSAWAY Readiness Center

Gassaway, WV

*Project Information:*

New Construction - 4,810 SF

Offices

Unit Storage

Renovation - 24,170 SF

Offices

Library

Locker & Shower Rooms

Training

Kitchen

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Architecture

Engineering

Planning

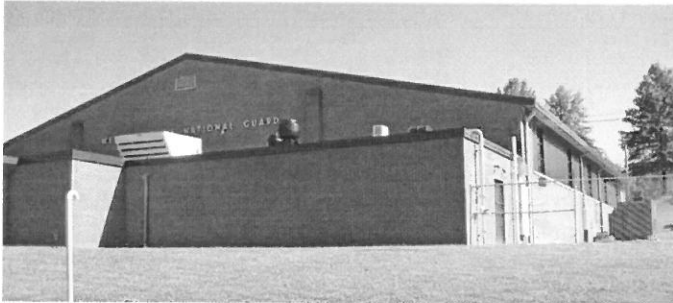
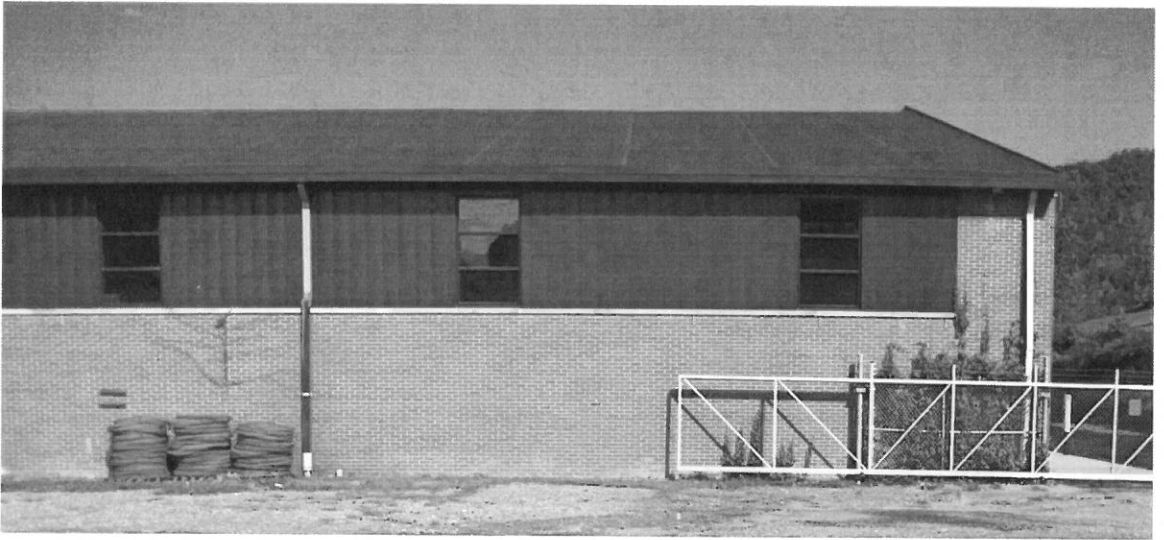
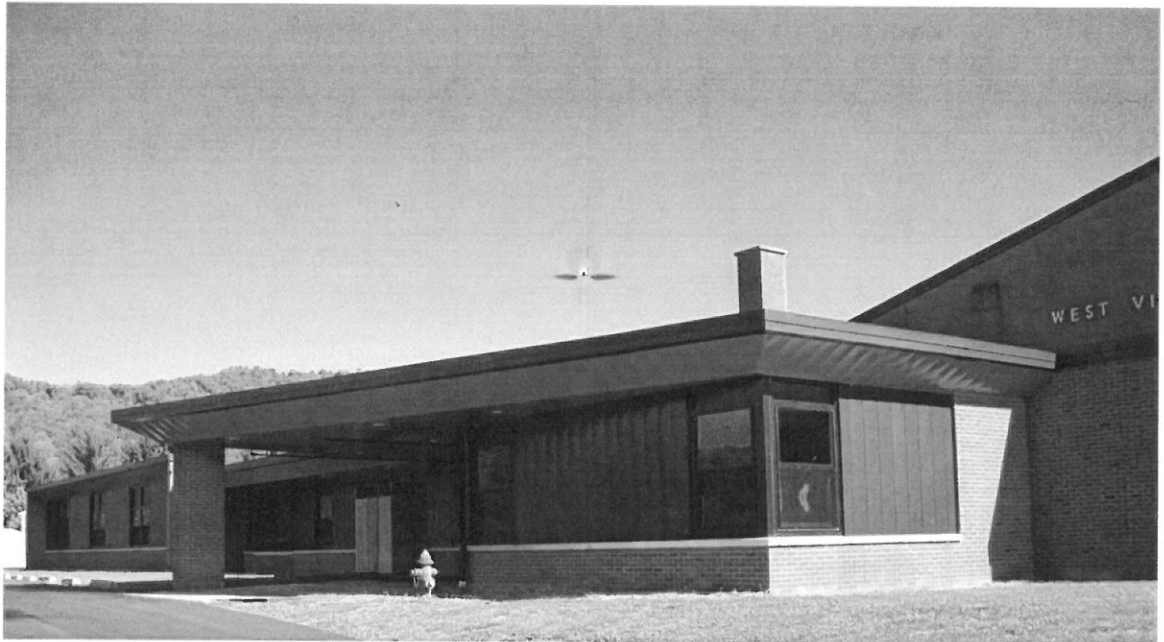
Interiors



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ARCHITECTURE

# Military Design Experience

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**GASSAWAY**  
**Readiness Center**  
Gassaway, WV

Architecture  
Engineering  
Planning  
Interiors

**JG AIA** **JERRY GOFF**  
ARCHITECTURE

# Military Design Experience

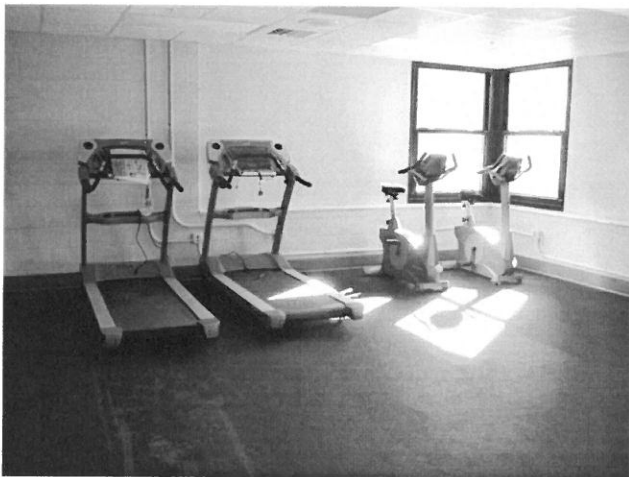
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Renovated Office with new Window Walls providing comfortable daylighting and efficient furniture arrangement

Existing building, prior to renovation, with large expanses of glass walls. Poor control of sunlight and substantial energy loss

Physical Training with new energy efficient windows



**GASSAWAY**  
**Readiness Center**  
Gassaway, WV

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Architecture  
Engineering  
Planning  
Interiors

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# Military Design Experience

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## ST. ALBANS READINESS CENTER

St. Albans, WV

*Project Information:*

Floor Area

New Construction - 25,000 SF

Renovated - 10,000 SF

JITEC / COUNTER DRUG OFFICES

PHYSICAL FITNESS

TRAINING & SEMINAR ROOMS

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Architecture

Engineering

Planning

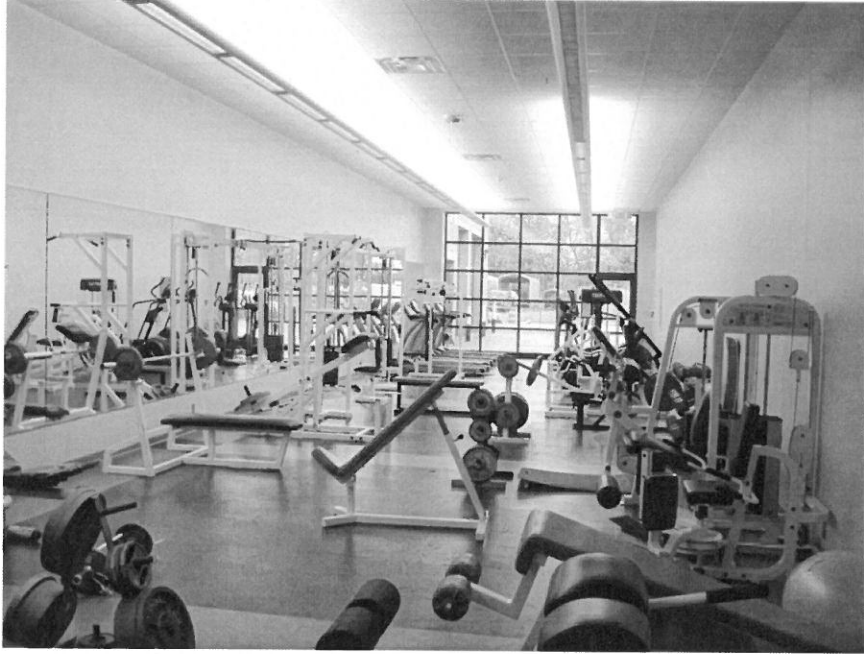
Interiors



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# Military Design Experience

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**New Physical Training in old Rifle Range**



**Daylight Corridor**



**War Room & Training/Seminar**

## ST. ALBANS READINESS CENTER

St. Albans, WV

*Project Information:*

Construction Amount:  
\$4,350,000.00

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Architecture  
Engineering  
Planning  
Interiors

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# Military Design Experience

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## ST. ALBANS CST Civil Support Team

St. Albans, WV

*Project Information:*

New Construction - 14,000 SF

Renovation - 3,500 SF

Command / Operations Center

Library & Training

COMSEC

Medical Suite

Unit Storage

Locker & Showers

Vehicle Ready Bays

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Architecture

Engineering

Planning

Interiors

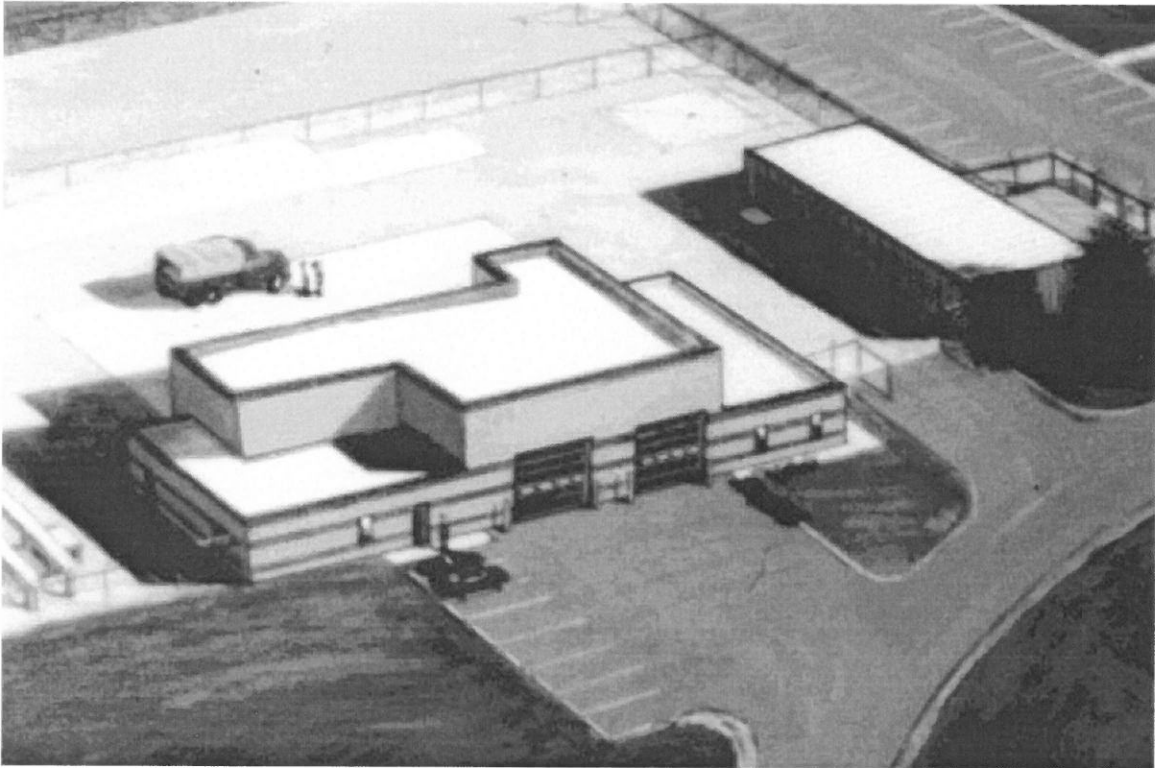


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# Military Design Experience

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## OMS SHOPS

Tri-State Airport  
Huntington, WV

Camp Dawson  
Kingwood, WV

Huntington Armory  
Virginia Avenue  
Huntington, WV

## Organizational Maintenance Shops

WEST VIRGINIA  
ARMORY BOARD

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Architecture  
Engineering  
Planning  
Interiors

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# Project Experience

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## ARMORY PROJECTS

Coonskin Complex - AG Storage & Recruiting Office Renovation

Coonskin Complex Mail Room Renovation & Loading Dock

Coonskin Complex AG Office Renovation

St. Albans Readiness Center Addition & Renovation - 2010

Gassaway Armory Addition & Renovation

Camp Dawson Vertical Skills Building – Interior Build-out

Camp Dawson Building 242 Data Center

CST Addition - St. Albans Readiness Center

St. Albans Armory

St. Albans Armory Addition

Charleston Armory Headquarters Building Renovation

ADA Renovation - Princeton Armory

ADA Renovation - Fairmont Armory

ADA Renovation - Bluefield

Camp Dawson Barracks, Kingwood, WV

Classroom Training Building - Camp Dawson

Senior Officer's Quarters - Camp Dawson

Camp Dawson (OMS) Organizational Maintenance Shop

Huntington Armory

Huntington Armory Addition

Huntington (OMS) Organizational Maintenance Shop

USPFO Addition - Buckhannon

Renovations and Modifications:

Dunbar

St. Albans

Montgomery

Salem

Gassaway

Buckhannon

USPFO - Buckhannon

Point Pleasant

Spencer

Oak Hill

Coonskin Armory Headquarters 2-Story Addition



JERRY GOFF AIA  
ARCHITECTURE

## **GOVERNMENTAL**

St. Albans Post Office  
St. Albans Recreation Center  
Clay County Courthouse  
Roane County Courthouse  
Boone County Human Services Center  
Dunbar Fire Station  
St. Albans Fire Station  
Highlawn Fire Station - St. Albans  
Hamlin Community Building  
Main Street Plaza - St. Albans  
Dunbar Downtown Revitalization Project  
Kanawha Children's Home Renovations  
Hansford Community Center Renovation  
Ohio Avenue Revitalization  
Boone County Jail Renovation  
St. Albans City Building Renovation  
Dunbar Sr. Citizens Center Renovation  
Kanawha County Emergency Ambulance Authority  
Bend Area Community Center - New Haven

**ADDITIONAL TERMS AND CONDITIONS (Architectural and Engineering Contracts Only)**

1. **PLAN AND DRAWING DISTRIBUTION:** All plans and drawings must be completed and available for distribution at least five business days prior to a scheduled pre-bid meeting for the construction or other work related to the plans and drawings.
2. **PROJECT ADDENDA REQUIREMENTS:** The Architect/Engineer and/or Agency shall be required to abide by the following schedule in issuing construction project addenda:
  - a. The Architect/Engineer shall prepare any addendum materials for which it is responsible, and a list of all vendors that have obtained drawings and specifications for the project. The Architect/Engineer shall then send a copy of the addendum materials and the list of vendors to the State Agency for which the contract is issued to allow the Agency to make any necessary modifications. The addendum and list shall then be forwarded to the Purchasing Division buyer by the Agency. The Purchasing Division buyer shall send the addendum to all interested vendors and, if necessary, extend the bid opening date. Any addendum should be received by the Purchasing Division at least fourteen (14) days prior to the bid opening date.
3. **PRE-BID MEETING RESPONSIBILITIES:** The Architect/Engineer shall be available to attend any pre-bid meeting for the construction or other work resulting from the plans, drawings, or specifications prepared by the Architect/Engineer.
4. **AIA DOCUMENTS:** Contracts for architectural and engineering services will be governed by the AIA document B101-2007, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein when procured under Chapter 5G of the West Virginia Code.
5. **GREEN BUILDINGS MINIMUM ENERGY STANDARDS:** In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: *Provided*, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety, understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

JERRY GOFF ARCHITECTURE

(Company)

J Goff

(Authorized Signature)

JERRY GOFF, OWNER

(Representative Name, Title)

304.722.3379 / 304.722.3370

(Phone Number)

(Fax Number)

4/28/2014

(Date)

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: JERRY GOFF ARCHITECTURE

Authorized Signature: [Signature] Date: 4/28/2014

State of WV

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 28<sup>th</sup> day of April, 2014

My Commission expires April 13<sup>th</sup>, 2021.

**AFFIX SEAL HERE**

**NOTARY PUBLIC** Katherine M. Thompson

*Purchasing Affidavit (Revised 07/01/2012)*

