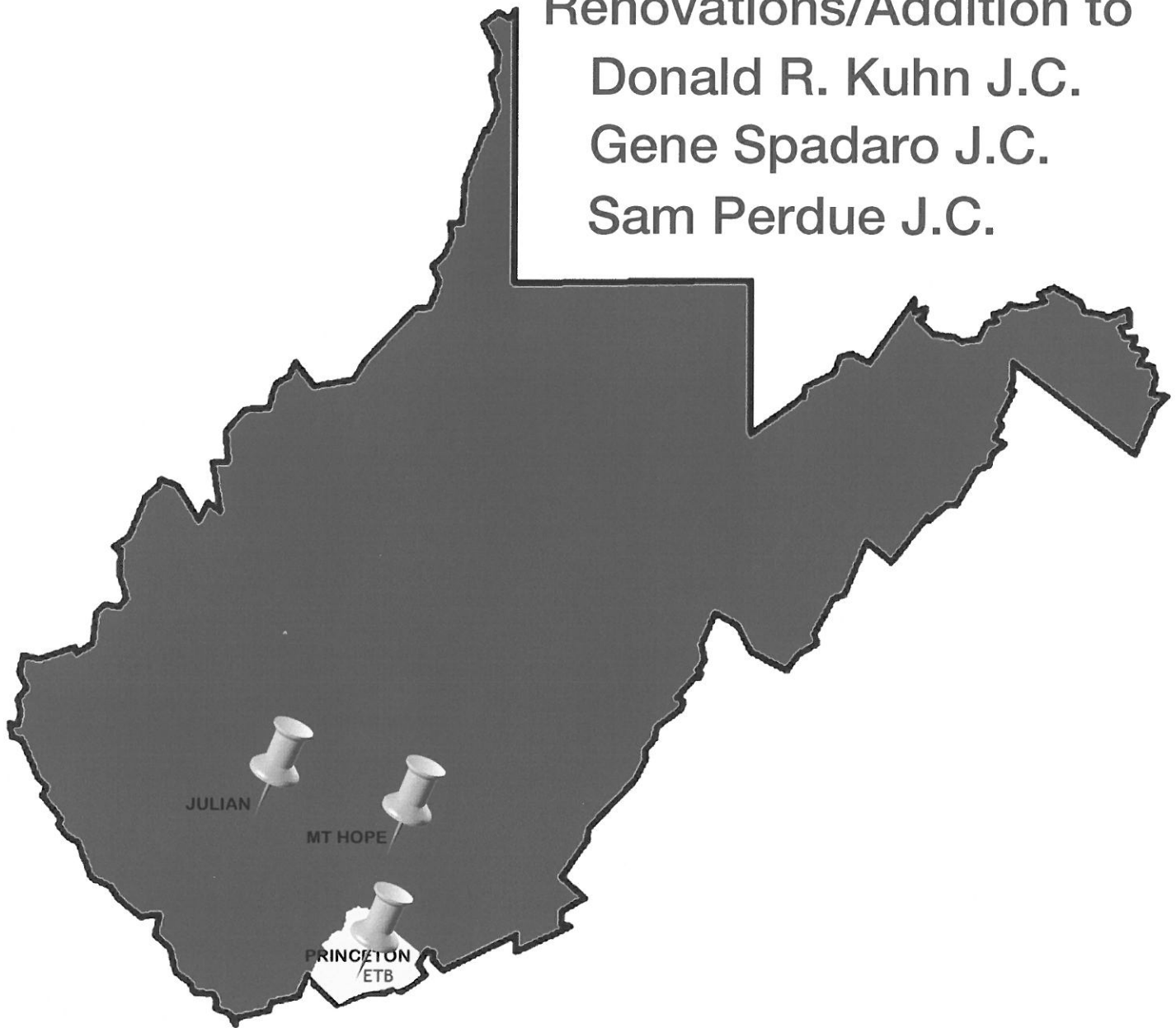


STATE OF WEST VIRGINIA

DIVISION OF JUVENILE SERVICES

Renovations/Addition to
Donald R. Kuhn J.C.
Gene Spadaro J.C.
Sam Perdue J.C.



12/19/13 01:11:25PM
West Virginia Purchasing Division



Ms. Tara Lyle, Senior Buyer
Department of Administration
Purchasing Division
2019 Washington Street, East
Charleston, WV 25305

December 19, 2013

REF: DJS140002

Dear Ms. Lyle:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess, Architect, Inc. team is pleased to submit information regarding our experience and specialized expertise. Our team is comprised of highly qualified firms versed in:

- Architectural Design Services for the State of WV
- Renovation & Additions to Public Buildings
- Building Analysis and Evaluation
- Structural Analysis, Evaluation and Design
- Construction Administration

I will be your architect and will be the person-in-charge for all aspects of the project. Our team has provided new construction, as well as renovations and additions to a variety of state agencies. We understand and appreciate the challenges that Juvenile Services face and believe we offer the service, knowledge and experience you will need to successfully accomplish the projects at the Donald Kuhn, Gene Spadaro, and Sam Perdue Juvenile Centers with attention to security and as little disruption to the daily operations of the facilities as possible.

The ETB Team stresses a focus on client issues and mutually defined project objectives. Through this focus, we can assure the West Virginia Division of Juvenile Services that needs and project issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and passion towards project success. We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

Todd Boggess, AIA, NCARB, Architect
President

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

Solicitation

NUMBER
DJS140002

PAGE
1

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

RFQ COPY

TYPE NAME/ADDRESS HERE

V
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E.T. Boggess, Architect, Inc.
101 Rockledge Avenue
Princeton, WV 24740

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DIVISION OF JUVENILE SERVICES

SECOND FLOOR
1200 QUARRIER STREET
CHARLESTON, WV
25301 304-558-6029

DATE PRINTED
11/21/2013

BID OPENING DATE: 12/19/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
001	1	LS		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL						
EXPRESSION OF INTEREST (EOI)						
THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, DIVISION OF ENGINEERING & FACILITIES, WV DIVISION OF JUVENILE SERVICES, IS SOLICITING EXPRESSIONS OF INTEREST TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR THREE (3) FACILITIES (DONALD KUHN JUVENILE CENTER, GENE SPADARA CENTER AND THE SAM PERDUE JUVENILE CENTER), PER THE ATTACHED SPECIFICATIONS.						
ATTACHMENTS INCLUDE:						
DJS140002 EXPRESSION OF INTEREST INSTRUCTIONS TO VENDORS SUBMITTING BIDS GENERAL TERMS AND CONDITIONS CERTIFICATION AND SIGNATURE PAGE PURCHASING AFFIDAVIT						
***** PLEASE PROVIDE THREE (3) CONVENIENCE COPIES OF THE PROPOSALS. *****						

SIGNATURE	TELEPHONE	DATE
	304-425-4491	December 18, 2013
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
President	55-0515917	

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

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.

E.T. Boggess, Architect, Inc.

(Company)

(Authorized Signature)

Todd Boggess, President

(Representative Name, Title)

304-425-4491 / 304-425-2028

(Phone Number)

(Fax Number)

December 18, 2013

(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.

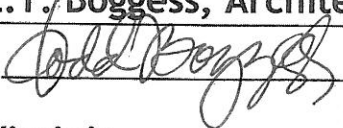
DEFINITIONS:

"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 exceeds 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: E.T. Boggess, Architect, Inc.Authorized Signature:  Date: December 18, 2013State of West VirginiaCounty of Mercer, to-wit:Taken, subscribed, and sworn to before me this 18 day of December, 2013.My Commission expires March 11, 2018.

AFFIX SEAL HERE

NOTARY PUBLIC _____

Qualifications & Technical Expertise

Juvenile Facilities

The E.T. Boggess, Architect, Inc., team understands the challenges facing the Division of Juvenile Services as you work to improve the existing facilities around the state. ETB has a great deal of experience with a variety of government facilities, both new and renovations, as well as educational and housing facilities. Juvenile facilities must be able to accommodate a wide range of services for these youth, along with maintaining their security and confinement. Our team has the diverse experience that will allow us to satisfy your special situation, specifically as it relates to your proposed projects:

- New 24 bed addition to the Donald R. Kuhn Juvenile Center in Julian – ETB has designed dormitory housing for colleges and private boarding schools, as well as hotels.
- Enhance physical security at the Gene Spadaro Juvenile Center in Mt Hope – ETB has been installing the latest security systems on all our educational projects. We upgraded the security system for the Mercer County Courthouse and integrated it into the new system that was installed in the Courthouse Annex.
- Expand educational space and add a vocation building at Sam Perdue Juvenile Center in Princeton – ETB designed two advanced technology centers for the WV Community and Technical College System, as well as renovations to the classroom facilities for New River C&TC. Our firm is also located here in Princeton, just minutes from the project site.

Crabtree, Rohrbaugh & Associates will be joining the E.T. Boggess, Architect, Inc. team as a judicial center design consultant. With over 30 years of firm experience, having completed projects in 44 states, Crabtree, Rohrbaugh & Associates is known for their quality of design and level of service for local, state and federal correctional facility work. Nationally recognized leaders in correctional facility, Thomas C. Crabtree, RA, AIA is the Principal in Charge for all Correctional Facility Projects and is a frequent guest lecturer at national conferences. Knowing that many judicial facilities require an expertise in both new construction and historical renovation, the E.T. Boggess, Architect, Inc. team will work closely with the judges and staff who use each facility on a daily basis and carefully implement the security, technology and design standards required of national and state court houses while considering codes, acoustics, sight lines, accessibility and, often, the historic integrity of the structure.



New River Headquarters & Allied Health



Advantage Valley ATC

Qualifications & Technical Expertise

If we are selected for the project, we will closely examine the specific mechanical/electrical/plumbing needs associated with each project before committing to a specific MEP consultant. Scheduling will be a major consideration throughout the duration of the project and we will do our job to ensure that nothing interferes with progress. We maintain an excellent relationship with several firms within our state, as well as on a national basis, including:

- CMA Engineering (Charleston)
- Harper Engineering (St. Albans)
- ME Consulting (St. Albans)
- Tower Engineering (Pittsburgh)
- Newcomb & Boyd (Atlanta, GA)
- Scheeser Buckley Mayfield (Columbus, OH)
- Valley Engineering (Harrisonburg, VA)

While all of the firms we have worked with produce quality designs, the decision may rely on which firm can produce the documents and perform the necessary services within your timeframe. We will utilize the firm that we feel best satisfies the needs of the project. All of these MEP consultants have been involved in sustainable design and LEED certified projects.

They understand the important attributes that can save energy, money, and valuable resources over time. All of these firms will provide designs that comply with the ICC International Energy Conservation Code.

Philosophy

Communication, collaboration, and consensus are the three elements we feel are essential to the planning, design and building process. The architect is responsible for the finished product, but the design process must include guidance and review by you and representatives from the various agencies. Our goal is to develop a “*partnership*” with our clients – a relationship that includes a long-term commitment, trust, and shared vision.

ETB believes architectural design should be an *interactive process*. We work closely with you to identify and define all your project goals, objectives, functions, responsibilities, and relationships. This interactive approach enables us to develop facilities that meet your requirements, as well as being aesthetically distinctive. Design cannot be mass produced or provided in a “cookie cutter” fashion, it must be developed from scratch with the unique attributes of each individual project in mind. Our approach is not about us and our ideas . . . it is about *you and your ideas*. We strive to help you realize your dreams.

Methods

The Integrated Design Process is our process of design in which the users, owners, and the ETB team (architects and engineers) and project participants are all integral team members. This integrated process and the implementation of high performance design requires both efficiency and innovation. In our role with this team as the design leader and project organizer, ETB will be responsible for coordinating and orchestrating the work of the many disciplines and users involved throughout the design, documentation, and administrative functions of the project.

Utilizing the interactive design approach will best serve the needs of juvenile services by allowing us to better identify your objectives and produce long-term solutions. Your projects will be completed by emphasizing the following activities:



Qualifications & Technical Expertise

- **Understanding goals.** We develop a plan for identifying and prioritizing individual goals as a means for addressing the overall project.
- **Brainstorming ideas.** We investigate opportunities for greater service through value engineering, strategic partnering, or an alternative delivery method.
- **Assuring timelines.** We generate a management plan to fulfill deliverables and meet milestones on schedule. All team members participate in and monitor this plan.
- **Maintaining client contact.** We are accessible, convenient, and committed to success from the beginning through the design process, and after completion.
- **Inviting performance feedback.** We involve all team members and clients in project evaluation at closeout and determine how well time, cost, and design goals were met.

Project Management - Our project managers provide extraordinary leadership managing the team dynamics, budget, schedule, and the flow of information. The project manager's role also includes assisting the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination. The effective implementation of your goals and objectives will be realized thru early and consistent collaboration among all the design disciplines. This will result in opportunities and challenges being discussed and addressed as we proceed thru the design process.

Cost Management - We believe that the management of cost and/or risk begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions which support the different services that will be offered at the new facility. We also believe that the evaluation of cost must extend beyond the cost of construction, and consider the costs of operations, human resources, energy and sustainability.

Project Schedule Management - Completing projects on time requires effective schedule management and a commitment of the entire project team including the state agency, representatives from the specific juvenile center, and the design team. The process begins with the development of the project schedule with input from each stakeholder engaged in the process. Accelerated schedules require even more dedication to benchmarks and deadlines, identifying production problems early and making the necessary adjustments before issues become too great to be effectively managed.

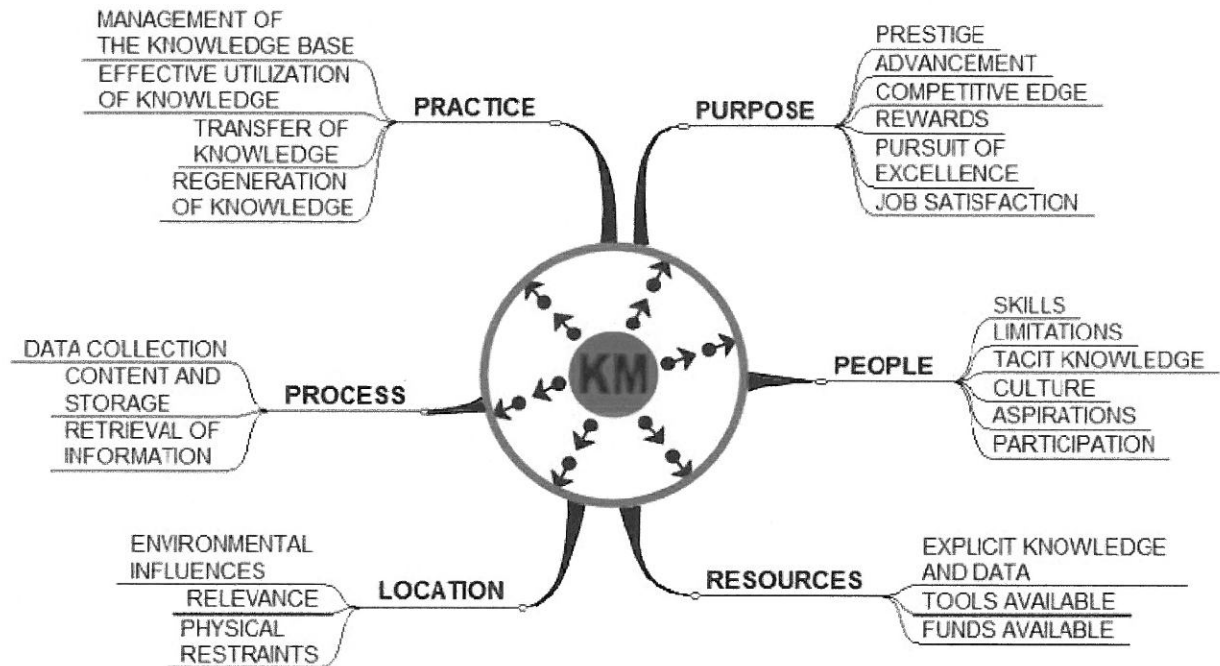
Technical Expertise - Information Management

As mentioned previously, project coordination is ETB's responsibility. A very effective tool we utilize in this process is a standard format dedicated website. The website, created in-house, is a key communication component for sharing all types of project information. The owner has immediate access to everything from design plans, imagery, and construction documents to submittals, submittal logs, field reports, and meeting minutes. This has been a very valuable and effective tool to ensure quality control/assurance standards are being maintained.

The following pages outline the information that can be included and gives an example of a current website.



Qualifications & Technical Expertise



CRITICAL ELEMENTS OF KNOWLEDGE MANAGEMENT

Source: 'A Model for Knowledge Management' by Roy Morum

PROPOSED PROJECT WEBSITE

As a service to the client and for the sake of efficiency, ETB creates an online (secured and password protected) website for each project which functions as a project management tool. The site gives the project team direct access to project information and we consider that effective Knowledge The Project Website is designed with a simple interface – for ease of access by hand-held devices and slower computers and on site, where web-access has limitations Management is the key to the success of the project. This method has proved most successful on our projects – keeping the client and the team members well informed and insuring that the latest information is always readily available.

We maintain the site after the project is complete and this can provide the client with a valuable resource for ongoing Facilities Management.

The site has the following main information areas which may be expanded or adapted to meet the particular needs of the project:

Qualifications & Technical Expertise

Home Page

General information such as project description site location and site information.

Navigation Map

An outline of the Site Navigation structure.

Administration

All the latest administration documentation will be kept here, such as:

- Site Minutes
- Status Reports
- Field Inspection Reports
- Change Orders

Documents-Drawings

This is the working area of the Web-Site and will include an interface for Transfer of documents via FTP. The sections include:

- Drawings Index & Revisions. (The latest revisions are always shown on this index.
- Specifications & Keynotes.
- LEED Documentation,
- Drawings.(In CAD and PDF format)

Graphics

The Graphics page will provide an interface to view to Concept Models etc.

- Concept Graphics.
- Site Images.
- Job Camera
- Rendered Images.

Project Schedule

The latest version of the following will be kept here:

- Project Schedule
- Project Milestones
- Project Meetings/ Calendar
- Current Site Weather conditions



Qualifications & Technical Expertise

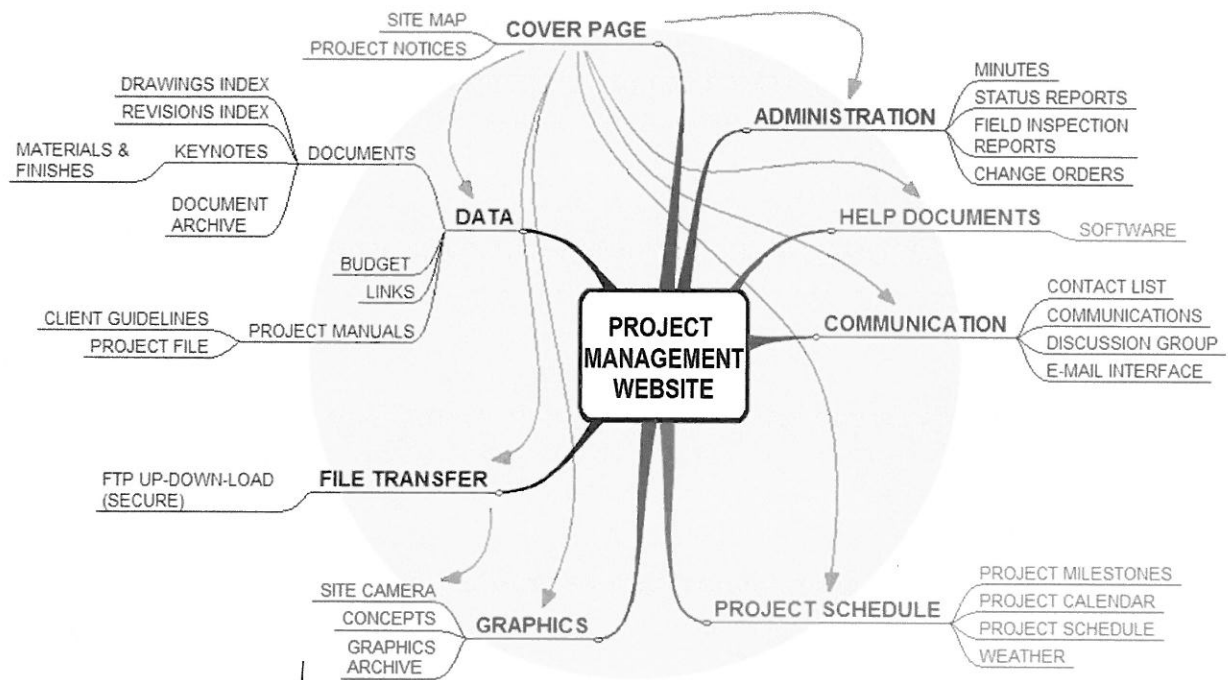
Communication

This page provides all the latest contact details of the parties involved in this Project. The sub-sections include:

- Contact List
- Communications
- Discussion Group
- E-mail interface


Help Documents

This page provides assistance on any issue related to the Project and the Web-Site. Software required for the use of this site (such as drawing viewers) can also be downloaded here.





WEBSITE MAP - As developed and managed by ETB architects


TYPICAL PROJECT WEBSITE –by ETB architects



E. T. BOGGS ARCHITECT INC.
 PO Box 727 181 Rockledge Ave. Princeton TN 37406-0727
 PS 304 423 4491 PS 304 423 2028
www.etboggsarchitect.com

West Virginia Army National Guard / U. S. Army Reserve
ARMED FORCES RESERVE CENTER (AFRC)
 Randolph County, Elkins, West Virginia



**PROJECT ADMINISTRATION
MANAGEMENT HOME PAGE**
**WORKING PROJECT WEBSITE FOR CONSTRUCTION
PHASE AUTHORIZED ACCESS ONLY - ALLOWED**
DISCLAIMER: This website is maintained for convenience, and ease of information only. No induction, contribution, or other document contained herein will be considered valid in terms of the contract. All data & information must be verified against the contents of the original authorized contract. Information contained herein will not release the contractor of the responsibility for maintaining proper documentation and administration in other duty within the contractual obligations.

[CONTACTS](#) | [CONSTR.ADMIN](#) | [KEYNOTES](#) | [DWG INDEX](#) | [DWG FILES](#) | [PROCEDURES & DATA](#)

PROJECT NOTICES
Preliminary bid dates proposed
Fikins AFRC - Utility Extension Contract
ADVERTISEMENT
PRE-BID MEETING
ADDENDUM #1
LAST DAY FOR QUESTIONS
ADDENDUM #2
BO OPENING
REVISED DATES TO BE SUBMITTED

See Fire Marshall Reports

MEETINGS
 Meetings are generally to be held every two weeks on Thursdays at 10am.

Conference Call information:
 Ready-Access Number: 800-5032999
 7-digit Access Code: 7839966

CONSTRUCTION ADMINISTRATION
 Click on this heading to go to the Construction Administration page. This area is for the management and storage of Contract Documentation and the coordination of Drawings, RFIs etc.

DRAWING INDEX
 Click on this heading to go to a list of all current drawings issued.

WEBSITE MAP
SEE CONSTRUCTION ADMINISTRATION PAGE

FTP SITE ACCESS
 Click here to contact Web Administrator for access details.

PROJECT DESCRIPTION
 The Elkins Armed Forces Readiness Center (AFRC) consists of the primary facility, military equipment parking (MEP), and privately owned vehicle (POV) parking. This primary facility will be housed in a 84,200 square-foot, single-story building with a drill hall.

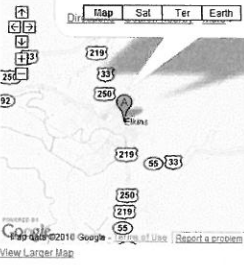
 The site is located approximately 8 miles west of Elkins, West Virginia and borders U.S. Route 33 Corridor H, a four-lane highway with limited access control. A new two-lane access road will be required up the hill to the usable area of the property.

 The site is approximately 112 acres and site occupies a hill on a large bend of the Tygart Valley River, with a large, mildly sloping hillside and moderately steep - to steep slopes down to the river. Approximately 90 of the 112 acres are wooded with another 22 acres of unimproved steep ridge crowned by pine trees and grasses. The site drains directly into the Tygart Valley River. A drainage channel will be required to convey the stormwater from the proposed facility down the steep hillside to the river. Email Feedback

MEETING SCHEDULE - 2010 (Thursdays)
 08-05-2010 / 08-12-2010
 07-01-2010 / 07-10-2010 / 07-20-2010
 08-12-2010 / 08-20-2010
 08-02-2010 / 08-25-2010
 10-07-2010 / 10-21-2010
 11-04-2010 / 11-18-2010
 12-05-2010 / 12-18-2010 / 12-30-2010
MEETING SCHEDULE - 2011 (Thursdays)
 TBD

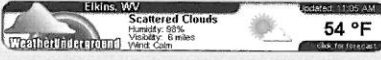
PROCEDURES & DATA
 Click on this heading to go to this page -- to document project data and specific procedures established as the project progresses.
CONTACTS
 Click on this heading to go to Contact names and addresses of the Client / Consultant / Contractor project team.

DRAWING FILES
 PDF's and CAD files may be downloaded here.
PROJECT KEYNOTE TAGS
 Keyword tags are as referenced on the drawings. This schedule includes color references for materials - all for final verification by submittal.



Click here to contact Web Administrator for access details.

CONTACTS | **CONSTR.ADMIN** | **KEYNOTES** | **DWG INDEX** | **DWG FILES** | **PROCEDURES & DATA**



RULES OF COPYRIGHT APPLY STRICTLY TO THE FULL CONTENT OF THIS WEBSITE
Contact Webmaster / Email Feedback

TOP

CONTACTS | **CONSTR.ADMIN** | **KEYNOTES** | **DWG INDEX** | **DWG FILES** | **PROCEDURES & DATA**

[illegible]

History

E. T. Boggess, Architect, Inc., is a 12 person architectural firm located in Princeton, West Virginia. Our firm was established in 1966 by Ted Boggess and has been successful because of a team approach and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/ apprentice and, now, partners is both exciting and rewarding as the practice continues to flourish and evolve.

Reputation

Our firm lives or dies by its reputation. We work for "Pride in Product" and are confirmed by the amount of repeat business we can truthfully claim.

The architects at ETB are well-respected for their high ethical standards, as well as professional and civic activities. They are frequently asked to serve as expert witnesses and arbitrators in legal disputes. They have also been selected to serve on various local, state and national committees. These committees cover areas from determining local zoning ordinances to reviewing and developing educational requirements for future architects, to preserving West Virginia's historic architecture.

Attitude

Bigger is not always better. ETB has purposely controlled size in order to maintain personal involvement and quality control. We feel that it is important to maintain close client contact and availability to respond to your needs and address any situations that may arise. Your project will not get lost in the shuffle. We are, however, of sufficient size and capabilities to accommodate the needs of these projects, as well as ensuring the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

Teamwork

All projects and, thus, our services are not as much dependent on our design abilities as architects, but rather on our commitment to perform and implement a set of standards and design that responds to the needs of our client. In house, ETB actually functions as a team of consultants with the strengths and abilities emphasized in their role within the team. Our expertise, in particular, is very strong with regards to communication and information management, unique design solutions, construction documentation, project administration, and quality control. These areas of expertise are represented by the team members that will be highly involved on the addition and renovations to the juvenile centers.

Throughout West Virginia, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the State Fire Marshal's Office in Charleston at regular intervals during the design process.



Experience

Over the past 47 years, ETB has accomplished many different types of buildings in 12 different states and 1 foreign country. We have not limited ourselves by focusing on one particular type of project or a single location. Instead, we choose to maintain a diverse practice which allows us to begin each project with renewed enthusiasm. Our strength is in the delivery of appropriate and analytical solutions for complex buildings and doing so within restricted budgets and time constraints.

ETB was one of the first architectural firms in the state to implement the use of computer-aided design and drafting into the everyday practice of architecture almost thirty years ago. Today we continue to lead the industry as we utilize photorealistic imagery through computer modeling and digital photography. The building 3-D model and associated imagery can be developed early in the design process for your presentations. This helps everyone better understand design approaches and project contextual relationships within a setting.

Over the past ten years, ETB has provided designs for a variety of public-use buildings for various governmental agencies, including numerous projects for the WV Higher Education Policy Commission, the WV Community & Technical College System, the WVARNG, the WVDOH and the Mercer County Commission. Those projects have ranged from new and renovated educational facilities, to an army/guard readiness center, to a courthouse annex that includes magistrate court and juvenile probation offices.

Schedules & Budgets

ETB understands the importance of ensuring that all schedules and budgets are met. Our past experience designing within the confines of strict budgets and tight construction schedules makes us even more diligent in these areas. Some of our most recent projects, especially for state agencies, have presented us with very rigorous scheduling goals. Our projects for the West Virginia School Building Authority have penalties built in if schedules and established budgets are not adhered to as an added incentive to meet the deadlines.

Quality Assurance

We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client's needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction. To that end, we have set the following goals for ourselves:

- Promote teamwork . . .
 - within the office
 - with outside consultants
 - with regulatory officials
 - with owner and representative
- Quality management throughout entire project - *Website*
- Prompt response to client's requests – *Availability*
- Creation of quality construction documents – *Purpose Driven*



- Error *prevention*, not error catching – *Standard Practices*
- Personal pride in our work - *Motivation*
- Education and Training in-house
(staff mentoring) – *Continuing Education*
- Go the extra mile whenever necessary – *Service Oriented*

Quality Control

Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled thru a third-party agency. Quality control should flow seamlessly from one phase to another. The “partnership” we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project’s best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality. ETB normally follows the plan as outlined below:

- Keep the lines of communication open and consistent between all team members
 - Regular/scheduled project meetings
- Share lessons learned from recent similar projects, include value engineering
 - Up-to-date detailing
- In-house reviews to address issues with constructability and budget restraints
- Utilize past experiences related to construction administration
 - Address before issue or occurrence
- Provide post construction administration services to be utilized on future projects
 - Every project or opportunity can be a learning experience for continued growth to better serve clients

Welcome to Crabtree, Rohrbaugh & Associates

CR

Who We Are.

Crabtree, Rohrbaugh & Associates is a nationally recognized design firm employing more than eighty leaders in the fields of architecture design, planning and project management. We are recognized as a Top 100 Architectural Firm by Architectural Record and a Top 500 Design Firm by Engineering News-Record. We have the resources to provide our clients with the highest quality architectural design services and through our management approach provide the personal attention associated with a small firm.

Our people are our greatest asset. Our Project Managers and Directors are among the most talented and diversified in the country, and the environment we have created at the firm has kept our core members growing with us.

The project managers for every one of our correctional facility projects is still with us today. The depth of their experience—together over 425 years across the United States and abroad—translates into impressive, well-executed projects and the highest level of hands-on support for all of our clients.

We have provided design services for both State and County correctional and adult detention facilities throughout the Mid-Atlantic region since our firm's inception in 1984. Our firm has designed more than \$1.5 billion dollars in corrections and detention projects, encompassing a total capacity of more than 25,000 Beds. The core philosophy of Crabtree, Rohrbaugh & Associates is "A Client Oriented Approach to Architecture" which we apply to every one of our projects. Our primary goal is to design buildings that meet or exceed our client's expectations in all regards. This approach to providing professional architectural services is the hallmark on which we have founded our firm. This philosophy results in unparalleled customer service to our clients and has rewarded us with many repeat clients, including most recently, Chesterfield County Virginia (both their Jail Annex and Main Jail security upgrades projects). Additionally, we have successfully completed multiple jail and detention projects for The West Virginia Regional Jail Authority (11 projects), Anne Arundel (8 projects) and Harford (4 projects) Counties in Maryland, the State of Pennsylvania (8 projects), Cumberland County Pennsylvania (3 projects) and Dauphin County Pennsylvania (5 projects), just to name a few.

As Principal-In-Charge of Correctional Work Thomas C. Crabtree, AIA is a nationally recognized leader in correctional facility design and has a long-standing and established track record of delivering our firm's correctional facility projects on time and on budget. Mr. Crabtree has personally programmed and designed more than sixty prison and detention facility projects ranging in size from twelve-bed juvenile detention centers to two thousand bed state prisons. His approach to operational efficiency, through a straightforward design, serves as the foundation for the success of our jail facilities. Mr. Crabtree's experience includes working as a contributing editor to the "National Institute of Corrections Standards for Adult Correctional Facilities".

Mr. Haines has 25 years of experience and joined the firm in 1989. As Correctional Team Leader, he will be responsible for all aspects of project management and be your key point of contact for this project. He is responsible for tracking the project's progress by maintaining project schedules and budgets and assigning personnel as required to achieve cost and delivery results.



Thomas C. Crabtree, AIA &
G. Douglas Rohrbaugh

Crabtree, Rohrbaugh & Associates has maintained the highest standards in architectural design, interior design and planning, an accomplishment we attribute to the professional staff who make up our firm. Our firm was founded in 1984 with a staff of six. Today, eighty professionals support our founding philosophy: A "Client-Oriented Approach to Architecture." We are extremely proud of the work we do for our clients and have long believed that individual talents are strengthened when brought together as a team.

~ Tom Crabtree, AIA &
Doug Rohrbaugh

Corporate Information

CR

firm

Crabtree, Rohrbaugh & Associates
Architects

Corporate Headquarters

Pennsylvania
401 East Winding Hill Road
Mechanicsburg, PA 17055

Additional Locations

Virginia
250 West Main Street
Suite 200
Charlottesville, VA 22902

Administration Office
471 Hickory Grade Road
Bridgeville, PA 15017

Administrative Office - Maryland
Baltimore, MD 21234

West Virginia
793 Main Street East
Suite 200B
White Sulphur Springs, WV 24983

Contact Persons

G. Douglas Rohrbaugh
Principal-In-Charge
drohrbaugh@cra-architects.com

Brian Haines, AIA, LEED AP
Correctional Team Leader
bhaines@cra-architects.com

Contact Information

(p) 434-975-7262
(f) 434-975-7263

www.cra-architects.com

Date of Incorporation

July 1984

Federal Employer Identification Number

232303190

State of Incorporation

Pennsylvania (also foreign
incorporation in Maryland and Virginia)

Officers of the Company

Thomas C. Crabtree, President
G. Douglas Rohrbaugh, Vice President/
Secretary



MERCER COUNTY COURTHOUSE ANNEX

Princeton

PROJECT DETAILS

owner/district:
Mercer County Commission

year:
2005

size:
36,000 sf

The Mercer County Courthouse Annex brings together various county offices that were previously scattered into one facility. The annex houses the magistrate's offices, prosecuting attorney's office, family law master and juvenile probation office.

ETB worked with the WV Supreme Court's deputy director of technology, Kit Thornton, early in the design process in order to ensure that the equipment, wiring and security system satisfies the current and future demands of the expanding court system.

According to Mr. Thornton, the annex is "one of the nicest, most technically advanced judicial facilities in the state."



NEW RIVER COMMUNITY AND TECHNICAL COLLEGE

Raleigh County, West Virginia

PROJECT DETAILS

owner/district:
WV Council for Community and
Technical College Education

year:
2014

size:
78,200 sf, (Two Story)



MAIN ENTRANCE

The centers co-location with the Erma Byrd Center provides a unique opportunity for collaborative learning and cooperative education. Programmed as a shared use facility, the center includes New River's Administrative Headquarters, a branch campus and an Allied Health Technology Center. The design and organization of the facility enhances connectivity opportunities between the Erma Byrd Center and visually with the panoramic vistas to the North.



BIRD'S EYE LOOKING NORTH

WV ARMY NATIONAL GUARD READINESS CENTER

Elkins, West Virginia



MAIN ENTRANCE / LOBBY

PROJECT DETAILS

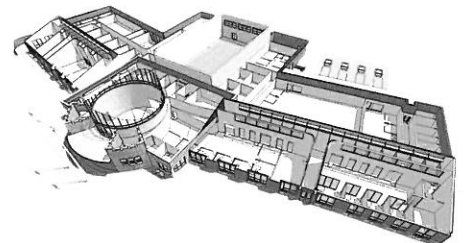
owner/district:
WV Army National Guard

year:
2011

size:
50,000 sf,

The Readiness Center has two main entrances; the front into the lobby and the rear into the assembly hall. The circular central core of the entrance leads to the administrative wing (east) and classroom wing (west). The facility contains a learning center library, storage areas, locker rooms, kitchen, break-room, and Telcon spaces. Areas within the lobby will be used for recruiting, family support and distance learning.

The project also included the design and construction of a separate structure for secure storage maintenance/ workshop/ office structure.



COMPUTER VISUALIZATION

WVSU DORMITORY

Institute, WV

PROJECT DETAILS

owner/district:
West Virginia State University

year:
N/A

size:
350 bed

The graphics/imagery shown here was developed as part of a response to a request for proposals.

The 3-story design allows for one-, two-, or three-person dormitory units. Facility was designed to include a laundromat and multi-purpose rooms/student commons areas.



Governmental – New Construction:

- Mercer County Courthouse Annex, Princeton, WV
- WV Army National Guard Readiness Center, Elkins, WV
- WV Tourist Information Center, Princeton, WV
- WVDOH District 10 HQ Complex, Gardner, WV
 - Office Building
 - Maintenance Building
 - Bridge/Sign Shop
 - Lab Building
- WVDOH District 6 HQ Complex, Moundsville, WV
 - Office Building
 - Maintenance Building
 - Bridge/Sign Shop
- WVDOH District 9 Office Building, Lewisburg, WV
- WVDOH District 1 Office Building, Charleston, WV
- WVDOH District 8 Equipment Shop, Elkins, WV
- U.S. Social Security Offices for the GSA, Welch, WV
- U.S. Social Security Offices for the GSA, Williamson, WV
- Princeton Railroad Museum (*Historical Re-creation*), Princeton, WV
- Bramwell Coal Interpretive Museum (*Historical Re-creation*), Bramwell, WV
- Mercer County Health Center, Bluefield, WV
- Mercer County EOS/911 Center, Bluefield, WV
- Mercer County Civil Air Patrol Hanger and Headquarters, Bluefield, WV
- WV Community & Technical College System / Higher Education Policy Commission
 - Advantage Valley Advanced Technology Center, So. Charleston, WV
 - North Central Advanced Technology Center, Fairmont, WV
 - New River Community & Technical College Headquarters, Beaver, WV

Governmental – Additions and Renovations:

- Princeton Public Library, Princeton, WV
- City Hall/Municipal Building, Princeton, WV
- Pipestem State Park Conference Center, Pipestem, WV
- Greenbrier County Convention & Visitors Center, Lewisburg, WV
- U.S. Social Security Offices for the GSA, Bluefield, WV
- Mercer County Courtroom for the new judge, Princeton, WV
- Mercer County Memorial Building, Princeton, WV
- Mercer County Courthouse Energy Upgrade, Princeton, WV
- Department of Health & Human Resources, Welch, WV
- Division of Motor Vehicles, Welch, WV
- Hatfield/McCoy Trailhead Office, Bramwell, WV
- Hatfield/McCoy Trails Office, Lyburn, WV
- Rupert Public Library, Rupert, WV
- Wyoming County Senior Center for the Council on Aging, Oceana, WV
- Richwood Visitor's Center, Richwood, WV
- Beckley Financial Center – IRS Offices for the GSA (*Adaptive Re-use*), Beckley, WV
- WV Community & Technical College System / Higher Education Policy Commission
 - New River Community & Technical College Arts & Sciences Building,
Lewisburg, WV

Chester County Juvenile Detention Center

Chester County / New Construction / 53,000 SF

CR



The minimum-security facility, consisting of three male and one female detention housing units and a shelter housing unit with on-unit counselors, is designed to look and feel more like a school than a detention center. The facility is fenceless and hidden from the road. The Center's Program Space includes administrative offices, counselor offices, intake / discharge areas, medical suite, kitchen, dining / multi-purpose rooms, five classrooms, chapel, full-size gymnasium, enclosed outdoor exercise yard, laundry, and shop.

Construction Cost
\$12,000,000

Construction Start
Spring 2004

Construction Completion
June 2006

Project Location
Pocopson Township, PA

Contact
Don Thompson
610-334-6306
dthompson@chesco.org

Relevance to Project

County Correctional Experience

Juvenile Detention

Minimum Security

Programming & Design

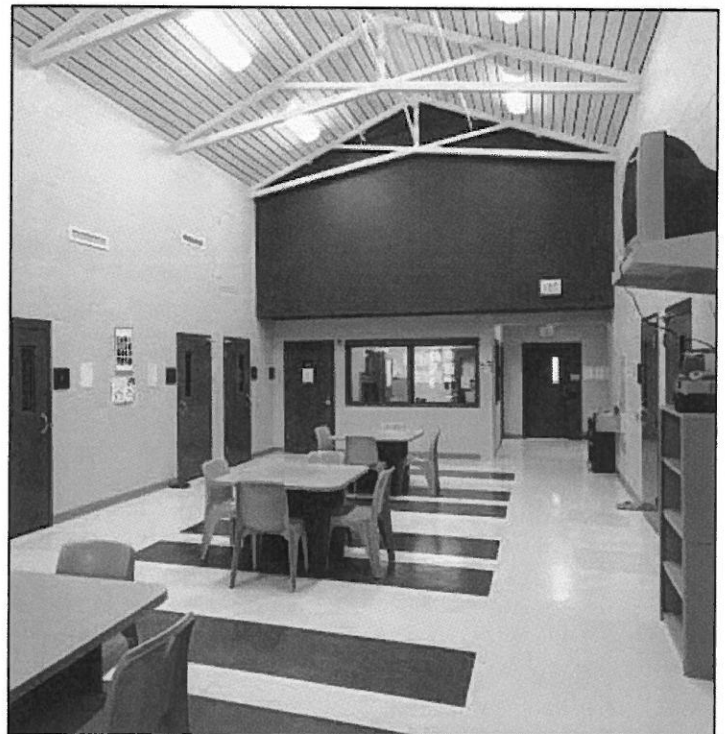
“The sixty-person Juvenile Detention Center was designed to serve the needs of Chester County while respecting the concerns of county residents.”

Crabtree, Rohrbaugh & Associates, Architects

Chester County Juvenile Detention Center

Chester County / New Construction / 53,000 SF / \$12,000,000

CR



Crabtree, Rohrbaugh & Associates, Architects

York County Juvenile Detention Center

York County / New Construction

CR



Construction Estimate
\$2,300,000

Construction Cost
\$2,100,000

Construction Start
September 1993

Construction Completion
May 1995

Project Location
York, PA

The York County Juvenile Detention Center accommodates 24 detention beds and 12 shelter beds. The type of construction is load bearing masonry with slab on grade and pre-cast concrete floor and roof deck with all masonry interior partitions. Laminated timber roof construction is utilized in day rooms and program support areas. Exterior materials are split face concrete masonry with security hollow metal door and window frames and 9/16" laminated security glass. The entire building exterior is maintenance free. All interior finishes are highly vandal resistant requiring minimum interior building maintenance. The facility is designed with a maximum security building perimeter and a secure outdoor exercise courtyard. Security features include conventional reinforced concrete masonry units with security hollow metal doors and frames and security hardware throughout and a complete security management system allowing for monitoring of all security functions from a central control point.



Relevance to Project

County Correctional Experience

Juvenile Detention

Minimum Security

Programming & Design

The facility is designed to accommodate a 60% expansion through development of two new housing units, and all support functions will accommodate this expansion. Additionally, the building design permits physical expansion in a variety of areas to provide for long-term flexibility and population growth.

Crabtree, Rohrbaugh & Associates, Architects

Schaffner Youth Center & Emergency Management Center

Dauphin County / New Construction

CR



Construction Estimate
\$3,005,000

Construction Cost
\$3,000,000

Construction Start
October 1994

Construction Completion
November 1996

Project Location
Steelton, PA

The Schaffner Youth Center is a detention facility that also houses twelve shelter youths and is designed therefore to feel like a residential unit but have the security level of a maximum-security prison. This was achieved through the use of intelligent design solutions such as custom-designed, innovative perimeter fencing that looks like chain link but is completely secure without the use of barbed wire or razor ribbon. A complete security management system is in place, allowing for monitoring of all security functions from a central control point. Crabtree, Rohrbaugh & Associates used their programming expertise to allow shelter kids and youth offenders to use the same facility without interaction. The facility and all support functions are designed to accommodate a 100% increase in capacity without the need for renovation or new construction. The building also houses the emergency communications and serves as the Emergency Management Center for the county. Schaffner won the Golden Trowel Award for outstanding masonry design.

Relevance to Project

County Correctional Experience

Juvenile Detention

Minimum Security

Programming & Design

The detention facility is designed to feel like a residential unit, with the security level of a maximum-security prison.

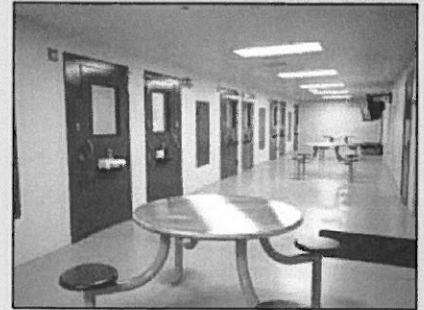
Correctional Client Listing

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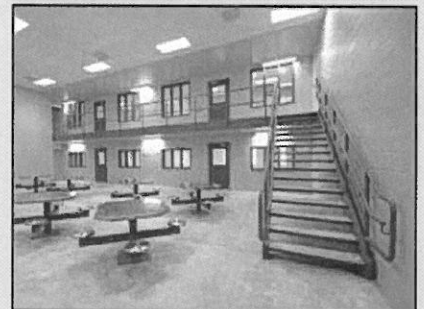
Crabtree, Rohrbaugh & Associates is a national leader in security and correctional facility design. The following is a list of projects that we have completed:

Pennsylvania County Clients

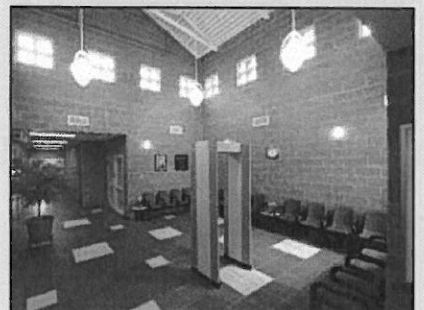
- Adams County Prison – Additions & Renovations
- Bradford County Prison – Additions & Renovations
- Berks County Prison – Facilities Assessment & Renovation
- Carbon County – New Construction
- Chester County – Feasibility Study & Master Plan
- Chester County Prison – Additions & Renovations
- Chester County Work Release Center – New Construction
- Chester County Juvenile Detention Center – New Construction
- Clarion County Prison – New Facility
- Clinton County – Feasibility & Master Plan
- Clinton County Prison – New Construction
- Clinton County Prison – Additions & Renovations
- Crawford County Prison – New Construction
- Cumberland County Prison – Additions
- Dauphin County – Feasibility Study & Master Plan
- Dauphin County Pre-Release Center – Modular Construction
- Dauphin County Work Release Center – New Construction
- Dauphin County Work Release Center – Additions & Renovations
- Dauphin County Juvenile Detention Center – New Construction
- Elk County Prison – Additions & Renovations
- Fayette County Prison – Feasibility Study & Needs Assessment
- Fayette County Prison – New Construction
- Fayette County Women's Detention Renovation
- Lackawanna County – Additions & Renovations
- Lebanon County – Feasibility Study
- Lebanon County Prison – Additions & Renovations
- Mercer County – Feasibility Study
- Mifflin County Prison – Additions & Renovations
- Monroe County Prison – Renovations
- Montgomery County – Feasibility Study
- Montgomery County Prison – Additions
- Perry County Prison – New Construction
- Potter County Prison – Additions & Renovations
- Snyder County – Feasibility Study & Master Plan
- Snyder County Prison – Conversion of Facility into Prison
- Susquehanna County – New Construction
- Union County Prison – Feasibility Study
- Venango County Prison – Feasibility Study & Master Plan
- Venango County Prison – Additions & Renovations
- Wayne County – Feasibility Study & Master Plan
- Wayne County – New Construction
- York County Juvenile Detention Center – New Construction



Chester County Prison



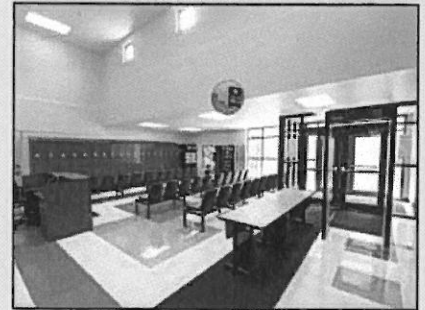
Wayne County Prison



*Chester County Juvenile
Detention Center*

Pennsylvania State Correctional Institutions (SCI)

- SCI – Cambridge Springs
- SCI – Rockview – Additions & Renovations
- SCI – Greene – New Construction
- SCI – Camp Hill – Additions & Renovations
- SCI – Chester – New Construction
- SCI – Mahanoy – New Construction
- SCI – Pittsburgh – Additions & Renovations
- DGS Juvenile Detention Facility – South Mountain – New Construction
- DGS Juvenile Detention Facility – Cresson – New Construction



*Harford County Adult
Detention Center*

Correctional Facilities – United States

- Anne Arundel County New Sentenced Inmate Facility - New Construction
- Anne Arundel County Detention Center - Additions & Renovations
- Chesterfield County Jail, Virginia – Security, HVAC & Electrical Upgrades
- Fannin County Georgia – New Facility
- Hamilton County Tennessee – New Construction
- Northern Neck Regional Jail, Virginia – New Construction
- Harford County, Maryland – Feasibility Study – Adult Detention Center
- Harford County, MD Northern Precinct Sheriff's HQ - Addition/Renovations
- Harford County, MD Southern Precinct Sheriff's HQ - New Construction
- Lakin Correctional Facility for Women – Addition/Renovation
- State of Texas – Site Study
- State of New Hampshire – State Wide Master Plan
- State of West Virginia – Huttonsville – Additions
- West Virginia Regional Jail System
 - Eastern Regional Jail – New Construction
 - Northern Regional Jail – New Construction
 - Central Regional Jail – New Construction
 - Southern Regional Jail – New Construction
 - North Central Regional Jail – New Construction
 - Southwestern Regional Jail – New Construction
 - West Central Regional Jail – New Construction
 - Western Regional Jail – New Construction
 - Tygart Valley Regional Jail – New Construction
 - Eastern Regional Jail – Additions
 - Potomac Highlands – New Construction



*Harford County Southern
Sheriff's Precinct*

SCOPE OF SERVICES

The ETB team of professional consultants can provide the Division of Juvenile Services with the A/E services needed to successfully accomplish all three projects. The services will be accomplished in steps or phases beginning with Preliminary Programming, then Schematic Design, followed by Design Development. Once you approve the final design, we start the Construction Documents Phase, then proceed to the Bidding Phase, and, finally, the Construction Administration Phase. We will not begin work on the next phase of the project without your approval and written authorization.

The information that follows will help you understand each phase.

Programming

Programming is the first phase of the architectural design process in which the relevant values of the client, user, architect, and society are identified; important project goals are articulated; facts about the project are uncovered; and facility needs are made explicit. We are here to help you realize your dreams.

Some of the specific items that will be examined during the programming phase include:

- Objective of the overall building addition utilization
- Special restrictions and limitations on design
- Characteristics of the site and existing building
- Site development requirements
- Characteristics of the proposed occupants
- Specific facility requirements
- Relative location and inter-relationship of the spaces
- Budget
- Flexibility for future growth and changes in function

Schematic Design Phase

ETB and our consultants will work with Juvenile Services to identify the needs, size, and best location for the additions. The schematic design documents will establish the general scope and conceptual design of your project, and the scale and relationships of the building components. The main goal of this phase is to arrive at a clearly defined, feasible concept and to present it in a form that will result in your understanding and acceptance.

You will have the following items to review at the end of this phase:

- Conceptual Site Plan
- Preliminary Building Plan with elevations or space adjacency studies
- Perspective Sketches/Computer Images
- Preliminary Cost Estimates

Design Development Phase

Services in the design development phase strive to achieve the refinement and coordination necessary for a complete polished work of architecture. Here decisions made in schematic design are worked out at a more detailed level to minimize the possibility of major modifications being needed during the development of construction documents.

Our design team arrives at a clear, coordinated description of all aspects of the design, including . . .

- Architectural
- Mechanical
- Electrical
- Plumbing
- Structural
- Fire Protection Systems

Final Design Phase / Construction Document Phase

Construction documentation is the bridge between building design and physical building form. A key element of documentation services, construction drawings provide the instructions for transforming the design solution into brick, mortar, landscapes, access, etc. The purpose of providing construction document drawings is to provide graphic documentation for bidding and execution of construction services.

Services/tasks include . . .

- Prepare construction drawings based on approved design development drawings.
- Coordinate and incorporate drawings from all team members.
- Prepare specifications to accompany drawings to establish a desired level of performance.
- Submit documents to building code officials.
- Prepare bid packages.

Bidding Phase

Construction procurement activities assist the client in obtaining competent construction services. Our team will prepare bid packages or request for proposals/qualifications, and we will support the selection, negotiation, and contract award processes.

Services/tasks include . . .

- Assist client in selection of project delivery method.
- Identify prospective bidders.
- Organize or participate in pre-bid conference.
- Distribute bidding documents.
- Address questions submitted by bidders.
- Review and evaluate competitive bids.
- Assist client in contractor interviews for obtaining negotiated proposals.
- Award contract for construction.

Construction Phase / Contract Administration Services

Contract administration services are important in order to ensure construction conforms to the design intent of the construction documents; to lessen project risks; and to identify and resolve construction problems early. We also strive to assist you in understanding the construction process. The architect, serving as a construction administrator, observes construction for conformity to construction drawings and specifications.

Services/tasks included . . .

- Establish lines of communication.
- Maintain and distribute paperwork/records.
- Respond to contractor's requests for information.
- Track changes in construction documents.
- Review contractor's requests for payment.
- Review shop drawings and product information.
- Prepare field reports and records.
- Supervise completion and closeout.
- Assist with any post-occupancy issues.

Todd Boggess, AIA, NCARB, Architect
President



EDUCATION:

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture

RESPONSIBILITIES:

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President.

Todd is responsible for . . .

- architectural design and development
- project management and coordination
- computer aided design and visualization
- interior design
- site planning

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

PROJECTS:

Todd's design for the WVARNG Readiness Center in Elkins included the main 50,000 sf single-story facility to serve the Army Reserve and National Guard, along with a separate structure for secure storage, maintenance/ workshop and office space. The needs of the WVARNG were reflected in the design, which includes the following areas:

- assembly hall
- lobby
- administrative wing
- classroom wing
- learning center
- library
- storage areas
- locker rooms
- kitchen/break-room
- Telecon spaces



PROJECTS – Public Buildings

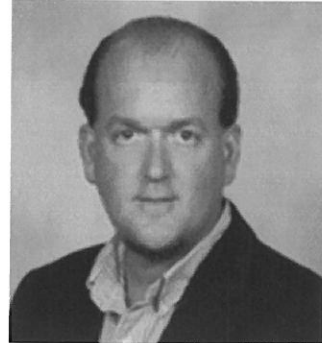
- WVARNG Readiness Center, Elkins, WV
- Mercer County Courthouse Annex, Princeton, WV
- WVDOH District 10 Headquarters Complex
 - Office Building*
 - Maintenance Building*
 - Bridge/Sign Shop*
 - Lab Building*
- WVDOH District 6 Headquarters Complex
 - Office Building*
 - Maintenance Building*
 - Bridge/Sign Shop*
- WVDOH District 9 Headquarters Complex
 - Office Building*
- WVDOH District 1 Headquarters Complex
 - Office Building (under construction)*
- Rahall Technology Center at Concord University, Athens, WV
- Advantage Valley Advanced Technology Center for the WV Council for the Community & Technical College System, So Charleston, WV
- North Central Advanced Technology Center and Allied Health Building for the WV Council for the Community & Technical College System, Fairmont, WV
- New River Community & Technical College – Beckley Headquarters and Allied Health Building, Beaver, WV
- Mercer County Health Center, Green Valley, WV
- Mathena Cultural Arts Center, Princeton, WV

AWARDS:

- WVAIA “Honor Award” for Renovation Design of the Princeton Public Library – April 2012
- Princeton/Mercer County Chamber of Commerce “Excel Award” – January, 2011
- *West Virginia Executive Magazine’s* “Young Guns” - Fall, 2003
- Princeton/Mercer County Chamber of Commerce “Citizen of the Year - 2000”
- Princeton Elks Club “Citizen of the Year - 2000”



Stephen Mackey
Planning & Design



EDUCATION:

- Bachelor of Arts Degree in Design, Clemson University School of Architecture
- Master of Architecture, Clemson University School of Architecture

RESPONSIBILITIES:

With over 27 years of experience in all phases of design and construction, Mr. Mackey brings strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of a number of large government projects. Specific project responsibilities include:

- code review and analysis
- program development
- master plan development
- conceptual design
- design visualization
- project management
- project coordination
- construction specifications

PROJECTS:

Mr. Mackey rejoined ETB Architects in 2009 after serving as Executive Vice President for two Florida Architectural firms. During his absence, Mr. Mackey served as project manager on several large projects for the Savannah District Corps of Engineers including the 72,000 sf Truscott Air Terminal at Hunter Army Airfield in Savannah, Georgia which serves as the platform for deploying and redeploying US Army, Reserve Component Army National Guard and Army Reserve units and soldiers. Additional military and governmental projects he managed include:

- Truscott Air Terminal, Hunter AAF, Savannah, GA
- Florida Air National Guard Drug Interdiction Laboratory, Jacksonville, FL
- Chapel for Kings Bay Naval Submarine Base, Kings Bay, GA
- Concord HH-60 Operations/Para rescue Facility, Moody Air Force Base, GA
- Base Supply Support Centre, Robins Air Force Base, GA
- Florida Dept. of Law Enforcement Crime Laboratory & Office Building, Jacksonville, FL



Roy Morum, LEED G.A.
Project Manager

EDUCATION:

- Bachelor of Architecture, University of the Orange Free State, South Africa
- Master of Design Management, UNITEC, Auckland, New Zealand



RESPONSIBILITIES:

Roy joined ETB in 2004 as a project architect. His area of expertise is in design, documentation, and information management. His will be responsible for the ftp site that we will create to share project information. Before joining ETB, Roy completed major works in South Africa and New Zealand. His work in the USA includes government facilities for the West Virginia Army National Guard and other public buildings.

Roy's Master's Dissertation, "*A Model for Knowledge Management in an Architectural Enterprise*" deals with effective communication and creative project / information / data management. He has developed processes and skills in this field that contribute much to the successful outcome of a project – and the continued facilities maintenance of a building.

Roy is responsible for . . .

- planning/programming
- construction documentation
- coordination of other disciplines
- ftp site design and implementation
- information management
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/construction administration
- overall project management

PROJECTS:

Roy's expertise in project management and communication is reflected in his use of technology to enhance the delivery process via the internet and FTP. His mastery of information management systems will ensure that team members, contractors, and your representatives will be able to share ideas efficiently and cost effectively.

- WVARNG Readiness Center, Elkins, WV
- Panther/laeger Elementary School, McDowell County WV
- Mathena Cultural Arts Center, Princeton, WV
- Mercer County Health Center, Green Valley, WV



Nathan Turner, LEED G.A.
Project Manager



EDUCATION:

- Bachelor of Science, Engineering – Architecture, Fairmont State University
- Master of Architecture (May, 2009), Boston Architectural College

RESPONSIBILITIES:

Mr. Turner joined ETB in 2009 and brought with him a wealth of experience in architectural design, as well as construction methods and practices. His prior experience with educational facilities has already proven extremely valuable as we have several elementary, middle, and high school projects at various stages of completion. Nathan obtained LEED certification last year and will assist in our efforts to provide a “green” approach to as many projects as possible.

Specific project responsibilities include:

- architectural programming
- construction documentation
- design visualization
- project management
- project coordination
- construction specifications
- construction administration

PROJECTS – Public Buildings:

- Advantage Valley Advanced Technology Center for the WVC&TCS, So. Charleston, WV
- North Central Advanced Technology Center for the WVC&TCS and Allied Health, Fairmont, WV
- New River Community and Technical College Headquarters & Allied Health Building, Beckley, WV
- New River Community and Technical College Arts & Sciences (Renovation), Lewisburg, WV
- WV Council for Community and Technical College Education - Facility Programming
- Rainelle Elementary School for Greenbrier County, WV
- Lewisburg Elementary School for Greenbrier County, WV



Chris Canterbury, Associate AIA
Construction Admin Manager



EDUCATION:

- Bachelor of Science Engineering Technology/Architecture, Fairmont State University

RESPONSIBILITIES:

Chris joined ETB in 2000 as a CADD Technician. His focus in recent years has been project administration and his current position of Construction Administration Manager reflects that area of expertise. Your project will benefit from his superb organizational skills. He attends meetings and keeps track of your needs and wishes through notes and minutes. His timely response to submittals will ensure that your project stays on its construction schedule.

Chris is responsible for . . .

- construction administration
- organizing and attending meetings
- distribution of minutes and progress reports
- contacting material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/observations

PROJECTS – Public Buildings:

During the construction of the Mercer County Courthouse Annex, Chris handled all construction administration. He attended the regular progress meetings, as well as special meetings with material suppliers and sub-contractors. Chris worked closely with the contractor in maintaining the budget and ensuring quality control.

- Mercer County Courthouse Annex, Princeton, WV
- Rahall Technology Center at Concord University, Athens, WV
- New River Community and Technical College Arts & Sciences (Renovation), Lewisburg, WV
- Greenbrier County Schools (multiple projects)
 - Lewisburg Elementary
 - Rainelle Elementary
 - Greenbrier West High School (Renovations)
 - Eastern Greenbrier Gym Addition
 - Ronceverte Gym Addition

Thomas C. Crabtree, AIA

Principal-in-Charge

CR



Mr. Crabtree has more than 35 years of experience and co-founded Crabtree, Rohrbaugh & Associates in 1984. As Principal-in-Charge of Technical Services, Mr. Crabtree will hold overall responsibility for directing the firm's architectural and planning commission. He also oversees internal design review meetings with the project team.

Since 1984, Mr. Crabtree has played a vital part of every correctional project, regardless of construction cost, the firm has undertaken.

Relevant Project Experience

Chester County Juvenile Detention Center

New Construction / 53,000 SF / \$12,000,000

Mr. Crabtree served as correctional planner on the design of a new minimum-security facility, including full security system installation and consisting of three male and one female detention housing units and a shelter housing unit with on-unit counselors, is designed to look and feel more like a school than a detention center. The Center's Program Space includes administrative offices, counselor offices, intake / discharge areas, medical suite, kitchen, dining / multi-purpose rooms, five classrooms, chapel, full-size gymnasium, enclosed outdoor exercise yard, laundry, and shop.

Schaffner Youth Center

New Construction / \$3,000,000

Mr. Crabtree served as correctional planner on the Schaffner Youth Center which houses twelve shelter youths. Designed to feel like a residential unit but have the security level of a maximum-security prison. This was achieved through the use of intelligent design solutions such as custom-designed, innovative perimeter fencing that looks like chain link but is completely secure without the use of barbed wire or razor ribbon. A complete security management system is in place, allowing for monitoring of all security functions from a central control point.

York County Juvenile Detention Center

New Construction / \$2,100,000

Mr. Crabtree served as correctional planner on the design on the York County Juvenile Detention Center which accommodates 24 detention beds and 12 shelter beds. The facility is designed with a maximum security building perimeter and a secure outdoor exercise courtyard. Security features include conventional reinforced concrete masonry units with security hollow metal doors and frames and security hardware throughout and a complete security management system allowing for monitoring of all security functions from a central control point.

Fayette County Prison

Feasibility Study & Facility Needs Assessment & New Construction

Mr. Crabtree served as Team Lead and Correctional Planner on the detailed assessment of the current Fayette County Prison. Our team evaluated existing building conditions, prison capacity and population trends and projects in an effort to present options for jail expansion or new construction. Our team is currently moving forward with the design of a new prison facility.

Education

Bachelor of Architecture, The University of Tennessee, 1974

Registered Architect

Pennsylvania, Ohio, Maryland, Tennessee, Delaware, New York, North Carolina, South Carolina, New Jersey, Texas, Virginia, West Virginia, Rhode Island, Maine, Indiana, California, Georgia, Kentucky, Michigan, Louisiana, Alabama, Wisconsin, New Mexico, New Hampshire, Washington, D.C., Florida, Massachusetts, Arkansas, Utah, Nevada, Colorado, Illinois, Minnesota, Arizona, Nebraska, Connecticut, Missouri, Idaho, Washington, Oregon, Montana, South Dakota and Mississippi

Affiliations

Pennsylvania Society of Architecture

The American Institute of Architects, National and Central PA Chapter

The Preservation Fund of Pennsylvania

Keystone Chapter of Associated Builders and Contractors

Building Officials and Code Administrators International

The International Code Council

“Design is only good when it meets the client's needs. Therefore, good design must be on budget, on schedule, successful in function, well-executed, in harmony with its environment, and pleasing to the observer and to the people who use the structure.”

”

Thomas C. Crabtree, AIA

Principal-in-Charge, Correctional Facility & Security Specialist



Relevant Project Experience

Cumberland County Prison

Addition & Renovation / 137,448 SF / \$25,290,000

Mr. Crabtree served as correctional planner for the medium security housing units, expansion of existing in-take area to accommodate the county-wide central booking facility as well as medical and female work release facilities. Additional scope involved upgrading the food service area, electrical service, security & fire alarm systems, sanitary sewer relocation and automatic temperature control systems.

Mifflin County Prison

New Construction / 62,000 SF / \$7,953,285

Mr. Crabtree served as correctional planner for the construction of a new facility which included the construction of a two-story building with a full basement and houses 84 inmates, both male and female, with security levels of work release, minimum and maximum security. The second floor is used primarily for district offices. Additional scope involved the construction of a new Support Services building.

Perry County Prison

New Construction / 34,177 SF / \$3,412,751

Mr. Crabtree served as correctional planner for the a new prison facility with maximum security building perimeter and fully enclosed high security outdoor exercise areas. Security features include conventional reinforced concrete masonry units with security hollow metal doors and frames and security hardware throughout and a complete security management systems allowing for the monitoring of all security functions from central control point. The facility is designed to accommodate an 80% increase in capacity through double occupancy of individual cells.

Snyder County Prison

Addition & Renovation / 28,364 SF / \$3,000,000

Mr. Crabtree oversaw a feasibility study and served as correctional planner for the Snyder County Prison facility. The study considered expansion of the current space to ease overcrowding and also looked at the possibility of increasing the amount of INS inmates, taking full advantage of the site's ideal location between federal prisons and sentencing facilities. The County considered options and cost from the study and moved forward an addition and renovation project which met the needs of the prison.

Venango County Prison

Addition & Renovation / 33,500 SF / \$5,400,000

Mr. Crabtree served as correctional planner for the addition to and renovation of the historic Venango County Jail. It was important to the commissioners for the design to adhere to the program requirements, be efficient and offer economic design solutions to the historic jail.

Potter County Prison

Historic Restoration, Addition & Renovation / \$1,900,000

Mr. Crabtree served as correctional planner for the facility designed with a maximum security building perimeter and fully-enclosed high security outdoor exercise areas. A complete security management system allows for the monitoring of all security functions from central control points. Split face concrete masonry combined with stone veneer was used to match the existing stone exterior. All program and support facilities are designed to accommodate double occupancy of minimum and medium security housing areas.

Additional Correctional Clients

York County

Dauphin County

Lacakwanna County

Elk County

SCI - Cambridge Springs

SCI - Greene

SCI - Rockview

SCI - Chester

SCI - Camp Hill

SCI - Pittsburgh

SCI - Mahanoy

State of New Hampshire

West Virginia Regional Jail System

Chesterfield County, VA

Westmoreland County, VA

Richmond County, VA

Anne Arundel County, MD

Harford County, MD

Richard C. LeBlanc, AIA, LEED AP

Director of Design / Team Leader



Mr. LeBlanc has over 30 years of experience and joined the firm in 1985. Mr. LeBlanc will have the responsibility of directing and coordinating all professional activities. He also oversees internal design review meetings with project teams. As Director of Design, Mr. LeBlanc will be assisted by other professional and technical personnel within the firm.

Mr. LeBlanc has played a vital part on numerous correctional projects since he began working at the firm nearly 30 years ago.

Relevant Project Experience

Chester County Prison

Addition & Renovation / 282,800 SF / \$36,875,000

Mr. LeBlanc served as project manager on the Chester County Prison project which was required to relieve conditions of overcrowding as well as address program to maintain prison functions. The project is a four level (two-story) housing addition consisting of two pods, a medical suite, intake/discharge and multipurpose rooms and was completed in phases which allowed for minimum disruption to the operation of the prison.

Chester County Juvenile Detention Center

New Construction / 53,000 SF / \$12,000,000

Mr. LeBlanc served as project manager on the design a new minimum-security facility, consisting of three male and one female detention housing units and a shelter housing unit with on-unit counselors, is designed to look and feel more like a school than a detention center. The Center's Program Space includes administrative offices, counselor offices, intake / discharge areas, medical suite, kitchen, dining / multi-purpose rooms, five classrooms, chapel, full-size gymnasium, enclosed outdoor exercise yard, laundry, and shop.

York County Juvenile Detention Center

New Construction / \$2,100,000

Mr. LeBlanc served as project manager on the York County Juvenile Detention Center which accommodates 24 detention beds and 12 shelter beds. The facility is designed with a maximum security building perimeter and a secure outdoor exercise courtyard. Security features include conventional reinforced concrete masonry units with security hollow metal doors and frames and security hardware throughout and a complete security management system allowing for monitoring of all security functions from a central control point.

Chester County Prison

Addition & Renovation / 282,800 SF / \$36,875,000

Mr. LeBlanc served as project manager on the Schaffner Youth Center which houses twelve shelter youths. Designed to feel like a residential unit but have the security level of a maximum-security prison. This was achieved through the use of intelligent design solutions such as custom-designed, innovative perimeter fencing that looks like chain link but is completely secure without the use of barbed wire or razor ribbon. A complete security management system is in place, allowing for monitoring of all security functions from a central control point.

Education

Bachelor of Architecture, Ohio State University, 1976

Membership in Alpha Rho Chi Professional Architecture Fraternity

Registered Architect

Pennsylvania, Ohio, Maryland, Louisiana and New Jersey

Affiliations

AIA, Central PA Chapter

The National Trust for Historic Preservation

Pennsylvania Society of Architects

Council of Educational Facility Planners

American Society for Healthcare Engineering

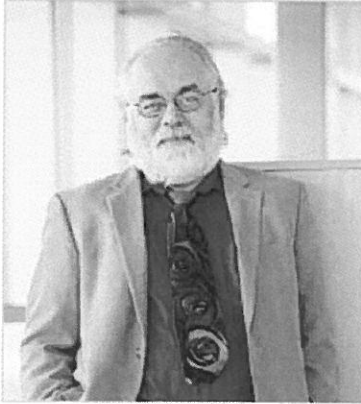
Awards

Nine buildings cited for Design Excellence by AIA Central PA Chapter

A successful work of architecture combines the talents of all key stakeholders including owner, users, design professionals, and contractors. It requires proper planning, careful analysis and understanding of the problem, and development of a solution that meets the requirements of the owner's budget and schedule. We work within these parameters to develop buildings that are inspiring and exciting places to live, learn, work and play.

Harold B. Benfer, AIA, LEED AP

Senior Project Manager



Mr. Benfer has more than 30 years of experience and joined the firm in 1985. Mr. Benfer will be responsible for all aspects of technical documentation including detailed coordination of all disciplines. During the development of construction documents, Mr. Benfer will be assisted by the Principals-in-Charge, Director of Project Management, Director of Design and other technical personnel within the firm.

Relevant Project Experience

Berks County Jail

Renovation & Security Upgrades / 213,000 SF / \$7,250,000

Mr. Benfer serves as Senior Project Manager on an extensive infrastructure and building envelop renovation. The project includes upgrades to building security, such as camera system, door controls/intercoms, emergency power and integrated software. Infrastructure upgrades include perimeter fence upgrades, roofing upgrades, shower room renovations and HVAC system upgrades.

Chesterfield County Jail

Renovation & Security Upgrades / 22,737 SF / \$1,611,500

Mr. Benfer served as Project Manager on the renovation which completely updated and replaced the security, intercom and CCTV systems of the jail annex to fully integrate the annex to the main jail's systems. The project also included a complete replacement of all detention locking systems in the annex, a card access system, a complete replacement of the HVAC and electrical systems, all new emergency power and UPS protection of the critical systems and incorporation of a grounding system, based on a comprehensive grounding study due to frequent lightning strikes.

Harford County Adult Detention Center

Additions/Renovations / 90,000 SF / \$25,000,000

Mr. Benfer served as Project Manager on the 76,000 SF Addition to the existing Detention Center with 288 medium and maximum security beds to resolve the current overcrowding situation. Our solution met their needs without encroachment on any of the site limitations. Mr. Benfer worked closely with Harford County to develop a multi-tiered phasing plan that avoided disruption to their day to day activities and did not compromise security or public access.

State Correctional Institute (SCI) Greene

Design Build / New Construction / \$90,560,000

Mr. Benfer served as Project Manager on for the new construction of SCI- Greene. The new facility is a state-of-the-art 1,000 bed correctional facility with maximum security perimeter fencing and maximum level internal security throughout the facility.

Cumberland County Prison

Addition & Renovation / 137,448 SF / \$25,290,000

Mr. Benfer served as Project Manager for the medium security housing units, expansion of existing in-take area to accommodate the county-wide central booking facility as well as medical and female work release facilities. Additional scope involved upgrading the food service area, electrical service, security & fire alarm systems, sanitary sewer relocation and automatic temperature control systems.

Education

Bachelor of Architecture, The Pennsylvania State University, 1973

Registered Architect

Pennsylvania

Affiliations

The American Institute of Architects

The Pennsylvania Society of Architects

Additional Clients

Berks County

Giant Food Stores, Inc

Pennsylvania Turnpike Commission

Chester County Prison

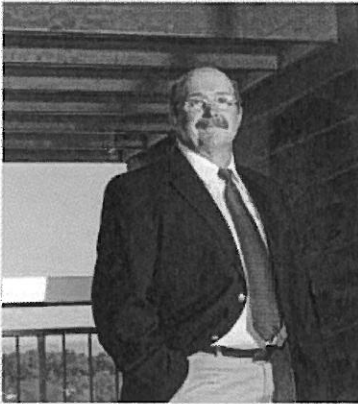
West Virginia Regional Jail System

"A successful project requires assembling a good team. Bringing the client in as an integral part of the design team is indispensable to the success of the project. After all, it's their building."

Thomas C. Frantz, AIA

Senior Project Architect

CR



Mr. Frantz has more than 35 years of experience and joined the firm in 1984. Mr. Frantz is responsible for all aspects of the day-to-day management of all design and design-related construction activities, including coordination of all disciplines and specialty consultants. Mr. Frantz participates in Design Review meetings that occur throughout the life of the project. He will be assisted by the Principals, Directors and project leader during the development of construction documents.

Relevant Project Experience

Berks County Jail

Renovation & Security Upgrades / 213,000 SF / \$7,250,000

Mr. Frantz serves as project architect on an extensive infrastructure and building envelop renovation. The project includes upgrades to building security, such as camera system, door controls/intercoms, emergency power and integrated software. Infrastructure upgrades include perimeter fence upgrades, roofing upgrades, shower room renovations and HVAC system upgrades.

State Correctional Institute (SCI) Mahanoy

Design Build / New Construction / 675,000 SF / \$73,830,000

Mr. Frantz served as project architect for the new construction of SCI- Mahanoy. The new facility is a state-of-the-art level three 1,800 bed correctional facility where the internal security is predominantly medium, with a 128-cell maximum security housing unit and a 128-cell minimum security housing unit.

State Correctional Institute (SCI) Greene

Design Build / New Construction / \$90,560,000

Mr. Frantz served as project architect for the new construction of SCI- Greene. The new facility is a state-of-the-art 1,000 bed correctional facility with maximum security perimeter fencing and maximum level internal security throughout the facility.

DGS Juvenile Detention Facility - Cambria

Design Build / Addition & Renovation / 35,000 SF / \$5,000,000

Mr. Frantz served as project architect for the addition/renovation of a 60 cell juvenile detention center located in Cambria County, PA.

DGS Juvenile Detention Facility - Franklin

Design Build / Addition & Renovation / 35,000 SF / \$5,000,000

Mr. Frantz served as project architect for the addition/renovation of a 60 cell juvenile detention center located in Franklin County, PA.

Chester County Juvenile Detention Center

New Construction / 53,000 SF / \$12,000,000

Mr. Frantz serves as project architect for the new facility which consists of three male and one female detention housing units and a shelter housing unit with on-unit counselors. The Center's Program Space includes administrative offices, counselor offices, intake / discharge areas, medical suite, kitchen, dining / multi-purpose rooms, five classrooms, chapel, full-size gymnasium, enclosed outdoor exercise yard, laundry, and shop.

Education

Journeyman in Architecture
Pennsylvania Department of
Labor and Industry, 1969

Registered Architect

Pennsylvania & New Jersey

Affiliations

American Institute of Architects (AIA)

Additional Clients

Cabela's Retail, Inc
Giant Food Stores, Inc
Chester County Prison
Pennsylvania Turnpike Commission

“I see architecture as an ever-evolving learning experience—a dynamic process of balancing an established budget and time frame as well as a responsibility to our clients and a sustainable environment.”