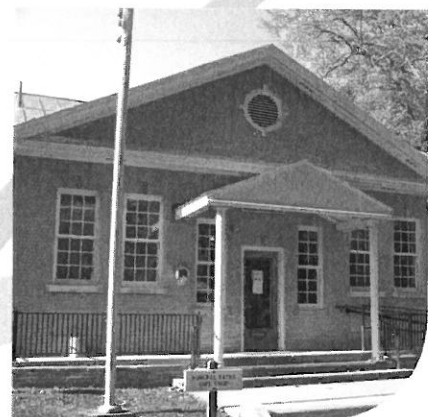
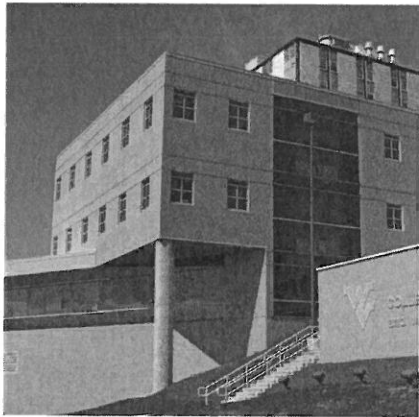


**DNR214016: Pipestem  
Resort State Park  
McKeever Lodge**

Architectural/Engineering Services

September 17, 2013

**EXPRESSION OF INTEREST**



09/17/13 09:27:34 AM  
West Virginia Purchasing Division

think  first.com



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

**Solicitation**

NUMBER
DNR214016

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
GUY NISBET
304-558-8802

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

Alpha Associates, Incorporated  
 209 Prairie avenue  
 Morgantown, WV 26501

SHIP TO

DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 324 4TH AVENUE  
 SOUTH CHARLESTON, WV  
 25303-1228 304-558-3397

DATE PRINTED
08/16/2013

BID OPENING DATE: 09/17/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		906-00-00-001		
ARCHITECTURAL AND DESIGN SERVICES						
EXPRESSION OF INTEREST (EOI)						
THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF NATURAL RESOURCES, PARKS AND RECREATION SECTION, IS SOLICITING "EXPRESSION OF INTEREST" FROM QUALIFIED ARCHITECTURAL AND ENGINEERING FIRMS FOR THE DESIGN AND CONSTRUCTION OF STRUCTURAL REPAIRS AND OTHER IMPROVEMENTS AT THE: MCKEEVER LODGE, LOCATED AT PIPESTEM STATE PARK, PIPESTEM, WV. PER THE THE ATTACHED.						
***** THIS IS THE END OF RFQ DNR214016 ***** TOTAL:						

SIGNATURE	TELEPHONE 304-296-8216	DATE 09-16-13
TITLE President and COO	FEIN 55-0516286	ADDRESS CHANGES TO BE NOTED ABOVE

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


*RAC*

**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.

Alpha Associates, Incorporated

(Company)



(Authorized Signature)

Richard Colebank, - President and COO

(Representative Name, Title)

304-296-8216

(Phone Number)

304-296-8216

(Fax Number)

September 16, 2013

(Date)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DNR214016**

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

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

**Addendum Numbers Received:**

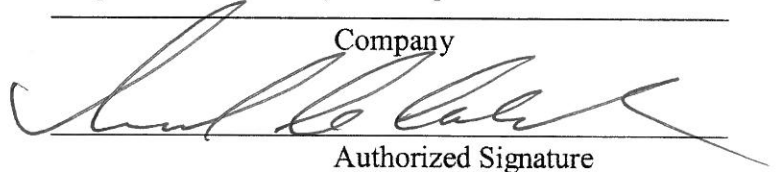
(Check the box next to each addendum received)

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

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

Alpha Associates, Incorporated

\_\_\_\_\_  
Company

  
\_\_\_\_\_  
Authorized Signature

September 16, 2013

\_\_\_\_\_  
Date

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

*RAC*



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

**Solicitation**

NUMBER
DNR214016

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
GUY NISBET 304-558-8802

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

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 Morgantown, WV 26501

SHIP TO

DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 324 4TH AVENUE  
 SOUTH CHARLESTON, WV  
 25303-1228 304-558-3397

DATE PRINTED
09/04/2013

BID OPENING DATE: 09/17/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 01						
ADDENDUM FOR THE DNR "EXPRESSION OF INTEREST" FOR PIPESTEM STATE PARK'S MCKEEVER LODGE ISSUED TO PUBLISH AND DISTRIBUTE THE ATTACHED DOCUMENTATION.						
0001	1	LS		906-00-00-001		
ARCHITECTURAL AND DESIGN SERVICES						
***** THIS IS THE END OF RFQ DNR214016 ***** TOTAL:						

SIGNATURE		TELEPHONE	DATE
TITLE President and COO		304-296-8216	09-16-13
FEIN	ADDRESS CHANGES TO BE NOTED ABOVE		
55-0516286			

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

*PK*

RFQ No. DNR214016

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: Alpha Associates, Incorporated

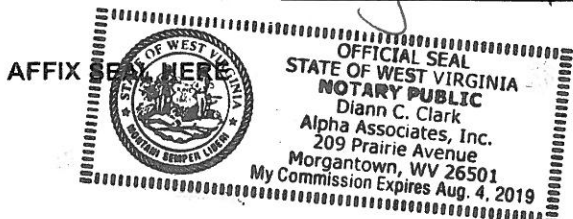
Authorized Signature: [Signature] Date: 9/16/2013

State of West Virginia

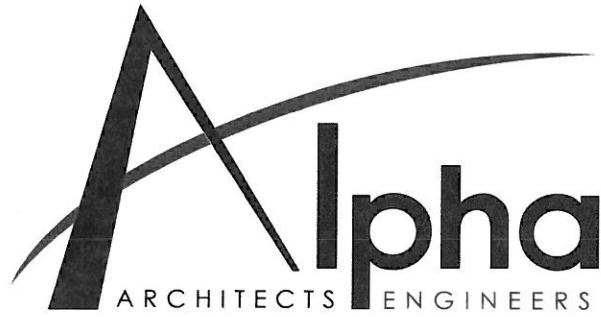
County of Monongalia, to-wit:

Taken, subscribed, and sworn to before me this 16th day of September, 2013

My Commission expires August 4, 2019

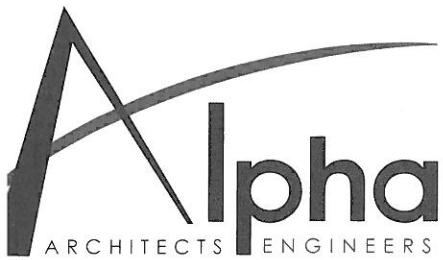


NOTARY PUBLIC [Signature]



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<u>RELATED EXPERIENCE</u>	<b>4</b>
<u>KEY PERSONNEL</u>	<b>5</b>
<u>COST AND BUDGET</u>	<b>6</b>
<u>REFERENCES</u>	<b>7</b>



September 17, 2013

Department of Administration, Purchasing Division  
2019 Washington Street East  
P.O. Box 50130  
Charleston, WV 25305

**RE: Solicitation Number DNR214016  
Pipestem Resort State Park - McKeever Lodge**

Dear Selection Committee,

Alpha Associates, Incorporated is pleased to submit this Expression of Interest for your consideration as the architect/engineer to provide design services for the structural repairs and other improvements needed at the McKeever Lodge located at Pipestem Resort State Park. Alpha's past experience working with the WV Division of Natural Resources combined with our exemplary customer service and staff expertise makes us the perfect design partner for you throughout this process.

Alpha's in-house staff of architects, civil and structural engineers, interior designers, landscape designers, surveyors and construction representatives can all work together to provide you with a seamless project from start to finish. Our combination of in-house disciplines means that we can provide all of the services that may be needed to complete this project under one roof. This will prove to be an added benefit throughout the project.

Alpha's structural engineers are well versed in all types of structural engineering projects including structural concrete design, structural steel design and structural analysis. The structural engineering staff is led by Charles Luttrell, PE. Mr. Luttrell and his staff have performed the structural design/evaluation for hundreds of projects, including numerous buildings, retaining walls, bridges, and inspections. Mr. Luttrell's education and experience make him uniquely qualified to determine a solution to the structural issues at McKeever Lodge.

Alpha recently completed the design study for a similar project for the State of West Virginia in Parkersburg. The main goal of the Building 25 project was to evaluate and renovate the deteriorating state government facility. The design study was conducted to determine the best way to systematically and comprehensively repair any and all exterior issues.



Throughout the past several years, Alpha has worked closely with the Department of Natural Resources (DNR) on multiple projects including the Cass Scenic Railroad Clubhouse Museum and the Berkeley Springs Bathhouse renovation project. We are also currently working on a project at Hawks Nest State Park to restore the picnic pavilion. Alpha's familiarity with the DNR's needs, objectives, and current code will allow us to efficiently and effectively provide you with another successful project.

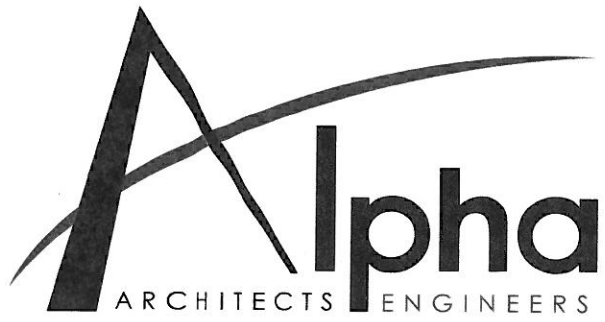
Alpha's staff is prepared to make your project a priority. Let us put our resources, experience and knowledge to work for you.

Sincerely,

**ALPHA ASSOCIATES, INCORPORATED**

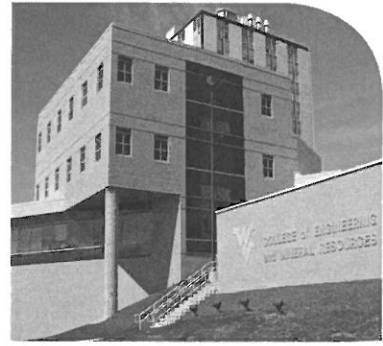
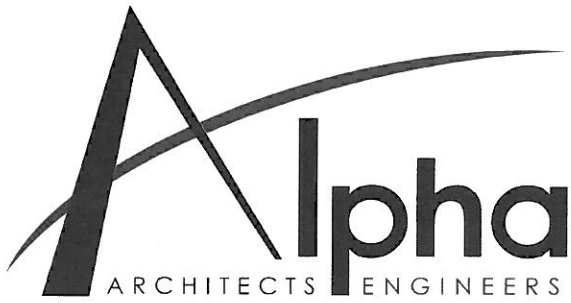


Richard A. Colebank, PE, PS  
President and COO  
[rcolebank@alphaaec.com](mailto:rcolebank@alphaaec.com)



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<u>COST AND BUDGET</u>	<b>6</b>
<u>REFERENCES</u>	<b>7</b>



## FIRM PROFILE

### Firm Profile

#### FIRM NAME

**Alpha Associates, Incorporated**

#### OFFICE LOCATIONS

209 Prairie Avenue  
Morgantown, West Virginia 26501

535 West King Street  
Martinsburg, West Virginia 25401

2506 Kanawha Boulevard East  
Charleston, WV 25311

#### INCORPORATED

1969; Morgantown, WV

#### FIRM PRINCIPALS

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

#### NUMBER OF EMPLOYEES

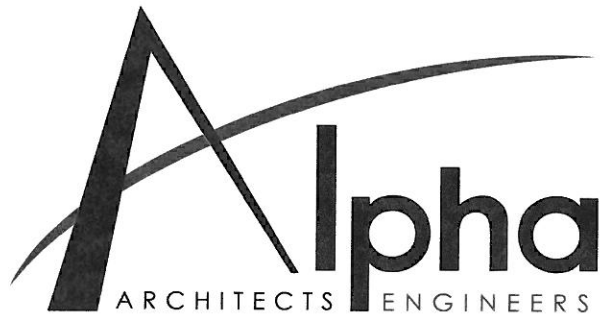
36 Employees

#### SERVICES

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

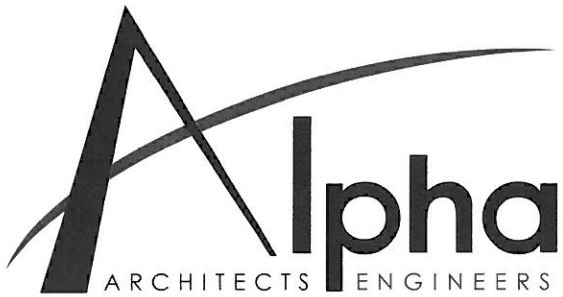
Alpha Associates, Incorporated was established in 1969 and since that time has completed hundreds of projects throughout Morgantown and the state of West Virginia. Alpha's Corporate Office is located in Morgantown with our Eastern Regional Office located in Martinsburg.

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<u>REFERENCES</u>	<b>7</b>



## PROJECT MANAGEMENT

Alpha Associates, Incorporated is an Architectural and Engineering firm that provides services in the areas of Architectural Design, Civil Engineering, Structural Engineering, Interior Design, Surveying, Construction Administration, and Project Management. Our work is diverse and includes clients in medical, commercial and residential, educational and governmental facilities, developers and private organizations. Alpha's

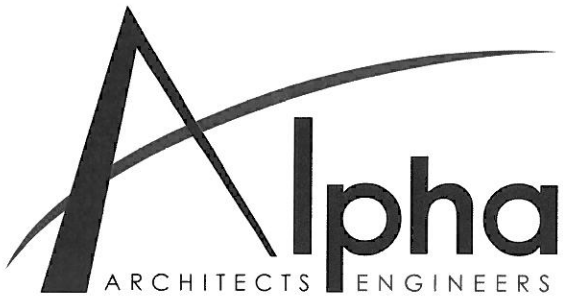


architects and civil and structural engineers have recent, relevant project experience that enables projects to be completed on time and within budget.

Alpha is a principal driven company with a staff that is large enough to handle any size project, yet small enough to provide the personal detail and supervision to successfully complete your project. We are available to you long after the completion of your project. Our staff is committed to working with an established project time frame and budget.

Alpha works under a project management system wherein each project is assigned a project manager and a principal of the firm. Internal monthly project management meetings serve as a tool to discuss the preceding weeks' activities, planned activities, project budgets, and estimated time schedules and personnel utilization. Adherence to this process helps to insure that a client's concerns are addressed in a timely fashion aiding in the delivery of a successful project.

Prior to releasing projects for bidding and construction, each project receives a Principal's review. The Principal-in-Charge of the project and the Project Manager conduct the review, which involves a complete evaluation of all internally produced and consultant produced construction documents. Alpha's construction administration staff performs a second assessment to examine constructability and coordination issues from the perspective of the construction field staff. Alpha will also use a "redi-check" system to ensure quality control on the project is maintained.

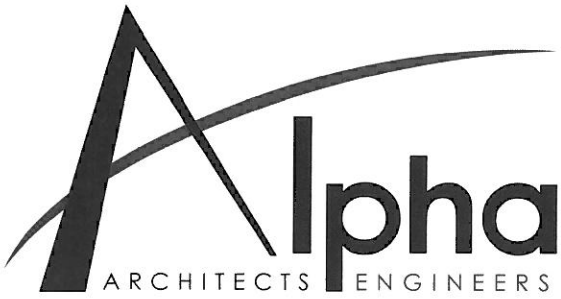


In addition to project management meetings, design principals meet every four weeks to review all project schedules and all personnel utilization. Alpha's project managers and staff work daily with simultaneous projects and understand the importance of time management and prioritization. The Project Managers work together to organize and allocate each staff member's resources. Alpha understands that each specific project is the top priority to that individual client.



That is why Alpha is committed to your project and assures that all necessary means are taken to ensure that your project is completed on time. This results in the overall best use of personnel in order to complete all projects on time.

Your project benefits from the unique combination of convenient access, extensive experience, key owner/principal commitment, and a competitive price structure. Select Alpha Associates, Incorporated for a well coordinated, timely and high quality project.



## COMMUNICATION

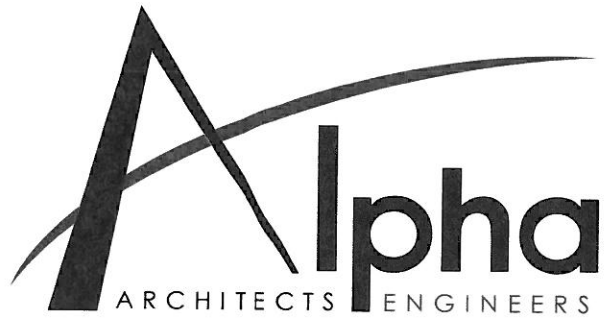
Alpha Associates, Incorporated understands the importance of communication between Owner, Architect/Engineer and Contractor. That is why Alpha utilizes a variety of tools to communicate with our clients and contractors.

One tool that Alpha frequently uses is our FTP site, which allows our staff to transfer files between Alpha, clients, and contractors. The FTP site allows clients and contractors to easily download and upload project materials.

In addition to this method of communication, each of Alpha's staff has e-mail capabilities as well as all Project Principal's and Project Managers are equipped with cell phones for our client's convenience. This helps us to be available whenever and wherever we are needed.

We also understand the benefit of face to face communication and our Project Principals and Project Managers are always available to meet with you in person at your convenience.

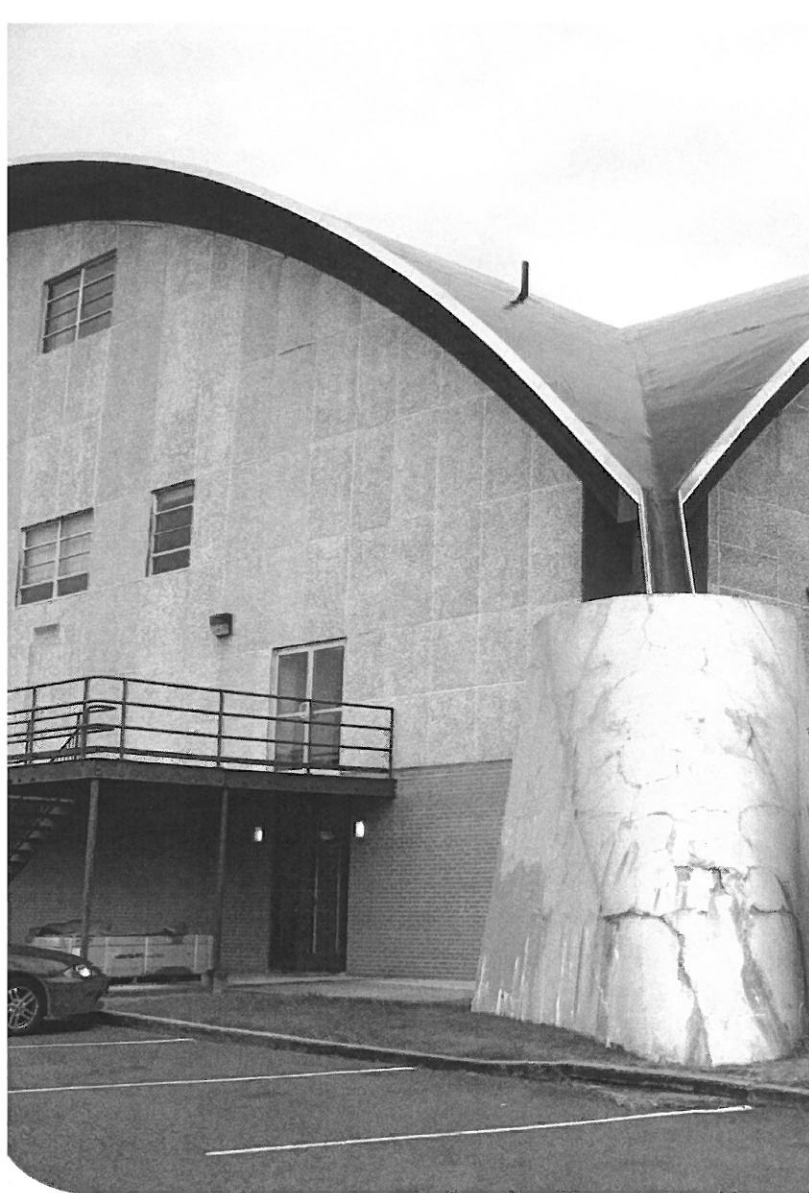
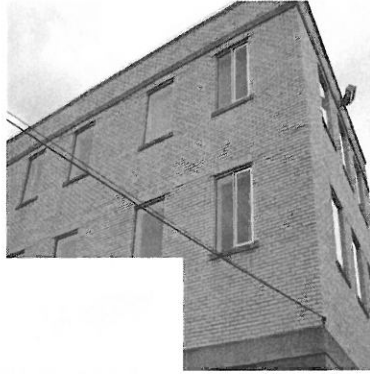
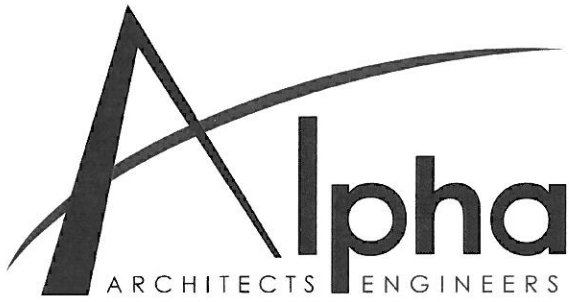
Communication plays an integral role in the overall success of a project. Alpha's staff is easily accessible to our client's and contractors from project inception through completion. We are also available to you long after the completion of your project.



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## ALPHA EXPERIENCE

AB Building Evaluations | 2007-2010

### Educational Case Study

Alderson Broaddus College -

Building Evaluations

Philippi, WV

Alpha Associates, Inc. provided multiple structural evaluations for buildings on the Alderson Broaddus Campus. These buildings include: Heiner Dining Hall, Kemper-Redd Science Center, Withers-Brandon Hall, Burbick Hall, and Rex Pyles Arena.

Alpha provided limited structural evaluations for the above buildings. The evaluations consisted of the problematic areas as indicated by the owner. Once the evaluations were complete the Owner was given a report detailing our observations, our conclusions and our recommendations for repairs for each of the buildings listed above. Estimates of probable construction costs were included.

Project Contact:  
Richard Plymale  
P.O. Box 2066  
Philippi, WV 26416  
804-457-6334

#### At a Glance

CLIENT: Alderson Broaddus College

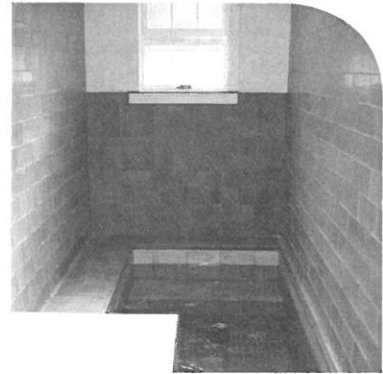
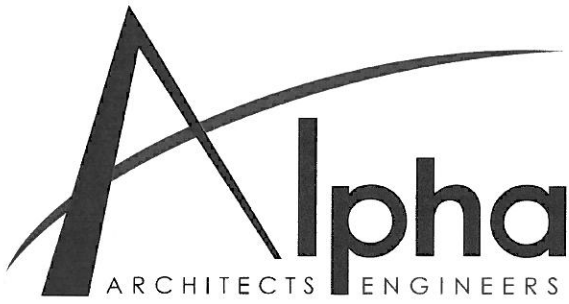
LOCATION: Philippi, WV

COMPLETION DATE: 2007-2010

SIZE: Multiple Buildings

CONSTRUCTION COST: N/A

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## ALPHA EXPERIENCE

**Berkeley Springs Bath House** | 2010

### Historical Case Study

#### Berkeley Springs Bath House

Berkeley Springs, WV

Alpha designed the renovation of this historic landmark originally built in 1929 with a 1949 addition. The Bath House in Berkeley Springs State Park is open to the public and is operated year round by the Park Service.

The renovation included restoration of the historic masonry exterior. New hot water storage tanks and boilers are a major component of the design, as well as, central air-conditioning, which the Bath House never had before.

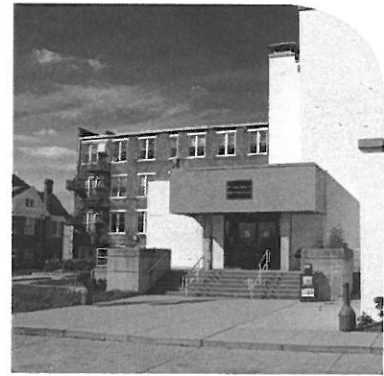
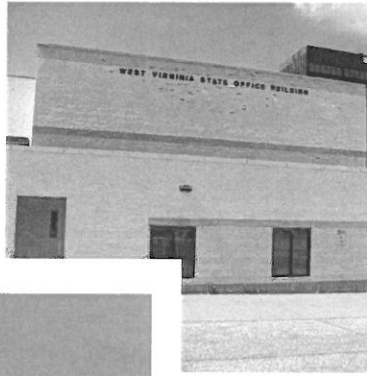
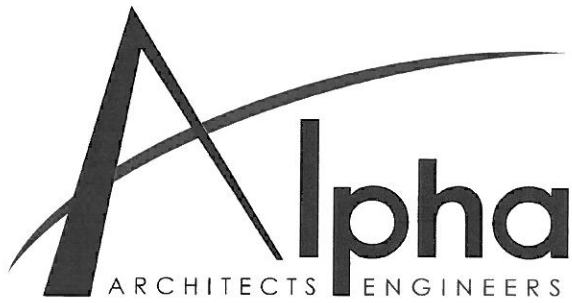
The interior design added amenities such as whirlpool baths. The Bath House upgraded to reflect a more "spa-like" ambiance. The existing Roman Baths have new liners and saunas were added for the benefit of the Bath House Patrons.

Project Contact:  
Brad Leslie  
24 4<sup>th</sup> Street  
South Charleston, WV 25303  
304-558-2764

#### At a Glance

CLIENT: WV DNR  
LOCATION: Berkeley Springs, WV  
COMPLETION DATE: 2010  
SIZE: 7,127 Sq. Ft.  
CONSTRUCTION COST: \$2.2 Million

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### ALPHA EXPERIENCE

State Building 25 | TBD

## Architectural Case Study

State of West Virginia Building 25

Exterior Evaluation and Design

Parkersburg, WV

The purpose of this project was to provide architectural and engineering design services to evaluate and design repairs for the exterior of Building 25 in Parkersburg, WV.

The design provided a systematic and comprehensive repair plan to the worn and damaged exterior of the building's Exterior Insulated Finish System and exterior painted surfaces. The project also consisted of a redesigned ADA compliant ramp and door entrance, and parking lot improvements.

Alpha teamed with Moisture Tech to determine the cause of massive moisture migration to the interior of the building.

#### Project Contact:

Melody Haynes

1900 Kanawha Blvd East

Bldg. 1, Room MB-60

Charleston, WV 25305

304-957-7173

#### At a Glance

CLIENT: State of West Virginia

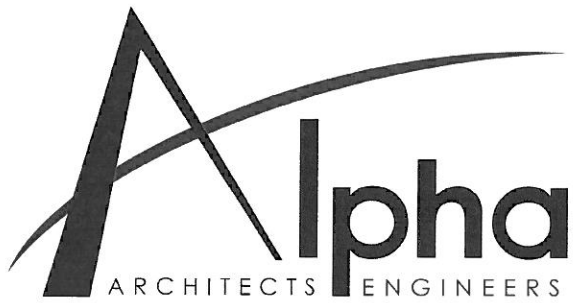
LOCATION: Parkersburg, WV

COMPLETION DATE: TBD

SIZE: Exterior of Building

CONSTRUCTION COST: TBD

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## ALPHA EXPERIENCE

Cass Scenic Railroad | Reno. 2009

### Historical Case Study

Cass Scenic Railroad - Clubhouse Renovation  
Cass, WV

Alpha performed an evaluation of the building condition, structural foundation, and MEP systems for the Clubhouse to document the historic structure and utilize the information to determine what the best use of the building would be. Alpha then designed the renovation of this historic landmark originally built in 1916.

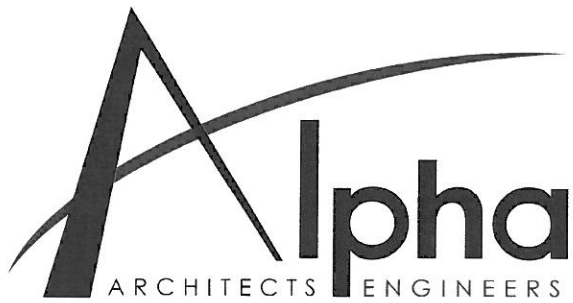
Renovation of the Cass Clubhouse was first developed as a lodge concept. When that was deemed too costly, the renovation/restoration design was confined to the exterior of the building shell and first floor. This stabilized the building and fixed major problems while allowing the first floor to be operated as a museum.

Project Contact:  
Brad Leslie  
24 4<sup>th</sup> Street  
South Charleston, WV 25303  
724-558-2764

#### At a Glance

CLIENT: WV DNR  
LOCATION: Cass, WV  
COMPLETION DATE: 2009  
SIZE: 5,163 Sq. Ft.  
CONSTRUCTION COST: \$505,000  
Fee: \$75,617

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### ALPHA EXPERIENCE

State Office Building | est. 2014

## Architectural Case Study

### West Virginia State Office Building

Clarksburg, WV

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for a new State Office Building in Clarksburg, WV. The building is designed as a 72,000 square foot; four story office building that will hold State agencies.

The project incorporates certain security features that are designed to protect sensitive documents and occupants from various security threats.

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

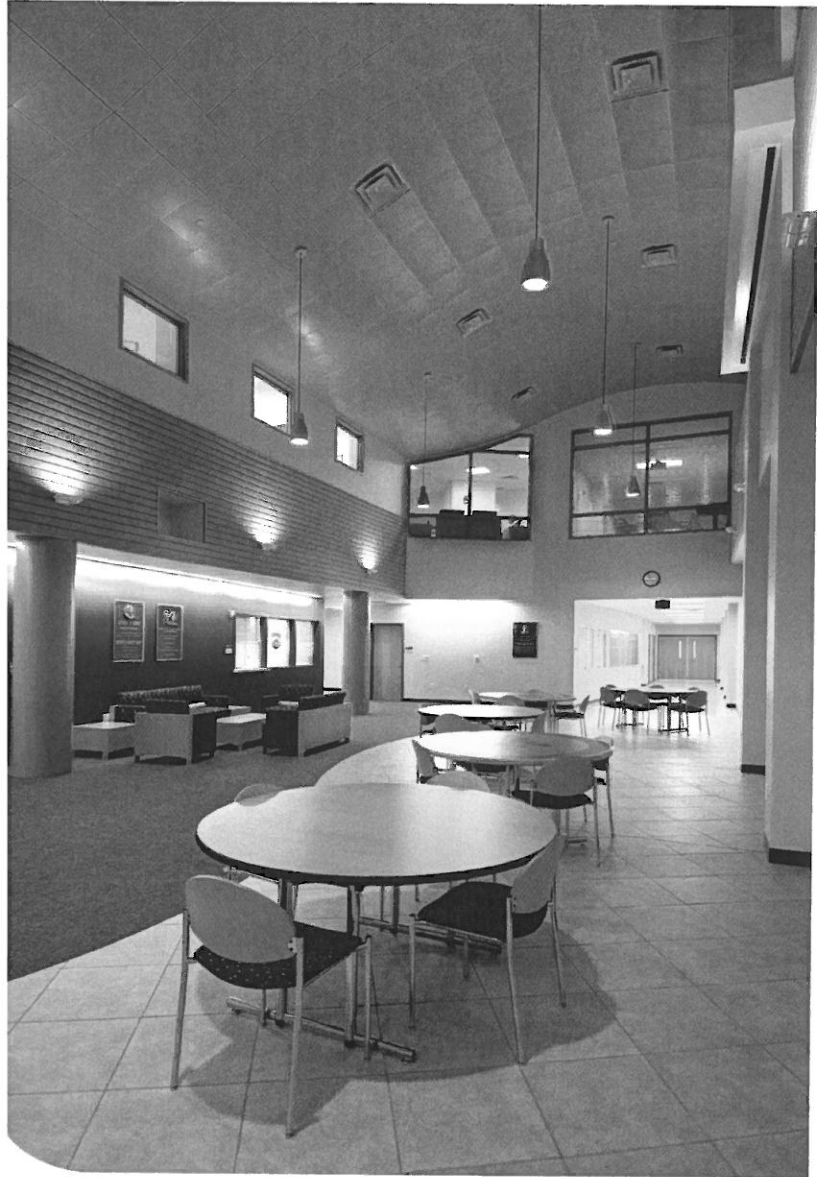
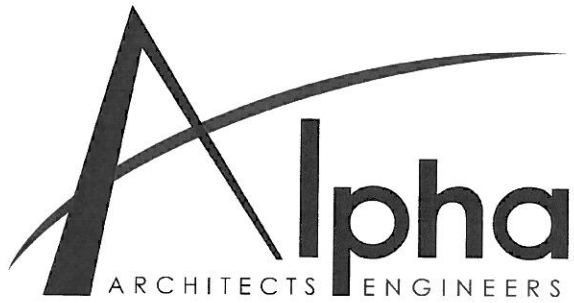
This project is scheduled for bidding in June 2013.

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

### At a Glance

CLIENT: State of West Virginia  
LOCATION: Clarksburg, WV  
COMPLETION DATE: Est. 2014  
SIZE: 72,000 sq. ft.  
CONSTRUCTION COST: TBD





## ALPHA EXPERIENCE

**ESB East Wing Addition** | Reno/Add 2008

### Educational Case Study

**WVU ESB - East Wing Addition**  
Morgantown, WV

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

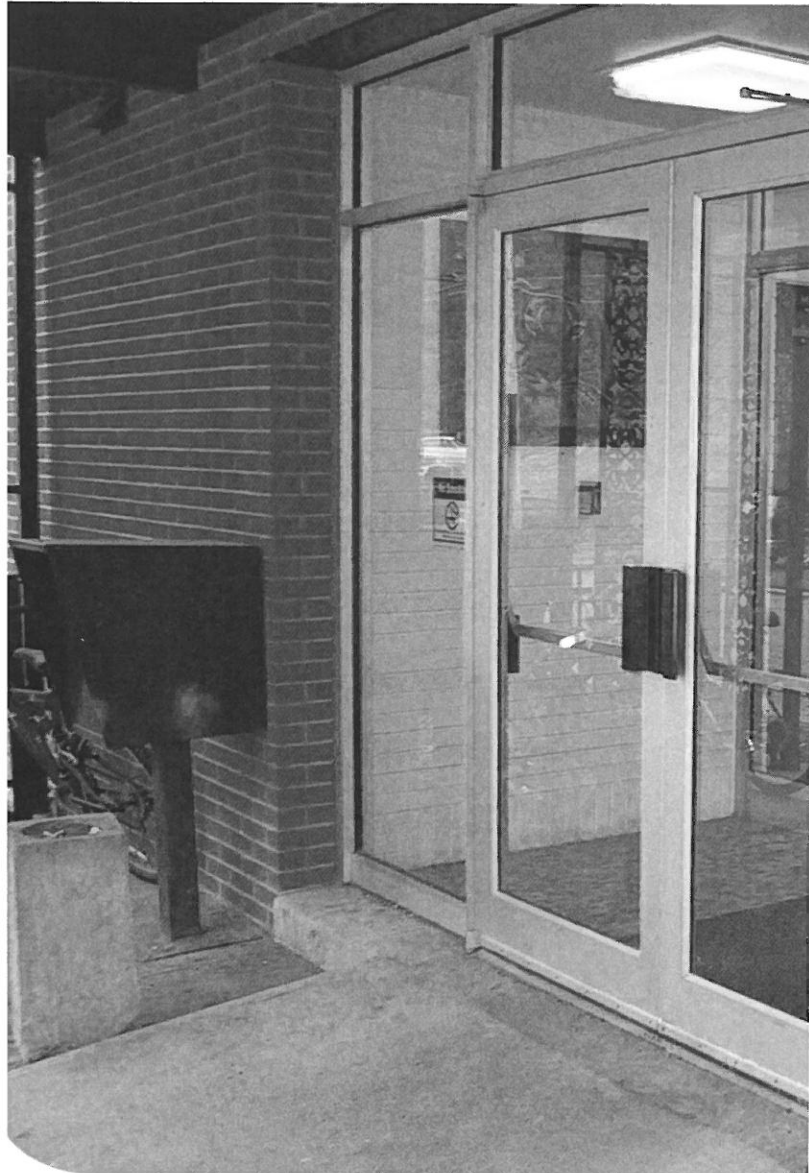
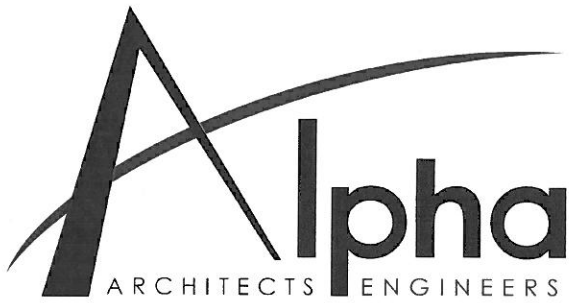
The West Virginia University Engineering Science Building East Wing Addition/Renovation project was conceived to create a new primary entrance to the existing 228,000 SF building. It consists of a 4-story addition as well as the conversion of an abandoned 3 1/2 story boiler room into usable program space. This 3 1/2 story boiler space was subdivided into 3 floors supporting chemical-research labs and a tiered lecture hall.

**Project Contact:**  
**Kevin Kilinsky**  
Po Box 6572  
Morgantown, WV 26506  
304-293-4841

#### At a Glance

**CLIENT:** West Virginia University  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2008  
**SIZE:** 32,600 add, 6,500 reno.  
**CONSTRUCTION COST:** \$11 Million  
**FEE:** \$858,838.00

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## ALPHA EXPERIENCE

Salem Building Evaluations | 2005

### Educational Case Study

#### Salem International University - Building Evaluations

Salem, WV

Alpha Associates, Inc. was hired by Palmer Group to do evaluations of selected buildings on the Salem International Campus.

The first phase of the project involved the evaluation of the T. Edwards Davis Sports Venue, the Hoffheimer Hall Women's Dormitory and the Montgomery Hall Men's Dormitory.

The second phase involved the evaluation of the Randolph Campus Center Admin Building, the Benedum Library, the Carlson Hall of Science and Randolph Hall, and another dormitory.

The third phase involved the evaluation of three currently vacant dormitories: Birch Hall, Maple Hall and Oak Hall.

Services included observations of all structural elements, MEP systems, and ADA accessibility.

#### At a Glance

**CLIENT:** The Palmer Group

**LOCATION:** Salem, WV

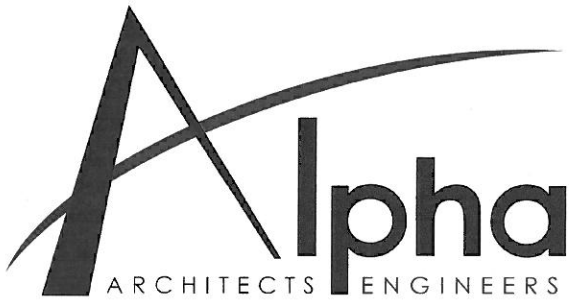
**COMPLETION DATE:** 2005

**SIZE:** Multiple Buildings

**CONSTRUCTION COST:** N/A

**Project Contact:**  
**Russell Palmer**  
500 Market Street  
Philadelphia, PA 19104  
15-243-2590

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## ALPHA EXPERIENCE

Alumni Center | 2008

### Engineering Case Study

#### West Virginia University Alumni Center

Morgantown, WV

Alpha Associates, Incorporated provided civil and structural engineering design for the West Virginia University Alumni Center designed by IKM, Incorporated.

Alpha's structural engineering team designed the structural framing, retaining walls and foundation design.

Alpha also designed several civil engineering components including: site grading, storm water management, utility design, and storm drain design and stream location. Alpha was the local coordinator for the Alumni Center and was responsible for organizing all aspects of the project with the Morgantown Utility Board, the City of Morgantown, all local utility companies and the Army Corp of Engineers.



#### Project Contact:

Paul Hanko

PO Box 4269

Morgantown, WV 26504

304-293-4731

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#### At a Glance

CLIENT: WV Alumni Association

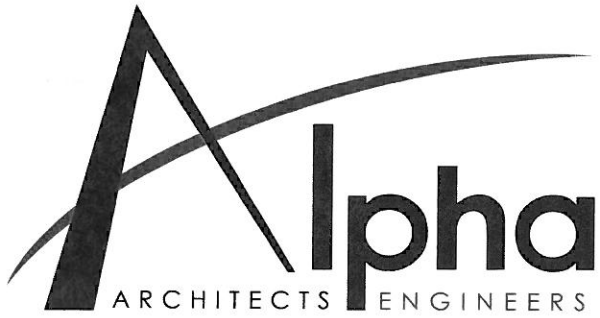
LOCATION: Morgantown, WV

COMPLETION DATE: 2008

SIZE: 49,000 square feet

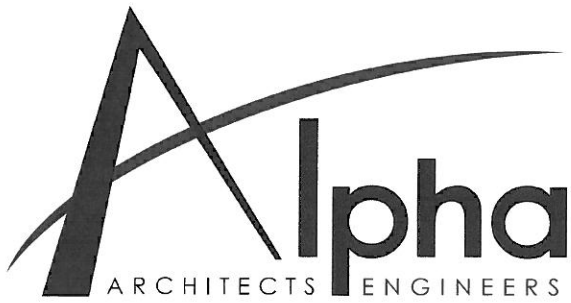
CONSTRUCTION COST: \$13 Million





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## ALPHA RESUMES

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

### SUMMARY

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



### PROFILE

Broad-based responsibilities in the following areas:

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

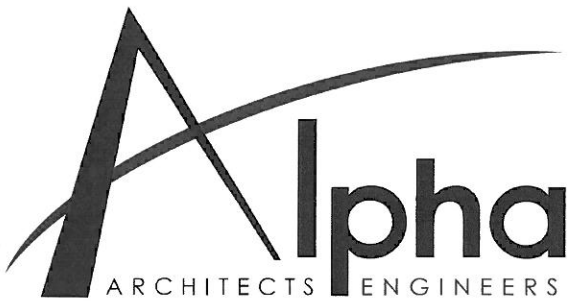
### PROFESSIONAL HIGHLIGHTS

#### Project Manager:

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

#### Indefinite Delivery/Indefinite Quantity Contracts:

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



## ALPHA RESUMES

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

### EMPLOYMENT HISTORY

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

### EDUCATION

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

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia
- Professional Surveyor: West Virginia
- Certified Private Pilot

### AFFILIATIONS

- Former NSPE/PEPP Governor of WV
- ACEC/WV; Former President and National Director
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman
- Monongalia County MPO Technical Advisory Committee; Member
- Morgantown Area Economic Partnership; Member
- American Red Cross, River Valley Chapter B.O.D.
- WVU College of Civil and Environmental Engineering Visiting Committee

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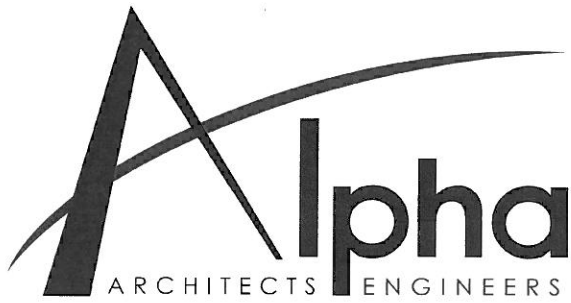
Contact

**Richard A. Colebank**

304.296.8216

800.640.8216

rick.colebank@thinkalphafirst.com



## ALPHA RESUMES

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

### SUMMARY

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



### PROFILE

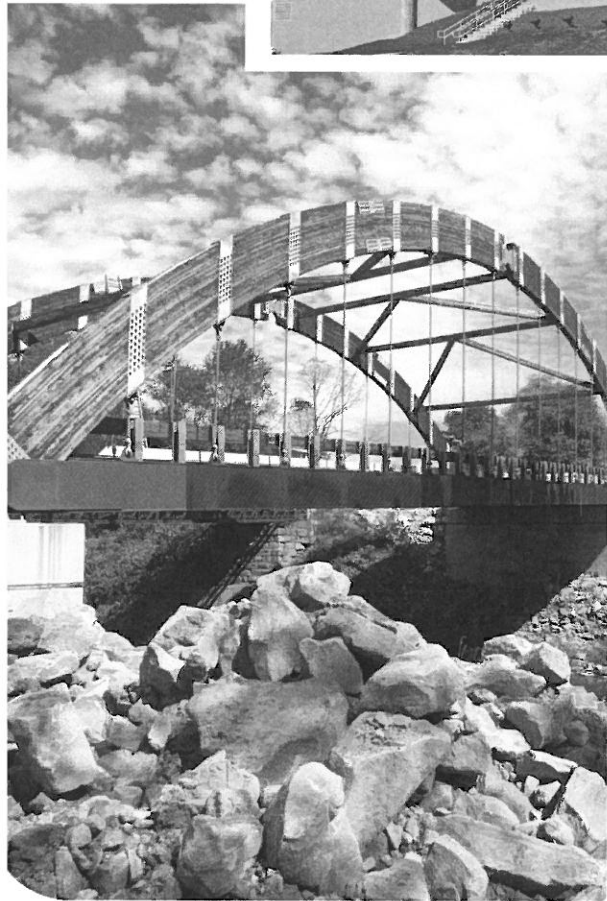
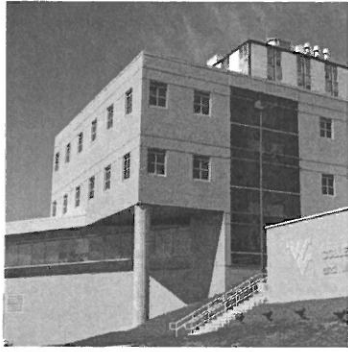
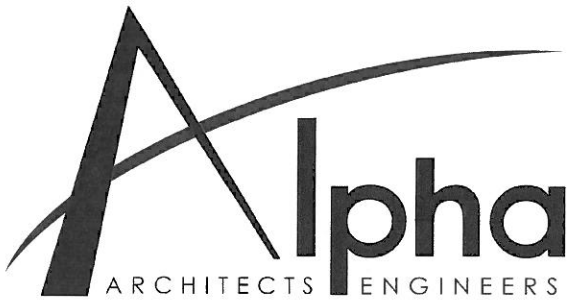
Broad-based responsibilities in the following areas:

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

### PROFESSIONAL HIGHLIGHTS

#### Structural Engineer:

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



## ALPHA RESUMES

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

### EMPLOYMENT HISTORY

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

### EDUCATION

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

### QUALIFICATIONS

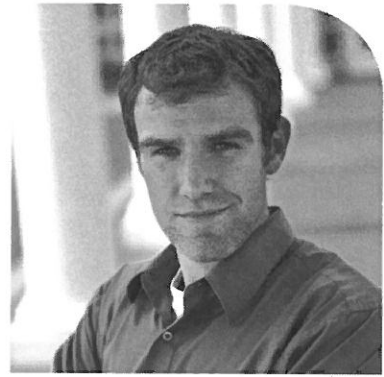
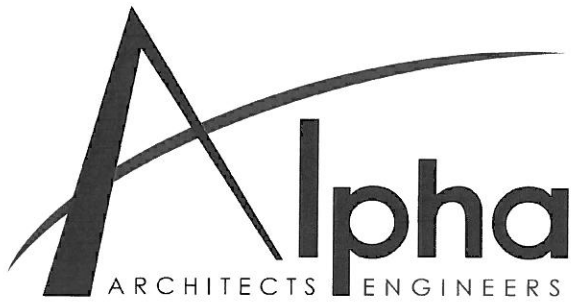
- **License:** Professional Engineer: West Virginia, Pennsylvania

### AFFILIATIONS

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

### Research Experience

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

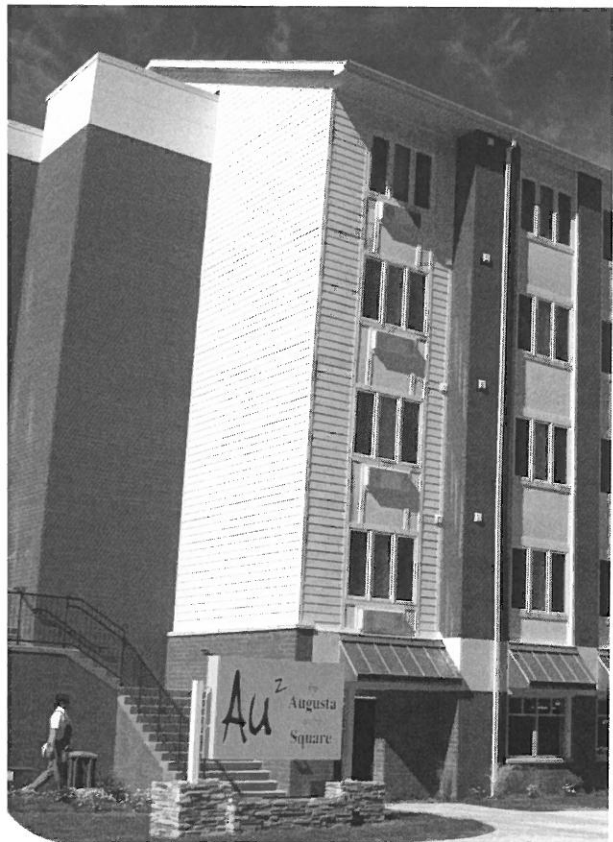


## ALPHA RESUMES

**Noah Accord, PE** | Structural Engineer, Associate

### SUMMARY

Mr. Accord is a structural engineer in the Morgantown office. He obtained his Masters Degree in Structural Engineering from the University of Pittsburgh, where he graduated Summa Cum Laude. He has experience in performing structural design of all elements of commercial, industrial, educational, and institutional buildings. Prior to his employment at Alpha Associates, Incorporated, he gained valuable experience working for Nicholson Construction.



### PROFILE

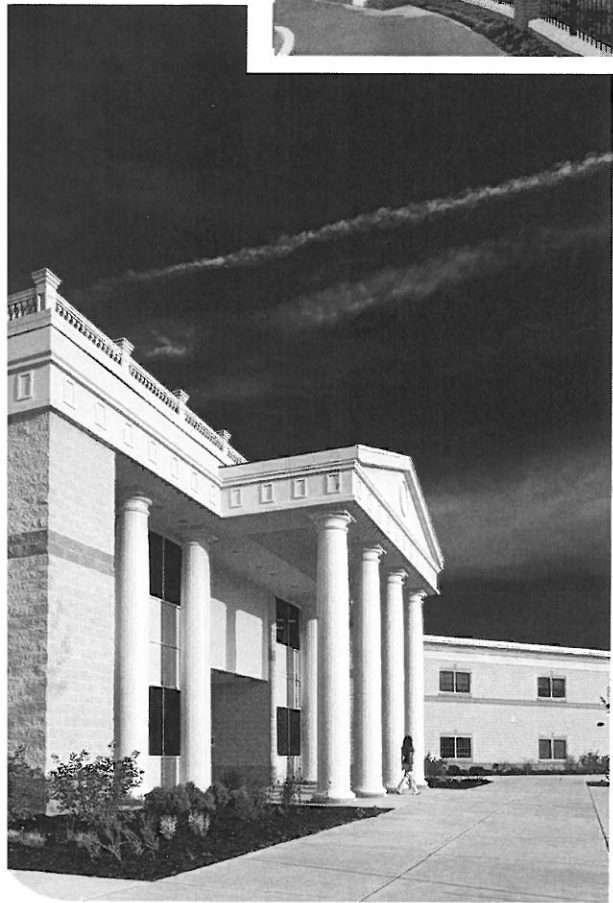
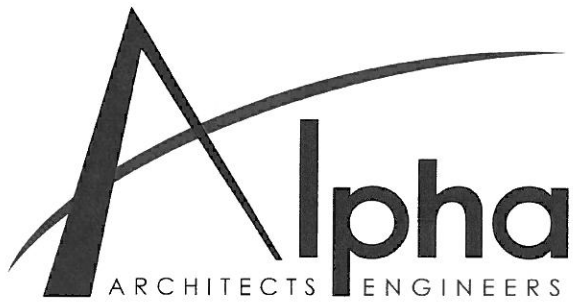
Broad-based responsibilities in the following areas:

- Structural Inspections
- Building Design
- Bridge Design
- Foundation Design
- Retaining Wall Design
- Structural Steel, Concrete, Masonry Design

### PROFESSIONAL HIGHLIGHTS

#### Structural Engineer:

- Alumni Center Structural Framing and Foundation; WVU
- Washington High School; Charles Town, WV
- Chemtura Structural Steel Design; Morgantown, WV
- Fairmont Federal Credit Union; Bridgeport, WV
- Cass Scenic Railroad Clubhouse Renovation; Cass, WV
- WVU ESB East Wing Addition; Morgantown, WV
- The Augusta Apartments; Morgantown, WV
- Jefferson Emergency Services Building; Ranson, WV
- Ices Ferry Bridge; Morgantown, WV
- Potomac State College Library Renovation; Keyser, WV
- Salem University Fitness Pool; Salem, WV
- Alderson Broaddus College Rex Pyle's Deck; Philippi, WV
- WVU Lot 81 Retaining Wall Design; Morgantown, WV
- WV State Office Building; Clarksburg, WV
- Federal Bureau of Prisons Medium Security Prison, Hazelton, WV
- Clear Mountain Bank; Oakland, MD
- Clear Mountain Bank; Reedsville, WV
- Monongalia County Sheriff's Building; Morgantown, WV



## ALPHA RESUMES

**Noah Accord, PE** | Structural Engineer, Associate

### EMPLOYMENT HISTORY

2005 – Current	Alpha Associates, Incorporated
2003-2004	Nicholson Construction
2002-2003	Covey Engineering
1999-2001	AB Construction

### EDUCATION

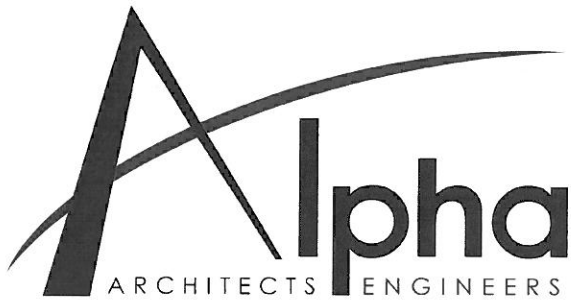
University of Pittsburgh  
 Masters - Structural Engineering; 2005  
 Bachelor - Civil Engineering; 2004

### QUALIFICATIONS

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

### AFFILIATIONS

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



## ALPHA RESUMES

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

### SUMMARY

Ms. Key has worked in the architectural field for over 35 years. She is Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Incorporated. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration.



### PROFILE

Broad-based responsibilities in the following areas:

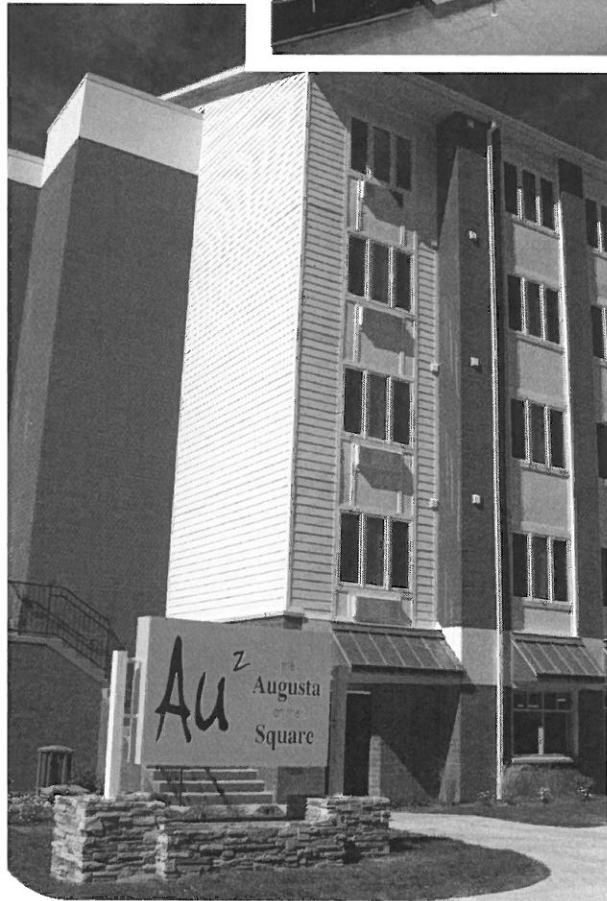
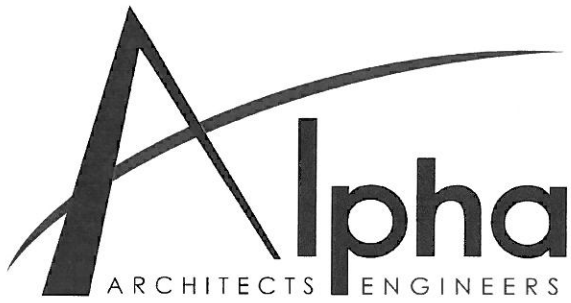
- Architectural Design
- Interior Design
- Medical Design
- Interior Space Planning
- Historic Renovation

### PROFESSIONAL HIGHLIGHTS

#### Architectural Design:

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





## ALPHA RESUMES

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

### EMPLOYMENT HISTORY

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

### EDUCATION

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

### QUALIFICATIONS

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

### AFFILIATIONS

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

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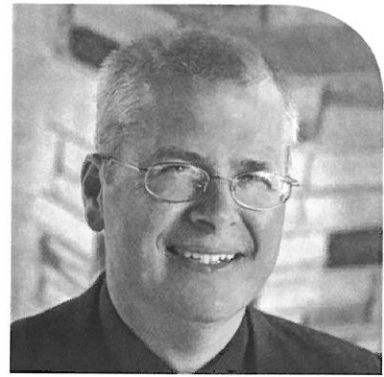
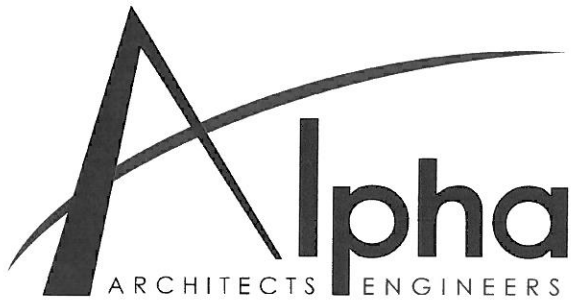
Contact

**Rebecca Key**

304.296.8216

800.640.8216

rebecca.key@thinkalphafirst.com



## ALPHA RESUMES

**Steven V. Buchanan, PE, PS** | Principal, Civil Engineer

### SUMMARY

Mr. Buchanan is a Civil Engineer and Principal at Alpha Associates, Incorporated. He has more than 28 years experience working in municipal engineering, storm water management, site planning, hydrologic and hydraulic analysis, wastewater collection systems design, water distribution systems, highway engineering, and traffic engineering.



### PROFILE

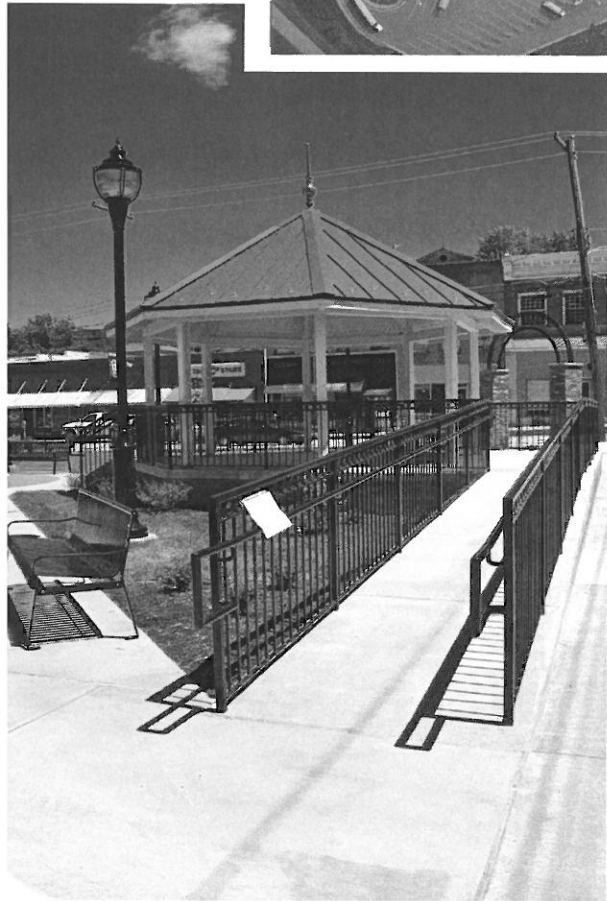
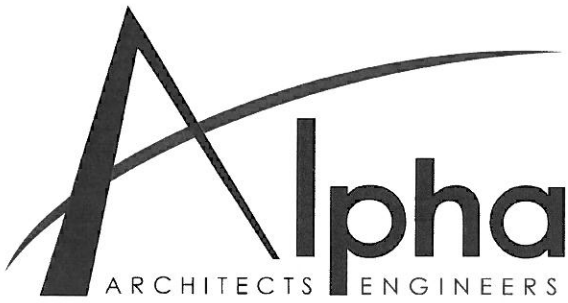
Broad-based responsibilities in the following areas:

- Highway Design
- Municipal Engineering
- Wastewater Collection
- Storm Sewer System Design
- Passive Acid Mine Drainage Treatment
- Site Engineering
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Civil Engineer/Project Manager:

- Borough of Point Marion Engineer; Point Marion, PA
- Mon County BOE Sewage Treatment Plants; Morgantown, WV
- Willowdale Road Sidewalk; Morgantown, WV
- North Fork Hughes River Recreation Facilities; Ritchie County, WV
- WVDOH Rest Areas Sewage Treatment Plants; WV
- WVU Law School Parking Lot; Morgantown, WV
- Uvilla-Shepherdstown Road Project; Jefferson County, WV
- Wheatland Road Widening and Utility Relocation; Berkeley County
- Clay-Battelle High School Sewer Line Extension; Morgantown, WV
- Grade Road Design Study; Berkeley County, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- Forks of the Cheat Multiple Projects
- Guardians of the West Fork - Two Projects
- West Buckeye Acrow Bridge; Mon County, WV
- Elkins Bypass; Randolph County, WV



## ALPHA RESUMES

**Steven Buchanan, PE, PS** | Principal, Civil Engineer

### EMPLOYMENT HISTORY

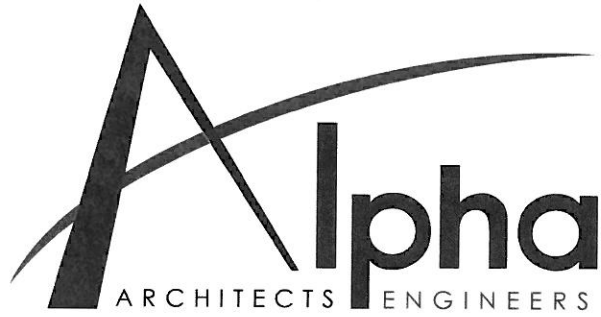
- 1998 – Current Alpha Associates, Incorporated
- 1989-1998 Widmer Engineering, Incorporated
- 1986-1989 Wiley and Wilson, P.C.
- 1984-1986 Greiner Engineering Sciences, Incorporated
- Summer-1983 WV Department of Transportation

### EDUCATION

West Virginia University  
Bachelor of Science in Civil Engineering; 1984

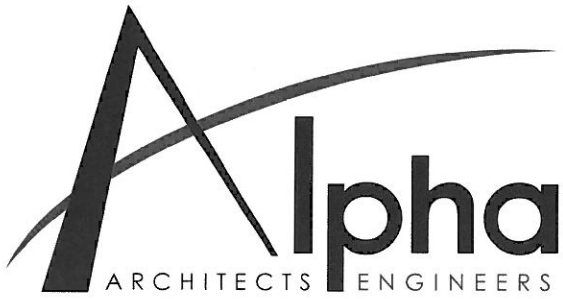
### QUALIFICATIONS

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



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## COST AND BUDGET

Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many architectural firms can claim the same successes, but the determining factor is the tools the firms utilize to achieve the budgets, both in regard to funds and time. Alpha utilizes a number of tools, both traditional and modern to exceed our clients' expectations.

A project schedule is a dynamic, ever changing entity. Your project schedule depends on many factors including:

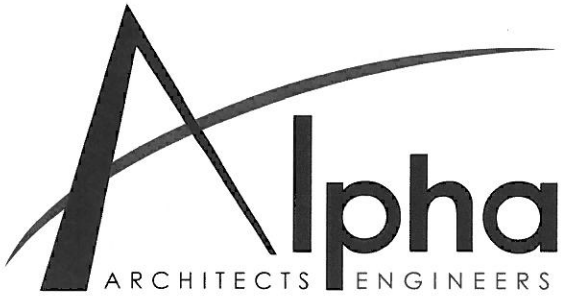
- Preferred construction method
- Changes to project scope
- Unique construction elements

The Alpha Team has an excellent track record of meeting project design deadlines. Alpha recently completed construction on a project in Morgantown that went from design to completion in just over 12 months. This project was completed for a private developer and had a construction cost in excess of \$20 million.

Another recent project success was a multi-million construction project for West Virginia University. This project, an addition to the Agricultural Sciences Building, also had an accelerated project schedule and was completed on time and within the budget.

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

Developing an overall project schedule is a critical task that must take into account many factors: building type, owner's desire for occupancy, scope of



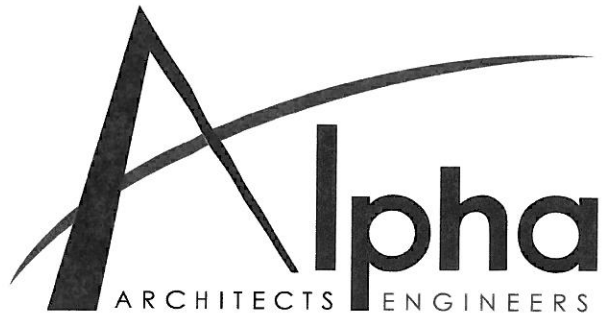
work and level of documentation, whether contract(s) is bid or negotiated, available fee, and prior experiences on similar projects. Characteristic of the client, its organization, or the involvement of a construction manager and his responsibility for document review must also be considered.

This starts with a kick-off meeting which establishes ground rules, responsibilities, and line of communication. We have found that a team visioning session is a great way to get everyone started off on the right track.

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

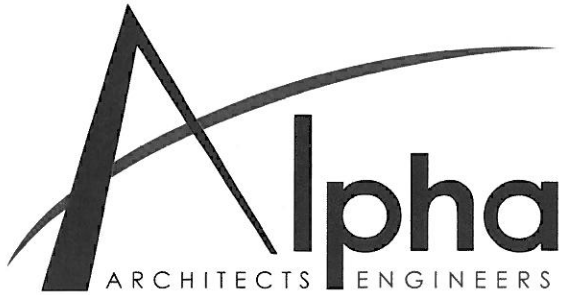
In a world where "time is money", the schedule of a project is almost as important as controlling the cost. Alpha also works diligently to control the budget of a project. The best way to control the cost of a project is to avoid the "scope creep" that can occur. Understandably, the faculty, staff and students who will be using the facilities want the latest technology and the best possible facilities. With that being said, someone needs to keep control of the project and assign a dollar factor to the "wish list" items.

Alpha's in house cost estimators, combined with an excellent relationship with contractors throughout the area, will provide the college with the most accurate estimates of probable construction cost.



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## CLIENT REFERENCES

**Melody Haynes**  
**WV Purchasing Division**  
1900 Kanawha Blvd East  
Bldg. 1, Room MB-60  
Charleston, WV 25305  
304-957-7173

**Harlan Shreve**  
**WVU Potomac State College**  
101 Fort Avenue  
Keyser, WV 26726  
304-788-6800

**Sheriff Al Kisner**  
**Morgantown Sherriff's Office**  
155 Chancery Row  
Morgantown, WV 26505  
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