

EXPRESSION OF INTEREST:

WEST VIRGINIA SCHOOLS FOR THE DEAF AND THE BLIND ARCHITECT AND ENGINEERING SUPPORT



THE EXPERIENCE *you want,*

STIFFLER MCGRAW

ENGINEERS • SURVEYORS • ARCHITECTS

12/16/14 09:55:20
West Virginia Purchasing Division

THE APPROACH *you need.*

BLAIR COUNTY • BEDFORD COUNTY • BRADFORD COUNTY • WARREN COUNTY
1.888.696.6280 • WWW.STIFFLER-MCGRAW.COM

December 12, 2014

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

Re: Expression of Interest
Architect and Engineering Support
CEOI-DBS1500000001

Dear Purchasing Division Team:

Stiffler McGraw (SM) is pleased to submit to West Virginia Schools for the Deaf and the Blind (WVSDB) our Expression of Interest for the Architect and Engineering Support Services for Elementary School for the Deaf and School for the Deaf/Secondary projects. We understand the projects consist of designs for roof installations, sprinkler installation, HVAC replacement and new air handler with electric backup heat. This proposal will provide WVSDB with our philosophy and approach. We will also touch on our ability to provide professional services in a timely manner, our compliance with performance schedules and our demonstrated knowledge of state and local building codes.

SM offers WVSDB a team of professionals engaged and ready to provide the requested services. We will provide architectural and engineering services with in-house staff that are capable and ready to go to work for WVSDB.

I will serve as the Architect of Record, as well as project manager and your point-of-contact. I have over 25 years of experience and will be in charge of coordinating the collection of data, writing and delivering the required plans and specifications for WVSDB projects.

Key personnel, as will be introduced in Section C of this proposal, have been selected as the best fit for work that WVSDB requires on this contract. The professionals assigned possess the necessary applicable experience and knowledge that will enable projects to proceed smoothly from start to finish. I will oversee and direct the projects with the utmost care by allocating the resources and personnel in order to complete the projects as efficiently as possible. Daily contact with the team members to assure the projects are progressing on-schedule will be made. Our firm takes great pride in striving to complete each and every project within the allotted timeframe set in the design schedule and within budget.

SM provides a full service in-house cohesive team of architecture and engineering professionals who ensure project flexibility and efficiency. **SM** is a full service engineering, surveying and architecture firm that specializes in municipal engineering with offices located in Hollidaysburg, Towanda, Tidioute and Bedford, Pennsylvania. Our current staff of 72 includes professional

engineers, professional surveyors, licensed architects, landscape designers, construction inspectors, technicians, environmental scientists, grantsmen and CADD operators. They are provided with state-of-the-art equipment to ensure that each project is completed to the highest standards, resulting in cost-effective and timely project completions. A dedicated, secure ftp site is available for immediate sharing of pertinent information with WVSDB to expedite work processes. We have a high ratio of licensed engineers, land surveyors and architects to staff. **SM's** project team consists of 2 registered architects, 20 professional engineers and 5 professional land surveyors. This is an important factor in assuring our clients, like WVSDB, receive the expertise needed to complete a successful project.

Our architects are provided with access to a cohesive team of engineering specialists; we are able to ensure project flexibility and efficiency. Architectural services that we provide include historical renovations and repairs, feasibility studies, building programming, project scheduling and budgeting, conceptual design, schematic design, design development, 3-D renderings and visualization, building code reviews, construction documents and specifications, bidding and negotiation, construction contract administration and management, post occupancy evaluation, new construction, tenant improvements, additions, renovations and remodels, adaptive reuse and sustainable architecture.

We constantly upgrade and expand our firm's capabilities to provide high quality and responsive services to our clients. We strive to provide a full range of engineering services "in house". This factor enhances our firm's abilities to complete projects in a timely fashion, by eliminating scheduling conflicts often encountered with the use of multiple subconsultants.

We are proud of our reputation and have always concentrated our energy and effort on performance. A no-nonsense, straight-forward approach is taken by our engineers and staff in addressing project related tasks and issues. Our organizational structure allows our staff to be responsive to the needs of our clients. Typically, the project manager personally completes a large portion of the services provided and interacts directly with the client, eliminating a layer of bureaucracy. Communication with clients on a regular basis is stressed by our management.

We are poised to commit the personnel and resources necessary to fulfill the needs of this contract in a timely and cost-effective manner. We believe the **SM** team is a perfect match for the type of professional services requested in this solicitation. Should you care to discuss any aspect of this submission in further detail, please contact us at your convenience. I may be reached at (814) 696-6280 or dmacharola@stiffler-mcgraw.com.

Sincerely,



David A. Macharola, AIA, NCARB, CSI, CDT
Principal Architect

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OVERVIEW

Stiffler McGraw (SM) is a full service consulting firm offering complete civil engineering and architecture services. Our firm has been dedicated to providing quality, professional service since 1989. We specialize in municipal projects: designing innovative concepts for water, wastewater, storm water, storm sewer, roadways, bridges, buildings and any other type of infrastructure project. In addition, we offer planning, surveying, environmental, funding and construction management services. Offices are located in Hollidaysburg, Tidioute, Towanda and Bedford, Pennsylvania.

By providing our architects with access to a cohesive team of engineering specialists, we are able to ensure project flexibility and efficiency. Some of the architecture services we typically provide include feasibility studies, building programming, project scheduling and budgeting, conceptual design, schematic design, design development, 3-D renderings and visualization, building code reviews, construction documents and specifications, bidding and negotiation, construction contract administration and management, post occupancy evaluation, new construction, tenant improvements, additions, renovations and remodels, adaptive reuse, sustainable architecture, historical renovations and repairs.

Our current staff of 72 includes professional engineers, surveyors, architects, certified bridge inspectors, construction inspectors, technicians, environmental scientists, grantsmen and draftspersons. They are highly motivated and are provided with state-of-the-art equipment to ensure that each project is completed to the highest standards, resulting in cost efficient and timely project completions. This is an important factor in assuring our clients receive the expertise needed to produce a successfully completed project.

SM currently serves as the "Engineer of Record" for 102 municipalities or authorities and we take pride in our ability to retain clients from year to year and from project to project. We feel this is an important consideration and reinforces our theory that the greatest marketing asset is the spread of a "good word" among neighboring or area communities. We are proud of our reputation and have always concentrated our energy and effort on performance. A no-nonsense, straight-forward approach is taken by our engineers and support staff in dealing with project-related tasks and issues. Communication with our clients on a regular basis is stressed by our management.

We take pride in our ability to assist our clients in the design of projects that obtain the desired goal and are within the client's budget. Be assured that you will receive the personal attention that is needed in order to complete any requested services in a professional and business-like manner.

As in all our client/consultant relationships, we look forward to forging a long-lasting partnership with West Virginia Schools for the Deaf and the Blind that will be built upon trust, integrity and professionalism.

Stiffler McGraw – The experience you want. The approach you need.

KEY PERSONNEL

Stiffler McGraw recognizes the importance of utilizing a strong team with extensive experience to successfully complete the architectural and engineering services for the project. As you review the resumes in our package, you will see the wealth of experience our employees possess to draw upon as we move forward.

Key personnel assigned to this agreement will be as follows:

David A. Macharola, A.I.A.	Project Manager/Point-of-Contact
Brian P. Endler, A.I.A.	Project Architect
Michael S. Davignon, P.E.	Mechanical Engineer
John E. Brown, P.E.	Electrical Engineer
Timothy R. Campbell, P.E.	Structural Engineer

Resumes and registrations for each employee follow.

David A. Macharola, A.I.A.

Principal Architect

RELATED PROJECT EXPERIENCE

Dave's demonstrated areas of expertise include architectural design, production of construction documents and construction administration. His architectural experience includes projects for new facilities and renovations of facilities for institutional, industrial, retail, office, parks, higher education and K-12 educational, religious, correctional and judicial, municipal and public safety. Dave also serves on the board of directors for Family Services Inc. of Altoona, the Historical Architectural Review Board for the Borough of Hollidaysburg and President of the Middle Pennsylvania chapter of the American Institute of Architects.

- **Titusville Opportunity Park 20 Series Building Renovation Project, Titusville Redevelopment Authority, Titusville, PA**

The project improvements to a multi building site for a former steel mill plant include new metal roofing and siding applied to the existing structures, translucent panels for day lighting, installation of building insulation, interior distribution of electrical power to each future tenant space, installation of new lighting and convenience outlets, emergency lighting and exit signage to code, interior roof drainage connected to the existing interior system, construction of tenant separation walls, insulated overhead doors and man doors.

- **Roof, Soffit and Fascia Replacement, Patton Borough, Patton, PA**

The project consists of the design and construction documents for the construction of a new insulated EPDM rubber membrane roof system and replacement of soffit and fascia on the Borough Building. Removal of all knob and tube wiring in the attic space and re-circuiting of existing live wiring.

- **Municipal Building Truss Roof Project, Lawrence Township, Clearfield, PA**

New truss roof system on existing flat roof masonry building.

- **Waste Water Treatment Plant Control Building Roof Replacement, Indiana Borough, Center Township, Indiana County, PA**

The project consisted of pre-design testing for hazardous materials, removal and abatement of hazardous material containing roof system during construction, the installation of new tapered insulation and adhered membrane roof system, new drainage and parapet coping cap.

- **Sayre Borough Police Building, Sayre, PA**

Project consisted of the complete design and specification of a new 4,000 SF police station. The project included multiple prime contracts for the \$0.7 million construction of the new police facility. Contract included all civil work and the construction of the slab-on-grade, split faced block with frame backup building and HVAC, plumbing and electrical work. The new police facilities consisted of a secure receptionist area, offices for police chief, squad room with three holding cells with combination security plumbing fixtures, men and women officer locker facilities with showers, evidence storage room, conference/training room, interview room, processing and record room. The structure is completely accessible and has the capabilities of full building generator service and modern telecommunications services.

- **Additions and Renovations, First Church of Christ, Altoona, PA**
Project consists of the design and construction of building additions and renovations to an existing pointed arch church. The building program provided an additional 230 to 350 additional seats with alternate building additions resulted in 10,725 SF per level. The total additions and new structure totaled 35,910 SF containing new accessible restrooms, family restroom, elevator, multipurpose room addition, day care, educational classrooms, commercial kitchen, narthex addition, new HVAC, fire protection systems consisting of sprinkler and fire alarm system, audio/video and acoustical treatments. The total project cost is \$2.9 million.
- **Roaring Spring Borough Police Department, Roaring Spring, PA**
1,000 SF of additions and renovations to the existing borough building to house the police department.
- **Pumpco Energy Services, Inc., Asylum Township, Bradford County, PA**
New regional headquarters including 17,000 SF office and maintenance garage building, 5,500 SF truck wash building and 10,600 SF chemical warehouse building.
- **Tunkhannock Office Expansion, Southwestern Energy Co., Tunkhannock, PA**
The project consisted of a 5,200 SF pre-engineered metal building addition to an existing office building. The addition contained additional private offices, open office area and conference space to accommodate the client's growing need for office space. In addition, there is a 3,100 SF conventional wood framed addition to an existing office/garage building located 15 feet and connected by an enclosed breezeway. This addition, plus renovations to the existing garage area, also provided additional private and open office space. One unique challenge with this project was treating the non-potable water. This involved storing the water, identifying and filtering the mineral contaminants, and treating and disinfecting any biological contaminants. Stiffler McGraw provided complete architectural, mechanical, plumbing, and electrical design services for the project, as well as land development services including permitting, erosion & sedimentation control, and parking lot design.
- **Central Campus Alterations, Greater PA Carpenters Union, Duncansville, PA**
The project consisted of the design and construction documents for interior alterations at the existing Central Campus building. The alterations included the construction of 13,150 SF interior alterations and new exterior façade, additional office space, classrooms, a welding booth area, and a new, approximate 3,500 SF, mezzanine level structural floor system over a portion of the existing shop area to be used as storage. Stiffler, McGraw Architects, LLC provided the architectural, structural, HVAC and electrical design for the project.

EDUCATION

Bachelor of Architecture, Architectural Systems Option, 1992, The Pennsylvania State University
Bachelor of Science Degree, Architecture, 1992, The Pennsylvania State University

PROFESSIONAL REGISTRATIONS / CERTIFICATIONS

Registered Architect – PA, MD, OH, VA, WV, MO
National Council of Architectural Registration Boards (NCARB) - Certified

EXPERIENCE RECORD – 25 Years

PRINT THIS RECEIPT FOR YOUR RECORDS.

**West Virginia Board of Architects
Receipt for Renewal**

Date: 6/9/2014 9:48:47 AM
Sequence Number: 20140609304183
Fee: \$75.00

Registrant: DAVID A. MACHAROLA, License: [REDACTED]	
Address [REDACTED]	Payment information Card: [REDACTED] Expiration: 04/2017 [REDACTED]
Email: [REDACTED]	Your license Expires: 2014-15

DISPLAY THIS CERTIFICATE PROMINENTLY • NOTIFY AGENCY WITHIN 10 DAYS OF ANY CHANGE

Commonwealth of Pennsylvania
Department of State
Bureau of Professional and Occupational Affairs
PO Box 2649, Harrisburg PA 17105-2649

12 0096375

License Type

Registered Architect

License Status

Active

Initial License Date

07/26/2006

Expiration Date

06/30/2015



DAVID A MACHAROLA

License Number



Barbara Truitt

Commissioner of Professional and Occupational Affairs

[Signature]

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Brian P. Endler, A.I.A.

Project Manager / Architect

RELATED PROJECT EXPERIENCE

The following list of projects are ones in which Brian served as Project Architect while employed at **Stiffler McGraw**. Brian's demonstrated areas of expertise include architectural design, code analysis, production of construction documents and construction administration. His architectural experience includes correctional, municipal/judicial, retail, business/office, higher education, K-12 educational, religious, public safety, and recreational facilities, encompassing both new construction and renovations.

- **First Church of Christ, Altoona, PA**
36,000 SF of additions and renovations including a new multi-purpose gymnasium, enlarged sanctuary, accessible restrooms, commercial kitchen, classrooms and daycare area.
- **Roaring Spring Borough Police Department, Roaring Spring, PA**
1,000 SF of additions and renovations to the existing borough building to house the police department.
- **Lovesac Furniture Company – Various locations throughout VA & MO**
Tenant fit-outs for new stores.
- **Southwestern Energy Co., Tunkhannock Office Expansion, Tunkhannock, PA**
5,200 SF pre-engineered metal building addition containing offices, conference space, and restrooms.
- **Southwestern Energy Co., Camptown, PA**
16,300 SF of renovations to an existing elementary school building into a dormitory/office facility.
- **Sayre Borough Police Building, Sayre, PA**
New 4,000 SF police station.
- **Pumpco Energy Services, Inc., Asylum Township, Bradford County, PA**
New regional headquarters including: 17,000 SF office and maintenance garage building, 5,500 SF truck wash building and 10,600 SF chemical warehouse building.
- **Greater PA Carpenters, Duncansville, PA**
13,150 SF interior alterations and new exterior façade to the Central Campus.
- **Pumpco Energy Services, Inc., Smithton, PA**
25,000 SF alterations to existing maintenance garage and 5,000 SF truck wash addition.
- **Bedford County Development Association, Bedford, PA**
15,500 SF addition/expansion to the Bedford County Business Center.
- **Dr. Michael Hoover, DMD, Bellwood, PA**
3,000 SF dentist office fit-out.

- **Sayre Borough Department of Public Works and EOC Building, Sayre, PA**
8,600 SF office/storage building.
- **Roaring Spring Borough Municipal Authority New Maintenance Building, Roaring Spring, PA**
3,400 SF pole building.
- **Sheetz, Inc. - Various locations throughout PA, MD, VA & OH**
Store renovations.
- **Roaring Spring Bio Fuel, Roaring Spring, PA**
Interior renovations for new Paper Cubing System.
- **Altoona Housing Authority – 2514 W. Chestnut Avenue, Altoona, PA**
New 1,400 SF, fully accessible single family dwelling.
- **Kevin & Linda Davis Residence – 507 S. 22nd Street, Altoona, PA**
Interior renovations and 850 SF addition to existing single family dwelling.

2001 – 2010; LR Kimball & Associates, Ebensburg, PA

Served as a Project Architect, while in some instances fulfilling full project management duties. Brian's responsibilities included providing architectural design, construction document preparation, assisting with preparation of specifications, overseeing the coordination between all disciplines and consultants and assisting the project manager with schedules, budgets and client relations.

- **Blairsville-Saltsburg School District Jr./Sr. High School, Blairsville, PA**
Secure vestibule additions, renovation of Administration Suites, \$2 million budget.
- **State Correctional Institution – Camp Hill Dining Hall, Camp Hill, PA**
10,000 SF dining hall addition and 20,000 SF kitchen renovation, \$5 million budget.
- **Johnstown Area Heritage Association Festival Park, Johnstown, PA**
9,200 SF renovation and new 600 seat outdoor pavilion with stage, \$3 million budget.
- **Dauntless Fire Hall, Ebensburg, PA**
1,600 SF renovation to office suite, kitchen and main event area, \$300,000 budget.

EDUCATION

Bachelor of Arts Degree, Architecture, 2001, Lehigh University

PROFESSIONAL REGISTRATIONS / CERTIFICATIONS

Registered Architect – PA, NY, MD

EXPERIENCE RECORD – 13 Years

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Commonwealth of Pennsylvania
Department of State
Bureau of Professional and Occupational Affairs
PO Box 2649 Harrisburg PA 17105-2649

12 0122283

License Type

Registered Architect

License Status

Active

Initial License Date

10/11/2012

BRIAN P ENDLER

License Number

Expiration Date

06/30/2015

Katie True

Frank P. Endler
Signature

Commissioner of Professional and Occupational Affairs

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Michael S. Davignon, P.E.

Mechanical Engineer

RELATED PROJECT EXPERIENCE

The following list of projects are ones in which Mike served as mechanical engineer while employed at **Stiffler McGraw**. Mike's demonstrated area of mechanical engineering experience is concentrated in the HVAC, plumbing and fire protection fields for hospitals, pharmaceuticals, commercial and residential buildings. His duties include surveying and documentation of existing structures for purposes of modifications to buildings, including, plumbing and storm water systems. Construction administration including shop drawing review and tracking of project correspondence; field verification of drawings; attendance of job meetings for project coordination and implementation; review and revision of CADD drawings; cost estimation; equipment selection; and drafting of punch lists.

- **Bellwood Antis School District, Bellwood, PA**
Complete two phase conversion of an existing school utility building to an educational athletic building. The project included the design of a 2,000 SF bathroom addition, which included a central ventilation system, electric unit heaters, and the installation of a new 200 amp 3 phase electrical service, with a 100 amp sub-feed, as well as extensive plumbing design. The second phase consisted of a rooftop HVAC system as well as natural gas unit heaters to remodel the existing 5,000 SF building. Additionally occupancy sensors and security switches were installed on the lighting system to meet the varying needs of the athletic department.
- **Sayre Borough Building, Sayre, PA**
Complete design and specification of the mechanical, electrical and plumbing systems of an 8,500 SF Department of Public Works and Emergency Operations Center borough building. Design included hydronic in slab radiant tube heating, emergency generator, underground electrical service and electrical service distribution to the Borough Public Works compound.
- **Glendale Area Medical Association, Inc., Coalport, PA**
Replacement of existing exterior forced draft closed circuit cooling tower unit for water source heat pump system for a multi-floor building.
- **Progressive Insurance Company, Altoona, PA**
Entire interior building renovation of a one story 4,067 SF office building. Renovations included new 3 phase electric service and distribution, HVAC, plumbing, new doors and interior finishes, ADA compliant entrance ramps and parking lot improvements.
- **Sayre Borough Police Building, Sayre, PA**
Complete design and specification of a new 4,000 SF police station which included a new 200 amp single phase electrical service as well as two separate four ton split system HVAC units, natural gas service as well as a new water service and sanitary sewer. Security fixtures were provided for holding cells.
- **Pumpco Energy Services, Service and Maintenance Complex, Asylum Township, PA**
Complete design and specification of the mechanical plumbing and fire protection systems for a new regional headquarters including: 17,000 SF office and maintenance garage building, 5,500 SF truck wash building and 10,600 SF chemical warehouse building.

- **Penn State University Electro-mechanical Lab, Altoona, PA**
Complete renovation of two existing classrooms to incorporate a new electro mechanical lab for Penn State University including the redistribution of the HVAC systems as well as the design and layout of new single and three phase power to new laboratory tables and workstations.
- **Indiana Borough Parking Garage, Indiana, PA**
Complete design of all mechanical, electrical and plumbing systems for a 500 SF office expansion for the parking garage. Design included site survey for determination of existing services, 100 amp three phase sub-feed to new office and documentation of a new sewer lateral and water service to serve new restroom facilities, as well as a complete mechanical system design.
- **Freedom Wastewater Treatment Plant Upgrade and Expansion, Blair County, PA**
Complete design of HVAC and fire protection systems for 7,000 SF additions, modifications and interior alterations to multi-building treatment plant including explosion proof rooms and toxic chemical areas.
- **Bedford Wastewater Treatment Plant, Bedford, PA**
Design of plumbing and rainwater systems for the Bedford Wastewater Treatment Plant including instantaneous water heaters and roof drains. The design included specifications for all plumbing fixtures and materials that were used.
- **Altoona Housing Authority, West Chestnut, Altoona, PA**
Entire mechanical, electrical and plumbing design and specification of a 1,400 SF residential ADA home including a 200 amp single phase electrical service and relocated domestic water and sanitary service.
- **Roaring Spring Municipal Building, Roaring Spring, PA**
Complete design and specification of the mechanical, electrical and plumbing systems of a 3,400 SF borough building. Design included hydronic in slab radiant tube heating and 200 amp single phase electrical service. Project cost - \$250,000.
- **Roaring Spring Paper Products, Roaring Spring, PA**
Coordinated the design of an industrial paper making cube system for the production of paper pellets to substitute for coal. Design included coordinating electrical requirements and control requirements between manufacturers as well as designing the supporting utilities for the industrial equipment.

EDUCATION

Bachelor of Mechanical Engineering Degree, Mechanical Engineering, 1992, Villanova University

PROFESSIONAL REGISTRATIONS / CERTIFICATIONS

Registered Professional Engineer - PA

NCEES Record Certificate (2013) – Model Law Engineer

EXPERIENCE RECORD – 18 Years

DISPLAY THIS CERTIFICATE PROMINENTLY • NOTIFY AGENCY WITHIN 10 DAYS OF ANY CHANGE

Commonwealth of Pennsylvania
Department of State
Bureau of Professional and Occupational Affairs
PO Box 2649 Harrisburg PA 17105-2649

12 0197839

License Type

Professional Engineer

License Status

Active

Initial License Date

02/28/2011

Expiration Date

09/30/2015

MICHAEL S. DAVIGNON

License Number

Kathy G. Barling
Acting Commissioner of Professional and Occupational Affairs

[Signature]
Secretary

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John E. Brown, P.E.

Project Engineer

RELATED PROJECT EXPERIENCE

The following list of projects are ones in which John served as Project Designer while employed at **Stiffler McGraw**. John primarily assists with preliminary and final project design responsibilities, which include equipment selection, specification review/revision, shop drawing review, CADD drawing review/revision, and client liaison.

- **Wastewater Treatment Plant Upgrades, Gallitzin Borough, Cambria County, PA**
Electrical design of upgrades to the existing wastewater treatment plant (0.4 MGD capacity). Duties included assisting with layout of electrical service and power distribution for lighting, control, and operation of industrial wastewater treatment equipment.
- **Water System Improvements, Hastings Municipal Authority, Cambria County, PA**
Electrical design of upgrades to the water system, which includes equipment upgrades at the existing water treatment plant and at an existing mine spring water source, construction of a new chlorine booster station, and new metered interconnection. Design included assisting with layout of electrical service and power distribution for lighting, control, communications, and operation of industrial water treatment and distribution equipment.
- **Sanitary Sewer Collection System Improvements, Logan Township, Blair County, PA**
Assisted with the electrical design of pumping and metering stations included as part of the sewer extension project. Duties included layout of electrical service and power distribution for pumping and metering equipment, controls, communications and lighting.
- **Sludge Facilities Handling Project, Nanty Glo, Cambria County, PA**
Assisted with the electrical design for the installation of a rotary fan press dewatering system and a building to house the equipment at the wastewater treatment facility. Duties included layout of electrical service and power distribution for the building and fan press equipment, controls and lighting.
- **Patton Well Development Project, Patton, Cambria County, PA**
Electrical design for development of two well sites, one which includes a disinfection facility building. Duties included assisting with layout of electrical service and power distribution for the well water pumping equipment, disinfection facility equipment, controls, communications and lighting.
- **Wastewater Treatment Plant, Freedom Township Water & Sewer Authority, Blair County, PA**
Assisted with the electrical design of upgrades to the existing wastewater treatment plant (0.96 MGD capacity). Design duties included assisting with layout of electrical service and power distribution for lighting, control and operation of industrial wastewater treatment equipment.
- **Roaring Spring Paper Products, Roaring Spring, PA**
Assisted with the design of an industrial paper making cube system for the production of paper pellets to substitute for coal. Design duties included assisting with the layout of electrical service and lighting equipment, as well as coordination of electrical requirements and control requirements for industrial equipment.

- **Williamsburg Wastewater Treatment Plant Upgrades, Blair County, PA**
Assisted with the electrical design of upgrades to the existing wastewater treatment plant (0.33 MGD capacity). Design duties included assisting with layout of electrical service and power distribution for lighting, control, and operation of industrial wastewater treatment equipment.
- **North 3rd Street, Phase II – Curb, Sidewalk and Lighting Project, Clearfield Borough, Clearfield County, PA**
Currently assisting with the design of electrical equipment for installation as part of a streetscape project in Clearfield Borough. Design duties include assisting with the layout of control panels and associated equipment needed for new decorative lighting fixtures and utility receptacle circuits, as well as revisions to existing electrical services and equipment.
- **Sayre Borough Building, Sayre, PA**
Assisted with the design and specification of the electrical system of a 4,000 SF borough building, which included assisting with the layout of electrical service, as well as interior power, lighting, and data equipment.
- **Blower Replacement, Snake Spring Township Municipal Authority, Bedford County, PA**
Assisted with the electrical design for replacement of two blowers and associated electrical equipment at the wastewater treatment plant. Duties included assisting with design and layout of equipment needed to power and control two new blowers to be used in the wastewater treatment process.
- **Sweet Root Road Sanitary Sewer and Waterline Extension Project, Bedford Township Municipal Authority, Bedford County, PA**
Assisted with the electrical design for a pumping station facility. Duties included assisting with design and layout of equipment needed to power pumping, control and remote communications equipment.
- **Sludge Facility Handling Project, Nanty Glo Sanitary Sewer Authority, Cambria County, PA**
Assisted with the design and specification of electrical equipment for a sludge handling facility at the Nanty Glo Wastewater Treatment Plant. Duties included assisting with layout of the electrical system required for lighting, power and control of the sludge handling facility and associated equipment.
- **Sweet Root Road Chlorine Booster Station, Bedford Township Municipal Authority, Bedford County, PA**
Assisted with the design and specification of electrical equipment for a chlorine booster station. Duties included assisting with layout of the electrical service and equipment required for lighting, power and control of the chlorine booster facility and associated equipment.

EDUCATION

Bachelor of Science Degree, Electrical Engineering, 1969, The Pennsylvania State University

PROFESSIONAL REGISTRATIONS / CERTIFICATIONS

Professional Engineer – PA

EXPERIENCE RECORD – 29 Years

DISPLAY THIS CERTIFICATE PROMINENTLY • NOTIFY AGENCY WITHIN 10 DAYS OF ANY CHANGE

Commonwealth of Pennsylvania
Department of State
Bureau of Professional and Occupational Affairs
PO Box 2649 Harrisburg PA 17105-2649

12 0176397

License Type
Professional Engineer

License Status
Active



Initial License Date
09/09/1976

JOHN E BROWN, JR

License Number

Expiration Date
09/30/2015

Katherine True

Commissioner of Professional and Occupational Affairs

John E. Brown, Jr.

Signature

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Timothy R. Campbell, P.E., LEED GA

Sr. Project Engineer

RELATED PROJECT EXPERIENCE

The following list of projects are ones in which Tim served as Senior Project Engineer while employed at **Stiffler McGraw**. Tim's responsibilities include structural design and development of architectural plans for related structures; preparation of construction documents including plans, details, schedules, specifications and shop drawing review.

- **Sayre Department of Public Works, Sayre, PA**
Foundation design for 8,500 SF pre-engineered metal building and design of light gauge metal second floor structure with offices, emergency operations center and vehicle maintenance area.
- **11th Street Tower Balcony Repairs, Altoona Housing Authority, Altoona, PA**
Project management of balcony waterproofing and structural repairs to an 11 story post-tensioned concrete slab residential structure.
- **Service and Maintenance Complex, Pumpco Energy Services, Asylum Township, PA**
Foundation and interior masonry wall design for 23,400 SF, 10,600 SF and 5,500 SF pre-engineered metal buildings including office area, vehicle maintenance, chemical storage and truck wash areas. Project cost \$4,700,000.
- **Renovations to Existing Shop/Maintenance Building and Truck Wash Addition, Pumpco Energy Services, Smithton, PA**
Foundation and interior masonry wall design for renovation and 5,000 SF addition to existing 25,000 SF pre-engineered metal building with offices, vehicle maintenance and truck wash areas. Project cost \$800,000.
- **Southwestern Energy, Tunkhannock, PA**
Foundation design for 5,000 SF pre-engineered metal building addition and design of light gauge metal second roof structure for 3,000 SF office building addition. Project cost \$1,100,000.
- **PPG Cullet Bin, Fresno, CA**
Steel superstructure and bin design for 80' high, 3500 CF (150 ton) capacity material storage bin and associated 80' long conveyor truss in high seismic zone.
- **Republic Steel, Canton, OH**
Steel superstructure and bin design for 30' high, 250 CF (40 ton) capacity material storage bin on existing steel structure in furnace alloy system.
- **Pierpoint 5,000**
Design of 20,000 SF retail space with steel joists and beam roof system and spread footing concrete foundations.
- **Clarifier Tank Repair, St. Francis University, Loretto, PA**
Repairs to existing clarifier tank at wastewater treatment plant serving the University and the borough.

Timothy R. Campbell, P.E., LEED GA

Sr. Project Engineer

- **Sheetz Convenience Store, Blairsville, PA**
Structural design of retaining wall.
- **Sheetz Travel Center Expansion, Mount Jackson, VA**
Design of 1,500 SF addition and supplementary structure for pre-engineered canopies for 10,500 SF existing retail store.
- **Sheetz Convenience Store**
Design of retail store addition and structure for pre-engineered canopies.
 - Duncannon, PA
 - Cresaptown, MD
 - Dale City, VA
 - Charles Town, WV
 - Star City, WV
 - Indiana, PA
 - Dahlgren, VA
 - Roanoke, VA
 - Morgantown, WV
- **Sheetz Convenience Store**
Design of retail store addition.
 - Butler, PA
 - York, PA
 - Petersburg, WV
 - Harrisburg, PA
 - Forest, VA
- **Pape Flooring, South Park, PA**
Structural reinforcement of floor structure in two-story wood frame retail building.
- **Bellwood Antis School District, Bellwood, PA**
Structural design of renovations for one-story wood frame athletic building.
- **Freedom Township Wastewater Treatment Plant, McKee, PA**
Structural consultation for concrete tank design.
- **Hyndman Wastewater Treatment Plant, Hyndman, PA**
Structural consultation for renovations to existing concrete tanks.
- **Lawrence Township Municipal Building, Clearfield, PA**
Construction administration tasks for roof replacement.

EDUCATION

Bachelor of Architectural Engineering Degree, Structural Engineering, 1992, The Pennsylvania State University

PROFESSIONAL REGISTRATIONS / CERTIFICATIONS

Registered Professional Engineer – PA

Registered Professional Engineer – MD, OH, VA, WV

NCEES Record Certificate (2011)

Leadership in Energy and Environmental Design – Green Associate (2013)

EXPERIENCE RECORD – 22 Years



**West Virginia State Board of Registration
for Professional Engineers**

TIMOTHY R CAMPBELL
WV [REDACTED]

This is to certify that the above named PROFESSIONAL ENGINEER has met the requirements of the law, is duly registered and is entitled to practice engineering in the State of West Virginia.

EXPIRES June 30, 2015

DISPLAY THIS CERTIFICATE PROMINENTLY • NOTIFY AGENCY WITHIN 10 DAYS OF ANY CHANGE

Commonwealth of Pennsylvania
Department of State
Bureau of Professional and Occupational Affairs
PO Box 2649 Harrisburg PA 17105-2649

12 0227023

License Type
Professional Engineer

License Status
Active

Initial License Date
08/11/1997

TIMOTHY ROBERT CAMPBELL

License Number

Expiration Date
09/30/2015

Kathy J. Barley

Acting Commissioner of Professional and Occupational Affairs

JRC
Signature

ALTERATION OF THIS DOCUMENT IS A CRIMINAL OFFENSE UNDER 18 P.S. 4911

REFERENCES

The following list of references are those ***Stiffler McGraw*** has provided services similar to those that will be needed by the West Virginia Schools for the Deaf and the Blind. Please contact them for verification of our performance regarding personnel, work quality, cost control and ability to meet schedules.

The Pennsylvania State University

Mr. Michael Long, P.E., Director of Facilities and Operations
3000 Ivyside Park
Altoona, PA 16601
(814) 949-5070

The Borough of Sayre

Mr. David Jarrett, Borough Manager
110 West Packer Avenue
Sayre, PA 18840
(570) 888-7739

Sheetz, Inc.

Mr. William Sauserman, P.E., Director of Engineering and Store Design
Sheetz Facilities Support Center
351 Sheetz Way
Claysburg, PA 16625
(814) 239-1373

PROJECT EXPERIENCE

The following list represents projects that **Stiffler McGraw** has provided similar services as those requested by the West Virginia Schools for the Deaf and the Blind.

- **Titusville Opportunity Park 20 Series Building Renovation Project, Titusville Redevelopment Authority, Titusville, PA**

The goal and objective of this project was to complete the renovations to the 101,000 SF of building space by dividing it into five tenant spaces with a common loading corridor within the budget of \$1,250,000 financed by a Pennsylvania Department of Community and Economic Development Grant. The owner's primary goal for the project was to save the former steel mill for adaptive reuse into other manufacturing tenant spaces. The current project phase improvements include new metal roofing and siding applied to the existing structures,



translucent panels for day lighting, installation of building insulation, interior distribution of electrical power to each future tenant space, installation of new lighting and convenience outlets, emergency lighting and exit signage to code, interior roof drainage connected to the existing interior system, construction of tenant separation walls, insulated overhead doors and man doors. The awarded contracts for construction totaled \$1,156,000.00 and the project is currently under construction.

Mr. James Becker, Executive Director, (814) 827-3668

- **Roof, Soffit and Fascia Replacement, Patton Borough, Patton, PA**

The goal and objective of the project was to replace the roof and repair ice damage to the Borough building. The project consists of the design and construction documents for the construction of a new insulated EPDM rubber membrane roof system and replacement of soffit and fascia on the Borough Building. Project included the removal of old knob and tube wiring in the attic space and re-circuiting of existing live wiring.

Ms. Donna Dunegan, Borough Secretary, (814) 674-3641

- **Municipal Building Truss Roof Project, Lawrence Township Supervisors, Clearfield, PA**

The goals and objectives of this project were to construct a trussed roof over a leaking flat built up roof using the masonry parapet walls for truss bearing and the addition of insulation to the new attic space for thermal efficiency.

Mr. William Lawhead, Chairman, (814) 765-4551



- **Wastewater Treatment Plant Control Building Roof Replacement, Indiana Borough Council, Center Township, Indiana County, PA**

The goals and objectives for this project were to replace a leaking roof with a new membrane roof system over the control building. The project consisted of pre-design testing for hazardous materials, removal and abatement of hazardous material containing roof system during construction, the installation of new tapered insulation and adhered and mechanically fastened membrane roof system, new roof drainage and parapet coping cap.

Mr. Paul Cribbs, Plant Operator, (717) 479-9856

PROJECT EXPERIENCE

- **Sayre Borough Police Building, Sayre, PA**

The goals and objectives of this project were to design a modern police facility with bullet resistant features and modern holding cells. Project consisted of the complete design and specification of a new 4,000 SF police station. The project included multiple prime contracts for the \$0.7 million construction of the new police facility. Contract included all civil work and the construction of the slab-on-grade, split faced block with frame backup building and HVAC, plumbing and electrical work. The new police facilities consisted of a secure receptionist area, offices for police chief, squad room with three holding cells with combination security plumbing fixtures, men and women officer locker facilities with showers, evidence storage room, conference/training room, interview room, processing and record room. The structure is completely accessible and has the capabilities of full building generator service and modern telecommunications services.

Mr. Dave Jarrett, Borough Manager, (570) 888-7739



- **Department of Public Works and Emergency Operations Center, Sayre Borough, Sayre, PA**

The goals and objectives of the project were to construct the building on the constricted site of a former maintenance garage. The multi building site contained the borough recycling center open to the public and other garage buildings for heavy equipment storage. The project consists of a new \$1.4 million, 8,500 SF pre-engineered metal building to house the 3,000 SF Emergency Operations Center and 5,500 SF Department of Public Works Maintenance Garage. The project was bid and completed in two separate phases. The first phase completed all civil work and the construction of the pre-engineered metal building. The second phase finished the interior of the building primarily consisting of meeting rooms, locker and shower facilities, offices, borough plan room, garage space, signage shop, maintenance bays, and space for future offices and meeting rooms. The structure is completely accessible and has the capabilities of full building generator service and modern telecommunications services. Provided complete architectural and engineering design services.

Mr. Dave Jarrett, Borough Manager, (570) 888-7739

- **Additions and Renovations, First Church of Christ, Altoona, PA**



The project consists of additions and renovations to an existing glam three-hinged tudor style arch church. The primary design objectives were to gain additional sanctuary seating for a total of 600 people and maximize the parking capacity on the site within a constrained budget. The building program provided for new accessible restrooms, family restroom, elevator, multipurpose room addition, day care suite, educational classrooms, commercial kitchen, narthex addition,

lighting, HVAC, fire protection systems consisting of sprinkler and fire alarm system, audio/video and acoustical treatments and canopy entrance. The existing building contained approximately 19,500 SF and with the additions and renovations the total space was increased to approximately 36,000 SF. The civil aspects of the project provided for an expanded parking lot, utility extensions and implementation of storm water management facilities.

Mr. John Collins, Lead Pastor, (814) 942-2480

PROJECT EXPERIENCE

- **Tunkhannock Office Expansion, Southwestern Energy Co., Tunkhannock, PA**

The project consisted of a 5,200 SF pre-engineered metal building addition to an existing office building. The goal and objective of the additions were to provide additional private offices, open office area and conference space to accommodate the client's growing need for office space. In addition, there is a 3,100 SF conventional wood framed addition to an existing office/garage building located 15 feet and connected by an enclosed breezeway. This addition, plus renovations to the existing garage area, also provided additional private and open office space. One unique challenge with this project was treating the non-

potable water. This involved storing the water, identifying and filtering the mineral contaminants, and treating and disinfecting any biological contaminants. Stiffler McGraw provided complete architectural, mechanical, plumbing, and electrical design services for the project, as well as land development services including permitting, erosion & sedimentation control, and parking lot design.

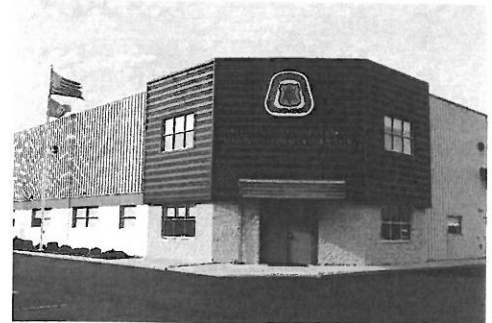
Mr. Scott Meaders, Facilities Services Manager, (501) 548-6528



- **Central Campus Alterations, Greater PA Carpenters Union, Duncansville, PA**

The project consists of interior/exterior renovations and a change in use of an existing 10,700 SF steel framed building. The building was formerly used for retail sales and warehousing and is currently used as an educational and training facility. Interior renovations included office space and conference rooms, traditional classrooms and a 5,500 SF shop area used for demonstrations and hands-on instruction. In addition, to take advantage of the nearly 24 foot high space, a new 2,500 SF structural floor system was added above the office and classroom areas for material storage. The exterior renovations included the re-design of the front entrance facade. The existing wall was bumped out to add depth to the elevation and split-faced concrete block veneer was used on the lower portion with new horizontal metal siding above. A cedar wood canopy provides shelter over the wood entrance doors. The facade is completed with illuminated signage above the canopy. Structural, HVAC and electrical engineering design for the project included fluorescent lighting throughout, a dust collection system for welding equipment, and an air cleaning system in the main shop area to remove smoke and dust contaminants.

Mr. Rick Tomlinson, (814) 693-3015



- **Service and Maintenance Complex, Pumpco Energy Services, Asylum Township, PA**

The project consists of a new three building complex that will serve as a regional headquarters. The buildings are pre-engineered metal structures and serve various functions. The office and shop/maintenance building is 23,400 SF and houses office space and a service garage, the 5,500 SF truck wash building contains a water- reclamation system, and the 10,600 SF chemical storage building also houses a water treatment system for the complex, as well as the fire protection system. Stiffler McGraw provided complete architectural, engineering and land development design services.

Mark Songer, Division President, (412) 490-9200

PROJECT EXPERIENCE

- **Addition/Expansion to the Bedford County Business Center, Bedford County Development Association, Bedford, PA**

The project consists of a 15,480 SF pre-engineered metal building addition to an existing 24,000 SF facility. The Bedford County Development Association expanded their multi-tenant Bedford County Business Center with the construction of a new \$1.2 million building center connecting the existing center by a breezeway area. The new addition will house future business tenant spaces connected to a common corridor with restroom facilities and mechanical space. A major design consideration was the owner's desire to match the existing facility to the greatest extent possible so the entire complex looks original. Stiffler McGraw provided complete architectural and engineering design services as well as all bidding and construction administration of the project. The project added to the existing 24,000 SF complex, by 15,156 SF of enclosed area, of which 1,652 SF is common corridors, restroom facilities and telecommunications and 13,504 SF of open tenant space. Work performed consisted of civil, general construction, plumbing, electrical and HVAC.

Ms. Bette Slayton, President, (814) 623-4816



- **Store Addition and Renovation Projects, Sheetz, Inc., Pennsylvania, Maryland, West Virginia, Ohio and Virginia**

Architect for renovations to approximately sixty existing one story Sheetz convenience store buildings and the proposed store additions. The goal and objective of the projects were to complete construction drawings in a timely manner to feed the ongoing Sheetz construction forces with approved projects, while meeting the store needs at each location. The projects consist of building additions, interior and exterior renovations and permit application processes to existing Sheetz convenience stores. Additions and renovations consist of upgrading HVAC, plumbing and electrical systems to accommodate current store design standards. Requirements include kitchen equipment, interior finishes, graphics, ADA compliant restrooms and coffee and Fizz City upgrades. Exterior renovations to the facade of the buildings include new brick, ADA parking, curb ramps and signage.

Mr. William Sauserman, P.E., Director of Engineering and Permitting, (814) 502-2120

- **Information & Training Center Project, Sheetz, Inc., Barboursville, WV**

The goal and objective of the project was to convert a mall tenant space into a Sheetz training center for new employees that will serve the company's expanding stores in West Virginia. The renovations of a mall tenant space to contain a complete mockup Sheetz store with classroom space, kitchen and checkout area for training new employees.

Mr. William Sauserman, P.E., Director of Engineering and Permitting, (814) 502-2120

APPROACH & METHODOLOGY

The following is an understanding of the project and a breakdown of the Approach and Methodology for meeting the Goals and Objectives:

The West Virginia Schools for the Deaf and the Blind (WVSDB) has received a grant from the WV School Building Authority that requires Architectural and Engineering Services on an as needed basis for projects primarily located at 301 E. Main Street, Romney, WV requiring the following:

Elementary School for the Deaf

- Install new roof with parapet repair, repointing, hidden gutter and fascia replacement over 1/3 of the building, over top of a continually leaking and continually repaired area that houses the classrooms and dormitories of young children.
- Install required sprinklers in the second floor activity room bulkhead.
- Replace five aged and failing heat pumps/HVAC.

School for the Deaf/Secondary

- Install new roof membrane system including new roof drain locations. All parapet flashing is to be replaced.
- Replace aged and failing 20 ton split system which includes a 20 ton roof top evaporator and a new air handler with electric backup heat located inside the building's mechanical room.

GOAL/OBJECTIVE 1

To provide a detailed approach and methodology on how the design and estimate cost/timeline for the project is going to be met.

During the Preliminary Design Phase, **SM** will review WVSDB's scope of work, budget and schedule and reach an understanding of the project requirements. Based on the approved project requirements, **SM** will develop a design, and preliminary probable cost estimate.

- Verify the existing building dimensions, construction and conditions for the renovations.
- Review and obtain copies of WVSDB drawings and CAD files for the buildings.
- Preparation of preliminary drawings and other documents to illustrate the proposed program development ideas.
- Review the anticipated constraints with the construction and the safety of the occupants of the building; determine an approach with dealing with the constraints.

GOAL/OBJECTIVE 2

To be able to describe in detail how to work with and facilitate the coordination of meeting regulatory requirements among the stakeholders.

Schematic Design

- Perform hazardous material analysis and testing of existing building materials, if required, as an additional service.
- Investigate code requirements, regulations and stakeholder requirements; evaluate technical and economic aspects of the program.

APPROACH & METHODOLOGY

- Design and construction will comply with the ICC International Energy Conservation Code and Building code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007.
- Provide detailed approach and schedule for construction constraints to comply with the safety of the occupants.
- Preparation of schematic drawings and other documents to illustrate the proposed development ideas.
- Complete schematic site plan.
- Mechanical
 - Survey the existing mechanical and electrical systems, where accessible.
 - Prepare mechanical and electrical systems conceptual drawings for preliminary project cost estimating.
 - Develop probable mechanical and electrical construction costs using average unit pricing.
 - Review concept/schematic documents.

Design Development Phase

- Review the design development documents with WVSDb at 90% completion.
- Prepare design development drawings for the project, including plans, elevations, sections and details.
- Mechanical Engineering
 - Identify mechanical and electrical equipment space needs and coordinate with appropriate design team members.
 - Update the probable mechanical and electrical construction costs using average unit pricing.
 - Review design development documents with team and WVSDb.

Construction Documents Phase

Upon the WVSDb's approval of the design, **SM** will prepare Construction Documents indicating requirements for construction of the project and shall coordinate its services with any consulting services WVSDb provides. Upon WVSDb's approval of the design construction submission, **SM** will proceed with the following.

- Review the construction documents with WVSDb at 90% completion stage of the documents.
- Prepare construction documents consisting of drawings and specifications which detail the requirements for the construction of the project in accordance with the approved design development drawings.
- Written equipment and material specifications in CSI format.
- **SM** will incorporate the General Terms and Conditions into the contract documents, with specific attention to prevailing wage, background checks and domestic products along with the other requirements.
- Submit architectural, HVAC, plumbing and electrical construction documents and coordinate with authorities having jurisdiction over the project for building approval and permitting.

SM will assist WVSDb in filing documents required for the approval of governmental authorities in obtaining proposals and in awarding contracts for construction.

APPROACH & METHODOLOGY

GOAL/OBJECTIVE 3

To provide guidance regarding the reasonableness and feasibility of construction bids.

During the Bidding Phase, **SM** will receive all contractor request for interpretations in writing, organize and answer all questions and redistribute to all bidders and stakeholders. **SM** will issue all addendums, clarifications and drawing revisions during the bidding period. **SM** will evaluate the bids for conformance with the bidding requirements and advise WVSDb of conformance.

- Provide construction documents to WVSDb in electronic format (CD) for the project including three hard copy sets.
- Distribute procurement documents at least five business days prior to the scheduled pre-bid meeting for construction.
- Assist WVSDb with procurement procedures.
- Respond to requests for additional information and interpretation.
- Evaluate substitution requests and make recommendations to WVSDb.
- Prepare addenda and list all vendors that have obtained drawings and specification to the State Agency for any necessary modifications. Addendums should be scheduled to be received by the Purchasing Department prior to fourteen days prior to the bid opening.
- Attend and if necessary conduct the pre-bid meeting.
- Assist WVSDb in evaluating bids.
- Assist WVSDb in executing construction contract(s).

GOAL/OBJECTIVE 4

To provide a detailed account on how to assist the Agency in the Construction Management as needed.

During the Construction Administration Phase, **SM** will act as WVSDb's representative and provide administration of the contract between WVSDb and the contractor. The extent of **SM**'s authority and responsibility during construction will be described in the Agreement between WVSDb and the contractor. Generally, **SM**'s services during construction include the following;

- Attend a preconstruction meeting to assist with the indoctrination of the contractor(s) with project responsibilities and procedures.
- Visit the site at intervals appropriate to the stage of construction for progress meetings to review the construction progress and suitability.
- Respond to contractor inquiries throughout the course of the project.
- Prepare and recommend contract modifications.
- Inspect the project to determine substantial and final completion.
- Review applications for payment and certifying payments to the contractor.
- Review contractor submittals.
- Rejecting nonconforming Work.
- Interpreting the Contract Documents.

GOAL/OBJECTIVE 5

To provide a detailed proposal on how to complete As-Built drawing plans or documentation after completion of projects/construction.

APPROACH & METHODOLOGY

Record Documents will be required to be kept throughout the construction phase by the contractor and inspected regularly for completeness and accuracy. At the end of the project during the close out phase, the contractors' as built documents, along with photographic documentation and O&M Manuals will be submitted to **SM** for review and compliance with the contract. The documents will be scanned electronically and submitted to WVSDb.

SM understands we will be required to present a written proposal describing fees and schedule for work requested by the WVSDb. **SM** will cooperate in establishing and adhering to schedules for the project. At the completion of each stage of contracted service (identified at project initiation meeting with WVSDb), **SM** will secure signatory approval of the WVSDb before proceeding to the next stage. **SM** acknowledges that the contract for architectural services will be governed by the AIA document B101-2007, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein when procured under Chapter 5G of the West Virginia Code. **SM** acknowledges the Green Buildings Minimum Energy Standards in accordance with West Virginia Code.

INSURANCE COVERAGE

Following is a copy of ***Stiffler McGraw's*** commercial general liability insurance coverage.

Client#: 20106

STIFF

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/05/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Warren A. Gingrich Agency, Inc. P. O. Box 1189 Nine Logan Blvd. Altoona, PA 16603		CONTACT NAME: PHONE (A/C, No, Ext): 814 944-2078 FAX (A/C, No): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #:	
INSURED Stiffler, McGraw and Associates, Inc 1731 N Juniata Street Hollidaysburg, PA 16648		INSURER(S) AFFORDING COVERAGE INSURER A: Mutual Benefit INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC #	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		BIP908009	12/22/2014	12/22/2015	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		BIP908009	12/22/2014	12/22/2015	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10000		BIP908009	12/22/2014	12/22/2015	EACH OCCURRENCE \$3,000,000 AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	BIP908009	12/22/2014	12/22/2015	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Re: West Virginia Schools for the Deaf and the Blind

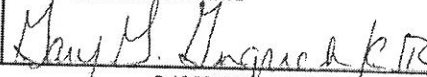
CERTIFICATE HOLDER

CANCELLATION

West Virginia Department of
 Administration,
 Purchasing Division
 2019 Washington St East
 Charleston, WV 25305

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



MISCELLANEOUS

Following are the completed Certification and Signature Page and Addendum Acknowledgement Form as per the West Virginia Schools for the Deaf and the Blind Request for Expression of Interest.

CERTIFICATION AND SIGNATURE PAGE

By signing below, or submitting documentation through wvOASIS, 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, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Stiffler, McGraw & Associates, Inc.

(Company)



David A. Macharola, A.I.A., Principal Architect

(Authorized Signature) (Representative Name, Title)

(814) 696-6280 P, (814) 696-6240 F, 12/12/14

(Phone Number) (Fax Number) (Date)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI_DBS1500000001

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.

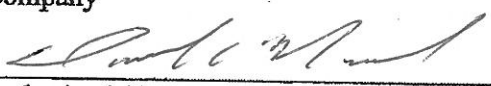
Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|---|--|
| <input checked="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.

Stiffler, McGraw & Associates, Inc.
Company


Authorized Signature

December 12, 2014
Date

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