

**West Virginia
Division of Natural Resources**



CEOI 0310 DNR1500000007

**Pipestem Resort State Park
Construction / Relocation of Park Laundry Facilities**



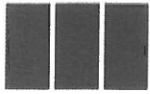
McKINLEY & ASSOCIATES

ARCHITECTS • ENGINEERS • INTERIOR DESIGN

in association with:



10/14/14 10:02:53AM
West Virginia Purchasing Division



October 10, 2014

Mr. Dean Wingerd
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

Dear Mr. Wingerd and Members of the Selection Committee;

McKinley & Associates has teamed up with Swiss Valley Associates (McKinley/SVA) to provide the West Virginia Division of Natural Resources with our Expression of Interest to provide architectural and engineering services for the relocation of existing laundry facilities into a new building in a new location at Pipestem Resort State Park. Our Team has experience with multiple similar projects, which you will see in our proposal. As you review this submission, we emphasize the following strengths of McKinley/SVA with respect to your laundry relocation project:

McKinley & Associates, Inc.

McKinley & Associates has been providing design services since 1981; we recently became a 100% ESOP Company (Employee Stock Ownership Plan), **so our employees now own 100% of our corporation!** Our Charleston office is located about 1 hour, 45 minutes away from Pipestem Resort State Park. We support a professional staff that includes **Architects**; mechanical, electrical, plumbing / fire protection **Engineers (MEP Engineers)**; **Construction Administrators**; **Qualified Commissioning Agents**; **Interior Designer**, and more. We also have **LEED Accredited Professionals (LEED AP BD+C)**s on staff, who can be utilized to incorporate energy efficient (“green”) aspects into the projects.

Your project will be led by Christina Schessler, AIA, LEED AP BD+C whom is an Architect as well as a LEED Accredited Professional. She has led various relevant projects, such as the Mount St. Joseph Convent Laundry relocation / building addition project, Panhandle Cleaning & Restoration, and more.

Swiss Valley Associates, Inc.

Swiss Valley Associates (SVA) will be utilized for civil, water, and sanitary engineering services. We understand that all potential locations for your facility may need an upgrade to the wastewater treatment facility, and SVA will fulfill this need. They also have experience in relevant engineering services such as agricultural engineering, environmental permitting, site development, water/wastewater collection and treatment, water distribution, electrical, mechanical, energy conservation and more.

SVA was founded in the year 2000 by three experienced Engineers. SVA’s experienced staff is friendly, honest, and takes pride in making SVA an easy-to-do-business-with company. SVA serves the technical needs of the Ohio River Valley, West Virginia and Pennsylvania. Their company provides a quick and easy response to the needs of their clientele. SVA’s services are reasonably priced and cost effective. Their clients benefit from their mission: “Providing Outstanding Solutions While Saving Time and Money.”

In Closing

The Team we have assembled are ready to begin immediately and will meet all your Goals and Objectives. You will see in the submittal that we have included several professionals to handle this project. If this project requires additional staffing, we have the ability to dedicate additional resources to accomplish your goals.

For your convenience, we have ordered and answered our Expression of Interest by following your criteria listed in "SECTION THREE: PROJECT SPECIFICATIONS - Part 3. Qualifications and Experience" and "Part 3.1."

Thank you for reviewing our submission and considering McKinley/SVA for your project.

Personal Regards,



Ernest Dellatorre
President

McKinley & Associates
edellatorre@mckinleyassoc.com



"Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ...


First and foremost, we can state that the McKinley/SVA Team will devote whatever time is necessary to provide the West Virginia Division of Natural Resources with a successful project.


■■■ Your project will be managed by *Christina Schessler, AIA, LEED AP BD+C*; she is an **Architect** as well as a **LEED Accredited Professional**. For over 25 years, Ms. Schessler has garnered a wide range of governmental, commercial, educational, emergency service, building forensics, medical, and residential project experience. Some of her projects have included **specialized design subjects** such as funeral homes, orphanages, **laundries**, airport hangers and beverage distributors. **In addition, Christina has worked on multiple facilities that included programmed laundry room spaces, such as fire fighting training centers, fire stations, and animal research facilities to name a few. She is able to successfully design these specialized facilities by adapting her architectural skill set to accommodate the unique features of the structures.** As a volunteer and as a professional, Ms. Schessler has developed several projects for non-profit agencies on limited budgets including The Midwife Center for Birth & Women's Health, The United Cerebral Palsy Association and the New Hope Youth Home. Christina will also be able to provide direction to your projects should you wish to develop a design that is intended to achieve LEED Certification. Christina's LEED AP Specialty Logo (with a Building Design and Construction specialty) signifies advanced knowledge in green building practices and specialization in commercial design and construction. Some of Christina's relevant and/or notable projects are:


- Sisters of St. Joseph - Mount St. Joseph Convent renovation (includes Laundry Relocation/Addition)
- Panhandle Cleaning & Restoration (includes various Laundry Room & Other "Cleaning" Rooms)
- Wheeling Island Fire Station renovation (includes Laundry Room)
- Braxton County Senior Citizen Center renovation (includes Laundry Room)
- Hancock County Schools - New Manchester Elementary (includes Laundry Room for Pre-K)
- Dr. Don Chapman's Keep Smiling Family Dentistry Office (includes Laundry Room)
- WVU State Fire Training Academy (includes Laundry Room and is an "uncommon" building type)
- Hampshire County Schools - Animal Veterinary Science Center (includes Laundry Room, is an "uncommon" building type, and has a lot of hook ups like a laundry facility has)
- Independence Hall (**Heritage Tourism Award from the Preservation Alliance of West Virginia**)
- City Theater (**Pittsburgh History and Landmarks Restoration Award**)


■■■ The engineering will be led by *Tim E. Mizer, PE, RA, QCxP*, our **Director of Operations** who is an **Architectural & Mechanical Engineer**, an **Architect**, and a **Qualified Commissioning Process Provider**. He joined McKinley & Associates in 1995, and has over 30 years of experience. Mizer's background as **both** an Architect and Engineer has provided him with a total understanding of the engineering components and the process necessary for integrating architectural design and building systems. As the Director of Operations, Mr. Mizer's presence is a key to the design procedures required to coordinate the functionality of the engineering systems into the aesthetics of a building space. He has worked on many relevant projects, such as the Mount St. Joseph Convent laundry relocation, Panhandle Cleaning & Restoration, multiple hotels, residential units with laundry rooms, Hope VI North Wheeling and Wheeling Heights (a mix of over 138 apartments, duplexes and single-family homes - which includes washers and dryers in the rental units, and hook ups in the for-sale homes), multiple schools and dormitories which have laundry rooms, and many more.


(continued) "Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ..."


 **Darren S. Duskey, PE**, is an **Electrical Engineer** who has over 20 years of experience in similar projects. He has extensive knowledge with the National Electrical Code, state building codes, building industry standards and practices, and has demonstrated the ability to design qualitative and economic solutions to a myriad of challenges. He has designed the electrical on many relevant projects, such as the Mount St. Joseph Convent laundry relocation, Panhandle Cleaning & Restoration, Braxton County Senior Citizen Center renovations, Hope VI - Wheeling Heights, multiple Holiday Inn and Candlewood Suites hotels, etc.

 **Robert E. "Bob" Smith** is your **Construction Administrator (CA)**, who has a plethora of experience in contract management, project coordination, quality control and more. He has been a CA at McKinley & Associates since 2009. In addition, he has 23 years of direct supervisory experience, as well as 13 years of documented success as an Air Force Officer.

 **William A. Brake, P.E.** is a **Vice President** at SVA, and is a **Mechanical Engineer**. He has provided local engineering leadership to the wide variety of projects being undertaken in the rural Appalachian area of S.E. Ohio, West Virginia, and Pennsylvania. Understanding the needs, resources, and the culture of this area in order to plan, design, and implement successful solutions that result in win-win-win situations for owners, government entities, contractors, vendors, consultants, and communities.

 **Matthew Brake, P.E. LEED AP BD+C** is a **Mechanical Engineer** and a **LEED Accredited Professional** who designs solutions that are high performance, healthful, durable, affordable, and environmentally sound. He has provided building designs, structural designs, mechanical system designs, accessibility designs, and much more. He has also designed household septic system designs, RV Parks, and commercial onsite waste water treatment plants.

 **Douglas C. Brake, P.E.** will provide **Civil Engineering** services for work relating to water, sewer, and gas utilities. He has designed structures and municipal utilities, created working drawings for projects, and managed construction projects. Experience in design of water and wastewater treatment and distribution/collection systems. Design experience in commercial projects using noncombustible and fire rated building materials. Experience in reinforced concrete design.

 **Dana J. Indermuhle, P.E.** is an **Electrical Engineer** with experience in industrial and commercial power systems, controls, and energy management systems. Specializations in client communications, quality control, budget tracking, and project delivery. He has the ability to organize teams of Engineers and Construction Managers, has an understanding of Industrial Control Systems, and has a Passion for Energy Efficiency.

 **Kurt R. Indermuhle** is a **Civil Engineering Technician**, who has experience with AutoCAD Civil 3D, AutoCAD Drawing Revisions, Contour Restructure, Assisted Design Work, Surveying, Problem Solving, Light Construction and more.

Our Teams' portfolios include multiple relevant projects; examples of which you will see later in our proposal. No project is too large or small; we have designed projects ranging from a few thousand dollars to multi-million dollar projects.

(continued) "Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ..."

If our project Team is chosen for these projects; **they are available to start immediately upon our being selected, and will provide the necessary hours to complete your projects on time.** In addition to those team members; if your project expands, we can also attribute more professionals from our various trades: On staff, *McKinley & Associates* has 6 licensed Architects, 2 licensed Engineers, 1 licensed Interior Designer, 2 licensed LEED Accredited Professionals (who can add energy efficient "green" aspects into your project), 1 licensed Commissioning Process Provider, Construction Administrators, as well as architectural and engineering designers among other professionals. *Swiss Valley Associates* has additional engineers and designers in various fields, including mechanical (3 professionals), electrical (2), and civil (2); as well as a LEED Accredited Professional, and construction managers among other professionals.

Our **Philosophy** is to provide our clients with experienced leadership as well as state-of-the-art and innovative design expertise to accomplish the goals of your projects. Function, economics and versatility, in addition to the development of strong aesthetic appeal, are crucial elements in our design process. We also believe that enhancement of the physical environment in which each individual lives and works should add significantly to the enjoyment of life. Our firm has dedicated our professional skills to attain these goals.

McKinley & Associates is on the forefront of innovative design. **Sustainable Design** (whether it is LEED or any other type of Energy Efficient "Green" Building) is a fastly growing and supported philosophy. Buildings designed today will need to meet the demands of the future; McKinley & Associates identifies the changes necessary in the design of today and to meet these demands. This approach helps to retain the buildings' long-term profitability and value, which achieves the buildings' sustainability. We approach ecological design from a business perspective, offering proactive solutions to complex problems such as indoor air quality, energy efficiency, resource depletion, and water quality. With commercial and institutional project experience, the McKinley Team can provide sustainable design and construction guidance to your project. It is with this experience that we are able to bring insight to the design to retain and improve your long term value. *McKinley & Associates* has 2 **LEED Accredited Professionals** with a **Building Design and Construction specialty (LEED AP BD+C)** on staff, **which includes your Project Manager, Christina Schessler, AIA, LEED AP BD+C.** *Swiss Valley Associates* also has a **LEED Accredited Professional** with a **Building Design and Construction specialty** on staff: Matthew Brake, P.E., LEED AP BD+C.

Over the years, our firm has **won multiple local, State, and National awards and recognitions for our works.** Some of the Design Awards we have won are: West Virginia AIA Honor Award, 3 West Virginia AIA Merit Awards, West Virginia AIA Craftsmanship Award, 5 Placemaker Awards (Energy Efficient "Green" Design), Building of America - Gold Medal Green Building Award, Governor's Award for Historic Preservation, 2 Preservation Alliance of West Virginia - Heritage Tourism Awards, West Virginia Department of Environmental Protection - Clean Energy Environmental Award, 2 U.S. Department of Education Green Ribbon Schools, 2 WV Department of Education's West Virginia Sustainable Schools - Black Bear Award for the Highest Achievement, American School & University Magazine's Architectural Portfolio - Outstanding Design, Best Outdoor Lighting Design in Western Pennsylvania Area, Friends of Wheeling - Architectural Preservation Award, Wheeling Victorian Society - Property Improvement Award / Adaptive Reuse, Civitans Award - Grand Victorian Property Improvement Award, and the City Council & Mayor's Award for Preservation to name a few.



and



... references ...

We feel that the best way to demonstrate our strengths and leadership in design is by referring to our past and present clients. So that you don't only have to take our word for it; here is a list of references that we encourage you to call:

■■■ (Mount St. Joseph Convent Laundry relocation)
 Sister Marguerite O'Brien
 Sisters of St. Joseph
 137 Mount St. Joseph Rd
 Wheeling, WV 26003
 304/232-8160

■■■ (Panhandle Cleaning & Restoration)
 Mr. Bob Contraguerro, Jr.
 Panhandle Cleaning and Restoration
 42 38th Street
 Wheeling, WV 26003
 304/232-2321

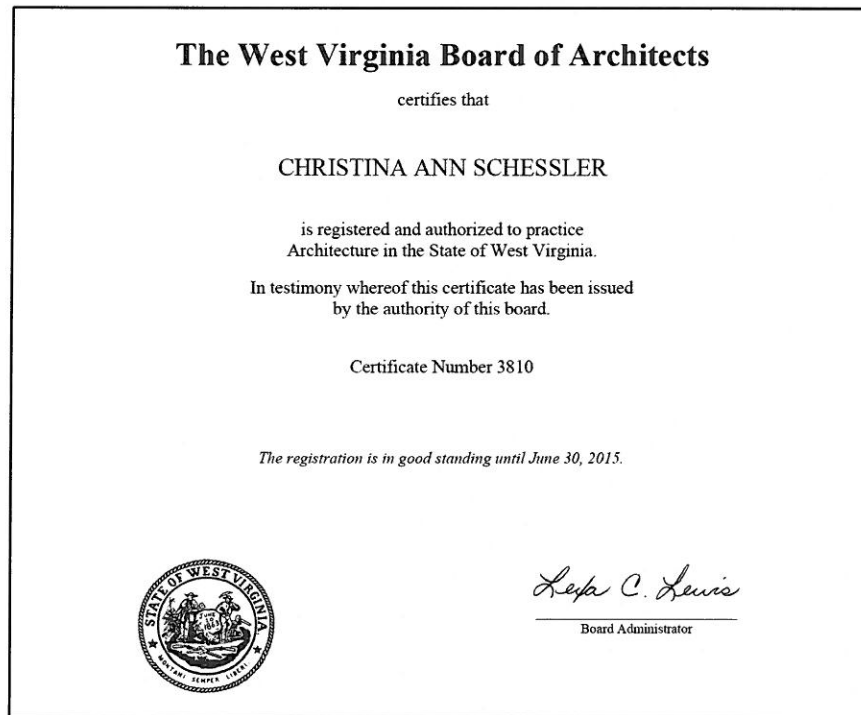
■■■ (multiple Holiday Inn Express & Suites)
 Mr. Gerry Hamerski
 Wheeling Hospitality, LLC
 250 Scott Avenue - Suite 205
 Morgantown, WV 26508
 304/284-9989



PROJECT LIST & REFERENCES				
Relocation of Park Laundry Facilities				
Project Name	Location	Name & Contact	Type of Project	Goals & Objectives
Blob's Suds "N" Duds Laundromat	Woodsfield, OH 43793	Brian Tomlin 740-472-1976	Commercial Laundry	Design economical public laundromat with new gas, electric, water, and sewer services.
Sonny's Campground Bath House	Sardis OH 43946	Guy Brown 740-483-1013	Campground Laundry Room	Design campground laundry and bathhouse facility elevated above the flood plain with an onsite waste water treatment system.
Monroe County Care Center	Woodsfield, OH 43793	Andrea Cullinan 740-472-0144	Nursing Home Laundry Room	Design new heating and cooling for washer and dryer rooms to provide climate control independent from the rest of the building.
Rittman Apostolic Christian Church	Rittman, OH 44270	Jim Rufener 330-925-5662	Utilities for Commercial Building	Design large addition to existing church with a new private water well, septic treatment system, and storm water detention.

... copies of any staff certifications or degrees applicable to this project ...


- Christina Schessler, AIA, LEED AP BD+C (*your project manager / Architect / LEED Accredited Professional*) has a Bachelor of Architecture from The Pennsylvania State University (1986) and has a Masters in Historic Preservation from the Savannah College of Art & Design (2012). She is a Registered Architect in Ohio, Pennsylvania, Virginia and West Virginia. She received her National Board Certification (NCARB) Certificate in 2005. She is a member of The American Institute of Architects (AIA), US Green Building Council (*LEED AP BD+C*), City of Wheeling - Building Codes Board of Appeals, Preservation Alliance of West Virginia, and The Association for Preservation Technology International. She is also a Former Member, Board of Director, & Treasurer of The Midwife Center for Birth & Women's Health in Pittsburgh, PA. Included is a copy of Christina's Registration & Authorization Certificate to provide Architectural Services in West Virginia (Certificate Number 3810):





- Tim E. Mizer, PE, RA, QCxP (*your lead Engineer - Architectural/Mechanical*) has a B.S. Architectural Engineering from Kansas State University (1983) and a degree in Architecture from the University of Cincinnati. He is a Registered Professional Engineer (PE) in Ohio and West Virginia, as well as a Registered Architect (RA) in Ohio. Furthermore, he is also a Qualified Commissioning Process Provider (QCxP - *as a QCxP, Tim has been formally trained to fully understand how integrated HVAC systems function and how systems interface with others to run your buildings efficiently*). His West Virginia State Board of Registration for Professional Engineers license number is WV PE # 013169.


- Darren S. Duskey, PE (*your Electrical Engineer*) has a B.S. Electrical Engineer from The Ohio State University (1993) and had Graduate courses in Engineering from Marshall University. He is a Registered Professional Engineer in Ohio, Pennsylvania, and West Virginia. His West Virginia State Board of Registration for Professional Engineers license number is WV PE # 015507.


... (continued) copies of any staff certifications or degrees applicable to this project ...


 Robert E. Smith (*your construction administrator*) has a B.S. Behavioral Science / Human Factors Engineering from the United States Air Force Academy (1983), as well as an M.S. Industrial Engineering from the University of Pittsburgh (1989).

 William A. Brake, P.E. (*Mechanical Engineer*) received a B.S. Mechanical Engineering from the University of Akron (1970), completed a pre-engineering program at Kent State University (1965-1967), and his continuing education seminars include: automated mapping, supervisory and management training, wastewater systems for small communities, and OhioEPA wastewater reuse seminar. Recent emphasis on Plumbing, HVAC design certification, Building Management Systems, and Energy Calculation Software for Green Building design, LEED Certification, and general energy conservation. He is a professional member of the National Society of Professional Engineers, West Virginia Society of Professional Engineers, and the American Water Works Association. He is a Professional Engineer in the States of Ohio (#E-51790) and West Virginia (#015714).

 Matthew Brake, P.E., LEED AP BD+C (*Mechanical Engineer / LEED Accredited Professional*) has a Bachelor's of Science in Mechanical Engineering from the University of Akron (2001). He is a Professional Engineer in the State of Ohio (#66940). He also has an Ohio Plumbing Contractor's License (#46957), is a LEED AP Building Design & Construction (#10268075), as well as a member of AISC - American Institute of Steel Construction.

 Douglas C. Brake, P.E. (*Civil Engineering*) has a B.S. Mechanical Engineering from The University of Akron (2007). He is a Professional Engineer in the State of Ohio (#PE76792).

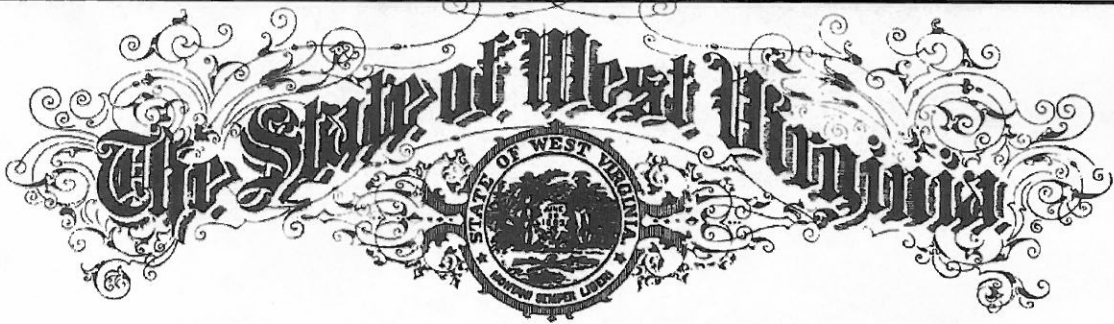
 Dana J. Indermuhle, P.E. (*Electrical Engineer*) has a B.S. Electrical Engineering from the University of Akron (1995). He is Wonderware Level II Certified. He is a Professional Engineer in the States of Ohio (#66940) and Pennsylvania (#PE072006). He is also a Licensed Electrician in the States of Ohio and West Virginia.

 Kurt R. Indermuhle (*Civil Engineering Technician*) received an Associates Degree in Civil Engineering from Belmont College (2012), as well as a Bachelor of Science in Civil Engineering Technology from Fairmont State University (2103).

In addition to your Christina's license (your Project Manager - license seen on the prior page), we can also provide more copies of certifications/degrees/licenses of other Professionals if you wish to see them.

We have also included a copy of SVA's project leader's (William A.Brake, P.E.) license from the West Virginia State Board of Registration for Professional Engineers on the following page.

Moreover, copies of McKinley's various licenses are found on the following pages.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting
Know Ye That The State Board of Registration for Professional Engineers,
of the State of West Virginia, reposing special confidence in
the Intelligence, Integrity and Discretion of

William A. Brake

Does, IN PURSUANCE OF AUTHORITY VESTED IN IT
by law, hereby certify that he, having submitted
satisfactory evidence, of his ability and experience, is a
REGISTERED PROFESSIONAL ENGINEER

Registration Number 15714

To Hold and use such title in the practice of his profession,
subject to the conditions prescribed by law.



Given under the hand and the Seal
of the Board at the Capitol in the
City of Charleston,
This 22nd day of September
in the year of our Lord 2003
and of the State
the One Hundred Fortieth

Members of the Board

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]



CERTIFICATE

I, Ken Hechler, Secretary of State of the State of West Virginia, hereby certify that

by the provisions of Chapter 31, Article 1, Sections 27 and 28 of the West Virginia Code, the Articles of Incorporation of

McKINLEY & ASSOCIATES, INC.

conform to law and are filed in my office. I therefore declare the organization to be a Corporation for the purposes set forth in its Articles, with the right of perpetual existence, and I issue this

CERTIFICATE OF INCORPORATION

to which I have attached a duplicate original of the Articles of Incorporation.

Given under my hand and the Great Seal of the State of West Virginia, on this

FIFTEENTH day of
DECEMBER 19 89

Ken Hechler

Secretary of State.



**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**MCKINLEY & ASSOCIATES INC
32 20TH ST
WHEELING, WV 26003-3750**

BUSINESS REGISTRATION ACCOUNT NUMBER: **1040-9524**

This certificate is issued on: **06/28/2011**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.
This certificate shall be permanent until cessation of the business for which the certificate of registration
was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new
certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of
this certificate displayed at every job site within West Virginia.

atl.006 v.4
L0539442304

CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers
having verified the person in responsible charge is registered in
West Virginia as a professional engineer for the noted firm, hereby certifies*

MCKINLEY & ASSOCIATES, INC.
C00366-00

Engineer in Responsible Charge: TIM MIZER - WV PE 013169

*has complied with section §30-13-17 of the West Virginia Code governing
the issuance of a Certificate of Authorization. The Board hereby notifies you of its
certification with issuance of this Certification of Authorization for the period of:*

July 1, 2014 - June 30, 2015

providing for the practice of engineering services in the State of West Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA
UNDER ITS SEAL AND SIGNED BY THE PRESIDENT OF SAID BOARD.

BOARD PRESIDENT

... proposed staffing plan ...

The work to be performed by your design team is very clear; to evaluate, prioritize and design within budget to meet the needs of the West Virginia Division of Natural Resources for the relocation of your Pipestem Resort State Park Laundry Facilities. In the past 33 years we have experience with laundry projects in multiple sectors of business, and have renovated numerous buildings while occupied (to minimize disruption to concurrent operation of the facilities); examples of which you will see in the next section.

With Swiss Valley Associates on our Team, we will provide you with all the services needed to make this project a success. SVA will provide civil, mechanical, and electrical engineering services to evaluate the options for relocation of the laundry facilities, create existing drawings of the utilities, and prepare specifications, drawings, and bid packages for the project. Matthew Brake P.E. will schedule the work and coordinate between the engineering disciplines. Dana Indermuhle, P.E. will lead the SVA electrical engineering team. Doug Brake P.E. will provide Civil Engineering services for work relating to water, sewer, and gas utilities, and Kurt Indermuhle will perform the engineering survey of the property.

You will see in the submittal that the McKinley/SVA Team has included several professionals to handle all aspects of the RFP. We are available to start immediately upon our being selected, and our Team is available to dedicate the necessary effort and hours to complete your project on time. We know our Team possesses the required expertise to address all facets of your project. We believe our strength lies in the quality of the people we employ. Our seasoned staff has an unsurpassed knowledge of the business and the dedication it takes to make each project a success. All of our project managers, Engineers and Architects, write their own specifications for a project. By doing so, the specifications are written for - and pertinent to - only your project.

Our approach to design requires a dialog with the owners and the end users of the facility. Throughout the design process, we can hold design workshops at the discretion of the Owner to get the critical information needed to achieve a design that meets your needs and budget. The most important element of the entire process becomes **communication from you** to our designers. We use and welcome your input throughout the project. We continually achieve success in projects by maintaining time and cost management, quality control and excellent communication amongst the client and contractors. We can and will perform for you on time and within your budget. The way that we have historically achieved success with ANY construction project is by understanding fully the needs pertinent to the project by reviewing with the building Owner as early on as possible. Initial meetings with the users and staff will incorporate references to the standard with the object goal of determining budget, design and logistical priorities for the project.

Our Eleven Month Walk-Through is a process where our professionals return to your facility eleven months after the project is completed. At that time they review all the work that was completed and check all warranties. We are making sure all of the covered work is in order and that the warranties do not expire with equipment or product not working properly. We have been doing this for 17 years which has now been adopted as an AIA 101 Standard. We also conduct Post Occupancy Evaluations with the Owner to find out how well we matched the Owners' needs.

With our previous experience on multiple relevant projects (a few examples are seen on the following pages); our vast experience with codes; and our great working relationship with various state agencies; we are confident that we have the talent and technology needed to make this successful.

... Descriptions of past projects completed entailing the location of the project, project manager name and contact information, type of project, and what the project goals and objectives were and how they were met."

Mount St. Joseph Convent Addition and Renovations

Location: Wheeling, West Virginia

Contact: Sister Marguerite O'Brien
Sisters of St. Joseph
137 Mount St. Joseph Rd
Wheeling, WV 26003
304/232-8160

Type of Project: Laundry Room Addition / Elevator Addition / Building Renovations

Project Description, Goals, and Objectives: The Mount St. Joseph Convent is a five story, 74,434 SF building that provides all living accommodations on site. In addition to upstairs individual apartments designed for independent living, the facility includes a floor dedicated to full nursing care and a floor especially for assisted (limited or select services) living accommodations.

Because the building was continually occupied, it was necessary to complete the entire



renovation and additions while the building remained fully operational. Renovations and additions were completed in multiple phases. We renovated the apartments, **added the laundry services space addition (a similar scope to your project)**, and improved the 100 seat formal dining room. A complete commercial kitchen, a social hall, a library, a hair salon, chapel and an exercise space were also upgraded **while the building was fully occupied.** Except for non-public service entrances and mechanical spaces, we upgraded the building to be fully ADA accessible. This includes a main entry vestibule, increased door

sizes, new ramps and associated concrete pads, and more. Modern infrastructure was installed to accommodate state of the art video conferencing equipment in the main conference room, dining room and social hall; the meeting rooms and private apartments are now available for visiting lecturers and seminars. There is new HVAC, ductwork, piping, acoustic tile ceiling with high efficiency dual switch lights, electrical upgrades, and much more.

The building is listed on the National Register of Historic Places, so special considerations were used to preserve the historic nature of the building. **When the new laundry room was added on to the rear of the Convent; it was important to design the addition's exterior to complement the existing historic masonry.**

This Laundry Addition was a 2,618 SF addition. The equipment included 2 commercial washers, 3 residential washers, 2 commercial dryers, and 3 residential dryers. One 3-bowl sink, folding tables and storage facilities were also provided. The space is completely handicapped accessible and directly below the living quarters of the residents. Extra power (hook-ups) and plumbing line provisions were made for future equipment purchases. There is also an office for personnel to assist residents when needed.

(continued) Mount St. Joseph Convent Addition and Renovations

ROOM FINISH LEGEND														
FINISH	KEY	DESCRIPTION	FINISH	KEY	DESCRIPTION	FINISH	KEY	DESCRIPTION	FINISH	KEY	DESCRIPTION	FINISH	KEY	DESCRIPTION
1	1	PAINT	2	2	CEILING	3	3	CEILING	4	4	CEILING	5	5	CEILING
6	6	CEILING	7	7	CEILING	8	8	CEILING	9	9	CEILING	10	10	CEILING
11	11	CEILING	12	12	CEILING	13	13	CEILING	14	14	CEILING	15	15	CEILING

ROOM FINISH KEY														
ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION
101	1	PAINT	102	1	PAINT	103	1	PAINT	104	1	PAINT	105	1	PAINT
106	1	PAINT	107	1	PAINT	108	1	PAINT	109	1	PAINT	110	1	PAINT

LAUNDRY DOOR AND FRAME SCHEDULE												
ROOM NO.	DOOR NO.	TYPE	FINISH	FRAME	FINISH	GLASS	FINISH	GLASS	FINISH	GLASS	FINISH	GLASS
101	1	SWING	1	1	1	1	1	1	1	1	1	1
102	2	GLASS	1	1	1	1	1	1	1	1	1	1

BASE BID LAUNDRY ROOM FINISH SCHEDULE														
ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION
101	1	PAINT	102	1	PAINT	103	1	PAINT	104	1	PAINT	105	1	PAINT

ADD ALT LAUNDRY ROOM FINISH SCHEDULE														
ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION	ROOM NO.	FINISH KEY	DESCRIPTION
101	1	PAINT	102	1	PAINT	103	1	PAINT	104	1	PAINT	105	1	PAINT

ACCESS CONTROL NOTES:

1. SEE PLAN FOR ACCESS CONTROL SYSTEM.
2. SEE PLAN FOR ACCESS CONTROL SYSTEM.
3. SEE PLAN FOR ACCESS CONTROL SYSTEM.
4. SEE PLAN FOR ACCESS CONTROL SYSTEM.
5. SEE PLAN FOR ACCESS CONTROL SYSTEM.

SECTION 1: DOOR DETAIL

SECTION 2: WINDOW DETAIL

SECTION 3: CEILING DETAIL

SECTION 4: WALL DETAIL

SECTION 5: FLOOR DETAIL

FIRE MARSHAL REVIEW LAUNDRY DOCS RE-ISSUED 12-05-08

MCKINLEY & ASSOCIATES
ARCHITECTS / ENGINEERS / INTERIOR DESIGN

THE MARPLE CLINTH / SUITE 100
3001 W. 17th STREET / CHARLES CITY, WEST VIRGINIA 26033
P (304) 233-6140 F (304) 233-4613 E-MAIL: MCKINLEY@VASSOC.COM

LAUNDRY ADDITION SCH 101
CONVENT REMODEL
SISTERS OF ST. JOSEPH
WHEELING, WEST VIRGINIA 26003



Panhandle Cleaning & Restoration

Location: Triadelphia, West Virginia

Contact: Mr. Bob Contraguero, Jr.

Panhandle Cleaning and Restoration

42 38th Street

Wheeling, WV 26003

304/232-2321

Type of Project: Various Laundry & Cleaning Rooms / New Warehouse & Office Building

Project Description, Goals, and Objectives: Panhandle Cleaning & Restoration (*Panhandle* or *PC&R*) invested \$3.5 million in a new prefabricated metal building. The exterior measures 130'x200', **which includes a 6,400 SF 2-story mezzanine within the structure for administration and operations**, providing 32,000 total warehouse square feet. The exterior walls are finished with masonry infill and metal siding. Interior space varies between 20' - 30' clear of the metal structure. The free-standing masonry area with a conventionally framed platform above it provides an additional storage area enabling the Owner to take advantage of the 2 ½ story clear height along one end of the warehouse. There are multiple bays and loading docks around this structure. An additional prefabricated 8,600 SF, 2-story office building is attached to the warehouse along the high side of the warehouse.

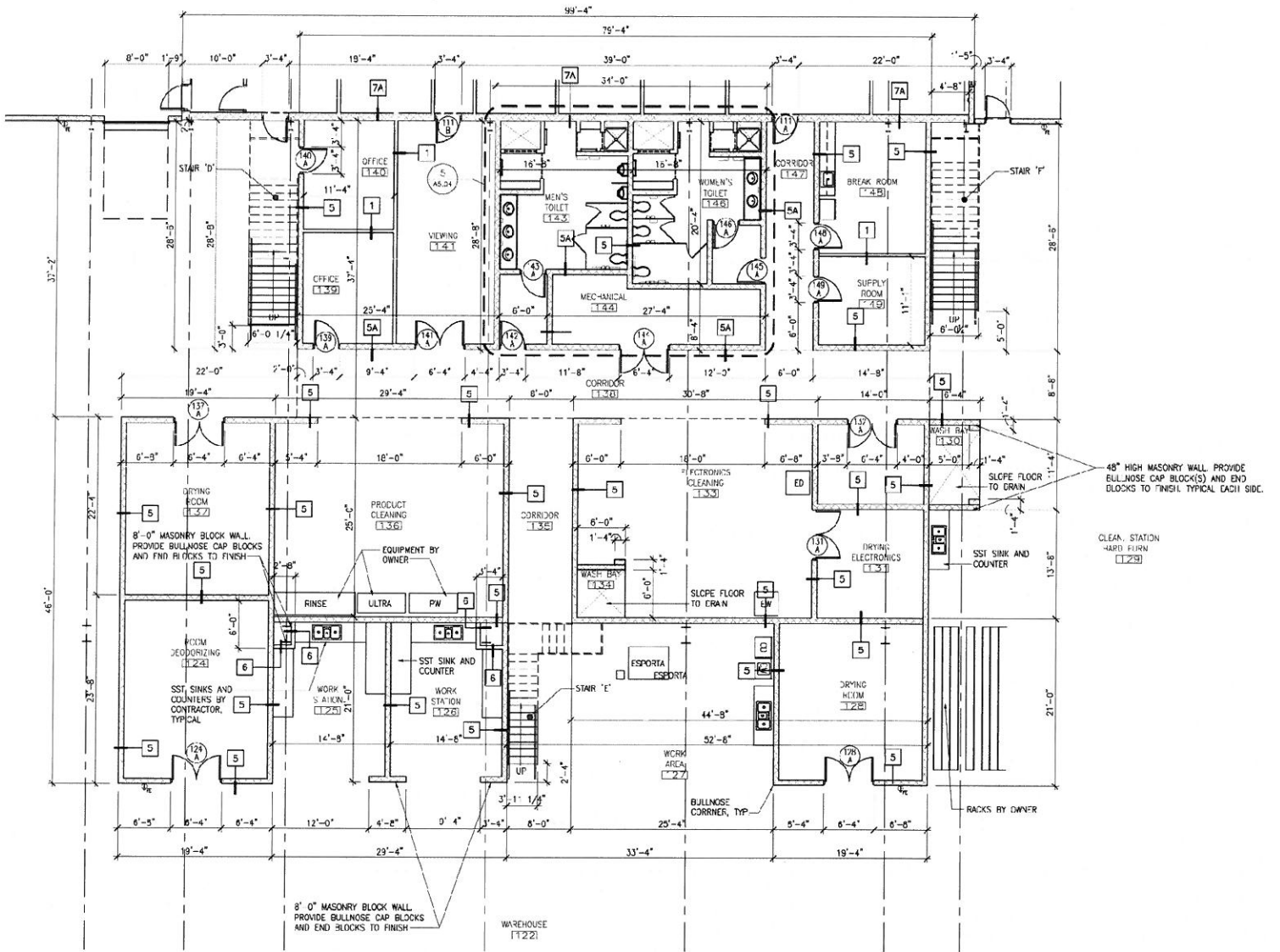
Panhandle provides 24-hour emergency disaster clean-up services and therefore required some special plumbing and mechanical systems: a separate de-ionizing water system, fully exhausted ozone decontamination rooms and electronic equipment drying areas were engineered into the warehouse space. The first floor of the mezzanine is the "Contents Processing Facility" (*enlarged plan seen on following page*) where the main "cleaning and restoration" takes place. This is broken into multiple rooms, and many have similar specialized components and considerations we had to design for, like your Laundry facility might have, including **Laundry Room** [*which includes: washing machine; commercial dryer; sink with drain board; hot and cold water supply; drains per code; de-ionized (DI) water supply; & compressed air*], **Esporta Station** [*Esporta Wash System (more information seen below); commercial washer with 75lb capacity; 2 commercial dryers with 75lb capacity; hot and cold water supply; direct 3" drain per code; & 240v 30a 3 phase/direct*], **Ultrasonic Station** (*hot water supply at pre-wash and Ultrasonic unit; hot and cold water supply at rinse station; DI water supply and compressed air at rinse station; drains per code to floor sink; & electrical needs per manufacturer specs and local code*), **Electronics Dis-Assembly/Cleaning Area** [*cold water supply at Electronics Wash Unit (EWU); electrical for EWU per manufacturer and local code; electrical outlets at workbench; drains per code and manufacturers specs to floor sink, compressed air, & DI water supply at EWU*], **Electronics Re-Assembly Area** (*electrical for Electronics Drying Chamber per manufacturer and local code; electrical outlets at workbench; & compressed air*), **Mechanical** [*cold water supply; hot water tank; air compressor; DI water system (PEX pipe); & electrical (compressor, DI, WH)*], **Wash Bay** (*hot and cold water supply; DI water supply; compressed air; hose-compatible faucet; & floor drain*), and **2 U-Shaped Stations** (*each has a 3-bowl SS sink 90" long; 110 V GFI protected electrical outlet @ counter level on each side; hot and cold water supply; DI water supply; compressed air on left side; drains per code to floor sink; trench drain; & drain vac*). Some of these areas have other specialized considerations, such as workbenches, various countertop heights, roller conveyors, rinse stations, cabinets and drawers, stools, tables, shelving, mobile rolling racks, sinks, additional electrical outlets, datalines, wireless internet access, phone, and intercom to name a few.

The Esporta Wash System is more than just a washing machine; it represents one of the most significant breakthroughs in cleaning technology in the last 75 years. This innovative washing system uses a patented system of hydraulic pressure combined with a specific blend of detergents to effectively disinfect clothing/uniforms, other soft contents, personal protective gear and all types of sports equipment. This cleans, sanitizes, and restores up to 160lbs of laundry in a single wash load.

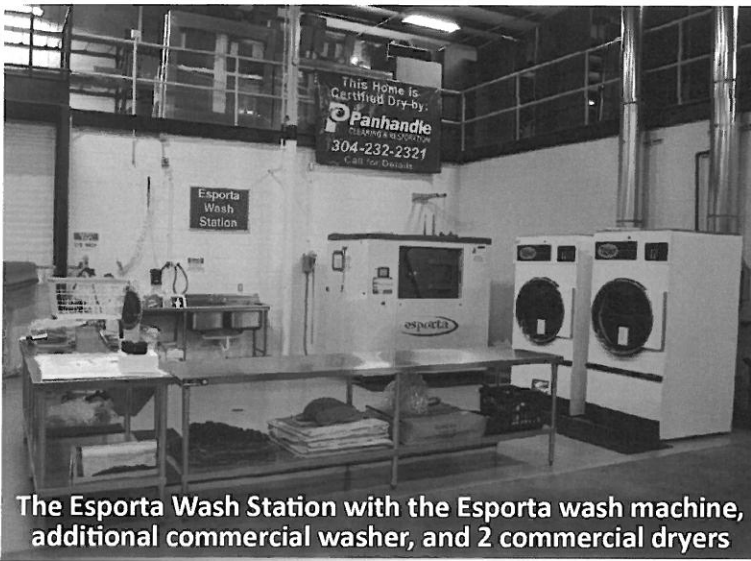


**McKINLEY &
ASSOCIATES**

(continued) Panhandle Cleaning & Restoration



1 ENLARGED FACILITY PLAN
1/8\"/>



The Esporta Wash Station with the Esporta wash machine, additional commercial washer, and 2 commercial dryers



A PC&R customer's wardrobe in the content cleaning facility: Cleaned, Pressed, Bagged and ready to be delivered

Holiday Inn Express & Suites

Location: Triadelphia, West Virginia (and in MD, OH, PA, and WV)

Contact: Mr. Gerry Hamerski
Wheeling Hospitality, LLC
250 Scott Avenue
Suite 205
Morgantown, WV 26508
304/284-9989

Type of Project: Hospitality / Commercial Laundry Room / Residential Laundry Room

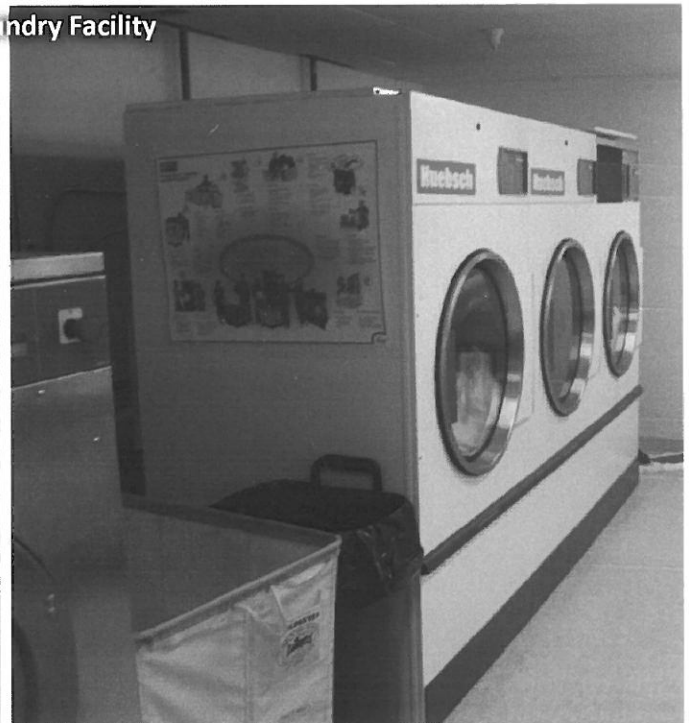
Project Description, Goals, and Objectives: A 54,636 SF Holiday Inn Express & Suites was recently completed in The Highlands development in Triadelphia, West Virginia, located on the east-bound side of I-70 near the Robinson and Straub auto dealerships. **Their Laundry and Housekeeping Services includes laundry, dry cleaning pickup, on-site guest self-laundry facility (washer/dryer), daily housekeeping, and weekly housekeeping services.** This three-story hotel consists of 87 units with a lobby, pool building, and entrance canopy. There is a maximum occupancy of 684. The primary structure is wood framed except for several structural steel transfer beams. The 21,108 SF first floor, in addition to the pool building and 17 units, also consists of a 2,700 SF office/employee break room/laundry area, a **guest laundry room**, a large meeting room, and a great room/breakfast room/lobby. The second and third floors are both 16,764 SF, and both consist of 35 units. **These upper floors have a laundry chute leading to the main laundry room.**

This building has a house-keeping main laundry facility comprised of 2 commercial washers with an automated detergent system (seen on the following page), and 3 commercial dryers. These projects were constructed by the Owner/Contractor who were quite content with our design and contract fee, thus leading to continued teaming. The guest laundry room is a self-use facility, designed for 2 residential washers, 2 residential dryers, and folding tables.

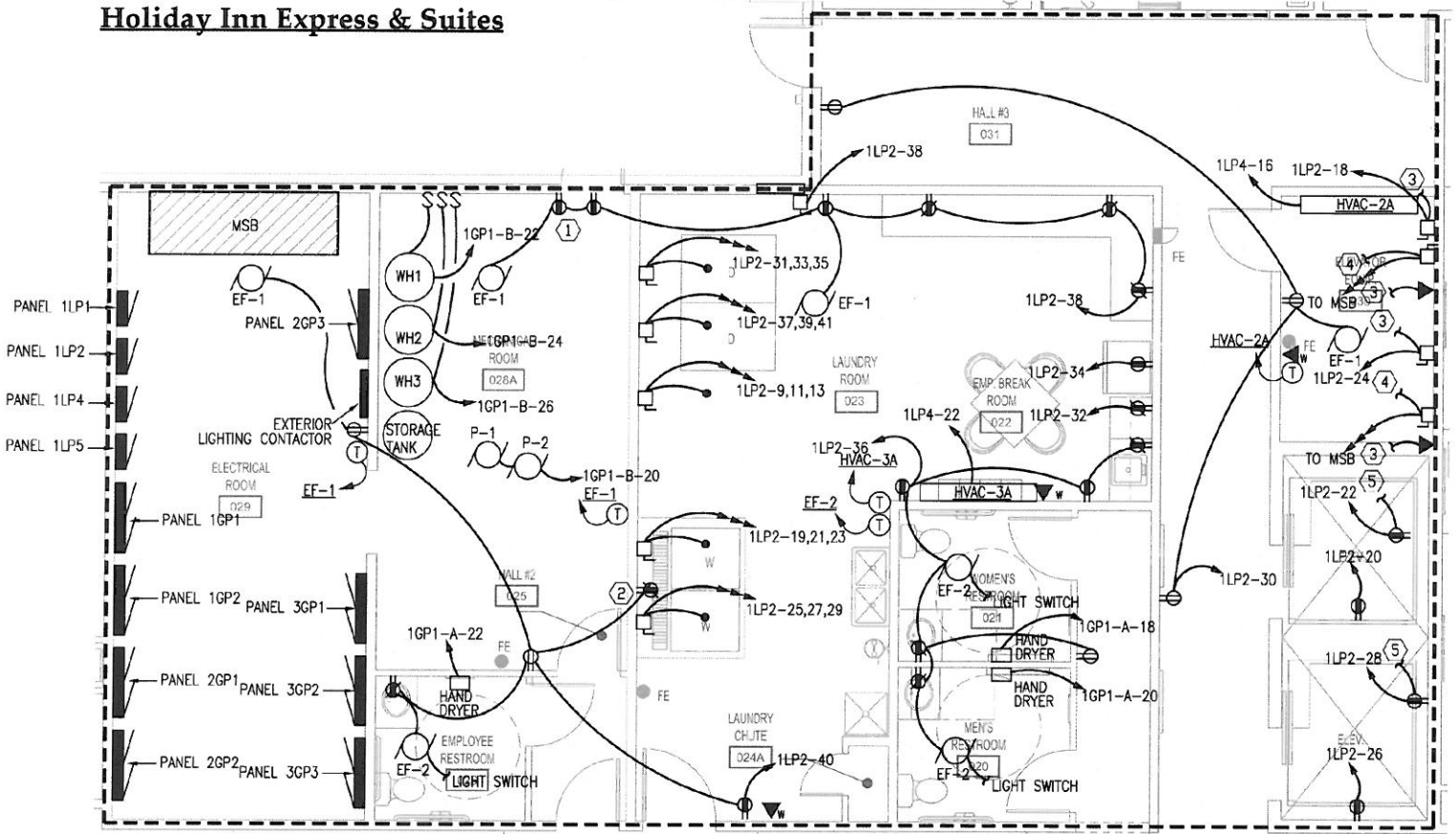
This project has lead to subsequent projects, and we currently are designing and/or in construction of more Holiday Inn Express hotels in Washington, Pennsylvania, Cambridge, Ohio, Cumberland, Maryland and more. **For these projects, the Owner performed the construction work.**



Main Laundry Facility



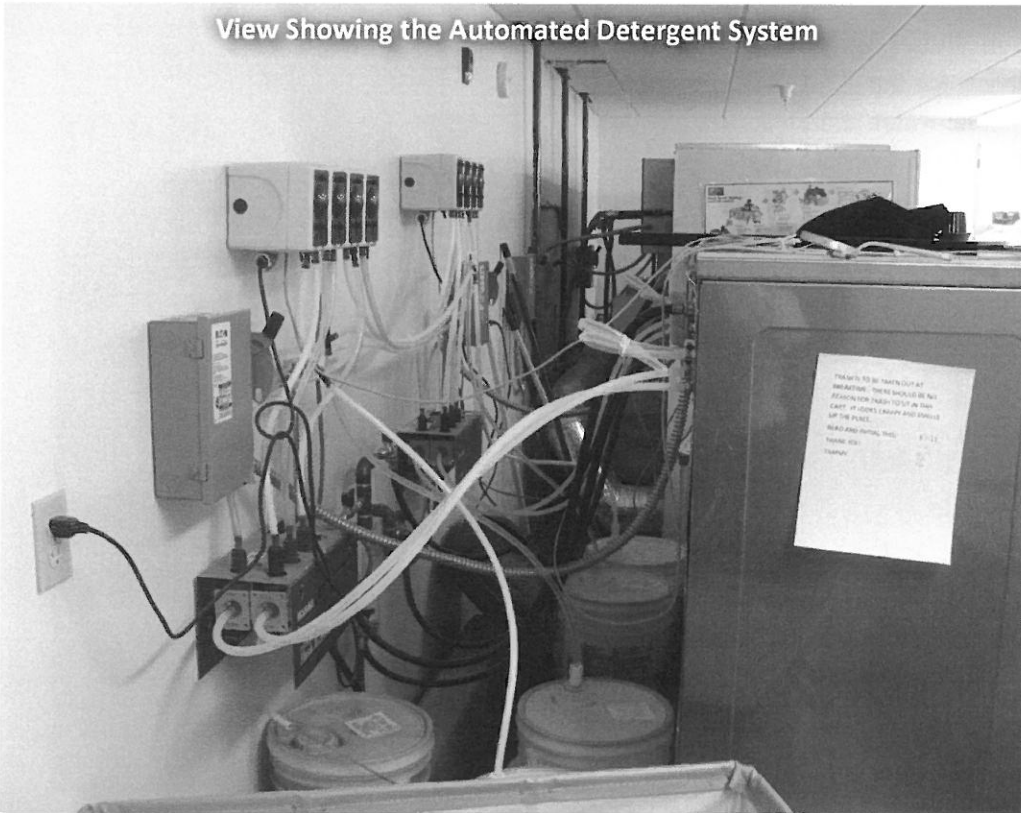
Holiday Inn Express & Suites



2 FIRST FLOOR PLAN AREA "B" - POWER & SYSTEMS
 SCALE: 3/16" = 1'-0"



View Showing the Automated Detergent System



Guest Laundry Room (self-use facility)

Blob's Suds "N" Duds Laundromat



Swiss Valley Associates designed and constructed a *Laundromat* in Woodsfield, Ohio. The utilities include gas for the dryers and building heat, public water and sewer, and an electrical service.

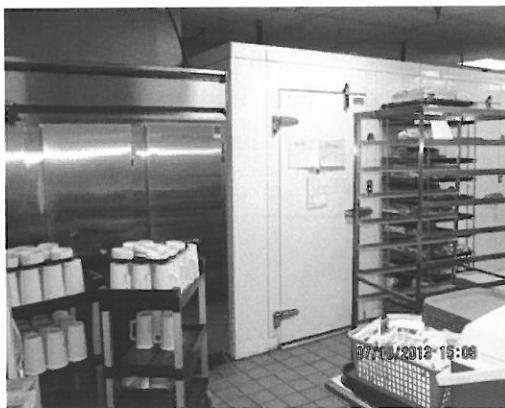


Sonny's Campground Bath House



Swiss Valley Associates designed and constructed a bathhouse with laundry facilities for Sonny's Campground. The bathhouse is connected to public water and has an onsite waste water treatment system.

Monroe County Care Center

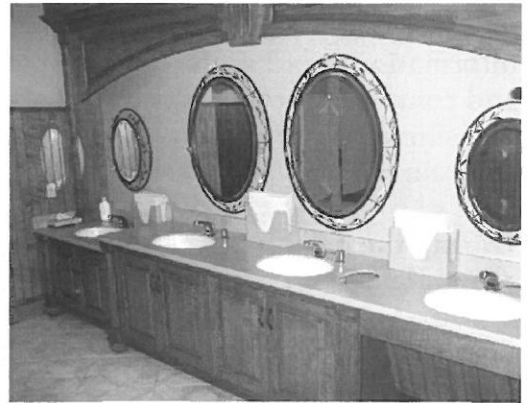


The Monroe County Care Center is a 60 bed Medicaid/Medicare nursing facility providing professional rehabilitation and nursing services. The Care Center has contracted with Swiss Valley Associates on numerous projects to provide design assistance with maintenance and replacement of equipment. When the HVAC was replaced in the kitchen, dining room, and laundry rooms, Swiss Valley Associates designed a VRF (Variable Refrigerant Flow) HVAC system for the laundry rooms. This allows independent temperature control for each room and is separate from the large air handlers serving the kitchen and dining room.

Rittman Apostolic Christian Church



Kitchens



Lavatories



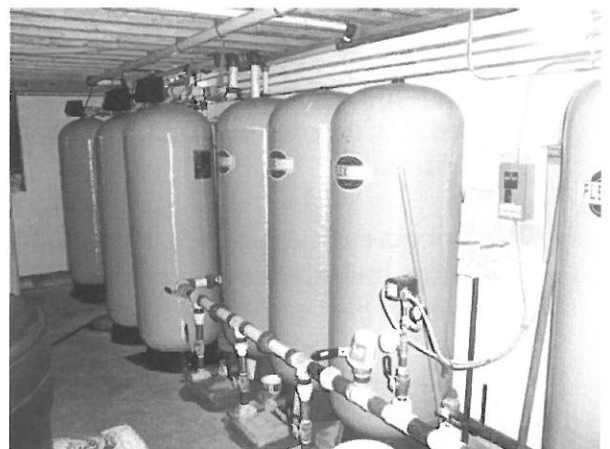
Lavatories



Urinals



Water Closets



Water Treatment Systems

3.1. a. The successful firm or team must demonstrate a clear procedure for communication with the owner during all phases of the project.

To start your project, a **kickoff meeting will be held with all pertaining Owners representatives** along with all the design professionals. From this meeting the Owners Project Requirements will be defined and documented, to be used as a guideline through the design phase. We will use this information to aid in the design of the project. The project begins with this initial project activity and continues through document submissions, construction and owner occupancy. The longevity and size of the firm and our history of success completing projects of all kinds is founded upon our commitment to the schedule.

During the design phases, we hold weekly meetings to discuss your project, the budget, schedule and quality assurance. We provide Documented Minutes of all of our meetings and encourage the Owner to participate in as many of these meetings as possible. Also during the design phases, all needed personnel become fully versed in the Client's program, project requirements and design standards. The design team is responsible for identifying for the Client any potential conflicts between program criteria and design standards and resolving those conflicts **to the client's satisfaction.**

As the schematic/concept plans are developed, your Project Manager (Christina Schessler) will present the plans for review and comments to a plan group depending on the nature of the work; e.g. architects critiquing the architecture and engineers commenting on the engineering. Once a consensus is reached, the plans advance in the process.

Prior to the completion of each phase, a set of project documents is issued to each discipline for coordination, cross-checking and review. The following items are checked at that time: Drawings and specifications for program compliance; Drawings and specifications for internal coordination; Cost effectiveness of the design; Drawing accuracy; and Compliance with appropriate codes and client standards.

After coordination check corrections are completed, Ms. Schessler will review the documents and compare the completed documents with check prints to verify that corrections have been made in accordance with the project design criteria.

During the subsequent phases of design, all items are checked by persons other than those performing the daily design work in order to provide fresh insight. Prior to the final release of the documents, revisions are checked by the Project Manager and appropriately referenced on the drawings. **Copies of the final documents will be distributed to you for final review and approval.** Comments are incorporated into the documents prior to issuance for bidding and construction.

Bid documents are issued after a final check to verify that all bid packages have current revisions included and are appropriately identified. Bid sets are numbered and registered to bidders so that each bidder may be kept informed of clarifications and addenda.

During the construction, the processing of shop drawings and submittals will be controlled and monitored by the Project Manager. The standard turnaround for the receipt, logging, review and return of submittals is 10 working days. Complicated or specialized submittals may require additional time. Urgent items can often be expedited to satisfy the construction schedule.

3.1. b. The successful firm or team must demonstrate a history of projects that met the owner's budget and a clear plan to insure the project can be constructed within the project budget. This plan must be described in detail.

For control of costs; the work to be performed by your design team is very clear; to evaluate, prioritize and design within budget and schedule to meet the needs of the Division of Natural Resources. This team is an "In-House" team that works together everyday and has done most of the projects here as a group. These team members have been working up to seventeen years together at McKinley & Associates. Our "in-house" Architects/Engineers work together everyday, which gives us the ability to develop quality documents that an exclusively architectural firm cannot match. We continually achieve success in projects by maintaining time and cost management, quality control and excellent communication amongst the client and contractors. Quality control at McKinley & Associates, Inc. is a constant process which begins with the initial project activity and continues through document submissions, construction and owner occupancy. The longevity and size of the firm and our history of success completing complex and innovative projects is founded upon our commitment to this process.

In addition, our Construction Administrators (CA) have an extra responsibility than what most firms' CAs have; our CAs are a part of the design process from Day 1 (they are not thrown into the project only when construction starts; they are here from the beginning), so they know the ins-and-outs of the project. Your CA, Bob Smith, has an important role as being the liaison between the Owner, Contractor, and Engineer/Architect. **The primary objective of this service is to ensure completion of work the way the client wants it - as scheduled and as budgeted.** Mr. Smith will evaluate the quality of the work to verify that it meets the level required by clients; in addition, he will monitor the contractor's progress to ensure that they are following the Construction Documents. He will observe the construction progress, is responsible for all construction meetings and minutes, and will verify pay application and change orders.

Our ability to design within budget is shown in the following, which represent some of our recently bid projects:

PROJECT	BUDGET	ACTUAL	DIFFERENCE	+ / -
WV State Office Building in Weirton	\$4,291,000	\$4,083,000	\$208,000	-5.09%
Wheeling YMCA	\$2,200,000	\$2,100,000	\$100,000	-4.76%
Maxwell Centre	\$1,800,000	\$1,734,000	\$66,000	-3.81%
WV Northern Comm. College - B&O Building	\$1,200,000	\$1,194,000	\$6,000	-0.50%
WV Northern Comm. College - Ed Center	\$7,900,000	\$6,850,000	\$1,050,000	-15.33%
West Virginia University - Colson Hall Office Bldg	\$5,400,000	\$5,500,000	\$100,000	+1.85%
WVU Institute of Technology - Maclin Hall Dorm	\$6,150,283	\$5,954,125	\$196,158	-3.19%
Boone Co. Schools - Brookview Elementary	\$1,599,366	\$1,581,346	\$18,020	-1.13%
Hancock Co. Schools - Oak Glen Middle	\$11,000,000	\$11,260,000	\$260,000	+2.36%
Marshall Co. Schools - Central Elementary	\$3,037,000	\$3,017,000	\$20,000	-0.66%
Wood Co. Schools - Parkersburg South High	\$23,340,807	\$23,022,544	\$318,263	-1.36%
Wood Co. Schools - Williamstown High	\$11,635,000	\$11,253,000	\$382,000	-3.39%

The Hancock County School Bond Project's total budget is \$56,000,000. This is wrapping up, and the entire Bond work is currently less than 1% in total change orders!

One of the Hancock Bond projects is the New \$26.5 million Weirton Elementary School, which has only one-third of 1% in total change orders!

3.1. c. The successful firm or team must demonstrate competent and acceptable experience in all expected professional disciplines necessary for the design and completion of the project.

We know our Team possesses the required expertise to address all facets of your included project. With Swiss Valley Associates on our Team, we will provide you with all the disciplines and services needed to make this project a success. The experience of your Team members is seen in their write-ups at the start of our submittal, along with the project sheets we included.

We are confident we can meet your program requirements. We have worked with owners in many different sectors of business and have been able to comply with their various requirements and standards, including Federal Agencies such as the NPS, EPA, USPS, DOD, FAA, and HUD, and also State Agencies such as West Virginia State Police, WVARNG, West Virginia University, Marshall University, West Virginia School Building Authority, DOE, and the Department of Culture & History. We are able to respond to their needs, and we are certain that we are able to respond to all of your needs as well.

You appropriately recognize how codes, and state / federal regulations are important to a successful project. Our professional's design within these codes daily, as our practice is and remains a West Virginia practice and we are dedicated more than ever to the state in which we live. All documents will be prepared with the current WV State Building Code and WV State Fire Code as well as all State and Federal Codes, Regulations, and Ordinances. We are members of many organizations, and follow their standards, such as NFPA, CEFPI, AWI, WVEDC, AIA, NCARB, ASCE, ASPE, BOCA, ASHRAE, and ACI International.

We have experience with moving laundry facilities from a present location to another location.

We have experience evaluating several potential locations - each with different architectural and infrastructure requirements and associated costs - reviewing all sites and their related costs with the Owner, and agreeing on a location to proceed.

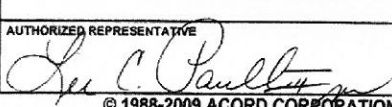
We have experience with building design, and have completed multiple projects where the Owner performed some of the work.

We have worked on many projects where we had to communicate effectively with the Owner to implement a plan to minimize disruption while simultaneously keeping facility in operation.

We have worked with Owners to design to their needs, objectives, current law, and current code; while following the plan to design and execute the project within the project budget.

We provide Construction Contract Administration Services with competent professionals that insures the project is constructed and functions as designed.

Per your request on the "General Terms and Conditions" Part 8 "Required Documents," on the following pages you will see copies of our various Insurance Coverages, including General Liability and Automobile Liability (on this page), Professional Liability, and WV Statutory requirement - WV Code §23-4-2 Madolidis (included on Workers Compensation and Employer's Liability Certificate)

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 06/14/2012		
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 Paul1 Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123			CONTACT NAME III, Lee Paul1 PHONE (A/C, No, Ext): 304.233.3303 FAX (A/C, No): 304.233.7524 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:			
INSURED McKinley & Associates, Inc. The Maxwell Centre 32-20th Street Wheeling, WV 26003			INSURER(S) AFFORDING COVERAGE		NAIC #	
			INSURER A: Cincinnati Insurance Co.			
			INSURER B:			
			INSURER C:			
			INSURER D:			
			INSURER E:			
			INSURER F:			
COVERAGES		CERTIFICATE NUMBER: 12/15 Liability		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		EPP0146335	06/15/2012	06/15/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	GENTL AGGREGATE LIMIT APPLIES PER:					
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/PROP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY		EPP0146335	06/15/2012	06/15/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS					PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS					\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR		EPP0146335	06/15/2012	06/15/2015	EACH OCCURRENCE \$ 1,000,000
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 1,000,000
	DEDUCTIBLE \$					\$
	RETENTION \$					\$
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/A			WC STATU-TORY LIMITS \$ OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) PURCHASE ORDER #DPS0843 ARCHITECTURAL/ENGINEERING SERVICES						
CERTIFICATE HOLDER			CANCELLATION			
STATE OF WEST VIRGINIA DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET EAST P O BOX 50130 CHARLESTON, WV 25305-0130			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 			
ACORD 25 (2009/09) The ACORD name and logo are registered marks of ACORD © 1988-2009 ACORD CORPORATION. All rights reserved.						



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/26/2014

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 The James B. Oswald Company 1100 Superior Avenue, Suite 1500 Cleveland OH 44114	CONTACT NAME: Patricia Cholewa	PHONE (A/C No. Ext): 216-839-2807	FAX (A/C No):
	E-MAIL ADDRESS: PCholewa@oswaldcompanies.com		
INSURED MCKIN-1 McKinley & Associates, Inc. 32 20th Street #100 Wheeling WV 26003	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Markel Insurance Company		38970
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES CERTIFICATE NUMBER: 1943724287 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	
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea acc dent) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCJR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTIONS					EACH OCCURRENCE \$ AGGREGATE \$ \$	
	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/A			W/C STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	
A	Professional Liability Claims Made Retro Date: 9/10/1981	N	Y	AE823836	9/10/2014	9/10/2015	Each Claim \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101. Additional Remarks Schedule, if more space is required)

Waiver of Subrogation as designated above is provided when required of the Named Insured by written contract or agreement.

CERTIFICATE HOLDER Specimen For Purposes of Evidencing Coverage Only WV 26003	CANCELLATION 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

© 1988-2010 ACORD CORPORATION. All rights reserved.

ACORD 25 (2010/05)

The ACORD name and logo are registered marks of ACORD



ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/11/2014

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 Paul Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123		CONTACT NAME: PHONE (A/C, No, Ext): 304.233.3303 FAX (A/C, No): 304.233.7524 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:	
INSURED McKinley & Associates Inc The Maxwell Centre 32-20th Street Wheeling, WV 26003		INSURER(S) AFFORDING COVERAGE INSURER A: Brickstreet Ins NAIC #: Brick INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 13/14 WC 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	
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE	\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident)	\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$					EACH OCCURRENCE	\$
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	WCB1018014	12/30/2013	12/30/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 This policy includes Broad Form/WV Madolitis Coverage

CERTIFICATE HOLDER

CANCELLATION

Proof of Workers Compensation	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 
-------------------------------	---

ACORD 25 (2009/09)

The ACORD name and logo are registered marks of ACORD

© 1988-2009 ACORD CORPORATION. All rights reserved.



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Expression of Interest
 02 - Architect/Engr

Proc Folder: 18835

Doc Description: Parks - Pipestem - A/E Laundry Facilities

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2014-09-05	2014-10-14 13:30:00	CEOI 0310 DNR1500000007	1

BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

VENDOR

Vendor Name, Address and Telephone Number:

*000000206862

McKinley & Associates, Inc.

1116 Smith Street - Suite 406

Charleston, WV 25301

(304) 340-4267

FOR INFORMATION CONTACT THE BUYER

Dean Wingerd

3045580468

dean.c.wingerd@wv.gov

Signature X

FEIN # 55-0696478

DATE October 10, 2014

All offers subject to all terms and conditions contained in this solicitation

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.

McKinley & Associates

(Company)



Ernest Dellatorre, President

(Authorized Signature) (Representative Name, Title)

304-340-4267 | 304-340-4269 | 10/10/14

(Phone Number) (Fax Number) (Date)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: McKinley & Associates

Authorized Signature: *Ernest Dillash* Date: October 10, 2014

State of West Virginia

County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 10 day of October, 2014.

My Commission expires June 26, 2024

AFFIX SEAL HERE

NOTARY PUBLIC

Lisa DiCarlo

Purchasing Affidavit (Revised 07/01/2012)

