

# West Virginia Division of Natural Resources

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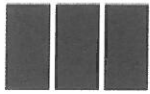
Storage Buildings for Elk River and  
Handley Wildlife Management Areas



10/14/14 10:03:37AM  
West Virginia Purchasing Division



**McKINLEY & ASSOCIATES**  
ARCHITECTS • ENGINEERS • INTERIOR DESIGN



October 7, 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 is pleased to provide the West Virginia Division of Natural Resources with our Expression of Interest to provide Architectural, Engineering, and construction administration and monitoring services for two storage buildings for DNR Wildlife Management Areas; one for Elk River WMA (Braxton County) and one at Handley WMA (Pocahontas County). *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."* As you review this submission, we emphasize the following strengths of McKinley & Associates with respect to your secure storage buildings projects:

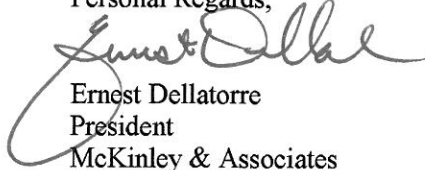
McKinley & Associates has been providing design services since 1981; we recently became a 100% ESOP Company (Employee Stock Ownership Plan), so our employees now own 100% of our corporation! Your project will be led by **Thomas R. Worledge, AIA, LEED AP BD+C, REFP**, our **Charleston Area Manager**, whom is an **Architect** as well as a **LEED Accredited Professional**. Our **Charleston office** is located about 1 hour away from your Elk River Wildlife Management Area, and about 2 hours 40 minutes from the Handley Wildlife Management Area. 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.

McKinley & Associates has designed several projects that are either secure storage buildings/shops, large garages, multiple-bay garages, offices, and/or bunk rooms, etc. We have worked with concrete floors, high ceilings, multiple sized garage doors at a single facility, and heated bays among others. McKinley & Associates offers you an added benefit of having the capabilities of handling both projects simultaneously. Our Team has successfully worked together on numerous projects. We have completed hundreds of projects, small and large, gaining experience that we can apply to your project. You will find a few examples of similar project experience in the upcoming pages.

We at McKinley & Associates are very eager to work with you and bring our experience to your project. One of the more exciting aspects of our job is listening to YOU, our client, in how you envision this project, and transforming your ideas into realities. This can only be accomplished by effectively working together with you. Most of our current clients have been with our firm for many years. The main reason we have been able to maintain this relationship is because we LISTEN to their needs. We encourage you to speak with our references because we feel this is the best way that our abilities can be conveyed to you.

We are ready to begin immediately and will meet all your Goals and Objectives. Thank you for reviewing our submission and considering McKinley & Associates for your project. If you have any questions, please do not hesitate to call at any time.

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 our large professional staff will devote whatever time is necessary to provide the West Virginia Division of Natural Resources with successful projects.**

**Your project will be managed by *Thomas R. Worlledge, AIA, LEED AP BD+C, REFP*, our Charleston Area Manager, whom is an **Architect** as well as a **LEED Accredited Professional**. Thom is a skilled Architect with over 30 years experience who has received state wide design awards (including a West Virginia Chapter of the American Institute of Architects 2009 Merit Award) and placed in national design competitions. As a LEED AP and a recognized sustainable design expert, he has had articles published in state and national trade publications, spoken on sustainable design issues and was also a featured speaker at the 2001 Governor's Conference on the Environment, 2001 Sustainable Fair, 2013 Create WV Conference, and more. He also teaches other design professionals in the art of High Performance design, as a professional trainer for the Sustainable Building Industries Council. Mr. Worlledge is a former voting member of the ASHRAE 90.1 Standards committee that forms the basis of the International Energy Code and was the president of the state chapter of the AIA. Thom won a 2013 Placemaker Award for "Leadership, Inspiration, Stewardship" from West Virginia GreenWorks, at The Building Conference in Morgantown. In addition, his projects Natural Energy Design Building, Hilltop Elementary School, and Williamson SMART Office all won Placemaker Awards. He has projects that not only won State Awards, but National Awards as well! Some of Thom's relevant and/or notable projects are:**

- Building 55 - WV State Office Building Complex in Logan (**LEED Certified**)
- West Virginia Plaster and Cement Masons Building
- West Virginia State Police - multiple projects in various buildings across West Virginia; including 5 projects at the WVSP Academy alone (including a Multi-Purpose Building, as well as a Bunker which is a controlled environment with alarm system that has storage for ammunition). Many Detachments include garages (some have multiple bays) for their various vehicles.
- United States Postal Service - multiple projects in various buildings across WV (many Processing & Distribution Centers have similar aspects, like concrete floors, high ceilings, garages, etc.)
- West Virginia Department of Health & Human Resources Office
- SMART Office renovation in Williamson, WV (**LEED Registered**)
- McKinley & Associates Charleston Area Office renovation (**2009 WV AIA Design Award winner**)
- Marshall County Schools - Hilltop Elementary School (**LEED Certified / won multiple WV and National Awards & Recognitions**)

The engineering will be led by *Tim E. Mizer, PE, RA, QCxP*, our **Director of Operations** who is an **Architectural 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 Silver Company - Moss Neck Storage Building, Mattern Tire Service Center Maintenance Garage, WV Army National Guard - AASF1 Maintenance Hangar, Panhandle Cleaning & Restoration warehouse, WVU State Fire Training Academy (various sized garages), Wheeling Island Fire Station (garages and bunk room), West Virginia Plaster and Cement Masons Building, SVRTA Maintenance Complex, and various warehouses and distribution centers (like Cabela's) among others.

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

*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; working on dozens of relevant projects, such as the Cabela's Eastern Distribution Center, Steel Valley Regional Transit Authority Maintenance Complex, offices, a bus garage, and dozens of new construction projects in multiple sectors (governmental, commercial, education, etc.). In addition, he has 23 years of direct supervisory experience, as well as 13 years of documented success as an Air Force Officer.

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 these 3 team members; if your project expands, we can also attribute more professionals from our various trades. Not only do we have 6 licensed Architects on staff, we also have 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 others. Our "in-house" registered professional architects and engineers work together everyday and have done most of the projects here as a group, **which gives us the ability to develop quality construction documents that an exclusively architectural firm cannot match.**

**McKinley & Associates is now a 100% ESOP Company (Employee Stock Ownership Plan); from this, our employees now own 100% of our corporation! 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. And we're structured for efficiency; our Engineers, Architects, and technicians are all in-house, creating optimum communication and collaboration, which results in outstanding service to our clients. 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 portfolio includes 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. This involves everything listed in your Solicitation for Expressions of Interest including storage buildings with concrete floors, high ceilings and garage doors; dry, secure, and heated facilities; multiple bay buildings (including ones with multiple sized garage doors); offices; restrooms with showers; and bunk rooms among others. **One recently completed relevant project** was the Silver Company's new Moss Neck Farm Storage Building. This is a 10,000 SF (80' x 125') clear span building with 5" concrete floor @ 3000 psi with poly and welded wire on 5" of crushed stone, a 15 Ton HVAC System, garage door and man doors, and 16' high ceilings among others.

**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. McKinley & Associates has a great working relationship with our State Fire Marshal and we will design to the States Fire and Life Safety codes. We have worked with owners in many different sectors of business and have been able to comply with their various requirements and standards, including all Federal and State Agencies. 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.

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

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.

The **LEED® (Leadership in Energy and Environmental Design) Green Building Rating System™** developed by the U.S. Green Building Council (USGBC) is the nationally accepted standard for the design, construction, and operation of high performance green buildings ([www.usgbc.org](http://www.usgbc.org)). In January 2001, our firm was the first organization in West Virginia to join the USGBC. No other WV firm joined until nearly 2 years later! Our LEED Accredited Professionals, along with our skilled engineering/architectural team, will efficiently and cost effectively achieve certification under this standard, or we can guide you through the process in order to develop sustainability goals specific to your project. We have designed LEED Certified and LEED Registered projects.

We have **2 LEED Accredited Professionals** with a **Building Design and Construction specialty (LEED AP BD+C)** on staff (**Thomas R. Worlledge, AIA, LEED AP BD+C, REFP** and **Christina Schessler, AIA, LEED AP BD+C**). Both Thom's and Christina's **LEED AP Specialty Logo** signifies advanced knowledge in green building practices and specialization in commercial design and construction. As mentioned before, Thom is the project manager for your proposed projects. Thom has **2 LEED Certified Projects: Building 55: West Virginia State Office Complex in Logan, WV and Hilltop Elementary School in Sherrard, WV** (and he has multiple LEED Registered projects as well).

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.

**... references ...**

We feel that the best way to demonstrate our strengths and leadership in design is by referring to our past and present clients. We have an ever-growing list of repeat clients, which include having multiple open-end contracts; many of these are in the governmental sector. We have multiple open-ended contracts with organizations such as the United States Postal Service in the Appalachian Area, the United States Postal Service in the Erie/Pittsburgh District in Pennsylvania, and the West Virginia State Police to name a few. 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. 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 (*more references are included on every project sheet*):

*(Moss Neck Farm Storage Building)*

Mr. Chris Golden  
**Silver Companies**  
1201 Central Park Blvd.  
Fredericksburg, VA 22404  
540/785-3398

*(Multiple WVSP Facilities State-Wide)*

Colonel C. R. "Jay" Smithers  
**West Virginia State Police**  
725 Jefferson Road  
South Charleston, WV 25309  
304/746-2115

*(Mattern Tire Service Center)*

Mr. Frank Mattern  
**Mattern Tire**  
349 Lincoln Avenue  
Cadiz, Ohio 43907  
740/942-8895

*(AASF1 Storage Hangar renovation)*

Major Melvin Hodges  
**West Virginia Army National Guard**  
1703 Coonskin Drive  
Charleston, WV 25311  
304/561-6353

*(Multiple USPS Facilities in WV & PA)*

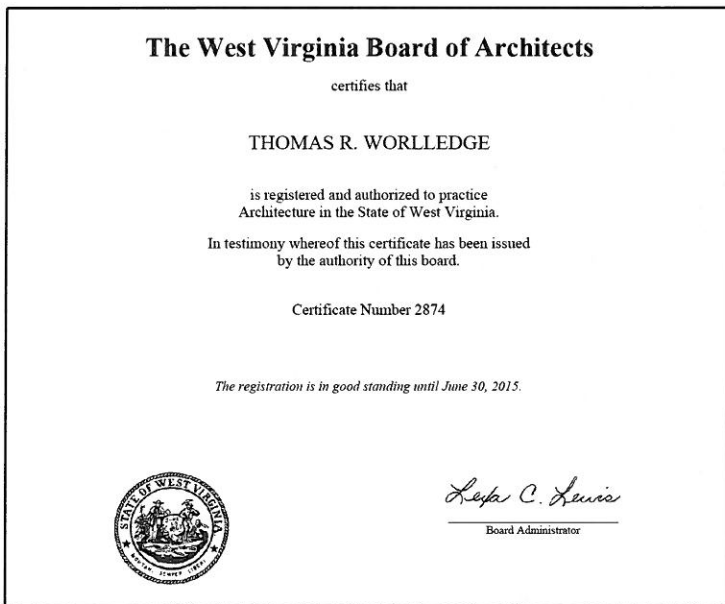
Mr. Don Mackey  
**United States Postal Service**  
27497 Albert Pick Road  
Greensboro, NC 27498  
304/665-2894

*(WVU State Fire Training Academy)*

Mr. Murrey Loflin  
**West Virginia University**  
Fire Extension Services  
2600 Old Mill Road  
Weston, WV 26452  
304/269-0872

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

Thomas R. Worlledge, AIA, LEED AP BD+C, REFP (*your project manager / Architect / LEED Accredited Professional*) has a B.S. Architectural Eng. Tech. from Fairmont State College, School of Technology (1983) and has a Master of Architecture from the Virginia Polytechnic Institute & State University (1992). He is a Registered Architect in Ohio, Pennsylvania, Tennessee, Virginia and West Virginia. His National Board Certification number is NCARB #48600. He is the President of the West Virginia Society of Architects, a well as a member of The American Institute of Architects (AIA), US Green Building Council (LEED AP BD+C), Sustainable Building Industries Council, & Recognized Educational Facility Professional (REFP). Included is a copy of Thom's Registration & Authorization Certificate to provide Architectural Services in West Virginia (Certificate Number 2874), as well as his American Institute of Architects license:



**30049088**

Thomas R. Worlledge  
AIA



Tim E. Mizer, PE, RA, QCxP (*your lead Engineer*) 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.

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).

We can also provide more copies of certifications/degrees/licenses of other Professionals if you wish to see them.

In addition, copies of our Firm's various licenses are found on the following pages.



**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.

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# 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.

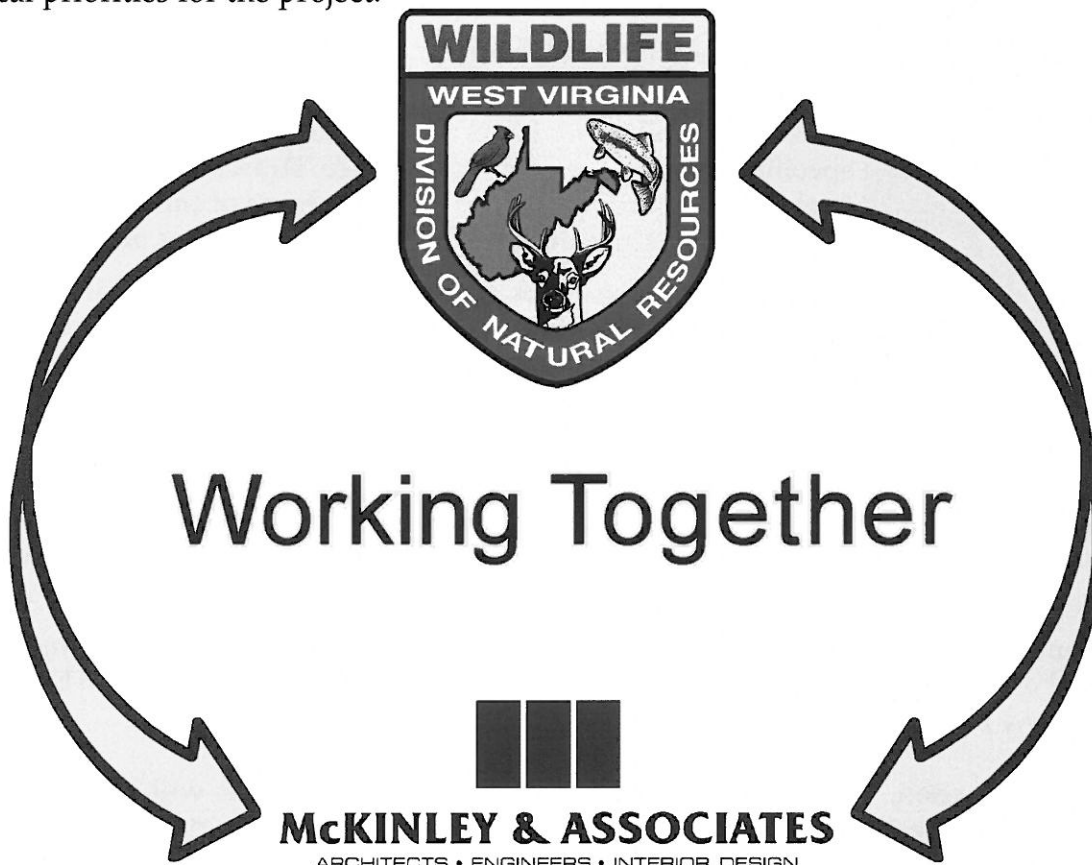
BOARD PRESIDENT

### ... proposed staffing plan ...

The work to be performed by your design team is very clear; to evaluate, prioritize and design within budget and schedule to meet the needs of the West Virginia Division of Natural Resources - Wildlife Resources Section for Storage Buildings for Elk River and Handley Wildlife Management Areas. In the past 33 years we have extensive experience with similar projects.

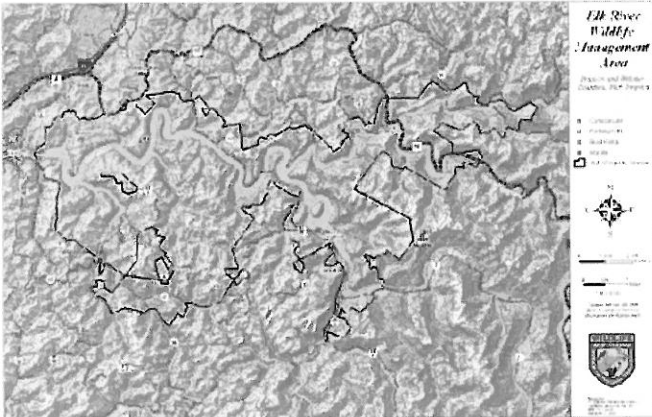
With our "in-house" registered professional architects and engineers, we have the ability to make your projects a success. The technical depth of our professional staff indicates that this project can be accomplished without overloading our group or computer graphics systems. We are available to start immediately upon our being selected, and our project team is available to dedicate the necessary effort and hours to complete your projects on time. We know our team possesses the required expertise to address all facets of your included projects. Also, as your Architects and single point of responsibility, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state.

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.



## ... (continued) proposed staffing plan ...

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 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 (Thom Worlledge) 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, Mr. Worlledge 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.

### ... (continued) proposed staffing plan ...

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.



Our Quality Assurance Program starts with a peer review where a registered professional not involved in the design becomes reviewer of the project before going to bid. Additionally, at our regularly scheduled project meetings the entire design team is constantly reviewing the 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.

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.

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 including garage / storage buildings, offices, and sleeping facilities as shown 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.



## **Cabela's Eastern Distribution Center**

**Location:** Triadelphia, West Virginia

**Contact:** Mr. Rick Boccetti

Cabela's

1 Cabela's Drive

Sidney, Nebraska 69160

860/290-6251

**Type of Project:** Commercial Warehouse

**Project Description, Goals, and Objectives:** Located at The Highlands off of Interstate 70 in Triadelphia, WV, the **\$40 million** Cabela's Eastern Distribution Center is a commercial warehouse that was built in 2 fast-tracked phases. The building measures **1,200,000 square feet (600,000 SF for each of Phase I and Phase II)**, making it one of the largest buildings in West Virginia! Some highlights of Phase I included **32,000 SF of administrative offices**, and Phase 2 included a 15,000 SF Maintenance shop. **The Warehouse features 30-FT high-bay ceilings to accommodate large automated storage/retrieval mezzanines and high-tech racking; the building's floor was designed to withstand continuous fork lift traffic.** In order to facilitate construction during winter climate, a **precast concrete wall panel system was designed for the building shell, and erected onto steel framing.** The project was developed on a deep-fill, greenfield site with massive retaining walls, and new utilities. McKinley & Associates worked closely with the site engineers to coordinate exterior vehicle circulation and fire protection systems. This included particular attention to building and dock access for the 90 dock positions. The project also included a large parking and shipping area around the facility; 300 trailer parking spaces and 750 employee parking spaces. Security lighting was designed for these areas, with careful attention paid to illumination levels to permit camera operation in the parking lot areas. This **1.2 million square foot** facility is a key link in Cabela's retail expansion plans, serving as their primary distribution center for the East Coast. In addition to keeping their retail stores fully stocked, it also benefits their direct business by reducing delivery times and lowering transportation costs to their catalog and Internet customers in the eastern United States.

**Budgetary Information:** For this project, we successfully designed to our budget, and ultimately were able to add scope to the project while maintaining the overall allocation.



# Mattern Tire Service Center

Location: Cadiz, Ohio

Contact: Mr. Frank Mattern

Mattern Tire

349 Lincoln Avenue

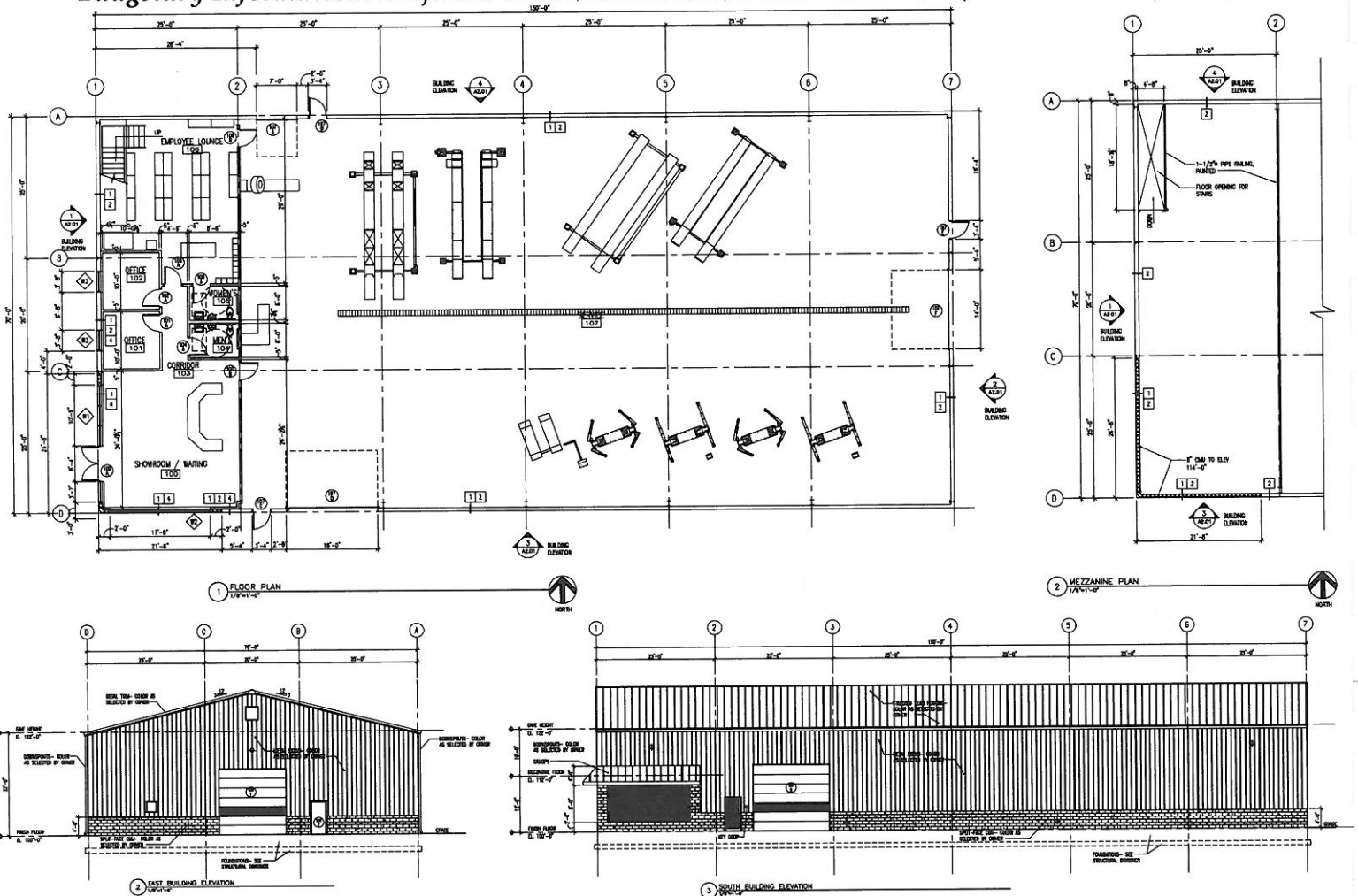
Cadiz, Ohio 43907

740/942-8895

**Type of Project:** Multiple-Bay Garage / Office / Pre-Engineered Metal Building

**Project Description, Goals, and Objectives:** Mattern Tire is a new ten bay maintenance garage building, with an attached showroom and offices (and restrooms, etc.). This is a 70' x 150' Pre-Engineered steel building with a single story Masonry Wall front face and Storefront Glass in the showroom area of the building; with the 1,750 SF mezzanine, the total structure is 12,250 SF. This building contains many special items that required extra coordination during the design phase including tire lift, compressed air system, (8) in-floor hydraulic lifts of differing size, in-floor Car-mon exhaust fume capture system, garage bay drainage system with oil interceptor, and waste oil heating boiler system utilizing radiant in-floor hydronic heating lines. This building also utilizes a heat pump for the cooling of the office showroom area and a large diameter low velocity circulation fan within the garage bay. This particular project obviously required much coordination between the multiple intricate building systems within the Pre-Engineered metal building. Therefore, the use of BIM as the design software on this project was decided upon and was used mostly for minimizing clash detection of the engineering systems. This project is currently breaking ground and will definitely serve the Owner as a facility to be proud of for many years to come.

**Budgetary Information:** Projected Cost: \$1.2 million / Actual Cost: N/A (In construction)





## Panhandle Cleaning & Restoration Storage Warehouse & Office Building

**Location:** Triadelphia, West Virginia

**Contact:** Mr. Bob Contraguerro, Jr.

Panhandle Cleaning and Restoration

42 38th Street

Wheeling, WV 26003

304/232-2321

**Type of Project:** Multiple-Bay Storage Warehouse / Office / Pre-Engineered Metal Building

**Project Description, Goals, and Objectives:** Panhandle Cleaning & Restoration 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, 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.

**Budgetary Information:** Design-Build



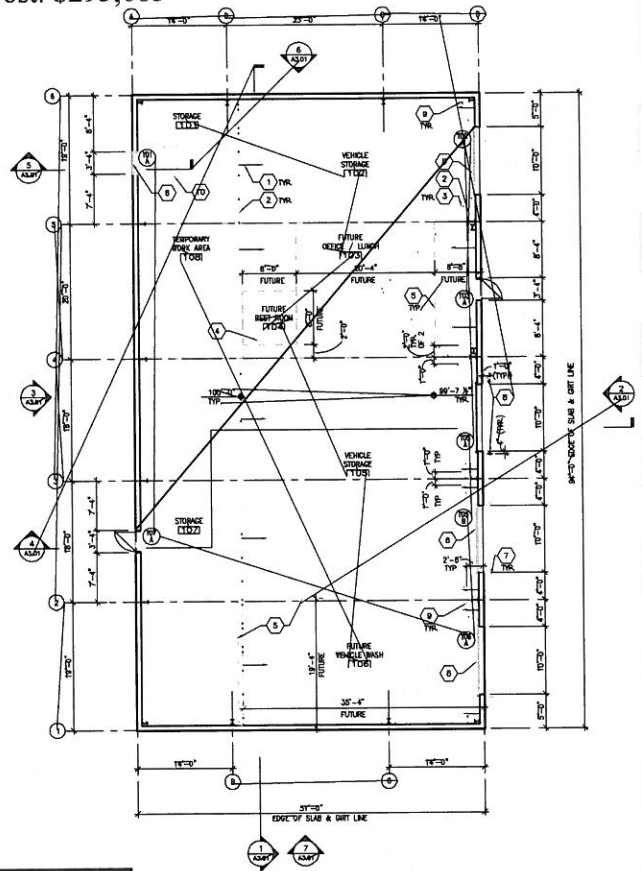
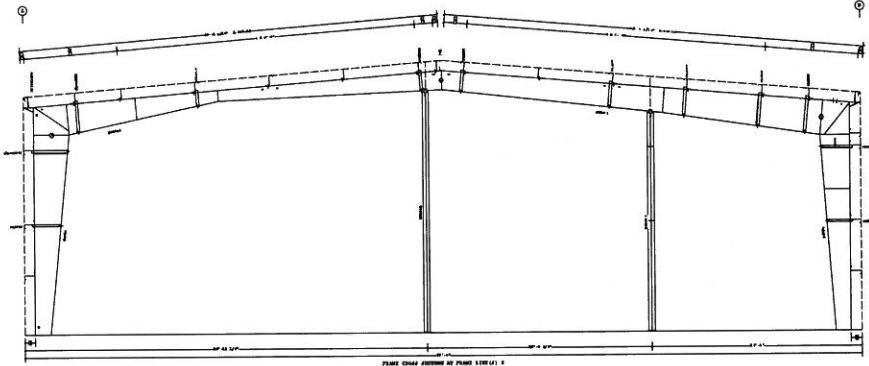
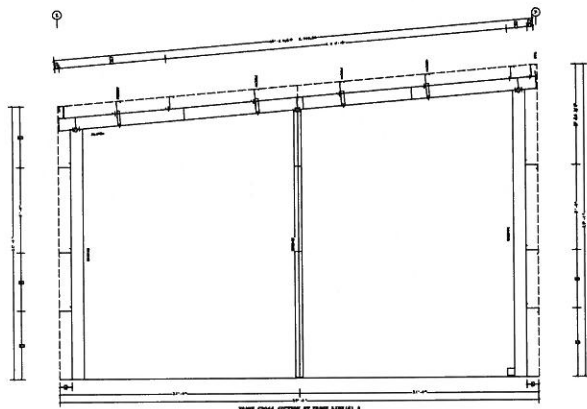
# Parkview Vehicle Storage and Maintenance Garage

**Location:** Moundsville, West Virginia

**Contact:** Mr. Kenneth Rhodes  
 Marshall County Schools  
 2700 Fourth Street  
 Moundsville, WV 26041  
 304/843-4400 x313

**Type of Project:** Multiple-Bay Maintenance and Storage Garage / Pre-Engineered Metal Building  
**Project Description, Goals, and Objectives:** The new 4,800 SF maintenance and storage building at the Marshall County School's former Parkview Elementary School (current Gateway Achievement Center) is a 51' x 94' pre-engineered metal building complete with steel siding, roofing, purlins, girts, man doors, etc. It included 16' ceilings, four 10'x12' overhead garage doors, three 3' man doors, storage areas, vehicle storage, wash and work bays, cosmetic painting of interior walls and door frames, HVAC, fire alarm, lighting, electrical service, site excavation, foundations, and sealed 6" concrete slab on grade with 4" gravel fill among other scope.

**Budgetary Information:** Projected Cost: \$299,505 / Actual Cost: \$295,085



**FLOOR PLAN**  
 SEE SHEET  
 SEE SHEET  
 SEE SHEET

**FLOOR PLAN NOTES**

- 1- BIDDING: SEE ALTERNATES
- 2- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 3- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 4- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 5- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 6- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 7- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 8- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 9- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02
- 10- BIDDING: SEE TYPICAL BIDDING SHEET ON SHEET NO. 02

## **West Virginia Army National Guard AASF#1 renovation**

**Location:** Williamstown, West Virginia

**Contact:** Major Melvin Hodges

West Virginia Army National Guard

1703 Coonskin Drive

Charleston, WV 25311

304/561-6353

**Type of Project:** Storage Hangar and Office HVAC and electrical renovations

**Project Description, Goals, and Objectives:** McKinley & Associates just finished up the design of an HVAC and electrical upgrade at the West Virginia Army National Guard's **main storage hangar and maintenance building** at the Army Aviation Support Facility #1. This 46,266 SF building includes a **23,772 SF hangar**, as well as a two-story, 22,497 SF **office/shop** (11,247 SF each floor). The first floor of the **office/shop section** of the building includes a **tools, parts, & equipment storage room; avionics equipment storage room; contractor shop & storage room; locker room with showers; multiple shop rooms** (machine, sheet, metal & welding; propeller & rotor; paint; hydraulics; battery; electric; and mechanical shops); and **offices** among others. The second floor is **mainly offices**, but also includes **bunk room, locker rooms, crew restrooms with showers, an aviation life safety equipment room**, and training and class rooms, among others.

This project required an existing building load study be performed which was used for the evaluations of the existing spaces and also to include any additional new conditions as described by the National Guard personnel. This project included the **redesign and replacement of the storage hangar's infrared heating equipment including structure mounted circulation fans to improve space ventilation**. Our design also **replaces the entire office building HVAC** with multiple Variable Flow Refrigerant Systems with roof mounted condensing units and individual or grouped indoor units mounted on the building structure above lay-in ceilings to serve individual zones. This VRF system coupled with an outdoor air ducted rooftop unit will provide for excellent individual space control while also keeping **energy efficiency** in mind. From the various shop areas, specialty HVAC equipment was needed for filtering and exhaust of the return air systems. With the multiple challenges of this project (**tight budget, short timeline, and interest in total energy usage efficiency improvements**) McKinley & Associates is proud to share that our client - the WV National Guard - is very complimentary of our job performance and final deliverables.

**Budgetary Information:** Projected Cost: \$700,000 / Actual Cost: N/A (Not Bid Yet)



## **State Fire Training Academy**

**Location:** Jackson's Mill, West Virginia

**Contact:** Mr. Murrey Loflin  
West Virginia University  
Fire Extension Services  
2600 Old Mill Road  
Weston, WV 26452  
304/269-0872

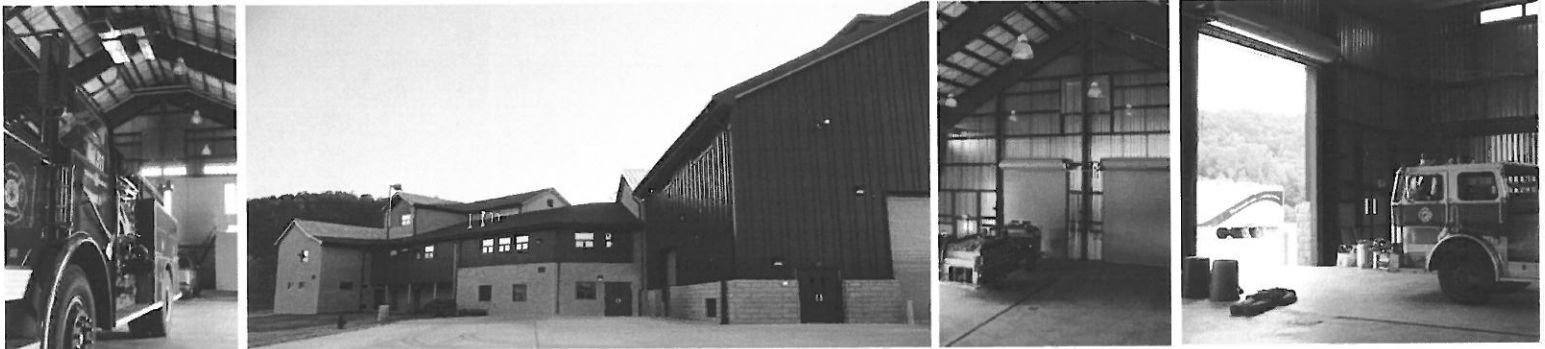


**Type of Project:** Storage Hangar and Office HVAC and electrical renovations

**Project Description, Goals, and Objectives:** The \$4.5 million West Virginia State Fire Training Academy is located near the Jackson's Mill 4-H Campus in Lewis County, WV. Because of the proximity to this state historic site, the design directive given by the Owner was to blend into the rural community. **The exterior brings to mind a barn set into the sloping terrain in an agricultural setting.** The Users we have spoken to enjoy teaching in our facility. Contextually, it "fits" into the Jackson's Mill Campus and local agricultural community. Every year, WVU Fire Service Extension uses this one-of-a-kind facility to train more than 2,000 volunteer and professional firefighters and first-responders from around the state and nation. The facility is also the new home for the high-tech Mobile Aircraft Rescue Firefighting Unit and the Mobile Fire Training Unit.

There are two major components to the 25,752 SF building; the first is the Classroom Wing. This wing is comprised of **administrative offices, cubicle offices, large storage rooms,** multi-tiered distance learning room, two classrooms, conference room/library, and lounge/dining area. There are Men's and Women's **restroom/shower/locker/equipment storage** areas. The second component, the **8,300 SF open bay training Arena,** is an **all-weather** interior training facility. The scale of this structure, having a **clear interior ceiling height of 28' at the sides sloping upwards to 50' at the center,** allows the full extension of authentic fire training apparatus and vehicles for various types of hands-on programs. The **4 large vehicle doors** allow **various sized fire trucks and other props into the facility; there are two 14'-2" x 18', and two 14' x 14' garage doors.** There is **1,000 SF of storage space** at the rear of the arena, which sit below two observation decks. **A custom metal building skeleton with a board & batten metal skin was designed. The siding is representative of rural, vertical barn siding and serves as an integrating element throughout the large complex.**

**Budgetary Information:** Projected and Actual Costs were \$4.5 million





Purchasing Divison  
 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: 24643

Doc Description: Wildlife Management A/E services, storage buildings

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2014-09-08	2014-10-14 13:30:00	CEOI 0310 DNR1500000016	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 7, 2014

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



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: 24643

Doc Description: ADDENDUM NO 1-Wildlife Management A/E services

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2014-10-01	2014-10-14 13:30:00	CEOI 0310 DNR1500000016	2

**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  
 (304) 558-0468  
 dean.c.wingerd@wv.gov

Signature X 

FEIN # 55-0696478

DATE October 7, 2014

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

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DNR1500000016**

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

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

**Addendum Numbers Received:**

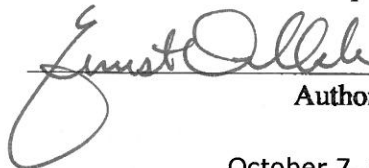
(Check the box next to each addendum received)

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

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

\_\_\_\_\_  
McKinley & Associates, Inc.

Company



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

\_\_\_\_\_  
October 7, 2014

Date


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

Revised 6/8/2012

**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 | 10/7/14  
(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 Dillaber* Date: October 7, 2014

State of West Virginia

County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 7 day of October, 2014.

My Commission expires August 16, 2020.

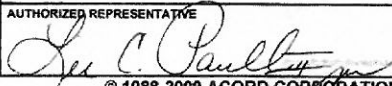
NOTARY PUBLIC

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

AFFIX SEAL HERE



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)

<b>ACORD</b>		<b>CERTIFICATE OF LIABILITY INSURANCE</b>		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).							
<b>PRODUCER</b> Paul1 Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123			<b>CONTACT NAME:</b> III, Lee Paul1 <b>PHONE (A/C, No, Ext):</b> 304.233.3303 <b>FAX (A/C, No):</b> 304.233.7524 <b>E-MAIL ADDRESS:</b> <b>PRODUCER CUSTOMER ID #:</b>				
<b>INSURED</b> McKinley & Associates, Inc. The Maxwell Centre 32-20th Street Wheeling, WV 26003			<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Cincinnati Insurance Co. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		<b>NAIC #</b>		
<b>COVERAGES</b>		<b>CERTIFICATE NUMBER: 12/15 Liability</b>		<b>REVISION NUMBER:</b>			
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.							
INSERT I/TR	TYPE OF INSURANCE	ADD'L INSR	SUBR 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 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
A	AUTOMOBILE LIABILITY			EPP0146335	06/15/2012	06/15/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						
A	UMBRELLA LIAB			EPP0146335	06/15/2012	06/15/2015	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		N/A			
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) PURCHASE ORDER #DPS0843 ARCHITECTURAL/ENGINEERING SERVICES							
<b>CERTIFICATE HOLDER</b>				<b>CANCELLATION</b>			
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 			
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**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).


<b>PRODUCER</b> Paul Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 304.233.3303      FAX (A/C, No): 304.233.7524 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:	
<b>INSURED</b> McKinley & Associates Inc The Maxwell Centre 32-20th Street Wheeling, WV 26003		INSURER(S) AFFORDING COVERAGE      NAIC # INSURER A: Brickstreet Ins      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 GENL 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 - COM/POP AGG \$	
	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) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	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 Madolidis Coverage

<b>CERTIFICATE HOLDER</b>  Proof of Workers Compensation	<b>CANCELLATION</b> 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 
--	--

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