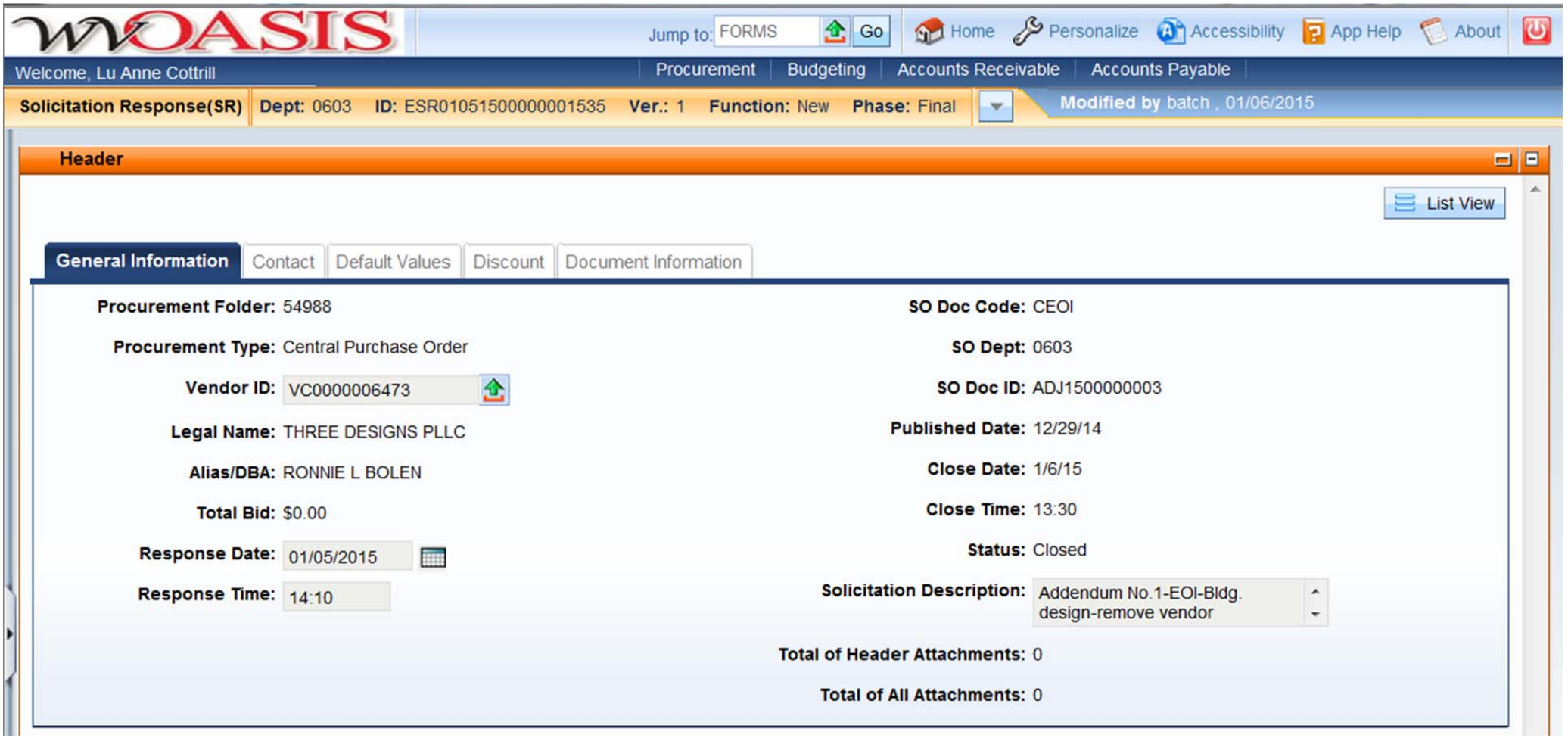
The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.


wvOASIS
Jump to: FORMS Go
Home
Personalize
Accessibility
App Help
About
Welcome, Lu Anne Cottrill
Procurement
Budgeting
Accounts Receivable
Accounts Payable
Solicitation Response(SR) Dept: 0603 ID: ESR01051500000001535 Ver.: 1 Function: New Phase: Final
Modified by batch , 01/06/2015
Header
List View
General Information
Contact
Default Values
Discount
Document Information
Procurement Folder: 54988
Procurement Type: Central Purchase Order
Vendor ID: VC0000006473
Legal Name: THREE DESIGNS PLLC
Alias/DBA: RONNIE L BOLEN
Total Bid: $0.00
Response Date: 01/05/2015
Response Time: 14:10
SO Doc Code: CEOI
SO Dept: 0603
SO Doc ID: ADJ1500000003
Published Date: 12/29/14
Close Date: 1/6/15
Close Time: 13:30
Status: Closed
Solicitation Description: Addendum No.1-EOI-Bldg. design-remove vendor
Total of Header Attachments: 0
Total of All Attachments: 0

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

State Of West Virginia
Solicitation Response

Proc Folder : 54988

Solicitation Description : Addendum No.1-EOI-Bldg. design-remove vendor preference form

Proc Type : Central Purchase Order

Date issued	Solicitation Closes	Solicitation No	Version
	2015-01-06 13:30:00	SR 0603 ESR01051500000001535	1

VENDOR

VC0000006473

THREE DESIGNS PLLC

RONNIE L BOLEN

FOR INFORMATION CONTACT THE BUYER

Tara Lyle

(304) 558-2544
tara.l.lyle@wv.gov

Signature X **FEIN #** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Maintenance Building Design	1.00000	JOB		

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description :

Addendum No. 1 - To remove the Vendor Preference Certificate form attached to the original CEOI. See attached pages.

The WV Purchasing Division for the agency, WV Army National Guard's Division of Engineering and Facilities, is soliciting expression of interests for professional design services to provide a new Coonskin Park Maintenance Complex

Expression of Interest Proposal for:

Coonskin Park Maintenance Complex Building Design

CEOI 0603 ADJ1500000003

January 6, 2015

Presented By:

THREE DESIGNS, PLLC

1045 Nease Drive
Charleston, WV 25387
(304) 807-0841

www.threedesignswv.com

TABLE OF CONTENTS

Three Designs' Firm Profile

Three Designs, PLLC (a Veteran-Owned Small Business) will provide the experience and expertise to successfully develop the Coonskin Park Maintenance Complex Building Design Project. Three Designs' Team has been designing various buildings of all sizes and types for new uses of differing sites.

Utilizing the total team concept delivery model, our local project team will be supplemented by individuals bringing specific experience and knowledge of construction of this type. These select project team members may be located in other Three Designs Team will provide services through Three Designs' interconnected electronic network and in-person specifically when their physical presence is needed.

Three Designs is a firm sized for this project with the Coonskin Park Maintenance Complex Building Design without the huge overhead of larger firms. We will focus on three design principles, giving the very best functional / aesthetic design for the most **cost effective project** design.

Three Designs provides architecture planning and design, engineering, and construction services for clients statewide in West Virginia. Three Designs is a small firm based in Charleston, WV, with an emphasis on service delivery and relationships with local clients, seeking to provide design expertise benefiting the local community where we live and work. The local Charleston office has a professional staff providing architecture and planning services.

We utilize a total team concept to its operational model whereby local talent and expertise is supplemented where necessary by team members that may possess specific proficiency in the project type being designed. This project delivery method results in the client receiving the highest level of talent and experience for the execution of their project. Our Three Designs' office in Charleston WV provides a full range of architectural services, led by:

Ron L. Bolen, AIA, LEED AP
President
Three Designs, PLLC
1045 Nease Drive
Charleston, WV 25387

Cell Phone: 304-807-0841
Email : rlbolen@threedesignswv.com
Web site: threedesignswv.com

We have qualified employees and will perform projects across the State of West Virginia. We are familiar with all the design codes and standards and the level of quality required to perform planning and design work for the Coonskin Park Maintenance Complex Building Design. This experience, coupled with our technical expertise, has helped us to understand our customers and meet their expectations in the delivery of a quality product.

CONSULTANTS

We are teaming together with **CAS Structural Engineering, Inc.** (CAS) for structural engineering services for this project, **E. L. Robinson Engineering** (ELR) for civil / landscape architect services and with **Miller Engineers, Inc.** (MEI) for mechanical / electrical engineering services. This team has worked together previously very successfully and we believe this the very best team for this project. The team will provide complete documentation for Multiple Projects and assisting the Coonskin Park Maintenance Complex Building Design with services from Programming through Construction by the design team.

CAS, the team member for structural engineering ensures the quality analysis and design for the safety of structures and personnel during the project. CAS's structural engineering design utilizes simple, yet sound structural elements to build complex building structural systems. CAS will be responsible for making creative and efficient use of funds, structural elements and materials to achieve the goals of the client.

ELR, the civil engineering / landscape architectural component to the team brings critical design performance to the project for all the civil and landscape architectural components. E.L. Robinson (ELR) Engineering is a diversified civil engineering and planning firm with proven performance and established experience. For 35 years, ELR has built a solid foundation based on consistently surpassing client expectations through the hard work and determination of its talented professionals.

MEI, the mechanical / electrical engineering component to the team brings critical design performance to the project for all the mechanical, electrical and plumbing components. Miller Engineering will analyze the building HVAC, electrical, and plumbing (sanitary and domestic) loads to determine the facility utility requirements. The utility connections will be coordinated with the site and respective utility companies. MEI will work with the owner to determine the mechanical, electrical, and plumbing requirements of the various facilities. We will meet with the Owner's stakeholders to ensure the MEP design addresses the special needs of the facility, and to make the building more easily operable and maintainable. MEI believes in having several meetings, both formal and informal, to review design progress and maintain both the project schedule and budget. Once bidding documents are finished, Miller Engineering will be active in the bidding process with answering questions and attending pre-bid meetings. MEI will perform multiple site visits during construction to review construction compliance with the documents, and to address any concerns by the contractors. MEI will review the appropriate MEP submittals and will also answer any contractor submitted RFIs. Miller Engineering typically reviews and returns RFIs and submittals within 24 hours, as any delay lead to added cost and time to the project.

CAS Structural Engineering, Inc. – CAS Structural Engineering, Inc. is a West Virginia Certified Disadvantaged Business Enterprise structural engineering firm located in the Charleston, West Virginia area.

Providing structural engineering design and/or analysis on a variety of projects throughout the state of West Virginia, CAS Structural Engineering has experience in excess of 25 years on the following types of building and parking structures:

- Governmental Facilities (including Institutional and Educational Facilities)
- Industrial Facilities
- Commercial Facilities

Projects range from new design and construction, additions, renovation, adaptive reuse, repairs and historic preservation (including use of The Secretary of the Interior's Standards for Rehabilitation) to evaluation studies/reports and analysis.

CAS Structural Engineering utilizes AutoCAD for drawing production and Enercalc and RISA 2D and 3D engineering software programs for design and analysis. Structural systems designed and analyzed have included reinforced concrete, masonry, precast concrete, structural steel, light gauge steel and timber.

Carol A. Stevens, PE is the firm President and will be the individual responsible for, as well as reviewing, the structural engineering design work on every project. Carol has over 25 years of experience in the building structures field, working both here in West Virginia and in the York, Pennsylvania vicinity. Carol is also certified by the Structural Engineering Certification Board for experience in the field of structural engineering.

CAS Structural Engineering, Inc. maintains a professional liability insurance policy.

CAS Structural Engineering, Inc.
P.O. Box 469
Alum Creek, West Virginia 25003-0469
(304) 756-2564 (voice) (304) 756-2565 (fax)

Relevant Experience

- Public Utilities
- DOH Guidelines
- DEP Guidelines
- Park Site Locations
- Public Spaces

Our firm capabilities and experience, uniquely qualify Miller Engineering (MEI) for this project.

Our firm approaches every project with a ***complete assessment process***.

Miller Engineering is an integral and active solutions provider within this process. We ***partner*** with clients to control first and life cycle cost. This provides a value to the building project both in the short-term and long-term for the owner.

Our philosophy is to deliver multiple design solutions to a client's project and to engineer solutions which are maintainable and constructible.

Excellence in design solutions is practiced and maintained through consistent site visits during the construction process.

Our team will be there throughout the process and give your project the time and attention it deserves.

Relevant Benefits to the Project -

- **Experienced and Licensed Professional Engineers**
- Mechanical, Electrical, Plumbing
- **Fire Alarm and Suppression**
- Telephone/Data
- **Below Industry Change Order Status**
- LEED-AP Certified
- Qualified Construction Representative on Staff
- **Building Information Modeling**
- Consistent, Professional, Hands-on Service
- **Extensive Experience with WV Construction**

Little Kanawha Bus Maintenance Project

New Facility
2014

- Mr. Bolen was project architect on this facility which was developed as project to replace and expand aging bus maintenance facility for the local community. The prime objective of the project was to design the facility to serve the local Grantsville, WV area.

- The six existing buildings demolition included hazardous materials removal of asbestos and lead based paint. The facilities were fully demolished and removed from the site. Other elements removed included septic tanks and water cisterns.

- He provided complete demolition design and construction administration services include the hazardous materials removal and the full demolition and proper removal of all debris from the site.

- Mr. Bolen provided complete architectural design and construction administration services include the construction of a pre-engineered metal and brick construction, sited on the available property allowing for future expansion needs. Parking for the buses (in the rear of the building) and employee vehicles will surround the building. The site of the facility is located in Mt. Zion, West Virginia. The site is approximately 4.55 acres.

- The operations facility will have approximately 10,000 square feet of which 4,500 square feet will house four - five offices, a conference room, and money counting room, office storage space, copier and supply room, and a driver training room which will accommodate approximately 25 individuals.

- The remaining 5,500 square feet is dedicated to the maintenance functions. The garage will require a ceiling of a minimum of 16 feet to accommodate bus hoisting. With the structural roof members, the overall roof height will be about 18 feet. This area will also include space for indoor bus storage for approximately seven (7) vehicles. The site of the facility is located in Mt. Zion, West Virginia. The site is approximately 4.55 acres.

Ronceverte Volunteer Fire Department

New Fire Station
1999

- This facility was developed as a design/build in 1999 for the Ronceverte Volunteer Fire Department to replace an aging facility in the flood plain. The prime objective of the project was to construct an integrated facility providing a complete fire department facility and with a full community center on the second floor with a large meeting hall to be utilized for the community in the event of disaster could house 75 to 100 people.

- The fire department on the lower level is equipped with 5 truck bays, 2 offices, meeting/training room, radio room, equipment storage rooms, emergency generator, and full toilet facilities with showers for the firefighters.

- On the upper level, the facility has a large community center, full commercial kitchen, offices, storage rooms, toilets with showers and is equipped for ADA compliance. The facility operates as a community center and a disaster relief facility for the community.

- The roof pitch is on a 4:12 slope allowing for the height of the facility to be at a lower eave height. Two heights of the finish floor within the truck bays, allowing the larger truck to be accommodated while the smaller vehicles to be stored in the shorter height bays. This controlled the construction cost by adapting to the site while keeping the function of the facility.

Parkways Authority

Two Sister Storage / Maintenance Facilities

1994/1995

- Mr. Bolen provided complete design and construction administration services vehicle maintenance garage, administrative offices and storage.
- These two similar facilities were designed and build in 1994 for the WV Parkways Authority to maintain the vehicles on the WV Turnpike. The prime objective of the project was to construct an integrated facilities providing seamless interaction between both maintenance yards.
- These two facilities have been in use for over 18 years and are still very functional. The main differences in the facilities are in office and storage areas with the maintenance and wash bays operate similarly.
- The roof pitch is on a 4:12 slope allowing for the height of the facility to be at a lower eave height, while allowing the trucks to be raised in the center of the bay for maintenance. This controlled the construction cost while keeping the function of the facility. These projects were bid separately and both were within budget and on time.

Coonskin Park Maintenance Facility Design

A New Storage and Maintenance Facility
2014

- Mr. Bolen provided complete architectural design services include a new pre-engineered metal building facility. The building was designed with a drive through bay, and two drive-in bays to the building. The site of the facility is located in Coonskin Park in Charleston, West Virginia.

- This new facility was designed for a 6,000 sq. ft. maintenance / storage facility including, approximately 72 sq. ft. of toilet space for the facility. This addition was delivered to the Park Maintenance and was funded by the W.V. Army National Guard The facility was designed with future infill consisting of two team shower / toilets / and locker areas for the adjacent soccer field.

- The new facility blended into the existing park design aesthetically and integrated this facility with the property and the surrounding gravel parking and access road, which was designed for future paving as a primary requirement of the Park Maintenance. Mr. Bolen led the design team delivered a design program that fully realized the requirements of the W.V. National Guard and the Park Maintenance and achieved their project goals.

New Pocahontas County Wellness Center

Marlinton, West Virginia

The Wellness Center was constructed adjacent to, but separate from, the existing Marlinton Elementary School. The Pocahontas County Board of Education provided the property in exchange for daytime use of the gymnasium, which the school did not have. The new construction is approximately 13,000 square feet and includes a middle-school size gym and basketball court; a wellness center; two multi-purpose rooms, one of which can be divided into two classroom size rooms with a folding, sound attenuating partition; a racquetball court; and a warming kitchen/ concession stand.

The facility is configured with separate entries to allow use by the school and the public at all times of the day while limiting or prohibiting interaction of the various groups.

BURNSVILLE I-79 REST AREAS

Burnsville, West Virginia

The rest areas consist of three buildings, the rest area building, the vending building and the maintenance building. Each of the buildings was constructed with a local West Virginia stone façade.

The existing rest area buildings were demolished and replaced with these new state-of-the-art facilities. The main lobby framing consists of a tube steel beam, glulam beams and timber decking.

EASTERN WEST VIRGINIA REGIONAL AIRPORT TERMINAL BUILDING

Martinsburg, West Virginia

This facility replaced an existing, undersized terminal building at the airport. The building houses normal airport terminal building functions such as rental car space, restaurant ticket counters, baggage areas and offices.

The building structure consists of structural steel frame with metal stud infill. Both the air side and the public side have attractive brick and limestone exteriors, with a standing seam metal roof.

SMITHVILLE ELEMENTARY ADDITIONS AND RENOVATIONS

Smithville, West Virginia

Existing classroom building was renovated, new entrance and classrooms were constructed. Multipurpose Room was renovated and new kitchen addition was constructed beyond the other.

Firm Overview

E.L. ROBINSON ENGINEERING

E.L. Robinson is a multi-disciplined engineering /planning firm with a staff of over 125 full-time professionals and support personnel located in eight offices throughout West Virginia (Charleston corporate office, Beckley, Bridgeport, and Chapmanville), Kentucky, and Ohio. Over the last 35 years, E.L. Robinson has grown to one of the largest firms in the region, offering a diverse scope of services. Since 1978, E.L. Robinson has provided a full range of quality engineering services, from planning and analysis to design and implementation

Named for its founder and president, Edward L. Robinson, P.E., P.S., the firm has based its success on a commitment to quality projects with superior client service. Finding new and creative ways to say yes to challenges has brought the firm's vision of excellence into reality. Along with this "yes, we can do it" attitude, the firm has grown to understand the ingredients of a professional service firm include not only brick and mortar, but also leading edge technology and a talented, motivated staff that is continually growing and advancing their skills. This dedication rewarded ELR with being named one of the **Engineering News Record's** top 500 engineering firms in the country.

The use of technology has allowed the firm to expand engineering capabilities and make use of new resources such as satellite imagery and digital mapping. In addition to the use of technology, E.L. Robinson also continues to strive to invent new and more effective ways to serve our clients. One of these ways is to provide a thorough pre-analysis of every project, saving the client time, money, and legal exposure. When the client is educated on every phase of the job and every challenge, the reputation of the firm grows stronger and attracts business from a larger marketplace.

E.L. Robinson has been providing its clients with quality products and superior service since 1978. Our staff combines state-of-the-art technology, experienced professionals, and innovative methods to help our clients meet their challenges.

- Transportation
- Infrastructure
- Bridge Design
- Structural Engineering
- Geotechnical Engineering
- Environmental Engineering
- Site Development
- Right-of-Way Services
- Construction Administration/Observation
- Surveying/Global Positioning
- Landscape Architecture
- Oil and Natural Gas Systems Development

ESTABLISHED EXPERIENCE. PROVEN PERFORMANCE.

Holly River

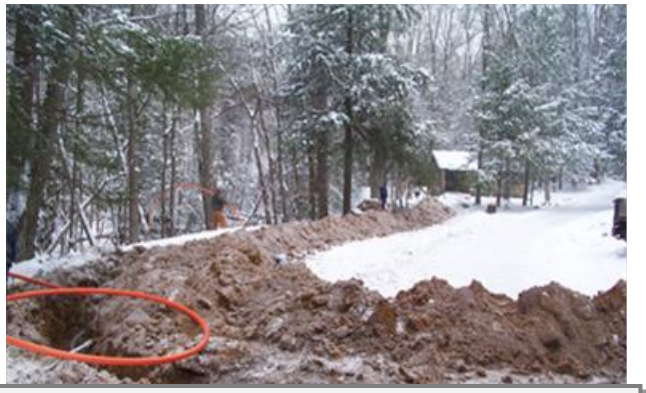
Engineering Design

- **High Voltage Electric Design**
- **MEP Construction Design**
- **Emergency Restoration**

MEP Budget: Phase 1 - $1.16M
Phase II - $1.25M

Location: Hacker Valley, WV

Park Size: 8, 101 acres



Project Goals:

In 2012, hurricane Sandy incapacitated the park's main electrical supply. The goal of the project was to return electric service to the park.

Site study and work to meet the owner's initial goal uncovered potential hazards. Thus, Miller Engineering developed a (2) phase approach to meet both the current goal and address code issues.

Project Outcome Highlights:

- Designed and developed a plan restoring power to the park and reduce future outages
- Coordinated with the DOH to properly cross electrical conduit/lines under the highway and meet guidelines.
- Maintained erosion control standards and DEP guidelines when crossing the Holly River, a natural habitat for trout.
- Designed solution opting for burying (2.5 miles) of electrical supply cable in conduit to prevent future outages.

The project goals were met by addressing both the short and long term goals of the owner as well as the electrical needs of the park.

Project Reference: Bradley S. Leslie, PE
Assistant Chief State Parks Section
324 Fourth Ave., Charleston, WV 25303
Phone: (304) 558-2764

WVU Willowdale Walkway

Engineering Design

- **Public Utilities**
- **Generator Tie-in**
- **Electric Design and Upgrade**
- **Back-up Generator Power**

Total Project Budget: $185K
Location: Morgantown, West Virginia
Facility Area: N/A

Project Goals:

Create pedestrian and driver safe exterior lighting and tie-in to back-up power supply.

Illumination of the newly created walkway has increased pedestrian safety, especially for medical students commuting to Ruby hospital and for WVU fans heading to the stadium on game day.

Project Outcome Highlights:

- Electrical design tied-in to emergency generator back-up to permit egress.
- Created ample illumination while avoiding a blinding hazard for motorist.
- Computer modeling was performed prior to construction to help ensure the elimination of hazards.

The project goals were met by achieving safe lighting and avoiding light pollution or blinding hazards.

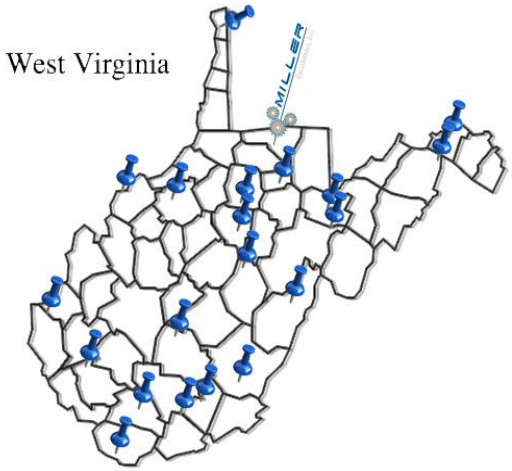
Project Reference: Paul Hanko
WVU Facilities Management PDC
979 Rawley Lane, Morgantown, WV 26506
Phone: (304) 293-7773

West Virginia State Parks

Engineering Design

- **High Voltage Electric**
- **DOH and DEP Adherence**
- **Electrical, Mechanical, Plumbing**
- **HVAC, Hydronic Pipe**
- **Construction Administration**
- **Electrical Code Observation**
- **Feasibility Studies**
- **Fire/Life Safety**

Total Project Budget: Varies by Project



Project Goals:

Design MEP specifications for projects in remote locations. Adhere and coordinate with public utilities to ensure project completion.

Recruit contractors near the project locations to help control cost associated with travel.

Project Outcome Highlights:

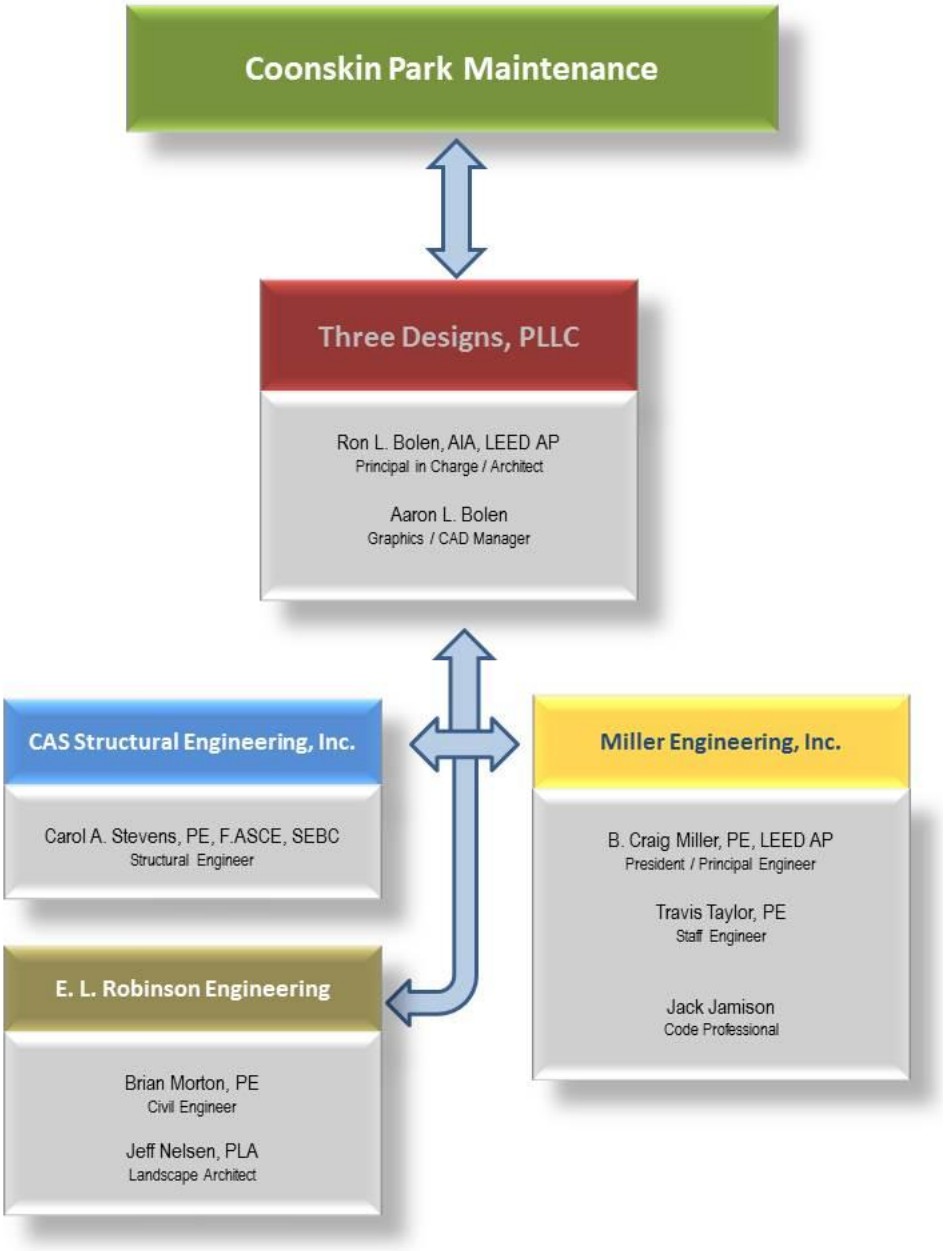
- Successful completion of over (20) WVDNR projects.
- Projects vary in scope and size.
- Team is adept with specifications regarding public utilities and areas.
- Projects completed with a "below" industry change order rate.

Providing quality, efficient, engineered solutions for the client that meet both budget and time lines.

Project Reference: Bradley S. Leslie, PE
Assistant Chief State Parks Section
324 Fourth Ave., Charleston, WV 25303
Phone: (304) 558-2764

3. PERSONNEL

The Three Designs Team brings together outstanding capabilities to meet and exceed the requirements for the Coonskin Park Maintenance Complex Building Design project. We have compiled a team of professionals with extensive architectural and engineering experience to provide the Maintenance Complex Building Project with a cohesive balance of personnel suited to the needs of this project.



The qualifications and experience of our key team members will provide for a professional, dynamic mix well suited to the Coonskin Park Maintenance's needs for this project. A resume for key members of the Three Designs' Team is included on the following pages.

Ron L. Bolen, AIA, LEED AP

Principal in Charge

Office Location:
Charleston, WV

Experience: 43 years

Education:
B.S. Architectural Design,
Parkersburg Community College / WVU Ext., 1980

Registration:
Registered Architect, No. 3135, West Virginia, 1999

American Institute of Architects (AIA)

LEED, AP (USGBC)
LEED® Accredited Professional,
BD+C, 2012

General Qualifications

Mr. Bolen brings over 40 years of design and project coordination experience to the project. Mr. Bolen insists on listening to the client's needs and bringing those desires to reality in a distinctive, functional and state of the art facility – on time and within budget. Project types include a multitude of small and large-scale designs, including office, hotel, and multipurpose facilities, augmented by varied experience in a wide range of opportunities in renovation and new facility design. Truly innovative designs are based on a well-articulated program developed in a close and continuing interaction between the client and the design team.

While at Three Designs, Mr. Bolen has focused most of his time on design and coordination with clients while maintaining a close relationship with the design team. Increasingly, Mr. Bolen's facilities have become the result of collaborative problem solving with other design professionals and our clients. The results are design solutions that balance interests, intentions and objectives with concepts that reflect quality, integrity and aesthetic appeal.

Relevant Experience

Coonskin Park Maintenance / Storage Facility – Charleston, WV

As Project Manager, Mr. Bolen provided Architectural Services from pre-design through all phases of document preparation, consultant coordination, client relations, and into construction administration. This new facility of a pre-engineered metal building complex included maintenance / storage bays and an ADA accessible restroom. A layout was also designed for the future two team shower / toilets / locker rooms for the adjacent soccer field.

Grandview State Park Amphitheater

As CADD Manager, Mr. Bolen provided services from pre-design through selective demolition to all phases of document preparation, consultant coordination, client relations, and construction administration. The design renovated the existing stage facility and back stage areas for the Amphitheater at Grandview State Park.

Ghent & Standard Maintenance Facilities - WV Parkways Authority

As Project Manager, Mr. Bolen provided services through pre-design and all phases of document preparation, consultant coordination, client relations, and construction administration.

As Project Manager, he provided services through pre-design and all phases of document preparation, consultant coordination, client relations, and construction administration. Both of the new facility designs replaced the existing buildings for the vehicle maintenance program.

Vocational Tech. Addition – Raleigh County Board of Education

He provided Project Manager services from pre-design through all phases of document preparation, consultant coordination, and client relations. This addition / renovation design provided four shops, two classroom and toilets within the required state guidelines.

Ronceverte Vol. Fire Station & Community Center

As Principal / Project Manager, Mr. Bolen provided services from pre-design through all phases of document preparation, consultant coordination, client relations, and construction administration. The design replaced an existing fire station. The facility was designed with five truck bays, office spaces, and conference hall, large meeting hall, toilets, and kitchen facilities and equipped with facilities for community flood relief. The facility is equipped to house approximately 75 people with full kitchen facilities, restroom / showers, and housing in the event of a natural disaster in the community.

Little Kanawha Bus Facility, Mt. Zion, West Virginia

Mr. Bolen was responsible in providing a complete architectural design and detailed construction administration services include the construction of a pre-engineered metal and brick construction, sited on the available property allowing for future expansion needs. Mr. Bolen provided architectural and construction-phase support for a new, 10,000-square foot, pre-engineered, metal and brick bus maintenance and transit operations facility. The 4,500-square-foot administrative area will include offices, a conference room, a money-counting room, and a driver-training room, and the 5,500-square-foot bus maintenance area will include storage for seven buses. The facility will be ADA-compliant and is being designed to achieve a high degree of energy efficiency. Services include site survey and design, geotechnical testing, environmental compliance, utility coordination, bid documents, bid-phase support, and as-built drawings.

UPS Distribution Facility – Bluefield, WV

Mr. Bolen provided Project Manager services through pre-design and all phases of document preparation, consultant coordination, client relations, and construction administration. A new facility design houses the Bluefield Vehicle Distribution for the United Parcel Service.

Ronceverte Community Center / Fire Station – Ronceverte, WV

As Principal / Project Manager, Mr. Bolen provided services from pre-design through all phases of document preparation, consultant coordination, client relations, and construction administration. The new facility design replaced an existing fire station and meeting hall. The facility was designed with five truck bays, office spaces, community center, conference hall, large meeting hall, full commercial kitchen facilities and equipped with facilities for community flood relief.

Aaron L. Bolen

Graphic Design Manager

Office Location:
Charleston, WV

Experience: 20 years

Education:
2003, Concord College

Registration:
AIA Allied Member

General Qualifications

Mr. Bolen has spent the last ten years working to develop the graphic design development and to implement the drawing development for projects. Since 1994, he has been responsible for overseeing and auditing many aspects of graphic design for Three Designs' projects. For building projects, he ensures that all graphic design features have been incorporated in order to meet the appropriate levels of the owner's requirements. Project types include: University, Administrative offices, Vehicle Maintenance Facilities, Interior spaces, Churches, Equipment Layouts and Storage Buildings.

As a designer, he has been able to solve visual / communication problems or challenges. In doing so, he has identified the communications issue, gathered and analyzed information related to the issue, and generated potential approaches aimed at solving the problem. As a graphic designer, he understands the social and cultural norms of the audience and develops visual solutions that are perceived as relevant, understandable and effective.

Mr. Bolen has a thorough understanding of production and rendering methods. Some of the technologies and methods of production are drawing, offset printing, photography, and time-based and interactive media (film, video, computer multimedia). Frequently, as a designer, he is called upon to manage color in different medias.

Relevant Experience

Good News Mountaineer Garage, Charleston, West Virginia

Graphic Design Manager. Responsible for the 3D graphic representations of the proposed Auto Repair garage and administrative office facility for this non-profit organization. The Good News Mountaineer Garage graphic three dimensional image representations assisted the client in fund raising and visualization of the finished product.

WVU - P, Parkersburg, West Virginia

Graphic Design Manager. Responsible for the 3D graphic representations of the proposed maintenance and office facility for the WVU branch at Parkersburg. The graphic three dimensional image representations assisted the client in visualization of the finished product.

WVSU, Institute, West Virginia

Graphic Design Manager. Responsible for the 3D graphic representations of the proposed maintenance, classroom, laboratories and office facility for the WVSU at Institute. The graphic three dimensional image representations assisted the client

in visualization of the finished product.

Lincoln County Annex, Hamlin, West Virginia

Graphic Design Manager. Responsible for the graphic three dimensional image representations of the proposed office facility and maintenance facility for the Lincoln County Commission at Hamlin. The graphic representations assisted the client and the contractors in visualization of the finished product.

Little Kanawha Bus Maintenance Facility, Mt. Zion, West Virginia

Graphic Design Manager. Responsible for the graphic three dimensional image representations of the proposed office facility and maintenance facility for the Little Kanawha Bus at Mt. Zion. The graphic three dimensional image representations assisted the client and the contractors in visualization of the finished product.

Church of God Youth Center Annex, Princeton, West Virginia

Graphic Design Manager. Responsible for the graphic three dimensional image representations of the proposed Youth Center facility for the COG at Princeton. The graphic three dimensional image representations assisted the client and the contractors in visualization of the finished product.

Carol A. Stevens, P.E.
Structural Engineer

EDUCATION

West Virginia University, BSCE, 1984
Chi Epsilon National Civil Engineering Honorary
The Pennsylvania State University, ME Eng Sci, 1989

PROFESSIONAL REGISTRATION

P.E.	1990	Pennsylvania
P.E.	1991	West Virginia
P.E.	1994	Maryland
P.E.	2008	Ohio

BACKGROUND SUMMARY

2001 – Present	President, Structural Engineer CAS Structural Engineering, Inc.
1999 – 2001	Structural Engineer Clingenpeel/McBrayer & Assoc, Inc.
1996 – 1999	Transportation Department Manager Structural Engineer Chapman Technical Group, Inc.
1995 – 1996	Structural Engineer Alpha Associates, Inc.
1988 – 1995	Structural Department Manager Structural Engineer NuTec Design Associates, Inc.
1982 – 1988	Engineer AAI Corporation, Inc.

PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers
National Society of Professional Engineers
American Concrete Institute
American Institute of Steel Construction
West Virginia University Department of Civil and Environmental Engineering Advisory Committee
WVUIT Department of Civil Engineering Advisory Committee

CIVIC INVOLVEMENT

ASCE Christmas in April Project
Engineer's Week Speaker

EXPERIENCE

West Virginia, State Capitol Complex, Governor's Mansion: Structural analysis and design in addition to evaluation report for modifications and renovations to several areas of mansion. Building is on State Historic Register.

West Virginia, State Capitol Complex, Main Capitol Building Dome: Exploratory investigation of structural steel components of Lantern Level of dome and development of contract documents for repairs. Construction is currently under contract. Building is on State Historic Register.

West Virginia, State Capitol Complex, Building 3: Structural design and construction administration of repairs to limestone canopy.

West Virginia, State Capitol Complex, Main Capitol Building Parapet: Exploratory investigation of limestone/brick parapet/balustrade of Main Capitol Building to determine cause of movement/cracking/leaks.

West Virginia, Spruce River Volunteer Fire Department, Boone County: Structural design of additions and renovations to existing volunteer fire department.

West Virginia, Kanawha County Schools: Structural design of additions to George Washington, Sissonville, Herbert Hoover, South Charleston and Nitro High Schools.

West Virginia, Hampshire County Courthouse Elevator: Designed structure for incorporation of elevator into existing courthouse building.

West Virginia, Upshur County Courthouse: Designed renovations to 3-story building addition, renovations to existing 1899 building main entrance and dome structure.

West Virginia, Eastern West Virginia Regional Airport: Designed foundations and structural steel framing for new 2-story terminal building.

West Virginia, Star USA Federal Credit Union: Designed foundations and roof framing for new one-story commercial building.

West Virginia, Mt. Calvary Baptist Church: Designed foundations and floor framing for new activities building.

PO Box 469 ▪ Alum Creek, WV 25003-0469 PHONE 304-756-2564 FAX 304-756-2565 WEB www.casstruceng.com

PREVIOUS EXPERIENCE

West Virginia, State Capitol Building: Designed structural system to replace deteriorated reinforced concrete slab at landing on north side of Capitol steps.

West Virginia, Johnson Ave Professional Building: Structural design of new 9,400 SF steel framed office building.

West Virginia, Covenant House: Structural design of new 3-story, 13,700 SF steel frame and light-gauge steel roof truss building.

West Virginia, Sissonville Library: Structural design of new 7,000 SF branch library. Structure consisted of wood framing.

West Virginia, Cabell Huntington Hospital Boiler Mezzanine: Structural analysis and testing of existing reinforced concrete mezzanine with significant degradation from brine tank leakage. Developed new structural system to replace existing concrete mezzanine utilizing steel framing and steel grating.

West Virginia, North Fork Hughes River Water Treatment Plant: Designed reinforced concrete structure for new water treatment facility.

West Virginia, Beckley Wastewater Treatment Plant: Designed reinforced concrete tanks and masonry support structures for new wastewater treatment plant.

West Virginia, Morgantown High School Additions: Designed steel framing and foundations for science classroom, cafeteria and gymnasium additions to existing education complex.

West Virginia, Grafton High School Addition: Designed steel framing and foundations for new science classroom addition to existing high school.

Pennsylvania, Metropolitan Edison Company, Headquarters: New 80,000 SF two-story office addition to existing complex.

Pennsylvania, York County Government Center: Structural analysis and design of 1898 former department store converted to county government offices. Interior renovations included adding floor framing at mezzanine level, analyzing and redesigning deficient floor framing, and adding new elevators. Exterior renovations included complete façade rework to recreate original appearance.

Pennsylvania, Defense Distribution Region East: Structural engineering and design for a 33,000 SF Hazardous Materials Storage Warehouse.

Maryland, U.S. Army Corps of Engineers, Baltimore District, Administration Building: Seismic design of new 10,000 SF masonry building.

Pennsylvania, Carlisle Syntec: Design of foundation supports for 800,000 lb rubber vulcanizing machine; enlargement of foreman's office including new framing to support mechanical equipment on roof; new monorail installation; extension of existing gantry rail.

Pennsylvania, Engel Worldwide: Steel framing and foundations for new 12,000 SF two-story office building; design of crane beams and columns for adjacent 60,000 SF crane building.

Pennsylvania, AMP IMF: Structural design for the renovation and conversion of a stamping facility into an integrated manufacturing facility (IMF) housing operations for stamping as well as blow molding processes.

Texas, York International: Structural survey of existing building structure for modifications to incorporate large testing and manufacturing areas for mechanical equipment.

Maryland, Columbia 100: Design of structural steel framing for new two-story 43,000 SF office building.

Pennsylvania, York Federal Savings and Loan Association/New Service Corporation: Design of steel framing, reinforced concrete retaining wall and foundations for new 14,400 SF two-story office building.

Pennsylvania, Yorktowne Parking Garage: Study of reinforced concrete/steel framed parking garage.

Pennsylvania, Blakey Yost Bupp & Schaumann: Re-construction of a 3-story 10,200 SF, fire damaged urban building and conversion into law offices.

Pennsylvania, Queensgate Theaters: Structural analysis of existing mall area for conversion to movie theaters.

Pennsylvania, College Misericordia: Structural design of new 50,000 SF student resident hall utilizing precast concrete planks and masonry bearing walls.

Pennsylvania, Homewood Suites: Structural and foundation design for new two-story hotel.

Pennsylvania, Comfort Inn: Structural and foundation design of new 5-story hotel.

Pennsylvania, Glatfelter Insurance: Design of steel framing and foundations for new 30,200 SF building.

Brian Morton, P.E.
Project Engineer

E.L. ROBINSON ENGINEERING

Education

B.S. Civil Engineering, West Virginia University Institute of Technology, 1998

Registrations

Registered Professional Engineer in West Virginia, Ohio and Florida

WVDOH Certified Aggregate Sampling Inspector WVDOT Certified Portland Cement Concrete Inspector

Certified Student Pilot, FAA

Professional Memberships

American Society of Civil Engineers (ASCE)

American Water Works Association (AWWA)

Professional Experience

Mr. Morton has over seven years of experience in many areas of civil engineering including roadway design projects, airport design projects, water distribution systems, sanitary sewer collection systems, storm water collection systems, site development projects and ADA accessible train and bus station improvements. Prior to joining E.L. Robinson Engineering Co., Mr. Morton worked with the WV Division of Highways as an Engineering Co-op Technician. His responsibilities at E.L. Robinson Engineering Co. include project management, construction management, contract administration, and project engineering.

Representative Projects

Highway Design:

US Route 52 - Kermit Bypass: This project consisted of 2.5 miles of four-lane divided highway, 3,000 LF of four-lane access road design, two 4-ramp intersections, one set of twin structures, one single bridge, and 2,900 LF of stream relocation, all of which resulted in 10 million cubic yards of excavation and an estimated total construction cost of $88 million.

Corridor H - Davis to Bismarck: This project consisted of 1.75 miles of four-lane divided highway, one bridge, two at-grade intersections, and a 6' X 6' concrete box culvert. This project has an estimated total construction cost of $9 million.

Corridor H – Foreman to Moorefield: This project consisted of 5 miles of four-lane divided highway, almost 3 miles of access road design, a truck escape ramp, one set of twin structures, one single bridge, a box culvert, and naturalized stream design. This project resulted in 10 million cubic yards of excavation and an estimated construction cost of $75 million.

Meadowbrook Road: This project consisted of 1.4 miles of four-lane divided highway, one set of twin structures, two at-grade intersections, and a tie-in to existing US Route 19. The project had an estimated total construction cost of $19 million.

I-79 Bridgeport to Meadowbrook: This project consisted of widening 2.1 miles of Interstate 79 to 8-lanes, including three bridges, tie-ins to two intersections, and water and sewer line relocation. The total construction cost for this project was near $30 Million.

Lower Gassaway Bridge Replacement: This project consisted of 0.3 miles of roadway relocation, a 453' long bridge, three at-grade intersections, an at-grade railroad crossing, and a boat-loading ramp. The total construction cost for this project was $3.5 Million.

Airport Design:

Implementation of the 2003 and 2004 AIP projects at the Lawrence County (Ohio) Airpark: This included Runway Safety Area Study Report; Airport Layout Plan update including Aviation Forecasting, wind coverage analysis using FAA software "Airport Design 4.2D," non precision GPS instrument approach analysis, Part 77 Imaginary Surface analysis, Appendix II threshold siting criteria analysis, displaced threshold and declared distance calculations and property acquisition analysis.

The implementation consisted of the preparation of detailed plans and specifications conforming to FAA advisory circulars and cost estimations for the construction of a runway and taxiway rehabilitation, runway and taxiway pavement markings, apron and tie-down area expansion which included pavement design, major and minor drainage improvements around the airport and site grading and reclamation around apron and taxiways; assisted in the bidding phase and the preconstruction issues as well as construction management including airport safety briefings and NOTAMs for these projects.

Utility Relocation:

Water and Sewer Relocation for the Route 35 / I–64 interchange; Waterline Relocation for the Big Tyler Center Turn Lane Project; Water and Sewer Relocation for Route 34 Roadway Widening Project; Sanitary Sewer Relocation for the I-79 Meadowbrook Bridge; Various Gas Line Relocations for Consumers Gas Company.

Waterline Distribution:

Waterline Extension Projects in Cabell, Wayne, Kanawha and Putnam Counties included the design and construction management of miles of waterline and several water storage tanks and booster pump stations.

Site Development:

CAMC 33rd Street Relocation: engineering design and construction management for the relocation of 33rd street and site development for a five story clinical teaching facility in Charleston, WV. Other site design projects include Uno's Pizzeria in Teays Valley, WV; Go Mart in Gallipolis, Ohio; Montgomery Amtrak Bus and Train Station Improvements Project in Montgomery WV.

Jeff Nelsen, PLA
Landscape Architect

E.L. ROBINSON ENGINEERING

Education

Bachelor of Science in Landscape Architecture

West Virginia University, 1976

Registrations

Professional Landscape Architect in West Virginia, Indiana, Kentucky, Ohio, Maryland, and Virginia

Professional Experience

Mr. Nelsen has practiced landscape architecture for over 38 years principally in West Virginia but also has completed projects in Ohio, Indiana and Pennsylvania. His professional experience has afforded him opportunities to assist clients with park and recreation planning and design, community and urban planning, streetscape design, campus planning for elementary, secondary and higher education facilities and site planning and design for residential, commercial and public places. He has been involved in environmental planning and restoration especially lands degraded from past mining practices. He has managed site development on significant projects such as the Stonewall Jackson Resort and the Tamarack Art Center yet enjoys working with clients and communities assisting them visualize the improvements for their parcels and neighborhoods.

Representative Projects

Clay Center for the Arts and Sciences, Charleston, WV: Prepared construction and bidding documents and provided construction administration for a new public plaza space at the corner of Leon Sullivan Way and Washington Street for Charleston's premier performing arts and science center. The site's design called creating a cool green zone for people to gather informally and as an entertainment venue for special events. The relative flat site consisted of a circular plaza and fountain surrounded by a concentric ring of granite seat walls at the edge of the pavement radiating outward into the lawn area. Large 4" and 6" caliper Linden and Honeylocust trees were planted to create a shaded canopy for the space in front of the center.

Washington Street Streetscape, Charleston's East End, WV: Prepared master plan, construction and bidding documents and provided construction administration services for the remaining segment of the Washington Street streetscape from the state Capitol grounds to Charleston Area Medical Center which entailed a ½ mile of sidewalk replacement, new street lighting, brick accent pavements, street trees, landscaping, utility line relocation and burial and new underground electrical service for 30 structures. Total budget for the project was approximately two million dollars.

Rich Mountain, Laurel Hill and Corrick's Ford Civil War Battlefields, Randolph, Barbour and Tucker Counties, WV: These are three distinct battlefields but are all related to each other because they are a progression of the first major conflict in northwestern Virginia in July, 1861 between approximately 9000 Union soldiers led by General George McClellan and 5000 Confederate troops led by General Robert Garnett. The armies engaged each other at these three locations over a week's time resulting in the defeat of the Confederate forces. This early Union victory allowed Union sympathizers in the western counties of Virginia to organize a secessionist movement to form the new state of West Virginia. Services included providing master planning, interpretation recommendations, signage and trail development for each of these sites with archeological and historical consultants on the team. The planning and design efforts of these new public lands were focused on preservation and interpretation of each site's story about West Virginia's role in the Civil War.

Jeff Nelsen, PLA

[continued]

Tamarack Art Center, Beckley, WV: Working with the architect for the project prepared the site master plan and managed design for all exterior improvements including access road, bus and car parking, earthwork, stormwater management, utility design, pedestrian walkways and plaza spaces, fountain design, landscaping, and irrigation design. This $20 million facility is widely recognized in West Virginia and surrounding states as one of the finest venues for West Virginia artisans.

Stonewall Jackson Resort, Roanoke, WV: In the most recent major expansion of a West Virginia State Park, assisted the developer in an unique public private partnership to build new facilities at the park which included master planning for a lodge, golf course, expanded campgrounds, cabins, expanded day use facilities, trails and other site features. Prepared documents for regulatory review by the USACOE, WVDEP, and WVDNR. Managed the development of site preparation construction documents for the lodge, golf clubhouse, cabin area, and future campground areas. Assisted the golf course design team with storm water management and permitting issues. After the completion of new facilities have continued to assist the developer on future proposed amenities for the resort.

BOPARC Master Plan Update, Morgantown, WV: Due to the significant growth in Morgantown, assisted the Morgantown Board of Park and Recreation Commission with an update of the existing and proposed park facilities maintained by the City of Morgantown. This involved site review of approximately 20 facilities, development of a needs analysis survey and interpretation of its findings, preparation of new master plans for each park, preparation of cost opinions and phased recommendations for the planned $12 million of improvements.

Aspen Village, Timberline Resort, Canaan Valley, WV: Provided master planning and managed site design, permitting and engineering for a new 50 lot subdivision near Timberline. The development involved grading layout for lots, roads, drives, utilities, pond enlargement, and site amenities. Project entailed 30 duplex and triples units and 20 single family lots. Coordinated utility extensions with each respective company and assisted several of the property owners with site planning of their home sites.

West Side Community Renewal Plan, Charleston, WV: Working with the Charleston Urban Renewal Authority, Charleston Planning Department and community leaders on the West Side developed the largest urban renewal plan within the city encompassing 228 acres and almost 900 buildings. With assistance of a public facilitation consultant held a series of meetings with residents and business owners to gain input into their vision for the plan. The adopted recommendations identified significant public and private recommendations with the strongest focus on a new home ownership zone around the new elementary school planned on Florida Street.

Beech Fork State Park Lodge Development, Lavalette, WV: Provided feasibility studies of three different sites for new lodge for the state park beginning in 2008 through 2011. Working with WVDNR and the architectural firm ZMM of Charleston to develop a conceptual plan for the lodge and site improvements for a 75 room lodge near the lake's beach area with a total construction cost of approximately $29 million.

B. Craig Miller PE, LEED-AP

President · Principal Engineer

Founder of Miller Engineering in 2003, he serves as President and Principal Engineer; Craig has more than (20) years of experience in project solution and design.

During his employment with WVU, he was directly involved with approximately $130 million in new capital construction. Experienced in a wide range of projects and building types, including: renovations and adaptive reuse for building systems; he can add value to projects by leading the team to design constructable solutions. He is experienced at working with both owner's and teams to complete project goals.

Profile

President

- **Design of MEP, Fire, Data, and Project Solutions**
- **Project Personnel Management**
- **Business Operations and Financial Management Oversight**
- **Quality Assurance and Control**

Project Highlights

- **$75M in MEP Projects Completed to Date**
- **Multiple Project Experience with Buildings Aged 70+ years**
- **Metropolitan Theater Historic Renovation**
- **Bartlett House Phased Adaptive Renovation**
- **West Virginia Capitol Building Renovation**
- **Veteran's Memorial and Reflecting Pool**

Professional History

2003- Present	**Miller Engineering, Inc.**	**President and Principal Engineer**
2002-2003	Casto Technical Services	Existing Building Services Staff Engineer
2001-2002	Uniontown Hospital	Assistant Director of Engineering
1995-2001	West Virginia University	Staff Engineer
1990-1995	BOPARC	Caretaker, Krepps Park
1983-1988	University of Charleston	Electrician/HVAC Mechanic

Education

1995 **West Virginia University, BS-Mechanical Engineering**
1988 **University of Charleston, BA-Mass Communications**

LICENSE/CERTIFICIATION

- **Professional Engineer (West Virginia, Pennsylvania, Maryland, and Ohio)**
- **Licensed Master Plumber**
- **LEED-AP Certified**

Travis Taylor, PE

Staff Engineer

Experience in project management facilitates Travis's ability to create and design constructable projects. Prior to joining the Miller Engineering team he was directly responsible for managing $10 million in electrical construction budgets. His experiences encompass both new construction and renovation. Travis maintains professional competencies by attending seminars and continuing education classes.

As a staff engineer, he provides HVAC, Mechanical, Plumbing, Electrical, and Fire Protection design solutions and services for our clients. Travis's hands-on construction experience enables him to provide engineered solutions for all types of building's fire protection and suppression requirements.

Profile

Staff Engineer

- **Design of MEP, Fire, Data, and Phone Systems**
- **Constructable Design and Materials Evaluation**
- **Site Evaluation and Mechanical System Review**
- **Submittal and RFP Review**
- **RFI Coordination, Review, and Response**
- **Construction Observation**

Project Highlights

- **WVU Football Stadium Scoreboard**
- **Electrical Contractor Project Manager for the *Louis Johnson VA Hospital* -- 3rd floor Inpatient Renovation**
- **WVU Temperature Control Upgrades**
- **Adaptive Renovation of Urlings General Store into Apartments**
- **Pipestem state Park Switchgear, Piping, and Fire Alarm Upgrades**
- **WVU Eiesland Hall Fire Alarm and Sprinkler Upgrades**
- **Bartlett House Fire Alarm and Sprinkler System Design**

Professional History

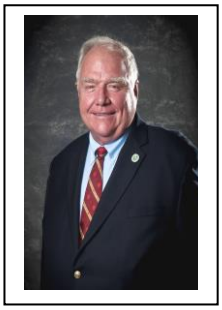
2011-Present	**Miller Engineering, Inc.**	**Staff Engineer**
2006-2011	Tri-County Electric, Co.	Project Manager

Education

2006 West Virginia University, BS – Mechanical Engineering

LICENSE/CERTIFICATION

- Professional Engineer - State of West Virginia
- OSHA 10-hour Course: Construction Safety & Health



Jack Jaminson

Code Professional

Jack brings (15) years as an electrical/building inspector and over (25) years of experience in the commercial electrical construction industry. Through his experience, he is familiar with many local and state code enforcement officials. His knowledge and experience are valuable resources to Miller's complete assessment process.

Profile

Design and Construction Observation of Electrical Systems

- **Facility Review, Code Research, and Project Evaluation**
- **Field Observations and Issue Resolutions**

Project Highlights

- **Board Member of the West Virginia Code Officials**
- **Founder and Secretary of the West Virginia Division of the International Association of Electrical Inspectors**
- **IAEI Ohio Chapter – Membership Chair**

Professional History

2010- Present	**Miller Engineering, Inc.**	**Code Professional**
1999-2010	Megco Inspections	Chief Inspector
1972-1998	Jamison Electrical Construction	Electrician

Education

1971 Fairmont State College, BS-Engineering Technology-Electronics

LICENSE/CERTIFICATION

- Master Code Professional, IAEI Master Electrical Inspector, Class C Electrical Inspector – WV, PA, MD, & OH
- ICC Commercial Building, Building Plans, Commercial Plumbing, Residential Energy, and Accessibility Inspector/Examiner
- WV Master Electricians License
- NCPCCI-2B, 2C, 4B, 4C: Electrical & Mechanical General/Plan Review
- OSHA 30 Hour Course: General Industry
- NFPA Code Making Panel 14 – NEC 2014 Edition

4. PROJECT APPROACH

Three Designs' approach to the Coonskin Park Maintenance Complex Building Design Project is consistent with the strategy employed by the company on all its professional service design projects.

MULTIPLE RENOVATION PROJECT

Should we be tasked with developing a cost proposal and design/construction package for Complex Building Design Project to address the existing facilities upgrade, the following approach will be followed. This approach is described in two components – our project plan and the tools by which we intend to accomplish the West Coonskin Park Maintenance's aspirations for your project.

PROJECT MANAGEMENT

Successfully produced projects are the result of establishing trust with the client that the Three Designs' Team will commit to meeting the client's goals, schedule and budget concerns in a timely, comprehensive manner. Establishing this trust is the initial objective of the design team and may be achieved through providing creativity, diligence, and attentive service.

Through initial interviews and meetings, the design team will seek to maximize concurrent input from the Coonskin Park Maintenance Officials to gain insight into the rationale for establishing the following:

Goals of the project – Will include criteria that will be used by the Coonskin Park Maintenance Officials to determine a successful project.

Facility performance criteria - among those to be explored:

- Design a new maintenance facility
- Located inside Coonskin Park

- Design to consider the proximity of the new bridge construction
- Facility estimates being between 9,000 – 11,000 SF
- Design to include separate facilities to be incorporated in new facility
    - Road salt facility
    - Wash point
    - Fuel point
    - Equipment shed
    - Security building
- All necessary utilities
- Infrastructure upgrades
- Landscaping
- Paving
- Gates, etc.

Project scope control – We are ascertaining that the architectural program and conceptual design will address needs and goals of the Coonskin Park Maintenance.

a. Building systems preferences *and current pricing market for select systems to be considered.* Systems may include structural, building envelope.

b. Building materials preferences *and cost comparisons that could be considered.* This input amounts to early value engineering for selection of key materials to be considered and incorporated. This can save and will save your project considerable time and expense to obtain this initial input.

c. Budget control. Successful projects result from all members of the project team developing a good understanding of the limitations that the project budget establishes, and then working to remain within those budget constraints. Since the contractor ultimately determines the cost of the project, obtaining early, and continuous input, is extremely valuable to achieving this goal.

d. Schedule control. As with selecting reasonable materials and systems that meet the design criteria, intent, and budget, it is also critical to ensure that the design components are developed within a designated schedule that meets the Coonskin Park Maintenance's needs.

PROJECT EXECUTION

For execution of this project, Three Designs will create a work plan that identifies accomplishing the following project phases/tasks/ progression:

a. Facilitate a project kick-off conference

The objective will be to introduce the design team to the history of the project, the progress made to-date, and for the Coonskin Park Maintenance to present the concept design and/or vision.

This meeting is to be interactive and to familiarize the design team with the Coonskin Park Maintenance's goals, ideas, and expectations for the project. It is an opportunity to become more familiar with design team members and their particular expertise.

b. Architectural Program Verification

1. Develop insight and understanding of design goals, decision-making rationale
2. Identify key techniques, operations.
3. Confirm Coonskin Park Maintenance's approach to:
   a. Operational standards
   b. Security
   c. Safe working and living environment
   d. Cost effectiveness
   e. Apparatus
4. Confirmation of space needs
5. Explore precepts for systems and materials
6. Understand budget limitations
7. Understand schedule ramifications / confirm milestones

c. Concept Design Verification

1. Develop an understanding of the design context and preferences of the Coonskin Park Maintenance
2. Develop an understanding of the site design, including accessibility, vehicle, and pedestrian circulation
3. Develop insight and confirmation of spatial relationships
4. Develop insight and confirm style, context and material preferences

5. Explore budget ramifications of design precepts

d. Schematic Design

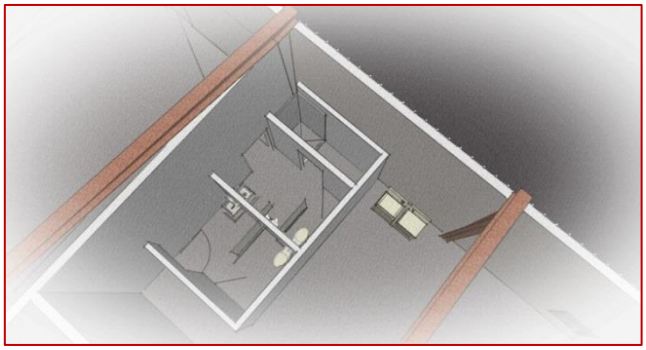
1. Refine site layout, vehicular/ pedestrian access, ancillary spaces, and parking
2. Identify preliminary hydrology concept
3. Refine floor plan and concepts
4. Confirm preferences for apparatus bay configurations and equipment
5. Identify preliminary structural system including foundations and superstructure
6. Identify electrical lighting/power systems
7. Submit schematic package, including drawings, outline specifications to the Coonskin Park Maintenance's project team for initial review and comment

e. Design Development

1. Refine drawings with dimensional confirmation
2. Refine structural systems with dimensional control and sizing of members
3. Prepare a preliminary cost estimate based on the design as established from the Schematic Phase along with the refinements of this phase.
4. Submit the design development package, including drawings and edited specifications to the Coonskin Park Maintenance's project team for review.

f. Construction Documents Phase

1. Finalize site designs and documentation
2. Finalize the drawings and documentation
3. Finalize the refined cost estimate
4. Submit the construction documents package including drawings, and project manual to the Coonskin Park Maintenance's project team for final review and acceptance



g. Plan Review and Permitting

1. Submit completed package to the Coonskin Park Maintenance for review
2. Address review comments and make adjustments as required to facilitate the review and acceptance by the Coonskin Park Maintenance

h. Construction

1. Three Designs' approach to construction contract administration and interaction is more fully explained later in this section. The designs team will assist the Contractor by expediting reviews of shop drawings and submittals; by answering requests for information or clarification on the documents.
2. Make periodic site visits to monitor and report to the Coonskin Park Maintenance on the progress and conformance of the work during construction.
3. Perform a formal inspection of the work at the substantial completion stage and prepare a punch-list of deficiencies or items needing further attention.
4. Perform a pre-final inspection for the purpose of clearing the punch-list items.
5. Perform a final inspection and issue final acceptance.

i. Post-Construction

1. Using record documents created in the field by the Contractor, Three Designs will refine the as-built drawings to reflect final field-constructed conditions.

Method:

Miller Engineering believes in creating MEP systems that are both constructible and maintainable which fit the project's needs. Various staff members of MEI have practical, commercial construction experience and can apply this knowledge to the project in order to provide a successful outcome.

Evaluation and Review:

Our team will meet in-person and phone-conference with, as the situation applies, all stakeholders of the project to gain insight and affirm goals before developing a design specific to the project's needs/goals. In addition, ***the site will be visited to identify electric capacity and water availability*** and exact location on the property for the building's construction. ***Specific attention will be on the placement of utilities and the facility's need for domestic/sanitary water services.***

Design Process:

We believe in all stakeholders being actively involved throughout the entire design process. Miller Engineering will begin design development and initial estimates. Plans will be presented to the owner upon completion of schematic and design development. Revisions will be made, owner approval sought, and construction documents then will be created. Project budget estimates will have several iterations to lessen any surprises during bidding. Local code officials and utility companies will be consulted during design for compliance.

Bidding, Construction, and Quality Assurance:

MEI will assist in the bidding process by taking part in pre-bid meetings and answering any questions arising prior to bidding. We offer one of the most comprehensive construction administration services in the industry. Our staff will be active in progress meetings, RFI and submittal review, and construction observation. Prompt response is critical and will be essential in keeping the project schedule and budget on target.

Post Construction:

After construction is complete, Miller Engineering will make their services available as a technical reference. We will ensure during project close-out that the Owner's staff is educated on the system's operation and maintenance. Any post construction questions will be handled by our team. MEI's staff will also ensure that the owner is provided with accurate as-built drawings and owner and operator manuals. Miller will require the contractor to refresh training on any and all equipment. In addition, MEI will provide a warranty period and walk-thru at 11 months.

Communication Plan with Architect:

Regular progress meetings will be held with the architect, and other involved stakeholders. Meetings will be held on-site, in person, and via telephone as the situation necessitates. E-mail will be used to confirm and document meetings.

The architect will be the primary contact with the owner and the principal engineer will be a secondary contact and technical resource for the owner on this project.

Note:

The preferred method of communication is written, but Miller Engineering's staff will use verbal communication if necessary for continuing project flow. Any verbal discussions or directions will be documented in meeting minutes or memo, and distributed to all members of the project team possibly affected by the conversation. To minimize project downtime and ensure there are no gaps in communication, MEI utilizes a backup system. The system consists of our secure network and a secure FTP site. All written correspondences are stored on the network and FTP site. Project team members are given access to the FTP site. The FTP site also serves as a way of transmitting large files electronically. This can serve to prevent downtime waiting on multiple emails or shipping hard copies.

Estimating Methodology and Avoiding Change Orders

- Perform budgetary estimate of probable cost, review with owner to determine possible changes in scope and/or deign.
- Perform estimating at each design phase and update as necessary throughout
- Listen and review the owner's goals. Discuss methods for arriving at those goals with the entire team.
- If feasible, review the project with Code officials and any authority having jurisdiction to ensure compliance.
- Explore viable options for alternative design and or construction.
- Ensure the plans being set forth are constructible, maintainable, and within budget.

Programming/Schematic Design

- Communicate with all stakeholders in a clear/open fashion from the first meeting
- Review installation requirements with local construction standards.
- Assess design short and long term goals with architect, owner, and MEI team.
- Continuously review the design for constructability
- Communicate MEP system requirements to all members of the team as early as possible. Resolve any conflicts within a timely manner.
- Review the MEP system vendors with the Owner prior to the stat of specifications. Any changes will be communicated to the owner in writing.

Construction Documents/Bidding Phase

- Perform full review of documents with design team and owner.
- Review specifications and notes to determine appropriate level of MEP system install.
- Ensure documents clearly define coordination amongst all trades.
- Perform final review of documents with owner. Discuss in detail of how the project is implemented according to the plans/specifications.
- During the bidding process, answer any question in writing for distribution to all bidders. Ensure answers become part of the project requirements. Answer questions in a timely manner to prevent delays.

Construction Phase

- Perform timely review of shop drawings and submittals to reduce the potential for a delay based claim.
- Answer RFIs in timely manner/issue clarification drawings (CSD) as necessary. Distribute CSDs to all potentially affected trades.

5. ATTACHMENTS

CERTIFICATIONAND 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.

THREE DESIGNS, PLLC

(Company)

(Authorized Signature) (Representative Name, Title)

304-807-0841 01/06/2015

(Phone Number) (Fax Number) (Date)

RFQ No. ADJ1500000003

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 exceed 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: Three Designs, PLLC

Authorized Signature: _____ Date: 01/06/2015

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 6 day of January, 20 15.

My Commission expires September 8, 20 21.

AFFIX SEAL HERE

Official Seal
Notary Public, State of West Virginia
Susan K. Bolen
1041 Nease Drive
Charleston, WV 25387
My commission expires September 8, 2021

NOTARY PUBLIC Susan K Bolen

SOLICITATION NUMBER: CEOI - ADJ1500000003
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CEOI - ADJ1500000003 (Coonskin park Maintenance Complex Building design) ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

[ ] Modify bid opening date and time

[ ] Modify specifications of product or service being sought

[ ] Attachment of vendor questions and responses

[ ] Attachment of pre-bid sign-in sheet

[ ] Correction of error

[X] Other

Description of Modification to Solicitation:

1. To remove the Vendor Preference Certificate attached to the original CEOI issued on 12/10/2014. This form should be discarded and not included with proposal submission.

2. The bid opening remains on 01/06/2015 at 1:30 pm.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.

2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI - ADJ1500000003

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)

[X]	Addendum No. 1	[ ]	Addendum No. 6
[ ]	Addendum No. 2	[ ]	Addendum No. 7
[ ]	Addendum No. 3	[ ]	Addendum No. 8
[ ]	Addendum No. 4	[ ]	Addendum No. 9
[ ]	Addendum No. 5	[ ]	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 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.

THREE DESIGNS, PLLC
Company

Ron F. Pulcher
Authorized Signature

01/06/2015
Date

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

WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION CERTIFICATE

ISSUED TO:
THREE DESIGNS, PLLC
1045 NEASE DR
CHARLESTON, WV 25387-1007

BUSINESS REGISTRATION ACCOUNT NUMBER: **2302-4955**

This certificate is issued on: 07/30/2014

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.

atL006 v.4
L0683717184

State of West Virginia

Certificate

I, Natalie E. Tennant, Secretary of State,
of the State of West Virginia, hereby certify that

Three Designs, PLLC

has filed the appropriate registration documents in my office according to the provisions of the West Virginia Code and hereby declare the organization listed above as duly registered with the Secretary of State's Office.

Given under my hand and
the Great Seal of West Virginia
on this day of
July 29, 2014

Natalie E Tennant

Secretary of State

The West Virginia Board of Architects

certifies that

RON L. BOLEN

is registered and authorized to practice
Architecture in the State of West Virginia.

In testimony whereof this certificate has been issued
by the authority of this board.

Certificate Number [redacted]

The registration is in good standing until June 30, 2015.

Leta C. Lewis

Board Administrator

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

MILLER ENGINEERING, INC.
C02108-00

Engineer in Responsible Charge: BRIAN MILLER - WV PE 015184

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, 2013 – June 30, 2014

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

WEST VIRGINIA UNIVERSITY

THE COLLEGE OF ENGINEERING

KNOW ALL PERSONS BY THESE PRESENTS
THAT THE UNIVERSITY OF WEST VIRGINIA BOARD OF TRUSTEES
UPON THE RECOMMENDATION OF THE FACULTY
HAS CONFERRED UPON

CRAIG MILLER

THE DEGREE OF

BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING

WITH ALL THE RIGHTS, HONORS AND PRIVILEGES THEREUNTO
APPERTAINING. WITNESS THE SEAL OF THE UNIVERSITY
AND THE SIGNATURES OF ITS DULY AUTHORIZED OFFICERS
HEREUNTO AFFIXED THIS FOURTEENTH DAY OF MAY,
NINETEEN HUNDRED NINETY-FIVE

Neil A. Bucklew
PRESIDENT OF THE UNIVERSITY

John R. Hobbitt
CHAIR, UNIVERSITY OF WEST VIRGINIA
BOARD OF TRUSTEES

Robert M. Beamon
DEAN OF THE COLLEGE

CHANCELLOR, UNIVERSITY OF WEST VIRGINIA
BOARD OF TRUSTEES

Your ACTIVE PE renewal fee has been received...

Your ACTIVE PE renewal fee has been received. Your pocket card indicating you are entitled to practice engineering in West Virginia until June 30, 2014 may be detached and used until that date unless invalidated as a result of Board audit of your renewal form or formal disciplinary action.

IMPORTANT REMINDERS:

1. Please include your WV ACTIVE PE license number on any correspondence to this office.
2. Please sign the back of this pocket card and carry the registration with you.
3. You are required to immediately notify the Board, in writing, of the following: loss or theft of license or seal, any name change, any address change, or any employment change.

BRIAN C MILLER
WV PE #015184
429 LAUREL RUN ROAD
CARMICHAELS, PA 15320

West Virginia State Board of Registration for Professional Engineers
300 Capitol Street, Suite 910
Charleston, West Virginia 25301
304-558-3554 Phone
800-324-6170 Toll Free

THIS IS YOUR RENEWAL PAYMENT RECEIPT
(in addition to your secondary records of either a canceled check or credit card statement, as well as a confirmation email and printed confirmation page if renewing via our website)
PLEASE SAVE THIS FOR YOUR RECORDS

West Virginia State Board of Registration for Professional Engineers

BRIAN C MILLER
WV PE # 015184

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

EXPIRES June 30, 2014

State of West Virginia

Fairmont State College

This Diploma Makes Known

That the West Virginia Board of Regents upon the recommendation of the faculty of the College has conferred upon

Jack E. Jamison, Jr.

the degree of

Bachelor of Science

In Testimony thereof, the signatures of the duly authorized officers of the West Virginia Board of Regents and of the Faculty of the College and the seal of the West Virginia Board of Regents have been affixed.

Done at Fairmont, West Virginia, this 15th day of May, 1971.

WEST VIRGINIA BOARD OF REGENTS

Earle T. Andrews

PRESIDENT OF THE BOARD OF REGENTS

CHANCELLOR

E. K. Seaton

PRESIDENT OF COLLEGE

William A. Boran

DEAN OF ACADEMIC AFFAIRS

Hereby Certifies that

Jack E. Jamison, Jr.

has demonstrated professional qualifications through a written examination based on the National Electrical Code® along with successful completion of field practice and documented expertise in required categories and has hereby achieved certification as

Master Electrical Inspector

Effective through:

September 30, 2013

Certification Identification No.

[redacted]

Secretary to the International Board
International Association of Electrical Inspectors

WEST VIRGINIA UNIVERSITY

COLLEGE OF ENGINEERING AND MINERAL RESOURCE

Know all persons by these presents
that the West Virginia University Board of Governors
upon the recommendation of the faculty
has conferred upon

TRAVIS WAYNE TAYLOR

The Degree of

BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING

With all the rights, honors, and privileges thereunto appertaining. Witness the seal of the university and the signatures of its duly authorized officers hereunto affixed this fourteenth day of May, two thousand six.

President of the University

Chair, West Virginia University Board of Governors

Dean of the College

Provost and Vice President

The State of West Virginia

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

Travis W. Taylor

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 [redacted]

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

Given *under the hand of the Seal of the Board at the Capitol in the City of Charleston, This 23rd day of May in the year of our Lord 2013 and of the State the One Hundred Forty-Ninth*

Members of the Board