



West Virginia Purchasing Division

2019 Washington Street, East
Charleston, WV 25305
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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.

Header

List View

General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 97110

Procurement Type: Central Purchase Order

Vendor ID: VC0000006473

Legal Name: THREE DESIGNS PLLC

Alias/DBA: RONNIE L BOLEN

Total Bid: \$0.00

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Solicitation Description: Door Replacement EOI Design Services(Multiple Facilities)

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**

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Date issued	Solicitation Closes	Solicitation No	Version
	2015-05-14 13:30:00	SR 0603 ESR05141500000003764	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	Interior and Exterior Door Replacement EOI-Design				

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description : 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 architectural and engineering design services for multiple facilities of the West Virginia Army National Guard, including the Clarksburg Armory, the Salem Armory, AASF#1 in Williamstown and AASF#2 in Wheeling for the development of construction documents to replace interior and exterior doors for the facilities named above, per the attached specifications.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Interior and Exterior Door Replacement EOI-Design				

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description : Professional architectural design services to develop construction documents for interior and exterior door replacement in the following locations, the Clarksburg Armory, in Clarksburg, WV, and the Salem Armory, in Salem, WV.

Qualification Proposal for:

**The WVARNG Construction and Facilities Management Office
Door Replacement Design and Construction Documents
Charleston, West Virginia**



May 14, 2015

Presented By:

THREE DESIGNS, PLLC

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

www.threedesignswv.com

May 14, 2015

Ms. Tara Lyle, Buyer
Department of Administration
Purchasing Division
2019 Washington St E
Charleston WV 25305

Reference: Door Replacement Design and Construction Documents

Ms. Lyle:

Three Designs, PLLC, Architects and Planners are pleased to submit the attached information to demonstrate our team's experience, qualifications and commitment to the project for the Door Replacement Design and Construction Documents. Three Designs is based out of the Charleston area with a team qualified to provide professional design services on the proposed site for the following reasons:

- **Experienced Team Members** – Three Designs' team members have worked on various types of projects from military facilities, administrative offices and support facilities, including various renovations with replacement of doors and hardware.
- **Quality Assurance** – At Three Designs, we specialize in design services and we implement all of our knowledge, skills, and training to fit the needs of any customer. We are based in Charleston and have serviced clients throughout West Virginia. What sets Three Designs apart from the others is that we don't just say we will listen to our clients; we treat all of our client's issues or problems with the highest problem solving skills in a timely fashion.
- **Method of Approach** - Three Designs abides by the elements and principles of design on every project. Our Three Design Principles of functionality, cost control and aesthetics are vital components for every client. When these are brought together and balanced, the client has the project they sought from the designer.

Thank you in advance for taking time to review our attached expression of interest in your project including our team's relevant project experience, qualifications and commitment to your success of the West Virginia Army National Guard Construction and Facilities Management's project. We appreciate your consideration to the Three Designs' team for your valuable project for the communities of Clarksburg, Salem, Wheeling and Williamstown.

Best Regards,



Ron L. Bolen, A.I.A., LEED AP
President / Senior Architect

THREE DESIGNS, PLLC

Web site: www.threedesignswv.com
Cell phone: 304-807-0841

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Three Designs, PLLC

- Ron L. Bolen, AIA, LEED AP
- Caterina McFadden, AIA Assoc.
- Aaron L. Bolen
- Laura Cox, PLA, ASLA, LEED GA

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**The WVARNG Construction and Facilities Management Office
Door Replacement Design and Construction Documents**

- Project Management
- The Success of Your Project
- Project Execution

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- Purchasing Affidavit
- Certification & Signature

1. PROJECT TEAM DESCRIPTION

Three Designs' Firm Profile

Three Designs, PLLC (a Veteran-Owned Small Business) provides the experience and expertise to successfully develop the Door Replacement Design and Construction Documents Project. Three Designs has assembled a team with the ideal experiences to ensure that the design for WV Army National Guard's Division of Engineering and Facilities will be a successful project for the door replacements. The design team has designed various phased projects of similar size and type throughout the region.



The Team has blended well together on similar projects in the past, of varying Military facility projects, as well as related projects this team has previously worked on facilities of similar nature. Collating this talent his gives us an excellent basis of working together on similar types of facilities and will be the very best team for your project.

Given our Team members past experiences, we know what has worked and can adapt our experiences to the Door Replacement Design and Construction Documents Project. Three Designs' selected project team leaders know how to effectively collaborate to provide services through your project; we will spend the time necessary to complete every task effectively. As necessary, the person that is required for the task (whether Architect or Engineer or Technician) will be available during the planning phases.

Three Designs, PLLC would be a strategic partner to ensure project needs are met with the WVARNG Project without the huge overhead of larger firms. We focus on our Three Designs' principles for every project, giving the very best project design.

Functional / Aesthetic / Cost Effective

We utilize a total team concept to supplement the operational model whereby contractual, project based local talent and expertise is supplemented when necessary by Three Designs 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.

We have qualified employees and our assembled team has designed projects across the State of West Virginia. We are familiar with all the up to date and effective design building codes and standards and the level of quality required for performing planning of the WVARNG's 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: rbolen@threedesignswv.com

Web site: threedesignswv.com

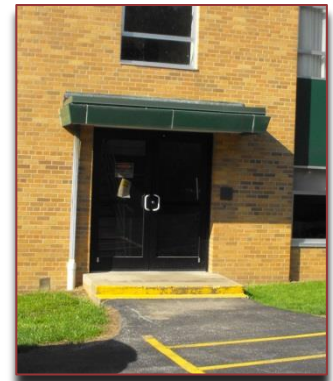
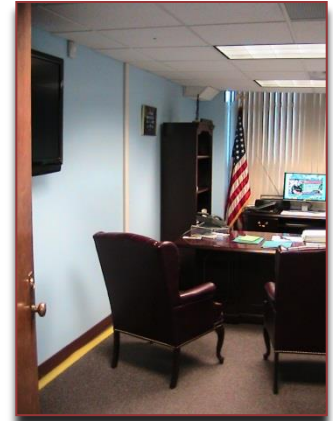
2. EXPERIENCE

The Three Designs Team brings together various experience capabilities for the for WV Army National Guard's Division of Engineering and Facilities' Doors Replacement Project. We have compiled a cohesive team of professionals with extensive architectural and engineering experience to provide the WVARNG's Project with a balance of personnel suited to the needs of this project.

Project **profiles** experience on the following pages shows the Principal, Project managers and other personnel's personal experience that have occurred with other firms prior to joining the Three Designs staff.

WVARNG Headquarters Building

Administration Offices
Renovations
2010



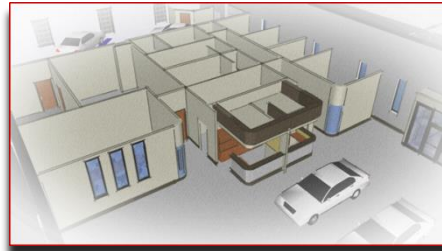
Prior to founding Three Designs, Mr. Bolen provided complete architectural design for over 50,000 square feet and construction administration services include a renovation to an existing facility, Coonskin Armory Headquarters Building. The site of the facility is located in Charleston, West Virginia.

Mr. Bolen provided complete selective renovation design and construction administration services Project elements included a new HVAC System for the entire facility with the loop pipe water source heat pump system. Other project elements included a new acoustical ceilings, flooring, energy-saving light fixtures, duplex outlets, communications jacks, several new wall partitions, exterior door replacements, new interior doors and hardware, new wall finishes and asbestos removal.

The construction was administered while the facility was in operation and after final balancing and adjusting was completed for the WVARNG

Good News Mountaineer Garage

Administration Offices &
Garage Renovations /
Addition
2014



Prior to founding Three Designs, Mr. Bolen provided complete architectural design and construction administration services include a renovation to an existing concrete block and brick facility, sited on the available property allowing for future expansion needs. Parking for the vehicles to be repaired and sold and employee and visitor vehicles will be in the front of the building. The site of the facility is located in Charleston, West Virginia.

Mr. Bolen provided complete selective demolition design and construction administration services include the abatement of hazardous materials of asbestos removal. The facility was designed to house a future vehicle maintenance garage, administrative offices and car dealership showroom.

The approximate 5,000 square foot facility underwent extensive selective demolition of structural elements of replacing lintels over garage doors to replacement of water damaged concrete masonry units. The demolition included removal of the leaking roof and repair / replacement of the metal deck, replacement of all roof drains and overflow scuppers. A complete demolition of all electrical, plumbing and mechanical above and below the floor slab was conducted for the future development and complete renovation.

The operations and showroom area will have approximately 3,500 and will house four - four offices, a conference room, office storage space, copier space, ADA toilet upgrades and supply room. The showroom area will also include space for indoor vehicle storage for approximately ten (10) vehicles.

The remaining 2,500 square feet is dedicated to the maintenance functions. In the garage area, the facility required replacement of the (2) overhead doors and the (6) passage metal doors. There were upgrades in equipment and safety fixtures for code compliance. The mechanical / electrical room was divided from the **battery storage room** with fire rated partitions. The garage equipment required a ceiling of a minimum of 12 feet to accommodate vehicle hoisting.

Berlin McKinney Elementary School Project

Renovations, Doors and
Windows Replacement
2010



Prior to founding Three Designs, Mr. Bolen was project manager on this school renovation project which was developed as project to repair the school facility for the local community. Mr. Bolen provided complete architectural design and construction administration services include a renovation to an existing concrete block and brick facility, sited on the available property allowing for future expansion needs. The site of the facility is located in Wyoming County, West Virginia.

Mr. Bolen provided complete selective demolition, renovation design and construction administration services include the abatement of hazardous materials of asbestos removal. The facility was designed to house a K-8 classrooms, administrative offices and gymnasium.

The facility required replacement of windows, doors, floor tile, ceiling tile, lighting, and HVAC.

Daniels Elementary School Project

Renovations
2004



Prior to founding Three Designs, Mr. Bolen was project manager on this facility which was developed as a major demolition / renovation / addition project to repair and expand aging facility for the local community. The prime objective of the project was to demo the aging portions of the facility which could not economically be repaired and to construct and integrate the facility to current standards, providing a complete elementary school facility for nearly 750 students.

The demolition included large portions of the facility while roof steel and bearing walls required support during construction. Demolition required complete removal of toilets, classrooms, office space, and library with roofs, walls, floor slabs, sanitary lines, water system, and power system removed and rerouted for the new layout.

The facility has a large gymnasium, dining room, full commercial kitchen, offices, storage rooms, toilets, classrooms, and library and is equipped for ADA compliance. The facility was refinished with all new ceilings, floors, doors, windows and toilets. The facilities operate as a pre-kindergarten through fifth grade facility for the local community.

The roof pitch is on a low slope allowing for new rooftop HVAC units for the facility to be installed equipping the school with upgraded heating and cooling. This controlled the classrooms with individual control and controlled operational costs. The construction costs were eased by the client purchasing the HVAC equipment and the contractor installing.

Southern Juvenile Detention Facility Project Renovation 2007



Prior to founding Three Designs, Mr. Bolen was project manager on this facility which was developed as a major renovation / addition project to repair and expand a medium security juvenile detention facility for the local community. The prime objective of the project was to repair and to construct and integrate the facility to current standards, providing a complete facility.

The demolition included large portions of the facility while roof steel and bearing walls required support during construction. Demolition required complete removal of toilets, classrooms, office space, and housing areas with roofs, walls, floor slabs, sanitary lines, water system, and power system removed and rerouted for the new layout.

As a result of the security element of facility, the walls were heavily reinforced, as well, the windows and doors were equipped with bullet proof glazing. Cameras were located at strategic locations and doors to specific areas were electronically opened only by the security staff on duty in the control room.

The facility has a gymnasium, dining room, full commercial kitchen, offices, storage rooms, toilets, classrooms, and housing areas and is equipped for ADA compliance

THREE DESIGNS' TEAM

The Three Designs Team brings together outstanding capabilities to meet and exceed the requirements for the WV Army National Guard's Division of Engineering and Facilities Project. We have compiled a team of professionals with extensive architectural and engineering experience to provide the Interior and Exterior Door Replacement 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 meet and exceed the Door Replacement Project's needs. A resume for key members of the Three Designs' Team is included on the following pages.

The WVANG Construction and Facilities Management
Door Replacement Design and Construction Documents



THREE DESIGNS

Ron L. Bolen, AIA, LEED AP
Principal in Charge / Architect

Caterina McFadden, AIA Assoc.
Project Manager / Intern Architect

Aaron L. Bolen
Graphics / CAD Manager

Laura Cox, PLA, ASLA, LEED GA
Landscape Architect / Planner

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, fire-stations 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

Local Area Community Center -

Mr. Bolen is currently providing Programming services for a local entrepreneur / community developer for a local Community Center with various needs, including Classrooms and Laboratories for Science, Technology, Engineering and Math Training Center, Pre-school classrooms, Art Center, various rental shops, office spaces and auxiliary spaces.

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.

WVARNG Headquarters Facility Renovation– Charleston, WV

Mr. Bolen provided a complete design and construction administration services for architectural improvements of the first floor of the Office of the Adjutant General (TAG), and to provide MEP and HVAC design improvements for the entire TAG Wing, Headquarters Building, and Armory / Drill Floor. Mr. Bolen performed complete planning, design, and construction management services for renovations to the Office of the Adjutant General at the State Army National Guard Headquarters in Charleston, West Virginia. Project elements included new acoustical ceilings, flooring, energy-saving light fixtures, duplex outlets, communications jacks, several new wall partitions, exterior door replacements, new interior doors and hardware, new wall finishes and asbestos removal. Mr. Bolen provided Construction Administration and inspection services as well as periodic site review during construction.

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.

Berlin McKinney Elementary School Renovation, Wyoming County, West Virginia

Mr. Bolen provided Project Manager Services from pre-design through all phases of document preparation, consultant coordination, client relations, and construction administration. This major renovation design repaired classrooms, toilets and auxiliary spaces for an existing school which was flooded and provided the project within the required state guidelines.

Daniels Elementary School Addition / Renovation, Daniels, West Virginia

Mr. Bolen provided Project Manager Services from pre-design through all phases of document preparation, consultant coordination, client relations, and construction administration. This major renovation / addition design replaced two existing schools within the required state guidelines, and the project was funded by the School Building Authority.

Vocational Tech. Renovation / 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.

Lincoln County Courthouse Annex

Prior to founding Three Designs, Mr. Bolen provided responsibilities which included are Architectural support during construction, cost estimating for future phases of the over all project, Architectural design for rehabilitating the existing Historical Train Depot. The Town of Lost Creek required the planning and design of the rehabilitation of a historic train depot adjacent to the Harrison County Rail Trail. Ron prepared a plan to raise the structure, make repairs to the deteriorated timber, excavate and repair the exterior of the facility, including providing a new deck platform.

Sam Perdue Juvenile Detention Center, Princeton, West Virginia.

Mr. Bolen provided design, bidding and construction administration services during the renovation and expansion of the South Regional Juvenile Detention Center. Responsibilities included site visits, periodic project walk through, documentation of contractor progress, and approving contractor billings.

North Central Regional Juvenile Detention Center, Parkersburg, West Virginia.

Mr. Bolen provided design and construction administration services during the renovation and expansion of the North Central Juvenile Detention Center. Responsibilities included site visits, periodic project walk through, documentation of contractor progress, and approving contractor billings.

Cheat Lake Elementary and Middle School, Monongahela County , West Virginia

Mr. Bolen was Project Job Captain through Pre Design and all phases of Document Preparation, Consultant Coordination, and Client Relations. Design for a major addition / renovation to the existing facility to replace four existing schools with new facility within the required state guidelines. The two schools shared the dining / kitchen facilities.

Office Location:	Charleston, WV
Experience:	10 years
Education:	M. Arch. Architecture - Virginia Tech B. A. Architectural Design - William Smith College
Registration:	Associate AIA - NCARB IDP

General Qualifications

Ms. McFadden provides diverse experiences executing projects, ranging from both new constructions to adaptive reuse, demonstrating a level of professionalism and the expertise to handle your complex project needs. Ms. McFadden understands the value of collaborating with clients and occupants; to assess spatial needs, design goals and stay in the budget. Having extensive training and education in architecture, she consistently exhibits a proficient level of quality, value, and knowledgeable design solutions that ensure the health, safety, and welfare of our clients.

Familiar scope of works include detailed feasibility studies, master planning, new construction, renovations to existing construction, tenant renovations, adaptive reuse, historic preservation and historic renovation, investigative reports and promotional drawings and renderings for a wide range of project types, commercial, institutional, residential, religious and recreational.

Ms. McFadden values the process of collaboration in design. Working successfully with everyone involved, ensures the end result is completed to the highest level of standards. Across the boards, she devotes the same level of attention and service to each and every project.

Relevant Experience

Harrison County E911 - Harrison County, WV

As Assistant Project Manager, Ms. McFadden provided architectural services from pre-design research through all phases of consultant coordination and document preparation. The architectural program included analysis of an emergency facility per IBC 2012, NFPA 72, 110, 297, and 450 and WV State codes and municipal codes. The Emergency Building featured a communication center, and was structurally innovative with a second floor building within a building construction, a blast resistant wall envelope, and raised panel access flooring, a multi-system security, emergency and standby power systems and back up mechanical systems.

The building contained classrooms, training facilities, multiple ADA restrooms, elevator tower, secure entry access points, card readers, and security cameras. As a secure Emergency facility housing a communication center, much of the construction was rated, to prevent any intruders from causing harm to the center. Care was taken in detailing the three stall garage, which would house different sized emergency vehicles, and need to be accessed quickly by emergency personnel but yet needed to be connected to the facility in the most secure way possible.

Doddridge Controls, Fairmont WV

As Project designer, Ms. McFadden provided architectural services from pre-design through document preparation, consultant coordination, client relations, and into construction documentation for the layout of the office space within this warehouse building, Formerly SM Kisner & Sons Sheet Metal Work Company. The building was purchased by W. Heimbuch for his expanding fabrication and IT company founded in West Union W.V. Most of the fourth story building was converted into a shop for the company's fabrication needs, prior to design. McFadden was careful to document the character of the building, including historical window detailing and structural components. Demolition and restoration was taken to preserve beautiful historic flooring and new high performance windows were specified that both preserved the character of the original building, and yet, provide a fully functional new use, and further helped the efficiency of the new mechanical system. The architectural layout included creating several office spaces, a conference room, two ADA compliant restrooms, multiple storage spaces and a kitchenette.

Sourcefire, Columbia MD and Vienna VA (purchased by CISCO in 2013)

As Project Architect, Ms. McFadden provided architectural services from pre-design and space planning, through all phases of document preparation, bidding procedures and construction administration. This project had unique challenges as a high performance, government contracted internet security company, using open source intrusion detection services, and as a result, the design including details for secure rooms, electrical back-up supply, generator back-up, mechanical back-up to protect the valuable and sensitive data, and various security measures to ensure any breach of data was prevented. Both tenant outfits were in multi - use buildings, and both required minimum penetrations created to the exterior brick support walls, for adequate sized penetrations for ductwork and electrical components that were required of this type of work. An additional challenge to this project included satisfying both the building owner's specifications and approval with the SourceFire brands requirements. The architectural program included a total of 23 individual office spaces, a large open office for over 20 employees with open cubicle layout attached to power/data poles, multiple ADA and code compliant bathrooms based on occupancy and multiple secure rooms accessed by card reader and other high security protocol.

Office Location:	Charleston, WV
Experience:	20 years
Education:	2003, Concord College
Registration:	American Institute of Architects (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.

Office Location: Charleston, WV
Experience: 34 years
Education: B.S., 1978, Landscape Architecture, West Virginia University
Certificate, 1995, Computer Aided Drafting, Putnam County Technical Ctr
Registration: Landscape Architect, Virginia, 1987
NICET III Transportation-Highway Construction, West Virginia, 1983
Registered Landscape Architect, West Virginia, 2008
Licensed Landscape Architect, New Jersey, 2010
LEED Green Associate, 2010

General Qualifications

Ms. Cox is a Registered Landscape Architect with over 30 years of experience in the fields of landscape architecture and land planning. She has knowledge of all phases of design from site analysis and conceptual planning through construction documentation, permitting and administration. Her design experience includes large scale site preparation and grading, drainage analysis, storm water conveyance and detention, and utility and infrastructure design.

Ms. Cox has an extensive background in site and land use planning for counties and municipalities including, feasibility studies, review and evaluation of preliminary and final subdivision plans, special exceptions, rezoning applications, yield studies, special use permits and client representation at public hearings and meetings with civic groups.

Relevant Experience

Campus Master Planning Services for State Capitol Complex

Prior to working with Three Designs, Ms. Cox provided Landscape Architect responsibilities including assisting in various phases of the Master Planning effort including site analysis, design recommendations, and coordination of graphics for publication. Master planning services included plans for expansion, location of new buildings, pedestrian and traffic circulation, landscaping, utilities, and site security. Responsibilities include assisting in various phases of the Master Planning effort including site analysis, design recommendations, and coordination of graphics for publication. Master planning services included location of new buildings, pedestrian and traffic circulation, landscaping, utilities, and site security.

Parsons City-Wide Comprehensive Parks and Recreation Master Plan

Prior to working with Three Designs, Ms. Cox provided services as Project Planner for Parsons Parks Board.

Erma Byrd Center, Beaver, Raleigh County, West Virginia

Prior to working with Three Designs, Ms. Cox provided Project Landscape Architect services.

4. PROJECT APPROACH



WV Army National Guard's Division of Engineering and Facilities Door Replacement Design and Construction Documents Project

Three Designs' approach to the WVARNG's Project is consistent with the strategies employed by the Three Designs' team on its professional service design projects.

Should we be tasked with the Door Replacement Design and Construction Documents Project for the WVARNG to address the existing facilities upgrade, the following approach will be followed. The WVARNG's Approach is described in components in this section with our project plan and the tools by which we intend to accomplish the 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. Reference contacts are:

Mr. Joseph D. McClung– Project Manager- *WV Army National Guard Construction & Facilities Management*– (304) 561-6548
(*WVARNG Headquarter Building*)

Mr. Todd M. Dorcas – Community Development Specialist - *WV Public Transit Authority* –
(304) 558-0428
(*Little Kanawha Bus Maintenance Facility*)

Mr. Jason Hudak, PE– MSHA D4 - Impoundments –
(304) 877-3900 EXT 202

Ms. Kathy Goldsmith – Town of Lost Creek – (304) 745-3322
(*Lost Creek Train Depot Restoration*)

THE SUCCESS OF YOUR PROJECT

Projects are successful when the design team members are available during all phases of the project, this means when an architect or engineer is needed to be at the job site, we commit that we will have that individual there.

Establishing this trust is the initial objective of the design team and may be achieved through providing:

- **Attentive Service** during all phases – insuring the owner’s wishes are defined in the Plan documents and followed up in the construction
- **Due Diligence** to detail through the investigative and documentation phases - hard work in defining the intent of your needs
- **Creativity Process** for a well-developed project during the design phase – for fees and project costs, aesthetic designs and economic functional facility

Project scope control – We are ascertaining that the architectural program and conceptual design will address needs and goals of the WVARNG. We have posted the following Description and RFP Language from the WVARNG as a preliminary beginning to the project scope.

Project and Goals

- Develop drawings and specification for renovating / updating the existing building(s) for the purpose of advertising and awarding construction contract(s)
- Provide drawings and specification for interior and exterior door replacement as directed by the Owner for the AASF#1 Facility in Williamstown, West Virginia
- Provide drawings and specification for interior and exterior door replacement as directed by the Owner for the AASF#2 Facility in Wheeling, West Virginia
- Provide drawings and specification for interior and exterior door replacement as directed by the Owner for the Clarksburg Armory in Clarksburg, West Virginia
- Provide drawings and specification for interior and exterior door replacement as directed by the Owner for the Salem Armory in Salem, West Virginia

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

1. The objective will be to introduce the design team to the history of the project, the progress made to-date, and for the WVARNG's Division of Engineering and Facilities Project to present the criteria, concept design and/or vision.
2. This meeting is to be interactive and to familiarize the design team with the WVARNG'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. Existing Doors Analysis

Doors and Hardware Analysis – The team will assess existing Doors and Hardware systems and to determine the building needs.

- Consider the most efficient and cost effective options to complete the renovations
- Develop understanding of the Owner's design goals, decision-making rationale
- The team will consider the following:
 - a. Operational standards
 - b. Security
 - c. Safe working environment
 - d. Cost effectiveness
- Develop a Codes and Accessibility Analysis of the facility for review
- Understand budget / schedule / milestones
- Understanding of the design context and preferences of the WVARNG

c. Existing as-built Drawings

Develop existing as-built plans used for the project bidding and construction phases

- The existing plans will be used to develop the location of the doors to be replaced
- This portion of the project will be performed as quickly as practical
- Prepare drawings for the WVARNG's door replacement needs
- Submit the existing drawings and report to the WVARNG's project team for review

d. Construction Documents

Preparation Door Replacement Drawings and Specifications for bidding and construction

- After approval of the assessment and as-built drawings of each facility, develop the drawings and specifications for final review by WVARNG.
- Submit Door Replacement Plans and Specification Update package to the WVARNG's project team for approval
- Develop Bid Package(s) for the construction of the project
- Construction Administration
- Close out for a WVARNG successful project

5. ATTACHMENTS

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.

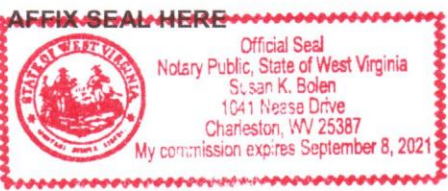
AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined 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: *[Handwritten Signature]* Date: 05/14/2015

State of West Virginia
County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 14 day of May, 2015.
My Commission expires September 8, 2021.



NOTARY PUBLIC *[Handwritten Signature]*

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.

THREE DESIGNS, PLLC
(Company)
 RON L. BOLEN
PRESIDENT
(Authorized Signature) (Representative Name, Title)
304.807.0841 05/14/2015
(Phone Number) (Fax Number) (Date)