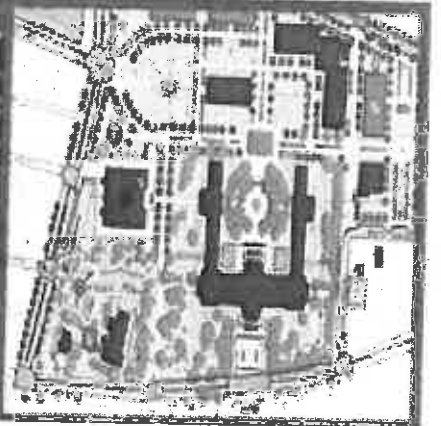


**General Services
Division
WV Capitol Campus
Wayfinding**

June 14, 2016
EXPRESSION OF INTEREST



06/14/16 09:18:57
WV Purchasing Division

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June 14, 2016

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

Attn: Linda Harper

**Re: Statement of Qualifications CEOI GSD1600000007
Capitol Campus Wayfinding**

Dear Ms. Harper,

Alpha Associates, Incorporated is please to submit this expression of interest for the evaluation of existing Capitol wayfinding system on the Capitol Campus. The Alpha Team's experience, appreciation of the area, and our existing relationship with the General Services Division make us the perfect design partner on this exciting new project.

Throughout our 47 years, Alpha has provided professional services for various divisions of the State of West Virginia, including our current project at the Clarksburg State Office Building which we have been working with the General Services Division which will completed in a matter of weeks. In addition to this, Alpha has provided design services which included signage on several projects, including the Monongalia County Sheriff's Office, Augusta on the Square Apartments, and several others. Enclosed in this Expression of Interest, you will find Alpha's relevant projects in the section marked "Related Experience".

Project Understanding

The General Services Division is looking to receive an evaluation of the existing wayfinding system at the Capitol Campus within the perimeters of Piedmont Avenue, California Avenue, Greenbrier Street, Kanawha Boulevard, and the following areas: immediate surrounding buildings 4, 15, 16, 1, and 18 along Washington Street, East and the Laidley Field Parking area.

The existing system does not function at the highest level of efficiency for visitors and current tenants. The GSD plans to partner with a firm that will be able to provide a

comprehensive approach to address system and user needs. There will be special attention given to the historic intent of the Capitol's original architect.

Project Team & Location

Alpha Associates, Incorporated is a West Virginia owned and operated small business that offers several services under one roof, including architecture, civil and structural engineering, surveying, interior design, and construction administrative services. The personnel that will be dedicated to your project are highly qualified professionals and support staff with the technical expertise to meet and exceed expectations of this project.

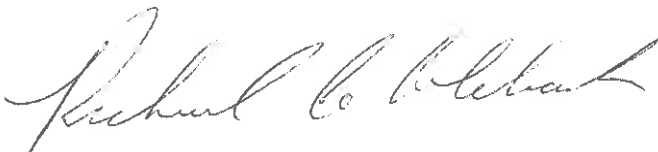
This project will be managed from Alpha's Corporate Office located in Morgantown, West Virginia. This location allows our staff to be on site within a day's notice.

Summary

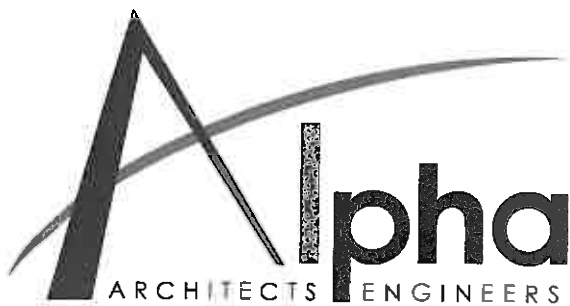
Alpha Associates, Incorporated is looking forward to building upon an already successful relationship with the West Virginia General Services Division. We hope to work with the GSD provide a comprehensive plan to better the Capitol Campus for all. If you would like to further discuss this upcoming project, please contact me at (304) 296-8216 ext. 102.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED



Richard A. Colebank, PE, PS
President and COO
rick.colebank@thinkALPHAfirst.com



FIRM PROFILE

Firm Profile

FIRM NAME

Alpha Associates, Incorporated

OFFICE LOCATIONS:

209 Prairie Avenue
Morgantown, West Virginia 26501

535 West King Street
Martinsburg, West Virginia 25401

INCORPORATED

1969; Morgantown, WV

FIRM PRINCIPALS

Richard A. Colebank, PE, PS; President and COO
Richard W. Klein, PE, PS; Chairman and CEO
Charles B. Luttrell, PE; Principal
Charles B. Branch, PE; Principal

NUMBER OF EMPLOYEES

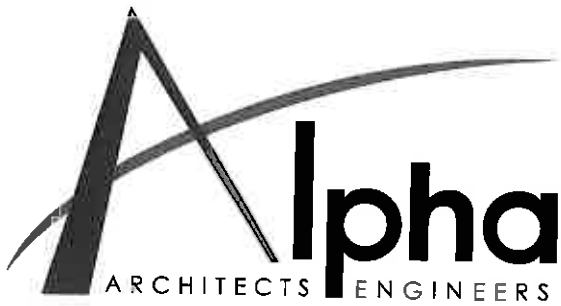
24 Employees

SERVICES

Architectural Design
Civil Engineering
Structural Engineering
Surveying
Interior Design
Landscape Architecture
Construction Administration

Alpha Associates, Incorporated was established in 1969 and since that time has completed hundreds of projects throughout Morgantown and the state of West Virginia. Alpha's Corporate Office is located in Morgantown with our Eastern Regional Office located in Martinsburg.

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STATEMENT OF QUALIFICATIONS

Alpha Associates, Incorporated is a West Virginia-based architectural and engineering design firm that provides services in the areas of architectural design, interior design, construction administration, civil engineering, structural engineering, landscape design, project management, and surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technical tools, dedicated principals and highly skilled staff members.

Since 1969, Alpha has provided architectural and engineering design services on numerous projects for the West Virginia Division of Natural Resources. In addition to this, we have designed the Monongalia County Sheriff's Department, Augusta on the Square Apartment Complex, and Welcome Centers for both Interstate 68 and 77, which included special consideration on the signage to assist with tourists and travelers the same.

Alpha's philosophy has always been to provide exemplary services for fair fees. We have always believed that the best way to succeed as a business is to go above and beyond the basic requirements of our contracts and do whatever is necessary to successfully complete the given project. What is best for the client is inevitably best for us too.

Everyone at Alpha, from the President to the administrative staff, works towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will provide frequent updates on the project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of 24 architects, engineers, surveyors and administrative personnel all work diligently towards producing the drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for 46 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each and every one of our projects the individual attention to detail that will make them successful projects for our clients.

Below you will find the Project Approach for the WV Capitol Campus Wayfinding

- Establish list of stakeholders and preliminary timeline
- Evaluate all existing documentation
 - Master Plans
 - Original drawings
- Establish methodology for cataloging and inventory of all existing wayfinding elements as described in the RFQ
- Provide inventory and evaluation of all elements involved prior to conducting initial design charette
- Conduct four charrettes and create successive design modifications leading up to Public Presentation at a Schematic Design Development Level
- Preliminary Cost Evaluation of various proposals to be included
- Firm will be prepared to create Construction/Bid Documents sufficient for public response



ALPHA RESUMES

Richard A. Colebank, PE, PS | President and COO

SUMMARY

Mr. Colebank is President and Chief Operating Officer of Alpha. He has been with Alpha Associates, Incorporated since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous other public and private clients. Since 1988, Mr. Colebank has been the Principal-In-Charge of many of the Civil Engineering projects developed at Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day to day operations of the company while continuing to manage Civil Engineering Projects.



PROFILE

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

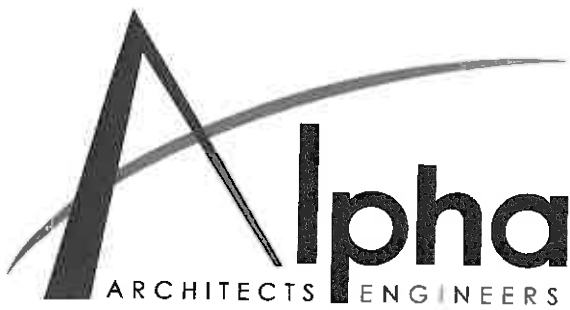
PROFESSIONAL HIGHLIGHTS

Project Manager:

- WVU Research Park; Morgantown, WV
- Federal Bureau of Prisons Hazelton Medium Security Prison
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- North Fork Hughes River Recreation Facilities; Ritchie County, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- Ices Ferry Bridge; Morgantown, WV
- Monongalia General Hospital Expansion; Morgantown, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV

Indefinite Delivery/Indefinite Quantity Contracts:

- Morgantown Municipal Airport Open End Contract
- West Virginia Division of Highways Open End Contract
- National Energy Technology Laboratories Open End Contract
- West Virginia University Open End Contract
- United States Postal Service Open End Contract



ALPHA RESUMES

Richard A. Colebank, PE, PS | President and COO

EMPLOYMENT HISTORY

1985 – Current	Alpha Associates, Incorporated
1983-1985	Charles Townes and Associates, P.C.
1983	US Army Corps of Engineers

EDUCATION

West Virginia University
 Masters of Business Administration; 1999
 Bachelor - Civil Engineering; 1982

QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia
- Professional Surveyor: West Virginia
- Certified Private Pilot

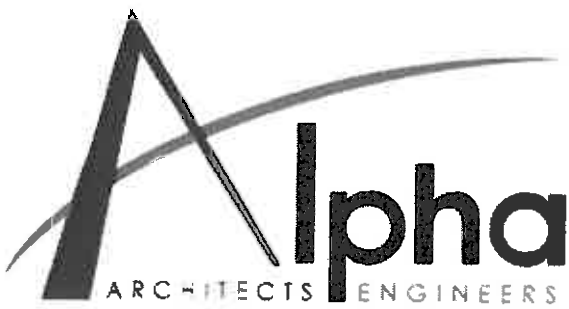
AFFILIATIONS

- Former NSPE/PEPP Governor of WV
- ACEC/WV; Former President and National Director
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman
- Monongalia County MPO Technical Advisory Committee; Member
- Morgantown Area Economic Partnership; Member
- American Red Cross, River Valley Chapter B.O.D.
- WVU College of Civil and Environmental Engineering Visiting Committee

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Contact

Richard A. Colebank
 304.296.8216
 800.640.8216
 rick.colebank@thinkalphafirst.com



ALPHA RESUMES

Rebecca Key, AIA, LEED-AP | Architect, Associate

SUMMARY

Ms. Key has worked in the architectural field for over 35 years. She is the Charleston Regional Director in addition to her role as Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Incorporated. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration.



PROFILE

Broad-based responsibilities in the following areas:

- Architectural Design
- Interior Design and Space Planning
- Feasibility Studies
- Water Infiltration Analysis
- Interior Space Planning
- Historic Renovation
- Project Management

PROFESSIONAL HIGHLIGHTS

Municipal & State Government

- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Department; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- WV State Office Building; Clarksburg, WV
- WV State Office Building; Parkersburg, WV

Medical Facilities

- Ruby Memorial Hospital ER Renovation; Morgantown, WV
- Camden Family Health; Lewis County, WV
- Camden Medical Center Lobby Renovation; Summersville, WV

Recreation

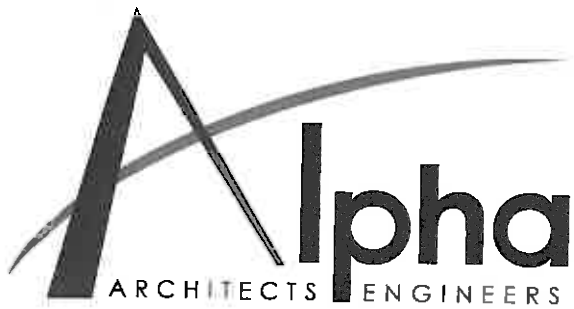
- Ruby McQuain Amphitheater; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

Dormitory and Multi-Family

- Fairmont State University Prichard Hall Renovation; Fairmont, WV
- WVU Boreman Hall; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Grand Central Apartment

Water/Moisture Investigation

- WV State Office Building; Parkersburg, WV
- Holiday Inn Express; South Charleston, WV
- WVDOH District 2 Equipment Building; Huntington, WV
- WVDOH District 2 Headquarters Roof; Huntington, WV



ALPHA RESUMES

Rebecca Key, AIA, LEED-AP | Architect, Associate

EMPLOYMENT HISTORY

2000 – Current	Alpha Associates, Incorporated
1983-1999	Alexander Key and Associates
1978-1983	Webster Clothes; Director of Store Planning

EDUCATION

University of Maryland
 Bachelor of Architecture; 1977
 Maryland Institute College of Art
 Coursework in Furniture Design; 1986-1987

QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Maryland, Washington DC, New York, Virginia, Pennsylvania
- NCIDQ Certified
- Leadership In Energy and Environmental Design Accredited Professional

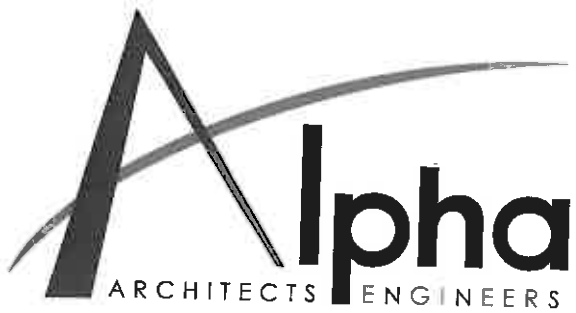
AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Fairmont, WV ICC Board of Appeal; Board Member
- U.S. Green Building Council
- AIA Liveable Communities
- Marion County Chamber of Commerce
- Leadership Kanawha Valley Class of 2014

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Contact

Rebecca Key
 304.296.8216
 800.640.8216
 rebecca.key@thinkalphafirst.com



ALPHA RESUMES

Thomas Pritts, AIA, LEED-AP | Associate, Architect

SUMMARY

Mr. Pritts is a licensed Architect who joined the Alpha Associates, Incorporated staff in the Morgantown office in 2004. His involvement in projects in West Virginia's Eastern Panhandle facilitated his relocation to Cumberland, MD in 2008 to better serve clients in that area. In 2008 he received his LEED Accredited Professional Certification from the USGBC and Construction Document Technologist designation from the Construction Specification Institute. Mr. Pritts has become a valuable asset to Alpha Associates with broad experience in K-12 and higher educational design, commercial design and programmatic development.



PROFILE

Broad-based responsibilities in the following areas:

- Architectural Design
- Programmatic Development
- Green Building Design

PROFESSIONAL HIGHLIGHTS

Higher Educational Facilities

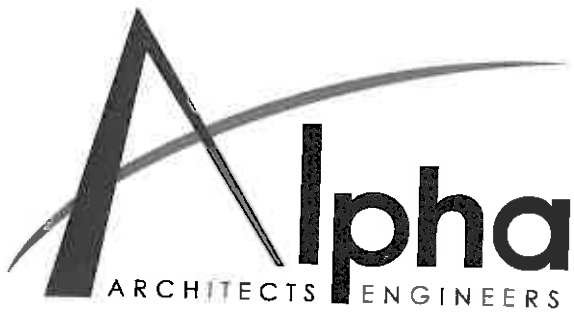
- WVU CPASS and Student Health Building; Morgantown, WV
- Glenville State Skybox; Glenville, WV
- Potomac State College, ADA Connector Link; Keyser, WV
- Engineering Science Building, East Wing Addition, WVU
- Potomac State College, Library Façade Replacement, Keyser, WV
- Potomac State College, McKee Arts Center Plaza; Keyser, WV

K-12 Educational Facilities:

- Huff Consolidated School; Hanover, WV
- Aurora Elementary School Addition; Preston County, WV
- Riverview High School Football Fieldhouse; McDowell County, WV
- Washington High School; Charles Town, WV
- Monongalia County Schools – School Access Safety; Morgantown, WV
- Pineville Elementary School; Wyoming County, WV

Miscellaneous:

- Harry Green Nissan; Clarksburg, WV
- Martinsburg Wastewater Treatment Plant; Martinsburg, WV
- Bavarian Inn Pool; Shepherdstown, WV
- Fairmont Federal Credit Union; Bridgeport, WV
- Clear Mountain Bank, Reedsville Branch; Reedsville, WV
- Clear Mountain Bank, Oakland Branch; Oakland, MD
- Jefferson County Emergency Operations Building; Ranson, WV
- Eastern Panhandle Transit Authority Renovation; Martinsburg, WV
- Yellow Brick Bank; Shepherdstown, WV



ALPHA RESUMES

Thomas Pritts, AIA, LEED-AP

Associate, Architect

EMPLOYMENT HISTORY

2004 – Current Alpha Associates, Incorporated
2003-2004 Marshall Craft Associates

EDUCATION

Virginia Tech
Bachelor of Architecture; 2004

QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Maryland
- NCARB Certified
- Leadership in Energy and Environmental Design Accredited Professional
- Construction Document Technologist
- Certified Construction Specifier

AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Autodesk User Group International
- U.S. Green Building Council
- Construction Specification Institute

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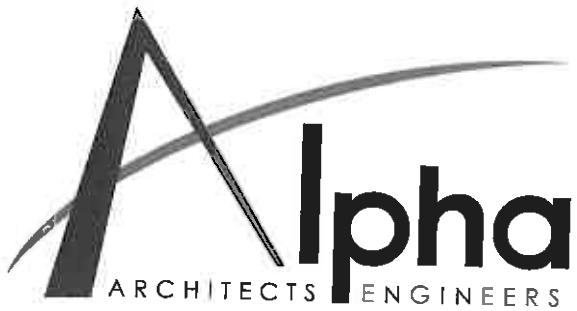
Contact

Thomas Pritts

304.296.8216

800.640.8216

tom.pritts@thinkalphafirst.com



ALPHA RESUMES

Kevin McClung | Landscape Designer

SUMMARY

Mr. McClung comes to Alpha Associates, Incorporated after spending ten years in public service. He was formerly the Marion County Planner and his most recent position was Assistant Planner for the City of Fairmont. During his tenure in municipal government Mr. McClung has worked on grant writing and administration, comprehensive planning and code enforcement. Prior to working in municipal government Mr. McClung worked in the field of historic preservation as a delineator for the Eberly College of Arts and Sciences Institute for the History of Technology and Industrial Archaeology at WVU.



PROFILE

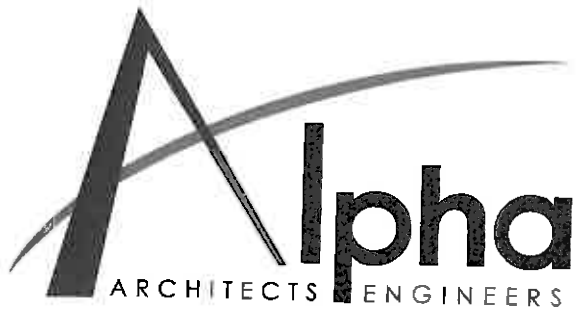
Broad-based responsibilities in the following areas:

- Landscape Design
- Historic Landscape Preservation
- Delineation to HABS/HAER Standards
- Grant Writing
- Zoning Administration
- Comprehensive Planning
- Wetland Delineation

PROFESSIONAL HIGHLIGHTS

Landscape Designer:

- Clarksburg State Office Building; Clarksburg, WV
- Mon County Sherriff's Department Building; Morgantown, WV
- WVU Art Museum; Morgantown, WV
- WVU CPASS Building; Morgantown, WV
- WVU Parking Lot 81 Renovations; Morgantown, WV
- WVU Doll's Run Burn Room; Morgantown, WV
- WVU Alumni Center Parking Lot; Morgantown, WV
- WVU Alumni Center Storm Water Management; Morgantown, WV
- WVU Evansdale Redevelopment; Morgantown, WV
- ClearMountainBank; Reedsville, WV
- Mon General Medical Office Building Site Plan; Morgantown, WV
- Airport Access Road, Wetland Delineation; Morgantown, WV
- Glenville City Square; Glenville, WV
- J.B. Chambers Recreation Park; Wheeling, WV



ALPHA RESUMES

Kevin McClung

Landscape Designer

EMPLOYMENT HISTORY

- 2008 – Current Alpha Associates, Incorporated
- 2002-2008 City of Fairmont
- 1997-2002 Marion County Commission
- 1990-1997 IHTIA Eberly College of Arts and Sciences WVU
- 1989-1990 Landscapes Unlimited

EDUCATION

West Virginia University
Bachelor - Landscape Architecture; 1991

AFFILIATIONS

- City of Fairmont Board of Zoning Appeals
- Member of American Society of Landscape Architects

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Contact

Kevin McClung

304.296.8216

800.640.8216

Kevin.mcclung@thinkalphafirst.com



ALPHA EXPERIENCE

I-77 Welcome Center | 2004

Transportation Case Study

I-77 Welcome Center
Williamstown, WV

The I-77 Welcome Center in Williamstown, WV was designed for the West Virginia Division of Highways. The building is designed using native West Virginian materials as a central design theme. The design has steeply sloped, metal-clad roofs evocative of West Virginia's hills. Exposed heavy timber framing, native ledge rock stonework and rough-cut cedar siding are used both inside and outside of the building as a symbolic reminder of the beauty and ruggedness of the State's rustic environment.

The Welcome Center is a single-story building of approximately 7,700 square feet in area. It has separate spaces for public restrooms, vending, landscaped sitting "mall", arts and crafts display and offices. A state of the art, multiple-monitor, computerized theater having multi-media presentation capabilities is also included, as well as interactive computer kiosks bringing the latest updates on regional and state-wide information (such as accommodations, travel conditions, weather and festival events) to residents and visitors alike.

Project Contact:

Dirar Ahmad
State Capital Complex
Bldg. 5, Room 317
Charleston, WV 25301
304-558-9721

At a Glance

CLIENT: WV Division of Highways
LOCATION: Williamstown, WV
COMPLETION DATE: 2004
SIZE: 7,700 SF
CONSTRUCTION COST: \$4.9 Million



ALPHA EXPERIENCE

I-68 Welcome Center | 2002

Transportation Case Study

**West Virginia Medal of Honor Recipients
Memorial Plaza**

Hazleton, WV

This project required a separate sewage treatment plant and major utility extensions due to the remote location of the site. The building is designed using native West Virginian materials as a central design theme. The design has steeply sloped, metal-clad roofs evocative of West Virginia's hills. Exposed heavy timber framing, native ledge rock stonework and rough-cut cedar siding are used both inside and outside of the building as a symbolic reminder of the beauty and ruggedness of the State's rustic environment.

The Welcome Center is a single-story building of approx. 7,700 square feet. It has separate spaces for public restrooms, vending, landscaped sitting "mall", arts and crafts display and offices. A state of the art, multiple-monitor, computerized theater having multi-media presentation capabilities is also included, as well as interactive computer kiosks bringing the latest updates on regional and state-wide information) to residents and visitors alike. This design utilizes large glass view areas within the Welcome Center to take advantage of the mountainous vista at this site.

Project Contact:
Dirar Ahmad
State Capital Complex
Bldg. 5, Room 317
Charleston, WV 25301
304-558-9721

At a Glance

CLIENT: WV Division of Highways
LOCATION: Hazleton, WV
COMPLETION DATE: 2002
SIZE: 7,700 SF
CONSTRUCTION COST: \$2 Million



ALPHA EXPERIENCE

State Office Building | 2016

Architectural Case Study

West Virginia State Office Building
Clarksburg, WV

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for a new State Office Building in Clarksburg, WV. The building is designed as an 88,491 square foot; four story office building that will hold State agencies.

The structure is brick, and structure glazed brick, and concrete frame. The project incorporated traditional and non-traditional interior partitions for offices. The building faces East/West to provide maximum passive solar benefit for energy savings, through the design of the mechanical systems. The project will be applying for Silver Certification under LEED standards.

This project is currently going to construction and is estimated to be completed in 2016.

Project Contact:

Robert Krause

1900 Kanawha Blvd, East

Charleston, WV 25305

304-558-2317

At a Glance

CLIENT: State of West Virginia

LOCATION: Clarksburg, WV

COMPLETION DATE: 2016

SIZE: 88,491 sq. ft.

CONSTRUCTION COST: \$24.9 Million





ALPHA EXPERIENCE

Sheriff's Building 2011

Architectural Case Study

Monongalia County Sheriff's Building
Morgantown, WV

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for this new building that houses offices for the Monongalia County Sheriff's Department and other County agencies.

Site constraints and adjacent overhead structures made the development and construction of the project very challenging.

The ground floor includes the sheriff's department, evidence room and several bailiff rooms. The remaining floors are designed to house flexible office space.

Restricted access, combined with a high level of security, both passive and active systems were part of the design program.

Project Contacts:

Sheriff Al Kisner or **Robert Doyle**
116 Walnut St. **243 High St.**
Morgantown, WV **Morgantown, WV**
304-291-7290 **304-291-7268**

At a Glance

CLIENT: Mon County Commission
LOCATION: Morgantown, WV
COMPLETION DATE: 2011
SIZE: 31,655 sq. ft.
CONSTRUCTION COST: \$7.9 Million





ALPHA EXPERIENCE

The Augusta | 2008

Architectural Case Study

The Augusta Residential Complex
Morgantown, WV

Alpha Associates, Incorporated completed the design and construction of this residential tower located in Morgantown, WV. The project consisted of two buildings and is approximately 148,000 SF. Included in the buildings are:

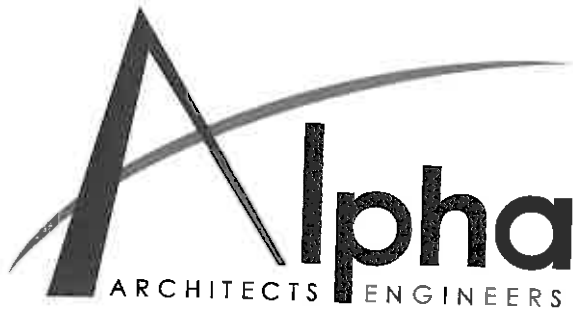
- 158 Student Housing Units for 296 Occupants
- Mix of 2 Bedroom/2 Bath Units & 1 Bedroom/1 Bath Units
- Includes Central Lobby
- Multi-story – Mid Rise Development
- 2 Buildings 5 to 7 Levels
- 3 Elevators
- Parking Garage
- Fully Landscaped Courtyard
- Leasable Rental Space

This residential housing complex was recently purchased by West Virginia University.

At a Glance

CLIENT: McCoy 6 Properties
LOCATION: Morgantown, WV
COMPLETION DATE: 2008
SIZE: 148,000 sq. ft.
CONSTRUCTION COST: \$32,000,000

Project Contact:
Joseph Patten
PO Box 6570
Morgantown, WV 26506
304-293-5876



ALPHA EXPERIENCE

School Access Safety | 2009

Educational Case Study

School Access Safety

Morgantown, WV

Alpha was contracted to design renovations to seven primary and middle schools within Monongalia County. The schools identified were Ridgedale Elementary, Brookhaven Elementary, Cheat Lake Elementary, Mason-Dixon Elementary, Mountainview Elementary, North Elementary, South Middle, and Westwood Middle. Partial funding was provided by the School Building Authority.

The primary task was to reconfigure the entrances to the buildings such that, during school hours, the public is required to enter the main office and sign-in before entering the rest of the building. This is accomplished by the use of electronic strikes for door hardware and intercom interfaces monitored at the main office desk. The concept provides additional protection against possible school violence and child abductions. By having a defined check-out point, office staff can more effectively track students that have been released for the day.

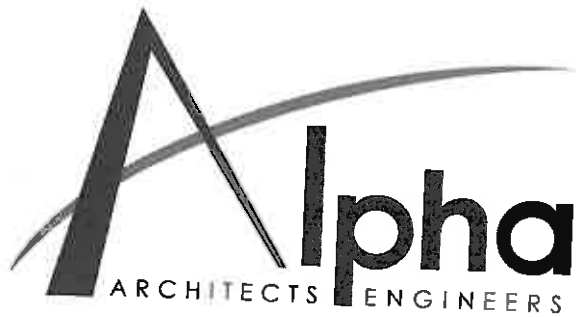


Project Contact:
Dr. Frank Devono
13 S. High Street
Morgantown, WV 26501
304-291-9210

At a Glance

CLIENT: Mon County Schools
LOCATION: Morgantown, WV
COMPLETION DATE: 2009
SIZE: Multiple Projects
CONSTRUCTION COST: Multiple Projects

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ALPHA EXPERIENCE

2013

**University High School
Architectural Case Study**

**University High School Landscape
Design**

Morgantown, WV

Alpha Associates partnered with the University High School Foundation to provide landscape design, direction, ideas and inspiration to improve the visual impact of their campus. A schematic Masterplan was developed to enhance the main entrance, develop an assembly area in the rear of the main building, and examine two areas to determine their potential development as outdoor classrooms.

Project Contact:

Susan Riddle

University High School Foundation, Inc.

131 Bakers Ridge Road

Morgantown, WV 26508

304-291-9270

At a Glance

CLIENT: UHS Foundation

LOCATION: Morgantown, WV

COMPLETION DATE: 2013

CONSTRUCTION COST: Private

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REFERENCES

**Michael Evans, Architect
State of West Virginia**

1900 Kanawha Blvd., East
Bldg. 1 Room MB-60
Charleston, WV 25305
304-957-7145

**Melody Haynes, Procurement Officer
State of West Virginia**

1900 Kanawha Blvd. East
Bldg. 1, Room MB-60
Charleston, WV 25305
304-957-7173

**Kent George, Chief Executive Officer
Robinson & McElwee
Holiday Inn & Suites South Charleston**

700 Virginia Street East
Charleston, WV 25301
304-344-5800

**Real Estate Division
State of West Virginia**

1409 Greenbrier Street
Charleston, WV 25311
304-558-3062

**Mr. John Sommers, Senior Project Manager
West Virginia University**

979 Rawley Lane
Morgantown, WV 26506
304-293-2856

"Every aspect and detail of your planning, coordination, and completed projects have been exceptional and outstanding in every regard."

**Robert Hammel, Former Director
Morgantown Municipal Airport**

"The entire staff at Alpha has always been responsive, professional, creative, and practical. Most importantly, they are always concerned about our needs as a client. They quickly respond to challenges that arise during construction."

**Brian Thomas, President
Clear Mountain Bank**

SOLICITATION NUMBER: CEOI GSD1600000007
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as ("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
- | Other

Description of Modification to Solicitation:

1. To publish vendor questions and responses.
2. To extend the bid closing date to 06/14/2016, 1:30 p.m. EST.

No other changes

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.

ATTACHMENT A

CEOI GSD1600000007

Capital Campus Wayfinding

Vendor Questions/Responses

- Q.1. The Solicitation mention: "Limit the wayfinding survey inside campus buildings to primary entries and lobby areas only." Does this include exterior signs as well as interior signs within the lobbies of the buildings?
- A.1. The wayfinding survey includes exterior signage as well as interior lobby signage.
- Q.2. We understand the definition of Charrette as: "A collaborative planning or design session, often involving interested third parties such as public officials in which problems relating to a proposed architectural/design project are discussed and solutions adopted in a limited time frame". Can we infer that these are sessions involving stakeholders in which we will get direct input? How many participants do you estimate will attend the charrettes?
- A.2. The estimate for the number of stakeholders involved in the charrettes is 6 representatives from the state that will give direct input to the design professional.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: GSD160000007

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

Alpha Associates, Incorporated
Company

Paul H. Cole, Pres. #600
Authorized Signature

6-13-16
Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
Revised 6/8/2012