



**MILLS
GROUP**

ARCHITECTURE • PLANNING • PRESERVATION

Request for Quotation Preston County Historic Resources Survey

September 11, 2015

DCH16000001



The Weiss Building
63 Wharf Street, Suite 300
Morgantown, WV 26501
(304) 296-1010

The Kaley Center
53 14th Street, Suite 607
Wheeling, WV 26003
(304) 233-0048

Visit us at millsgrouponline.com

Presented to:

Bid Clerk
Department of Administration
Purchasing Division
2019 Washington Street East
Charleston, WV 25305

09/14/15 11:15:14
WV Purchasing Division

"Designing on the principles of the past and preserving for the future"



September 11, 2015

Ms. Stephanie Gale
Department of Administration
Purchasing Division
2019 Washington Street, East
Charleston, WV 25305

Re: Preston County Reconnaissance Survey

Dear Ms. Gale,

The Mills Group is pleased to submit this expression of interest to offer our services to conduct a reconnaissance survey of Preston County's Historic Resources.

Our team has a thorough knowledge of West Virginia's built environment and were fortunate to have completed several reconnaissance surveys in the past including the Grant County Reconnaissance Survey, Oglebay and Wheeling Parks Reconnaissance Survey and the Woodburn Survey as well as several National Register of Historic Places nominations in Hampshire County.

Our key personnel includes an architectural historian and architect, a combination of which ensures that our resources are thoroughly documented.

Please find attached summaries of our qualifications, technical experience, management and staffing capabilities and our related prior experiences.

I will serve as the contact person responsible for the project and can be reached by telephone at 304-296-1010 or via email at mmills@millsgrouponline.com.

Should you have any questions, please do not hesitate to let me know. Thank you for the opportunity to work with the Division of Culture and History.

Sincerely,

A handwritten signature in black ink that reads 'Michael Mills'.

Michael Mills, AIA
Managing Principal

"Designing on the principles of the past and preserving for the future"

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Phone: 304.296.1010

www.millsgrouponline.com

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Wheeling, WV 26003
Phone: 304.233.0048

Firm Qualifications

TAB 1



Firm Description

“Designing on the principles of the past and preserving for the future.”

The Mills Group is an established architectural practice focused on quality design and the revitalization of communities. Since 2005, Mills Group implemented the sensitive preservation of numerous historic buildings and guided clients in existing structure renovations. In 2013, Mills Group opened a second office location in Wheeling, WV.

The firm is diligent in understanding each client's spatial needs, the existing conditions, design goals, and budget. Our process is built on the foundation of research, client collaboration and communication, and creative solutions. We structure our restorations based on the Secretary of the Interior's Standards, taking a sensitive approach to rehabilitation.

West Virginia abounds with unexpected architectural treasures. A goal of the practice is to embrace the architectural heritage of the region and to celebrate the best of the past, while promoting economic vitality for the future.

The firm serves a wide range of clients within the private sector as well as public agencies at the local, state, and federal levels. The former includes architectural and engineering firms, professional and not-for-profit organizations, foundations, institutions, corporations, individual property owners, and developers. Public-sector clients include numerous agencies responsible for the administration and stewardship of architectural and cultural resources, as well as a variety of development-oriented agencies.

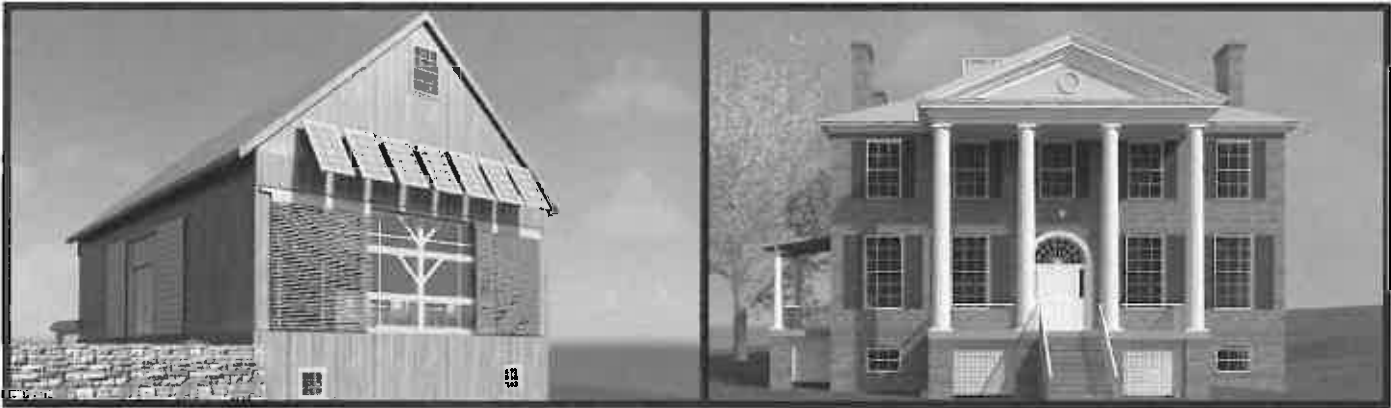
The firm is committed to a quality end product derived from experience, diligence, and collaboration. We are committed to maintaining our dedication to the project from the earliest discussions to the close out of the construction phase of the project.

Overview of Services

ARCHITECTURE

The Mills Group focuses on residential, commercial, public and cultural facilities with an emphasis on traditional design principles and vernacular design influences. The firm designs new structures, which reflect the rich architectural character of the past, while specializing in the rehabilitation and adaptive reuse of existing structures, emphasizing their cultural, historical and environmental context.

Our in-house architectural philosophy is “building on the principles of the past while preserving for the future.” Mills Group offers design solutions to address the client's needs and objective while translating their vision into reality.



SUSTAINABLE DESIGN

The Mills Group strongly believes in the principles of "green" architecture and environmentally sensitive design. We research and try to understand each site, developing architectural solutions while minimizing environmental impact. To put our sustainable philosophy into practice, we follow these guiding principles:

- Understand and preach the historic and cultural significance of each project
- Utilize appropriate technologies to maximize building performance while minimizing environmental impact
- Create a symbiotic relationship with buildings and nature
- Use architectural design to strengthen and diversify the local economy
- Specify locally harvested and manufactured construction materials

PLANNING

The Mills Group approaches each planning project with careful consideration of the complex interaction of the functional, economic, and social needs of our clients while creating an engaging environment. We pride ourselves in completing extensive design due diligence to assess the existing constraints and opportunities, the historic context, the solar orientation and transportation and circulation issues.

Our experience with both private developers and public agencies has equipped us with an understanding of the green field and in-fill design challenges from both perspectives. We feel good planning and urban design will significantly enhance the real value of any proposed site development, as well as facilitate compliance with zoning, infrastructure and environmental regulations. We stress urban design concepts that offer a mix of uses, promote a strong sense of community and present an appealing image and are environmentally responsible.

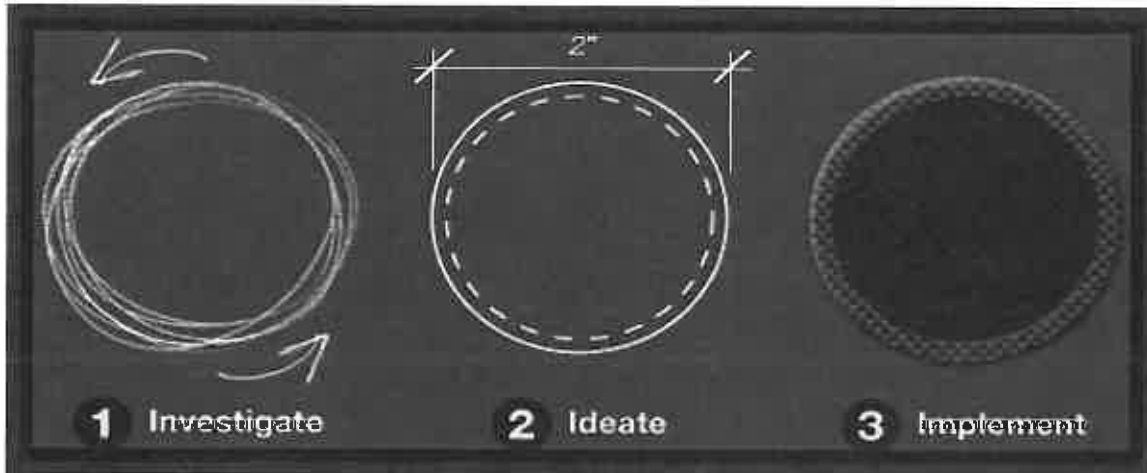
PRESERVATION

Each building the Mills Group works with presents a unique set of needs, therefore, our preservation solutions take a sensitive approach. The key to working with historic buildings is to understand the material, social and economic context during which the building was constructed. We take great care to research the types of materials historically used and develop preservation plans to blend 21st century solutions to age old problems.

The Mills Group provides expertise in other areas of historic preservation including cultural resource management, reconnaissance surveys and interpretive displays. Our professional historians perform primary research to aid in the documentation and evaluation of historic sites which is oftentimes incorporated into a historic structures report or feasibility study. Our historians also conduct large scale historic resource surveys, complete National Register of Historic Places nominations, and provide objective analysis for review and compliance projects.

Our design approach is built on the foundation of research, data collection, client collaboration, and creative solutions. A goal of our practice is to embrace the architectural heritage of the region and to celebrate the best of our past.

It's a Collaborative Process of Discovery:



Investigate – The first step for every project is a complete needs analysis. This enables us to walk in our clients shoes to gain a practical understanding of the project needs. We believe that this process creates a scenario whereby the Mills Group becomes the “trusted advisor” throughout the project.

Ideate – Once the needs for the project have been clearly defined, we go to work. Our experienced and talented team sets out on a collaborative process to create a functional and creative solution that ensures our clients' complete satisfaction. We believe that creative ideas are what bind practical needs with stunning solutions.

Implement – We don't just think of creative solutions, we see them through to completion. Our designs are rendered to contractor specifications which ensure that the results are what everyone envisioned. The final product is the culmination of countless hours, passionate research, collaborative planning, creative problem solving, and unparalleled attention to detail.

Resumes

TAB 2

Firm Staffing: Who are we?

Our firm currently has nine technical staff members located in the Morgantown office and an office manager/administrator. Our Wheeling office has three technical associates and an office manager. Although we have two offices, we work very closely together and frequently meet through the use of interactive web conferencing and in-person get-togethers. Each team member has a well-rounded architectural background while also possessing a specific area of excellence. Resumes of the technical staff are included in this proposal.



Michael J. Mills, AIA

Managing Principal



Mr. Mills leads all facets of the daily operations of the Mills Group. Mr. Mills has twenty years of experience in historical preservation, architectural design, and planning. Through his extensive work with historic structures, he has a detailed working knowledge of the Secretary of the Interior's Standards for Historic Preservation Projects. His work includes interior and exterior preservation, window restoration, foundation waterproofing, roof repair, integration of MEP systems in a historic structure and the design of interpretive exhibits for historic structures. The other aspects of his work include historic design guidelines, contextual design of new structures, and the issues related the revitalization of main streets across the country.

Education:

BS, BARCH/1993/
Rensselaer
Polytechnic Institute

Professional Registrations:

West Virginia
Virginia
Ohio
Pennsylvania
Massachusetts
NCARB

Preservation Experience:

Metropolitan Theatre - Morgantown, WV

The Mills Group acted as associate architects on the step-by-step restoration. The project paired architects with multiple organizations to accomplish an array of tasks. The challenge was coordinating disparate entities to deal with technical, preservation, life safety and code issues in an operational performing arts facilities.

Historic Structure Assessment and Rehabilitation Plans for the Old Inn, Cacapon Resort State Park, Cacapon, WV.

Researched and documented the historic cabin, evaluated its architectural integrity and developed a rehabilitation plan. Conducted material analysis on chinking and daubing materials to ensure proper rehabilitation.

WVSHPO 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007 Grant Monitoring - Various locations, WV

In 2006 the Mills Group began assisting the West Virginia State Historic Preservation Office by facilitating a necessary component of contract administration, closely observing and aiding every aspect of the work. Mills first inspects the site, then helps to lay out the scope of work and craft the requests for proposals as well as reviewing the proposals. During the construction phase, architects provide technical assistance and a final inspection. Since 2006, the Mills Group has provided this service at dozens of historic sites in the state of West Virginia.

Lynnside Manor Historic Structure Evaluation/Rehabilitation Tax Credit

Project- Sweet Springs, WV

Led the architectural team and coordinated the consultant team to restore an antebellum plantation built circa 1845 and later suffered from a devastating fire in 1933. Oversaw development of architectural design and completed a historic rehabilitation tax credit application for the building.

WV Veterans Memorial - Charleston, WV

The West Virginia Veterans Memorial site and structure was intensely surveyed by The Mills Group team on April 3, 2013. The general overview involved a visual condition assessment of the structure's components utilizing the standard Uniformat outline to ensure that all issues were addressed in a logical order. This report is not meant to be a specification to execute the work but simply provides a description of the item or issue, a narrative for the condition, and a recommendation for the approach to execute.

Morgantown Marriott Courtyard- Morgantown, WV

A new five-story Courtyard by Marriott hotel is planned to rise across the street from the Morgantown Black Bears baseball stadium in Granville, WV. The site, at the far end of the University Town Center drive, is unique as it is positioned above the river with a view toward WVU's iconic Coliseum and the City of Morgantown. Mills Group is leading the design-build team of Owner, West Place, LLC, and general contractor, Waller Corporation.



Sandra Scaffidi, MA

Preservation Associate & Historian



Sandra has more than 15 years of experience documenting historic properties throughout the United States. She is well versed in working with Federal, state and local preservation laws and enjoys developing historic contexts and completing field surveys. Sandra also has authored National Register of Historic Places nominations and Historic Structures Reports. Sandra is experienced in using historic preservation as a tool to revitalize downtowns through her work in the Main Street program as well as through serving as the chair of her local historic preservation review commission.

Preservation Experience:

Education:

MA/2001 Public
History- Colorado
State University

BA/1998/History
Binghamton
University

2011-2015 WV SHPO Grant Monitor, Statewide.

Served as assistant grant monitor for nearly 80 projects that received funding from the State Historic Preservation Office. Provided procurement services, technical assistance, and construction oversight on each project.

2013 WV SHPO Covenant Monitor, Statewide.

Conducted site visits for 28 resources to ensure that the properties did not suffer from incompatible alterations and they met the Secretary of the Interior's Standards. Responsible for photo documentation and reporting.

Architectural Survey, Grant County, WV.

Conducted a historic and architectural reconnaissance survey of Grant County which included documenting over 700 resources. Each site was documented with photographs, a historic property inventory form, and GIS UTM points.

Historic Structure Report and Conditions Assessment, Blue Sulphur Springs Pavilion, Greenbrier County, WV.

Documented and evaluated architectural integrity of ca. 1835 masonry pavilion. Conducted material analysis, historic research and physical assessment.

National Register of Historic Places Nominations for Capon Chapel, Old Pine Church, Hebron Church, Fort Mill Ridge Trenches, Kuykendall House, Yellow Spring Mill and French's Mill, Hampshire County, WV.

Completed background research, architectural documentation & nomination form for NRHP listing of the historic properties.

Historic/Architectural Documentation of the Highland Drive Veterans Administration Hospital, Pittsburgh, Allegheny Co., PA.

Documented and evaluated mid 20th century psychiatric hospital prior to demolition.

Lynnside Manor Historic Structure Evaluation/Rehabilitation Tax Credit Project, Sweet Springs, WV.

Conducted historic documentary and architectural research to trace development of an antebellum plantation that suffered from a devastating fire in 1933. Assisted in the development of architectural designs and completed a historic rehabilitation tax credit application for the building.

Architectural Survey of Woodburn Historic District, Morgantown, WV.

Identified, documented and evaluated approximately 400 structures within the Woodburn Historic District in Monongalia County. Responsibilities included historic research, architectural survey, preparation of approximately 400 West Virginia Historic Property Inventory survey forms, the composition of a brief historic context, a public presentation, and project management.

Compliance Report for Berkeley Springs Depot, Bath, WV.

Reviewed proposed architectural plans and assessed how they met the Secretary of the Interior's Standards, in compliance with requirements of Section 106 of the National Historic Preservation Act.

The Development of a Maintenance Manual, Independence Hall, Wheeling, WV.

Detailed procedures for the care and preservation of a new mural inside the courtroom at the Custom House.

Historic Structures Report. Rogers House, Morgantown, WV.

Conducted an in-depth architectural study of the Rogers House, a 19th century building listed in the NRHP.

Master Plan of Duffield's Station, Duffield Station, WV.

Interpreted historic documentation to develop a timeline of alterations to an early train station in Jefferson County, WV.

Additional Project Experience:

Grey's Reef Light Station, Lake Michigan, MI. Architectural Historian. (TetraTech). Responsibilities included photographically documenting the removal of the antenna according to a Memorandum of Understanding between the Advisory Council on Historic Preservation and the US Coast Guard.

Historic Documentation of the Lodge at Cacapon Resort State Park, Morgan County, WV. Lead Architectural Historian (Practical Preservation). Responsibilities included researching the history of the lodge, documenting the structure on a WV Historic Property Identification Form, assessing the eligibility of the structure and the effect of the project on the resource.

Preserve America Oral History Podcast Project. Marion County, WV. (The City of Fairmont) Author. Responsibilities included creating a proposal addressing the need to capture the oral history of older Fairmont citizens and their memories of downtown. Created budget work plan, request for proposals and solicited qualified applicants. Successfully awarded \$40,000 grant funding in 2008.

National Trust for Historic Preservation, Great American Main Street Award (GAMSA) Finalist, Marion County, WV. (Main Street Fairmont) Author. Responsibilities included assessing statistical data to illustrate revitalization trends in downtown Fairmont for the past 20 years. The application also included highlights from several activities which showcased Main Street Fairmont's volunteer efforts. Organization was granted finalist status and was in the top 5 of over 1,000 communities throughout the United States.

National Register Nomination. Emporia, Virginia. City of Emporia and the Virginia Division of Historic Resources (VDHR). Architectural Historian (KCI Technologies) Inventory, evaluation, and National Register nomination of approximately 100 resources located within two historic districts within the town of Emporia. Responsibilities include client contact, preparation of approximately 100 survey forms, historic context, public presentations, and project management.

Statewide Historic Bridge Survey. Charleston, WV. WV Division of Highways. Architectural Historian (KCI Technologies). Inventory and evaluation of approximately 3,000 bridges built prior to 1965 to update the WV Historic Bridge Survey. Responsibilities include preparation of historic context report.

Michael J. Mills, AIA

Willey Mansion - Morgantown, WV

The Mills Group was contracted by the Morgantown Historic Landmarks Commission to survey the home and compile a feasibility study to determine what steps were necessary to adaptively reuse the building. An intense assessment was performed on the building systems, the conditions of the exterior envelope and interior finishes. The report details upgrades and changes that is necessary for the reuse of the building.

Price House - Kingwood, WV

This project is working to restore a historic house on the edge of downtown. The house will be brought back to it's original character and possibly be used as business/retail space. The adjoining addition will be added onto again and transformed into student housing. A fire egress stair will connect it to the Beauty College.

The Development of a Maintenance Manual, Independence Hall- Wheeling, WV.

Created a Maintenance Manual for the care and preservation of a new mural placed inside the courtroom at the Custom House in Wheeling.

Kump House - Elkins, WV

The Kump House Trust and City of Elkins hired The Mills Group to execute a historical structures report and conceptual design for the re-use of the 1923 Neo-Classical mansion as a mixed use educational facility. The team incorporated sustainable practices in their recommendations.

Duffields Station- Jefferson County, WV

The Mills Group created a master plan for Duffields Station, the oldest extant B&O Railroad station in (West)Virginia. The team conducted historic and architectural research to understand the phases of development of the stone and timber building and worked with the client to understand their future needs for the building. The team produced a conceptual design and phased plan to redevelop the historic building and assist the owners in obtaining future funding opportunities.

Scottish Rite,-Wheeling, WV- Members of the Scottish Rite asked the Mills Group to assist them with the restoration of their historic plaster ceiling. After previously assisting them with a SHPO development grant to replace their leaking rubber roof, the Mills Group created plaster restoration specifications and worked with their contractor to ensure that the project met the Secretary of the Interior's Standards and restored the ceiling back to its former glory.

Berkeley Springs Train Depot- Bath, WV- The Town of Bath asked the Mills Group to design the rehabilitation plans for the historic Berkeley Springs Depot. The depot is an important local architectural landmark that symbolizes the bustling, thriving center of activity that once emanated from the railroad serving the town. The rehabilitation includes the stabilization and restoration of the clay tile roof as well as master planning of the adjoining 2.1 acre site. The Mills Group researched historic maps and photographs to produce a three-dimensional understanding of the train depot and how it changed over time as well as a conceptual site layout.

Wesley United Methodist Church- Morgantown, WV. Church officials asked the Mills Group to redesign their building to increase its accessibility and create a more comfortable arrival experience. In order to create better circulation between the original church and gymnasium addition, the team designed a new entrance, an interior arrival space and elevator to allow access throughout the building. Mills Group also suggested different uses for existing spaces, using conceptual designs to illustrate better movement and function to the congregation.

Morgantown Museum- Morgantown, WV

The City of Morgantown hired The Mills Group to redesign the lower level interior of the Monongalia Arts Center to serve as the new and expanded City Museum. The space once served as a warehouse for the US postal service and was a blank canvas. The team designed public restrooms and the interior wall layout for displays. The Mills Group interior designer also selected finishes and details to transform the space. The team also composed the graphic design and signage to illustrate the new displays.

Project Experience

TAB 3



EXPERIENCE

The Mills Group has a wealth of experience within the architecture, preservation and planning divisions.

Architecture: Since the summer of 2007, the Preston County Commission chose the Mills Group as their architecture of choice. Our work together included the design of the County Commission's public meeting room and secure storage facility. Our team developed construction documents for a 7,000 sq. ft. Call Center/Office of Emergency Management and master plans for a 220 acre County Farm and Sherriff's facility.



More recently, the Mills Group designed a new 109 room Homewood Suites hotel in the Charles Pointe Development in Bridgeport. This design caters to the long-term traveler with each suite containing a small kitchen, a generous bath and ample space to create a living room arrangement. This project cost approximately \$8 million to complete.

Our team provided design services for the Wesley United Methodist Church to create a functional and aesthetically pleasing entry into their community facility. This accessible design accommodates members and guests by following the ADA guidelines.



Preservation: Since 2006, the State Historic Preservation Office (SHPO) annually awarded the Mills Group a contract to provide technical assistance and grant monitoring for a range of projects ranging in construction value from \$5,000 to \$350,000. The scope of work often range from masonry and window restoration, to roof and exterior millwork rehabilitation. Our clients range from the homeowner with no construction background to facility maintenance directors with numerous years of experience.



Michael Mills, our firm's founder manages this contract because of his desire to interact with clients across the state and educate both historic property owners and contractors on proper preservation techniques.

We recently developed a rehabilitation plan for the Berkeley Springs Train Depot. This project included conducting historic research and material analysis of the clay tile roof in order to specify the correct shape of the tile. Additionally, the project included a Section 106 compliance narrative illustrating the project's adherence to the Secretary of the Interior's Standards for Rehabilitation.

Vic Greco, principal architect, designed the award winning historic rehabilitation of the B&O Railroad Station in Oakland, Maryland. This building became the town's new visitor's center and includes a small theatre and museum. In order to replicate the original design, the team utilized slate mined from the same quarry as the original roof tiles.



Our historic resources staff recently completed a county wide reconnaissance survey of Grant County, identifying over 700 historic buildings. These resources were each documented with high resolution photography, described on a Historic Property Inventory form and pin pointed on a topographic GIS map. This project's future goal is to give the State Historic Preservation Office an "at a glance" understanding of the county's historic resources and allows them to provide quick feedback for potential project impact.

Planning: The Mills Group believes that sound planning practices are the best way to ensure long term success of a project. In 2013, the Greek Life Center at West Virginia University hired Mills Group to complete a master plan of the Greek Village. This plan, rendered digitally in 3-D, provided a graphic illustration of the possibilities of the project area utilizing the undulating topography to create an interesting and diverse design.



PROPOSED WVU GREEK LIFE STUDENT CENTER

West Virginia University hired the Mills Group to develop a master plan for a housing development catering to visiting professors. This project, in addition to site design, aimed to preserve the pastoral feeling of the agricultural area. Our planners conducted solar and wind studies to determine the best placement for the homes.



PROPOSED RESIDENTIAL MASTER PLAN



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Grant County Reconnaissance Survey

Location: Grant County, West Virginia
Client: State of WV
Department of Administration
Services: Reconnaissance Architectural
History Survey

Owner's Representative:

Erin Riebe

State of WV

Purchasing Division

2019 Washington Street East

Charleston, WV 25305-0130

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The State Historic Preservation Office (SHPO) hired the Mills Group to conduct a reconnaissance survey of Grant County to identify historic resources 50 years and older.

The Mills Group identified nearly 750 resources that met the minimum age criteria, individually photographing each building, documenting the resource on a Historic Property Inventory Form, pin pointing the location of each structure using GIS software, gathering UTM coordinates and recommending National Register eligibility.

In addition, the Mills Group researched the history of the county and developed a cohesive narrative of the county's growth and development.

This reconnaissance survey aims to assist the SHPO in identifying and creating a comprehensive database of historic resources throughout the state.

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Woodburn Neighborhood Reconnaissance Survey

Location: Morgantown, WV
Client: Morgantown Historic Landmarks
Co-Shannon Tinnell (304) 685-7747
Services: Reconnaissance Survey &
Eligibility Assessment
Construction Value: NA

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The Woodburn district is a hilly residential neighborhood located to the east of downtown Morgantown. The dwellings were constructed in the early twentieth century with the westernmost portion of the neighborhood dominated by student rentals.

The Mills Group's architectural historian team conducted a pedestrian survey of the study area and took 35mm digital photos of each structure from the public right of way. The team described the buildings with architectural terminology and noted each location on a map. The objective of this project was to evaluate whether the Woodburn neighborhood could be recommended as a historic district. Several properties recommended eligible but the neighborhood overall was not considered a National Register eligible district.

Mills Group surveyed and documented 413 resources within the Woodburn neighborhood. Nineteen resources were recommended individually eligible for listing in the National Register of Historic Places.

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Oglebay and Wheeling Parks Reconnaissance Survey

Location: Wheeling, West Virginia
Client: Wheeling Parks Commission
Services: Reconnaissance Architectural
History Survey

Owner's Representative:
Eriks Janelsins
President and CEO
The Oglebay Foundation
Wheeling, WV 26003-1967
304-243-4160

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63 Wharf Street, Suite 300
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(304) 296-1010

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The Wheeling Parks Commission and the Wheeling Historic Landmarks Commission hired the Mills Group to conduct a reconnaissance survey of Oglebay Park to identify historic resources 50 years and older.

The Mills Group identified resources that met the minimum age criteria, individually photographing each building, documenting the resource on a Historic Property Inventory Form, pin pointing the location of each structure using GIS software, gathering UTM coordinates and recommending National Register eligibility.

In addition, the Mills Group provided a brief history of the parks and developed a cohesive narrative of the parks growth and development.

This reconnaissance survey aims to assist the SHPO in identifying and creating a comprehensive database of historic resources throughout the state.

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2015 WVSHPO Grant Monitor

Location: Various Locations, WV

Client: WV Division of Culture & History

Services: Grant Monitoring & Technical Assistance

Construction Value: NA



Since 2006, the Mills Group has been awarded an annually competitive contract with the West Virginia State Historic Preservation Office to provide technical assistance and grant monitoring for a range of projects ranging in construction value from \$5,000-\$350,000. The scope of the grant projects range from masonry and window restoration to roof and exterior millwork rehabilitation. The clients range from the homeowner with no construction background to facility maintenance directors with forty years of experience.

The awarded properties include:

- Fischer-Lasch Farmhouse, Wheeling, WV
- Williamson Field House, Williamson, WV
- Carnegie Hall, Lewisburg, WV
- Robinson-Tabb House, Shepherdstown, WV
- Thomas Fleming House, Fairmont, WV
- Adaland, Phillippi, WV
- Milkint Building, Buckhannon, WV
- Pocahontas County Museum, Marlinton, WV
- Mercer County Courthouse, Princeton, WV
- Masons Building, Sutton, WV
- Kump House, Elkins, WV
- Hotel McCreery, Hinton, WV
- The Professional Building, Wheeling, WV
- Fairmont Fire Station, Fairmont, WV
- Dr. AO Albin House, Charles Town, WV
- The Carriage Inn, Charles Town, WV

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Blue Sulphur Springs Pavilion

Location: Blue Sulphur Springs, WV

Client: Greenbrier County Historical Society

Services: Historic Structure Report and Existing Condition Assessment

Construction Value: \$1 Million Estimated



The Greenbrier County Historical Society chose the Mills Group to conduct an existing conditions assessment, describe the written and architectural history of the Blue Sulphur Springs pavilion and offer a plan for its stabilization and reuse.

The Blue Sulphur Springs Pavilion was constructed ca. 1836 as the centerpiece of a health resort along Kitchen Creek in Greenbrier County, (West) Virginia. Although it was regarded as superior to the other springs in Western Virginia in terms of comfort and beauty, the resort was also not as fashionable as the White Sulphur Springs located 26 miles to the east. As a result of the declining popularity of the resort and nationwide economic instability, the property was transferred into the hands of gentlemen who created Allegheny College, a seminary for Baptist students in 1859. With the outbreak of the Civil War, the college lost both students and several structures, as part of the resort was destroyed by fire in 1863. All that remained of the property was the Greek Revival inspired pavilion which continued to be enjoyed by picnickers throughout the 20th century.

In 2013, the Greenbrier County Historical Society acquired the property and with the Mills Group's help, established a plan to restore the structure. This plan includes reusing as much original material as possible and incorporating the interpretation of the pavilion's history and restoration. The first step of the restoration is to stabilize the existing structure.

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References

TAB 4



References

Margaret Hambrick

President

Board of the Greenbrier Historical Society, Friends of the Blue

301 West Washington Street

Lewisburg, West Virginia 24901

Ph: (304) 645-3398

Email: mchww44@gmail.com

Project: Blue Sulphur Springs Pavilion

Eriks Janelins

President and CEO

The Oglebay Foundation

465 Lodge Drive

Wheeling, WV 26003-1967

304-243-4160

Email: ejanelins@oglebay-resort.com

Project: Oglebay and Wheeling Parks Survey

Charlie Baker

Planner, Hampshire County

90 North High Street

Romney, WV 26757

Ph: (304) 822-7018

Email: charlie@hampshirewv.com

Project: Hampshire County National Register Nominations

Erin Riebe

Survey and National Register Coordinator

WV Division of Culture and History

The Cultural Center

1900 Kanawha Boulevard, East

Charleston, WV 25305

Ph: (304) 558-0240

Email: Erin.M.Riebe@wv.gov

Project: Grant County Reconnaissance Survey

Information
Bid Form
Purchasing Affidavit
Addendum Acknowledgement
Contract Manager Information

TAB 5

REQUEST FOR QUOTATION
Preston County Historic Resources Survey
CRFQ DCH160000001

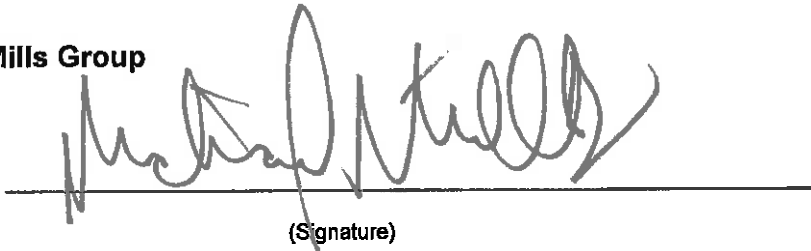
BIDDING RETURN SHEET:

ITEM # 1:	\$ 3,200
ITEM # 2:	\$ 26,500
ITEM # 3:	\$ 3,010
ITEM # 4:	\$ 3,000
ITEM # 5:	\$ 3,790
<u>TOTAL COST</u>	\$ 39,500

This Proposal is submitted in the name of:

Firm or Individual: Mills Group

By:



(Signature)

Managing Principal

(Title)

Date: September 11, 2015

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Mills Group
Authorized Signature: [Handwritten Signature] Date: September 11, 2015

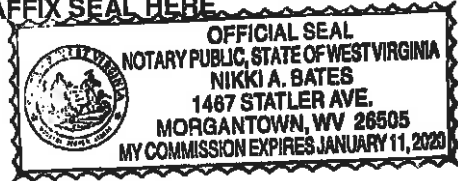
State of West Virginia

County of Morgania, to-wit:

Taken, subscribed, and sworn to before me this 11th day of September, 2015.

My Commission expires January 11, 2020.

AFFIX SEAL HERE



NOTARY PUBLIC [Handwritten Signature]

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DCH16000004

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.

Mills Group LLC

Company
Michael J. [Signature]

Authorized Signature
September 11, 2015

Date

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

REQUEST FOR QUOTATION
Preston County Historic Resources Survey
CRFQ DCH1600000001

1. MISCELLANEOUS:

- 1.1. Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Michael Mills
Vendor's Address: 63 Wharf Street, Suite 300, Morgantown,
WV 26501
Telephone Number: 304-296-1010
Fax Number: 304-413-0120
Email Address: mmills@millsgrouponline.com