

May 5, 2016

STATEMENT OF QUALIFICATIONS
for Architectural / Engineering Services

Various Renovation Projects
for the
WV State Police



05/05/16 09:35:35
WV Purchasing Division

E.T. BOGGESS ARCHITECT, INC.



Letter of Transmittal

5/4/2016

TO: Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305

Project:
State Police Renovations

Atten: Tara Lyle

Sending Via:
UPS

Subj: Qualifications

CODE LEGEND	<input type="checkbox"/> 1. For payment	<input type="checkbox"/> 4. For your signature	<input type="checkbox"/> 7. Send 1 to Contractor
	<input checked="" type="checkbox"/> 2. For your review	<input type="checkbox"/> 5. As requested	<input type="checkbox"/> 8. Return 1 to ETB
	<input type="checkbox"/> 3. For your files/use	<input type="checkbox"/> 6. Owner keeps 1	<input type="checkbox"/> 9. Office Copy

# of copies	DATE	DESCRIPTION	CODE
4		Statement of Qualifications	2

REMARKS:

Thank you for this opportunity and we look forward to hearing from you.

Signed: Todd Boggess, AIA, NCARB, Architect



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

May 5, 2016

Dear Ms. Lyle:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess Architect, Inc. team is pleased to submit information regarding our experience. We will assist you with the design and new construction and renovations at various locations for the WV State Police. Our team will work with the State of WV, State Police and local detachments to ensure that everyone's vision for all the projects is achieved. Our team offers a wide range of professional services, including:

- Architectural Design Services for the State of WV
- Site Evaluation and Analysis
- Electrical/Plumbing/HVAC Engineering
- Structural Engineering
- Civil/Site Engineering
- Construction Administration

I will be your architect and will be the person-in-charge for all aspects of the project. Our team is very familiar with renovation projects, including roof repair/replacement, installation of roll-up doors, as well as the design of garage and storage facilities. We understand and appreciate the challenges that state agencies face and believe we offer the service, knowledge and experience you will need to successfully accomplish all the proposed projects with as little disruption to the daily operations of each facility as possible.

ETB emphasizes a client-centered design approach, incorporating mutually defined project objectives. Through this focus, we can assure the State of West Virginia and the WV State Police that needs and project issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and with a passion towards project success.

We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Boggess', written over a circular stamp or seal.

Todd Boggess, AIA, NCARB, Architect
President

Cover Letter

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Qualifications & Technical Expertise – 1

INTRODUCTION

The E.T. Boggess Architect, Inc., team understands the challenges facing our state agencies as they strive to serve the needs of our citizens and maintain their facilities. The financial situation our state is enduring has affected all of us and requires us mountaineers to “get creative” in our approach. We must find ways to maximize our resources and preserve our existing buildings. Your desire to protect and renovate the state police buildings in order to extend their service life is a positive course of action and we would welcome the opportunity to assist you with this endeavor.

ETB has a great deal of experience with government facilities of all sizes and scopes. We have provided and continue to provide various state agencies, including the WVDOH and WVARNG, with professional A/E services at multiple locations. We are capable of handling all the projects you plan to accomplish concurrently or we can easily phase them in, whichever works best for your agency. We will *look* at what you have, *listen* to what you need, and then provide *designs* to address the needs of the various state police detachments.

Our experience with Roof Repair and Design includes roof replacement at the historic Mercer County Courthouse in Princeton; the former DOH Building in Lewisburg which is now serving as the New River C&TC Arts & Sciences Building. Another project in downtown Lewisburg currently serves as the Greenbrier County Convention & Visitors Center was part of a very successful venture to re-locate the visitor center into a thriving downtown environment. We have led the design of the re-roofing for two car dealerships in Green Valley - Ramey Chevy and Bill Cole Used Cars. All of these projects, except the courthouse, included additional interior office renovations along with exterior façade upgrades.

ETB has been phasing in projects for the DOH at various districts throughout the state for several years. The ultimate goal is to provide a headquarters complex that brings together services that have been scattered throughout the districts into a campus-like setting. The facilities include office buildings, maintenance/equipment shops, bridge and sign shops, and lab facilities. All these buildings include office space and more industrial-type spaces like garages, storage areas, and many roll-up and coiling doors. The WVARNG Readiness Center and Maintenance Building we designed for Elkins also includes those types of spaces.

Our team can provide you with all the A/E services you will need to accomplish your project. ETB has worked with all the consultants on our team and believe we have the experience, knowledge and commitment to ensure the repairs and renovations for state police facilities will satisfy your current needs, as well as protect the buildings for many years to come. Our team has a reputation for producing quality designs that can save energy, money, and valuable resources over time, as well as comply with the ICC International Energy Conservation Code.

Our team consists of the following:

Architect:

E. T. Boggess Architect, Inc.
 101 Rockledge Avenue
 Princeton, WV 24740
 304-425-4491

Mechanical & Electrical Engineer:

Harper Engineering, pllc
 52 B Street
 St. Albans, WV 25177
 304-722-3602

Structural & Civil Engineer:

Stafford Consultants, Inc.
 PO Box 5849
 Princeton, WV 24740
 304-425-9555

We understand that these renovation projects are in multiple locations throughout the state. Our MEP engineer is located in Kanawha County where two of the projects will be completed. ETB recently completed a project in Randolph County and has a project in the design phase for Logan County. Providing the necessary construction administration services, including site observation as requested by the state police, can easily be accomplished.

PHILOSOPHY

Communication, collaboration, and consensus are the three elements we feel are essential to the planning, design and building process. The architect is responsible for the finished product, but the design process must include guidance and review by you and representatives from the various agencies. Our goal is to develop a *“partnership”* with our clients – a relationship that includes a long-term commitment, trust, and shared vision.

ETB believes architectural design should be an *interactive process*. We work closely with you to identify and define all your project goals, objectives, functions, responsibilities, and relationships. This interactive approach enables us to develop facilities that meet your requirements, as well as being aesthetically distinctive. Design cannot be mass produced or provided in a “cookie cutter” fashion, it must be developed from scratch with the unique attributes of each individual project in mind. Our approach is not only about our ideas . . . it is about *you and your ideas*. We strive to help you realize your dreams.

METHOD for MEETING GOALS

The Integrated Design Process is our process of design in which the owners, users and the ETB team (architects and engineers) are all integral team members. This integrated process and the implementation of high performance design requires both efficiency and innovation. In our role with this team as the design leader and project organizer, ETB will be responsible for coordinating and orchestrating the work of our in-house architects with the site/civil engineers and users involved throughout the design, documentation, and administrative functions of the project.

Utilizing the interactive design approach will best serve the needs of the WV State Police by allowing us to better identify your objectives and produce long-term solutions. Your project will be completed by emphasizing the following activities:

- **Understanding goals.** We develop a plan for identifying and prioritizing individual goals as a means for addressing the overall project.
- **Brainstorming ideas.** We investigate opportunities for greater service through value engineering, strategic partnering, or an alternative delivery method.
- **Assuring timelines.** We generate a management plan to fulfill deliverables and meet milestones on schedule. All team members participate in and monitor this plan.
- **Maintaining client contact.** We are accessible, convenient, and committed to success from the beginning through the design process, and after completion.

- **Inviting performance feedback.** We involve all team members and clients in project evaluation at closeout and determine how well time, cost, and design goals were met.

Project Management - Our project managers provide extraordinary leadership managing the team dynamics, budget, schedule, and the flow of information. The project manager's role also includes assisting the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination. The effective implementation of your goals and objectives will be realized thru early and consistent collaboration among all the design disciplines. This will result in opportunities and challenges being discussed and addressed as we proceed thru the design process.

Cost Management - We believe that the management of cost and/or risk begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions which support the different services provided by our state parks. We also believe that the evaluation of cost must extend beyond the cost of construction, and consider the costs of operations, human resources, energy and sustainability.

Project Schedule Management - Completing projects on time requires effective schedule management and a commitment of the entire project team. The process begins with the development of the project schedule with input from each stakeholder engaged in the process. Accelerated schedules require even more dedication to benchmarks and deadlines, identifying production problems early and making the necessary adjustments before issues become too great to be effectively managed.

Project coordination is ETB's responsibility. As a service to the client and for the sake of efficiency, we create an online (secured and password protected) website for each project which functions as a project and information management tool. The site gives the project team direct access to project information, including design plans, imagery, construction documents, submittals, logs, field reports, and meeting minutes. This method has proven very successful by keeping the client and the team members well informed and insuring that the latest information is always readily available. This has been a valuable tool to further ensure quality control/assurance standards are being maintained.

Construction Administration - Contract administration services are important in order to ensure construction conforms to the design intent of the construction documents; to lessen project risks; and to identify and resolve construction problems early. We also strive to assist you in understanding the construction process. The architect, serving as a construction administrator, observes construction for conformity to construction drawings and specifications.

Services/tasks we provide include . . .

- Establish lines of communication.
- Maintain and distribute paperwork/records.
- Respond to contractor's requests for information.
- Track changes in construction documents.
- Review contractor's requests for payment.
- Review shop drawings and product information.
- Prepare field reports and records.
- Supervise completion and closeout.
- Assist with any post-occupancy issues.

Quality Assurance - We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client's needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction. To that end, we have set the following goals for ourselves:

- Promote teamwork
 - within the office
 - with outside consultants
 - with end-users of the building
 - with representatives from the State of WV and State Police
 - with representatives from the specific detachments
- Quality management throughout entire project – *Website*
- Prompt response to client's requests – *Availability*
- Creation of quality construction documents – *Purpose Driven*
- Error *prevention*, not error catching – *Standard Practices*
- Personal pride in our work - *Motivation*
- Education and Training in-house (staff mentoring) – *Continuing Education*
- Go the extra mile whenever necessary – *Service Oriented*

Quality Control - Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled through a third-party agency. Quality control should flow seamlessly from one phase to another. The "partnership" we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project's best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality. ETB normally follows the plan as outlined below:

- Keep the lines of communication open and consistent between all team members
 - Regular/scheduled project meetings
- Share lessons learned from recent similar projects, include value engineering
 - Up-to-date detailing
- In-house reviews to address issues with constructability and budget restraints
- Utilize past experiences related to construction administration
 - Address before issue or occurrence
- Provide post construction administration services to be utilized on future projects
 - Every project or opportunity can be a learning experience for continued growth to better serve clients

Our team will do everything within our power to ensure the project stays within budget and on schedule. We will work with the general contractor to provide him with the information he needs as quickly as possible in order to ensure our actions do not delay the project. However, there are circumstances that are beyond our control, especially with regards to the weather. Renovation projects also have the potential for unforeseen problems that will need to be addressed. As mentioned earlier, the key to addressing problems during construction will be **communication, collaboration, and consensus.**

Scope of Services – 2

SERVICES

In order to successfully accomplish the renovations for various facilities, we understand that the WV State Police requires the scope of services as described in this section. The specific project goals and objectives are as follows:

- ✓ Prepare preliminary and final working drawings, specifications, detailed cost estimates, bidding and construction schedules and assistance in surveying, analyzing and evaluating bids
- ✓ Provide full design services that may include civil, structural, electrical and mechanical disciplines
- ✓ Develop bidding and contracting documents (drawings and specifications) for renovating/updating various projects for the purpose of advertising and awarding construction contracts
- ✓ Communicate effectively with owner and representatives
- ✓ Provide as little disruption to ongoing activities as possible
- ✓ Construction design in accordance with all State, Federal and Local Regulations, as well as being consistent with the Division of Natural Resources needs and objectives
- ✓ Plan and execute the project within the project budget
- ✓ Preparation of bidding and contracting documents
- ✓ Participation in the evaluation of bids received
- ✓ Monitoring and inspection of construction activities on a periodic basis to ensure project is constructed and functions as designed

NEW CONSTRUCTION – Garage and Storage Facilities

Schematic Design Phase

ETB and our consultants will work with the WV State Police to design the new garage and storage facilities. The schematic design documents will establish the general scope and conceptual design of your project, and the scale and relationships of the building components. The main goal of this phase is to arrive at a clearly defined, feasible concept and to present it in a form that will result in your understanding and acceptance. You will have the following items to review at the end of this phase:

- Conceptual Site Plan
- Preliminary Building Plan with elevations or space adjacency studies
- Perspective Sketches/Computer Images
- Preliminary Cost Estimates

Design Development Phase

Services in the design development phase strive to achieve the refinement and coordination necessary for a complete polished work of architecture. Here decisions made in schematic design are worked out at a more detailed level to minimize the possibility of major modifications being needed during the development of construction documents. Our design team arrives at a clear, coordinated description of all aspects of the design, including . . .

- Architectural
- Mechanical
- Electrical
- Plumbing
- Structural
- Fire Protection Systems

Final Design Phase / Construction Document Phase

Construction documentation is the bridge between building design and physical building form. A key element of documentation services, construction drawings provide the instructions for transforming the design solution into brick, mortar, landscapes, access, etc. The purpose of providing construction document drawings is to provide graphic documentation for bidding and execution of construction services.

Services/tasks include . . .

- Prepare construction drawings based on approved design development drawings.
- Coordinate and incorporate drawings from all team members.
- Prepare specifications to accompany drawings to establish a desired level of performance.
- Submit documents to building code officials.
- Prepare bid packages.

Bidding Phase

Construction procurement activities assist the client in obtaining competent construction services. Our team will prepare bid packages or request for proposals/qualifications, and we will support the selection, negotiation, and contract award processes.

Services/tasks include . . .

- Assist client in selection of project delivery method.
- Identify prospective bidders.
- Organize or participate in pre-bid conference.
- Distribute bidding documents.
- Address questions submitted by bidders.
- Review and evaluate competitive bids.
- Assist client in contractor interviews for obtaining negotiated proposals.
- Award contract for construction.

Construction Phase / Contract Administration Services

Contract administration services are important in order to ensure construction conforms to the design intent of the construction documents; to lessen project risks; and to identify and resolve construction problems early. We also strive to assist you in understanding the construction process. The architect, serving as a construction administrator, observes construction for conformity to construction drawings and specifications.

Services/tasks included . . .

- Establish lines of communication.
- Maintain and distribute paperwork/records.
- Respond to contractor's requests for information.
- Track changes in construction documents.
- Review contractor's requests for payment.
- Review shop drawings and product information.
- Prepare field reports and records.
- Supervise completion and closeout.
- Assist with any post-occupancy issues.

RENOVATIONS – Offices, Roof Repair & Installations

In order to successfully accomplish your objectives for the renovations and repairs, we will approach the project by emphasizing the following procedure:

- Establish goals and objectives
- Review building condition and uses and evaluate space needs
- Recommendation concerning building interior/exterior restoration/remodeling
- Estimate the timing, phasing and projected costs for the project
- Establish project priorities for recommended renovations and repairs
- Project schedule and final plan

SPECIFIC TASKS

The services listed above will be accomplished in steps. As mentioned previously, we utilize an interactive design approach. We will therefore be involving your designated representatives in order to understand and address your specific needs.

Typically, ETB renovation projects involve 4 phases:

- Investigation, evaluation and report preparation for existing systems and structure.
- Preparation of Preliminary Design Documentation and Preliminary Estimate of Probable Construction Costs.

- Preparation of Construction Documents and Final Estimate of Probable Construction Costs.
- Bidding and Construction Administration Services.

Investigation and Evaluation Phase:

- Upon receipt of Notice to Proceed, ETB will review all available original plans, specifications and other relevant data documenting existing systems and structures.
- Conduct a thorough evaluation and inspection of the interior and exterior of the building(s), as necessary
- Perform engineering analysis to establish roof and structural system design criteria including structural loading/uplift capacities, fire resistance ratings, thermal resistance ratings, drainage capacities and other relevant data for evaluation of roof/structural system compatibility.
- Meet with representatives from State of WV and State Police to present and discuss preliminary findings, including preliminary budget amounts for renovations.

Preliminary Design Phase:

- Prepare preliminary design drawings including plans and typical sections and details.
- Prepare Outline Specifications and Preliminary Estimate of Probable Construction Costs.
- Prepare graphic imagery of proposed renovations to use for fundraising or to gain community support.
- Meet with representatives from State of WV and State Police to review preliminary design drawings, proposed scope of work, proposed system product selections and alternatives, and Preliminary Estimate of Probable Construction Cost. Review/establish budget and contingency and establish Final Construction Phase Schedule (bidding and award).

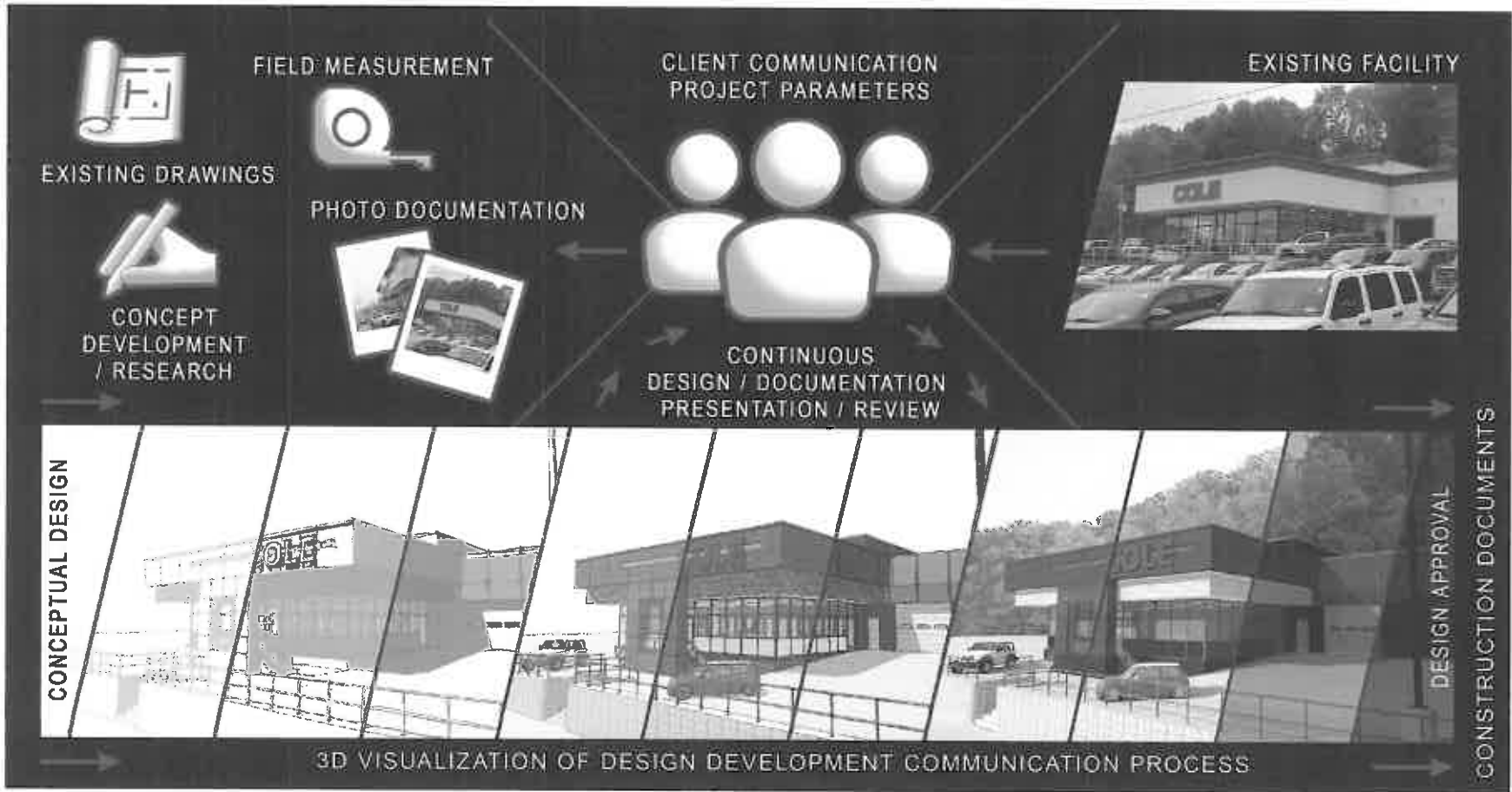
Construction Document Phase:

- Prepare Construction Documents including detailed drawings and specifications commensurate with established scope of work.
- Prepare Final Estimate of Probable Construction Costs.
- Assist with coordination/preparation of non-technical provisions of the contract documents. (Bid Advertisement, safety/security compliance, temporary facilities, utility access, etc.)
- Meet with representatives from State of WV, WV State Police and representatives from the individual detachments as necessary to review progress, discuss proposed design and budget refinements, value engineering proposals and other general coordination issues.
- Assist with review, selection and pre-approval of Contractors, if required

Bidding and Construction Phase:

- ETB will provide general administrative assistance to the WV State Police and the contractor(s) during the Bidding and Construction Phases including:
 - Reproduction and distribution of Construction Documents
 - Attendance at pre-bid meeting
 - Preparation of addenda
 - Review of bids
 - Review of contractor submittals
 - Review/approval of contractor's applications for payment
 - Review/response to RFI and construction change order requests.
 - Regular on-site Construction observation and reporting
 - Assistance/coordination with governmental/ regulatory agencies
 - Preparation of project punch list and sign-off
 - Review of project close-out documents/ compliance

The flow-chart on the following page shows an example of our approach to a recent renovation project.



Firm Profiles – 3

HISTORY

E. T. Boggess Architect, Inc. is a 11 person architectural firm located in Princeton, West Virginia. Our firm was established in 1966 by Ted Boggess and has been successful because of a team approach and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/apprentice and, now, partners is both exciting and rewarding as the practice continues to flourish and evolve.

REPUTATION

Our firm lives or dies by its reputation. We work for "Pride in Product" and are confirmed by the amount of repeat business we can truthfully claim.

The architects at ETB are well-respected for their high ethical standards, as well as professional and civic activities. They have been asked to serve as expert witnesses and arbitrators in legal disputes. They have also been selected to serve on various local, state and national committees. These committees cover areas from determining local zoning ordinances to reviewing and developing educational requirements for future architects, to preserving West Virginia's historic architecture. Todd has recently been appointed to the WV Board of Architects by Governor Tomblin. The Board of Architects protects the life, health, and property of the people of the State of West Virginia by ensuring that proper architecture practices are used in the state.

SIZE

Bigger is not always better. ETB has purposely controlled size in order to maintain personal involvement and quality control. We feel that it is important to maintain close client contact and be available to respond to your needs and address any situations that may arise. Your project will not get lost in the shuffle. We are, however, of sufficient size and capabilities to accommodate the needs of your project, as well as ensuring the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

Our construction administration services have ranged from providing an on-site representative as we did for the WVARNG Elkins Readiness Center to a very limited scope which includes reviewing submittals/shop drawings and responding to questions. We understand that small, renovation projects create their own unique circumstances and may require a great deal of hands-on attention once the general contractor exposes previously hidden issues. Our construction administration team will give each project the attention it requires.

TEAMWORK

Our projects and design services are dependent on both our abilities as architects and our commitment to perform and implement a set of standards in order to create a design that responds to the needs of our client. In house, ETB actually functions as a team of consultants with individual strengths and abilities emphasized by each employee's role within the team. In addition to being a strong design oriented firm, we offer expertise in communication and information management, construction documentation, construction administration, and quality control.

Throughout West Virginia, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the State Fire Marshal's Office in Charleston at regular intervals during the design process, as well as on-site inspections during construction.

ATTITUDE & EXPERIENCE

Over the past 50 years, ETB has accomplished many different types of buildings in 12 different states and 1 foreign country. We have not limited ourselves by focusing on one particular type of project or a single location. Instead, we choose to maintain a diverse practice which allows us to begin each project with renewed enthusiasm. Our strength is in the delivery of appropriate and analytical solutions for complex buildings and doing so within restricted budgets and time constraints.

ETB was one of the first architectural firms in the state to implement the use of computer-aided design and drafting into the everyday practice of architecture almost thirty years ago. Today we continue to lead the industry as we utilize photorealistic imagery through computer modeling and digital photography. The building 3-D model and associated imagery can be developed early in the design process for your presentations. This helps everyone better understand design approaches and project contextual relationships within a setting.

SCHEDULES & BUDGETS

ETB understands the importance of ensuring that all schedules and budgets are met. Our past experience designing within the confines of strict budgets and tight construction schedules makes us even more diligent in these areas. Some of our most recent projects, especially for state agencies, have presented us with very rigorous scheduling goals. Our projects for the West Virginia School Building Authority have penalties built in if schedules and established budgets are not adhered to as an added incentive to meet the deadlines.

HE Harper Engineering, pllc

52 B Street
St. Albans, WV 25177
Office: 304.722.3602 Fax: 304.722.3603

Harper Engineering, pllc was founded in 2008 to provide innovative engineering design services to architects, owners and contractors throughout the state. We are a unique combination of eager young talent and proven experience fused together to serve all of your building systems design needs including HVAC, Plumbing, Lighting, Electrical, Fire Alarm and Sprinkler Suppression systems.

Our goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs. The staff at Harper Engineering has a combined 85 years of experience working with clients in a variety of fields including but not limited to K-12 Schools, hospitals, offices, airports, manufacturing, and water treatment plants.

Services:

HVAC Design

- Heating and Cooling load calculations
- Ductwork sizing
- Hydronic pipe sizing
- Equipment selection

Electrical Design

- Electrical load calculations
- Panel and switch gear selection
- Lighting
- Fire alarm
- Site Utilities
- Emergency Generators
- Security and communications

Plumbing Design

- Pipe Sizing
- Fixture Selection
- Sprinkler design
- Site Utilities

Drafting

- Specifications
- Project Management
- Construction Documents



Stafford Consultants, Inc. Profile

Stafford Consultants Inc. was formed in 1985 from a core group of employees of Gates Engineering Company. After many successful years of operation, Gates Engineering Company was bought by a large design / build firm that later decided to divest the consulting engineering firm. Two original partners and five other employees remain with the firm since its inception.

Currently, Stafford Consultants employs a total staff of sixteen, including four registered professional engineers. Our high ratio of professional to total employees is indicative of the importance we place on providing professional service to our clients. Mr. Edward L. Shutt, P.E. now serves as president of the firm.

Our firm is a full service Engineering firm that provides services in Civil, Structural, Highway, Bridge, Airport, Environmental, and Sanitary Engineering. We have been providing engineering services for water, sewer and general civil projects for more than twenty-seven years. Although our main emphasis is toward the municipal utility market, our firm is highly qualified and capable of completing varied civil and structural projects. The football stadiums at West Virginia and Marshall University, buildings at Virginia Tech, sidewalks for the City of Princeton, artificial turf for the Princeton Senior High School football field, and master planning of athletic facilities at Virginia Tech and Marshall are prime examples.

Stafford has provided site civil and structural engineering design services in association with architectural firms since the firm was founded. Representative projects include the North Central ATC, WV DOH District 8 Equipment Shop, WV DOH District 1 Office Building, WV DOH District 7 Equipment Shop & Office Building, the Chuck Mathena Cultural Arts Center in Princeton, and the Merriman Athletic Facilities Building at Virginia Tech.

All structural projects and site civil projects at Stafford are managed by Kenneth R. Crowe, P.E. Kenneth has over thirty-five years of structural, transportation and site civil engineering experience. He is assisted in this work by Kevin Smith, engineering technician and CADD technician. Kevin is experienced and particularly adept at site grading, pavement, drainage, and water and sewer layout.



SCI served as structural consultant to ETB on both the North Central Advanced Technology Center (left) and the Chuck Mathena Cultural Arts Center (below).



Projects / Prior Experience – 4

WV DOH DISTRICT TEN COMPLEX

Gardner, WV



PROJECT DETAILS

owner/district:
WV DOH

year:
1997

size:
various

ETB provided the original complex design for District Ten, which included an office building, a maintenance building (now called equipment shop), a bridge/sign shop, and a lab building. The buildings have been modified over the years to satisfy the needs of the DOH and each specific site. The design brings together a variety of services and functions that were previously scattered throughout the district onto a single, campus-like setting. This lay-out has been very effective and is being repeated throughout the state.

As this time, the following projects have already been completed:

District One
Office Building

District Six
Office, Maintenance, Bridge/Sign

District Eight
Equipment Shop

District Nine
Office Building



Bridge &
Sign Shop



Equipment
Maintenance
Shop



WV DOH DISTRICT NINE OFFICE BUILDING

Lewisburg, WV



owner/district:
WV DOH

year:
2011

size:
various

District Nine has completed the Office Building. The site selected will be able to accommodate the additional buildings if plans are made to proceed with the entire complex.

ETB provided the original complex design for District Ten, which included an office building, a maintenance building (now called equipment shop), a bridge/sign shop, and a lab building. The buildings have been modified over the years to satisfy the needs of the DOH and each specific site. The following projects have already been completed:

District One
Office Building

District Six
Office, Maintenance, Bridge/Sign

District Eight
Equipment Shop

District Nine
Office Building

District Ten
Entire Complex



WV DOH DISTRICT EIGHT EQUIPMENT SHOP

Elkins, WV



owner/district:
WV DOH

year:
2015

size:
21,675 sf

The District Eight Equipment Shop is nearing completion. This building, originally called the maintenance building, has also been built for District Ten and Six. Each building is modified as needed to better serve the needs of the district and in order to accommodate the specific site conditions.

The equipment shop includes office space, maintenance/garage bays, storage areas, and roll-up doors.

ETB provided the original complex design for District Ten, which included an office building, maintenance building, bridge/sign shop, and a lab building. The new buildings are being phased-in throughout the state. At this time, the following projects have been completed:

District One
Office Building

District Six
Office, Maintenance, Bridge/Sign

District Nine
Office Building

District Ten
Entire Complex



WV DOH DISTRICT SIX COMPLEX

Moundsville, WV



PROJECT DETAILS

owner/district:
WV DOH

year:
2000 thru 2008

size:
various

District Six has completed an Office Building, Maintenance Building and Bridge/Sign Shop. These three buildings were modified to accommodate the specific site and district.

ETB provided the original complex design for District Ten, which included these three buildings along with a Lab Building. The new buildings are being phased-in throughout the state, depending on the immediate needs of each district. The following projects have already been completed:

District One Office Building

District Eight Equipment Shop

District Nine Office Building

District Ten Entire Complex



WV DOH DISTRICT ONE OFFICE BUILDING

Charleston, WV

PROJECT DETAILS

owner/district:
WV DOH

year:
2014

size:
27,791 sf



District One has completed the Office Building which was modified from the original design to include a connecting walk-way between the new structure and an existing building.

ETB provided the original complex design for District Ten, which included an office building, a maintenance building (now called equipment shop), a bridge/sign shop, and a lab building. The buildings have been modified over the years to satisfy the needs of the DOH and each specific site requirements. The new buildings are being phased-in throughout the state. At this time, the following projects have been completed:

District Six
Office, Maintenance, Bridge/Sign

District Eight Equipment Shop

District Nine Office Building

District Ten Entire Complex



WV ARMY NATIONAL GUARD READINESS CENTER

Elkins, WV



COMPUTER VISUALIZATION

PROJECT DETAILS

owner/district:
WV Army National Guard

year:
2011

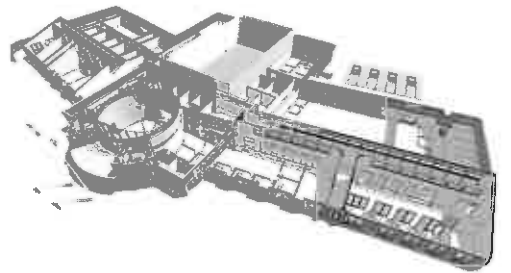
size:
50,000 sf

The Readiness Center has two main entrances; the front into the lobby and the rear into the assembly hall. The circular central core of the entrance leads to the administrative wing (east) and classroom wing (west). The facility contains a learning center library, storage areas, locker rooms, kitchen, break-room, and Telcon spaces. Areas within the lobby will be used for recruiting, family support and distance learning.

The project also included the design and construction of a separate structure for secure storage maintenance/ workshop/ office structure.

WV ARMY NATIONAL GUARD READINESS CENTER

Elkins, WV



WV ARMY NATIONAL GUARD READINESS CENTER

Elkins, WV



PROJECT DETAILS

owner/district:
WV Army National Guard

year:
2011

size:
Maint & Workshop 3,102 sf
Organized Storage 2,560 sf

Along with the Readiness Center, ETB designed a separate structure to serve as a maintenance building/workshop. A secure, organized storage area was also designed in conjunction with the new maintenance building / workshop.



MAINTENANCE BUILDING

WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV

PROJECT DETAILS

owner/district:
WV Army National Guard

year:
2016

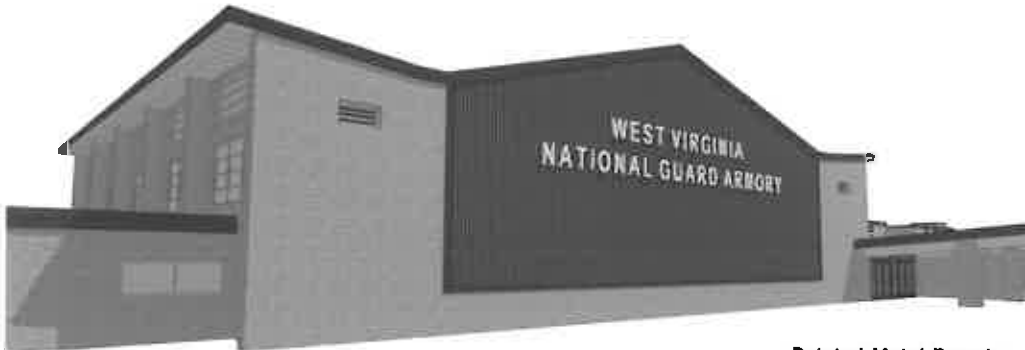
type:
Exterior Renovations



The exterior renovations ETB designed for the Joint Forces Headquarters include general facade updates, new window systems, and restoring the original metal cornice. The imagery shown here depicts the options that were considered. The project is currently under construction.



Existing Metal Facade



Painted Metal Facade
Work Package 02 - Base Bid



New Perforated Image Metal Panel System
Work Package 05 - Alternate A
CONCEPT STUDY

MERCER COUNTY COURTHOUSE

Princeton, WV



PROJECT DETAILS

owner/district:
Mercer County Commission

year:
phased/multiple years

type:
renovations

The historic Mercer County Courthouse was in need of maintenance and energy upgrades. The renovations have made the building more energy efficient and improved the overall appearance.

Projects include re-roofing (two phases), replacement of the cooling tower, window joint sealant replacement, refurbishment and installation of original bronze doors, and exterior cleaning/repointing.

ETB had previously upgraded the security system and combined it with the system that was installed when the new Courthouse Annex was built. Both buildings can now be monitored from a single, main control center.

AFTER



BEFORE



BILL COLE USED CARS

Green Valley, WV

PROJECT DETAILS

owner/district:
Bill Cole Auto Mall

year:
2015

type
Renovation

ETB designed the exterior facade renovations shown here, as well as interior renovations for the existing used car dealership.



COMPUTER GENERATED IMAGE



Harper Engineering,pllc

52 B Street
St. Albans, WV 25177
Office: 304.722.3602 Fax: 304.722.3603

Chief Logan Lodge and Conference center Pool: MEP design for new ventilation system for pool filtration.

Cabwaylingo State Park Dining Hall: HVAC, Plumbing and Electrical Design for a new 3800 sq ft facility.

North Bend State Park: Currently designing electrical upgrade for a 26 site camp ground.

Beech Fork State Park: Currently designing electrical upgrade for camp ground sites.

Handley Wildlife Management Storage Building: Currently designing MEP.

Elk River Wildlife Management Storage Building: Currently designing MEP.

Alum Creek Farmer Market: Mechanical, Electrical, and Plumbing design including HVAC, power, lighting, and sanitary and domestic water.

Palentine Park Improvements: Site Lighting and Power for Splash Park pump, rest rooms, Amphitheatre and power for vendor receptacles.

Twin Falls Cabins- HVAC

H a r p e r Engineering, PLLC

52 B Street
St. Albans, WV 25177
Office: 304.722.3602 Fax: 304.722.3603

Pioneer Bank:

HVAC, Plumbing, Electrical, and Fire Alarm design for a 6,900 square foot 2 story branch bank.

MVB Bank – Sabraton:

HVAC, Plumbing, Electrical, and Fire Alarm design for a 3,600 square foot branch bank.

State Credit Union Addition:

HVAC, Electrical, and Fire Alarm design for a 2,500 square foot two story addition to the State Credit Union.

Prim Law Office:

HVAC, Plumbing, Electrical, and Fire Alarm design for a 6,000 square foot two story office for Prim Law.

W. Kent Carper Justice and Public Safety Complex:

HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for renovations to the 62,400 sq ft Justice and Public Safety Complex.

Office Addition to Boone Co. Courthouse Annex:

HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for a 20,000 square foot addition and renovations to the Boone Co Courthouse Annex.

Dominion Gas Office Building:

HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler Design for a 20,000 square foot office.

Energy Corporation of America:

HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for a 60,000 sq ft office located in Charleston, WV.

BUILDINGS & STRUCTURES

PROJECT: WVDOH District 8 Equipment Shop

Owner:

West Virginia
Dept. of Highways

Location:

Elkins, West Virginia

Construction Cost:

\$ 4.5 million

Project Architect-Engineers:

E.T. Boggess Architect, Inc.
Stafford Consultants - Structural

Description:

DOH Equipment Shop to provide centralized garage bays, service areas, and storage. SCI revised/updated plans for site specific design requirements and to comply with new building codes.



 **STAFFORD
CONSULTANTS
INCORPORATED**
Engineering Design and Consulting

BUILDINGS & STRUCTURES

PROJECT: WVDOH District 1 Office Building

Owner:

West Virginia
Dept. of Highways

Location:

Charleston, West Virginia

Construction Cost:

\$ 5.5 million

Project Architect-Engineers:

E.T. Boggess Architect, Inc.
Stafford Consultants - Structural

Description:

District Office Building with offices, and connecting bridge to an existing structure. SCI revised/updated plans from previous design to comply with new building codes and address site specific requirements.



 **STAFFORD
CONSULTANTS
INCORPORATED**
Engineering Design and Consulting

BUILDINGS & STRUCTURES

PROJECT: North Central Advanced Technology Center

Owner:
WV Community &
Technical College System

Location:
Fairmont, West Virginia

Construction Cost:
\$10 million

Project Architect-Engineers:
E. T. Boggess Architect, Inc.
Stafford Consultants - Structural

Description:
Advanced Technology Center includes classrooms, flexible labs, and office spaces. SCI provided structural design including structural steel, floor slabs, building foundations and retaining walls.



 **STAFFORD
CONSULTANTS
INCORPORATED**
Engineering Design and Consulting

BUILDINGS & STRUCTURES

PROJECT: Mathena Cultural Arts Center

Owner:

The Charles "Chuck" Mathena, II
Foundation

Location:

Princeton, West Virginia

Construction Cost:

\$10 million

Project Architect-Engineers:

Stafford Consultants, Civil & Structural
In Association with E. T. Boggess,
Architect, Inc., Princeton, WV

Description:

Center for the performing arts and a
multi-use facility featuring a 1,000 seat
auditorium with stage and orchestra pit.
Includes meeting rooms and exhibit hall
with kitchen facilities for receptions,
banquets, etc.



BUILDINGS & STRUCTURES

PROJECT: Weight Training Facility

Owner:
Marshall University

Location:
Huntington, WV

Construction Cost:
\$2.3 million

Project Architect-Engineers:
Stafford Consultants, Civil & Structural
In Association with Southern A&E
Atlanta, GA

Description:
13,000 sq.ft. weight training facility with
locker room, showers and offices.



 **STAFFORD
CONSULTANTS
INCORPORATED**
Engineering Design and Consulting

Management & Staffing Capabilities – 5

OUR TEAM

Todd Boggess is President of E.T. Boggess, Architect, Inc., and will serve as the design team leader. He will be assisted by Stephen Mackey, who is responsible for planning and design.

A component of our management approach is the development of an individual strategy for each project, focused on the specific problems to be solved. This strategy considers the staff members assigned to the project, the scheduling and duration of work phases, the use of special consultants or specialized studies. Our Project Management Plan (PMP) will document key management and oversight tasks and is updated throughout the project as changes occur. The plan will include a definition of your program goals, technical requirements, schedules, resources, budgets, and management programs. Once we gain a better understanding of your scheduling targets, we will be able to determine exactly what resources we will need to dedicate to the project.

We have analyzed our team's requirements carefully and are confident that our manpower and skill level will remain more than adequate, even in the early, labor intensive phases. We are prepared to staff the project with a cadre of our key design personnel. Our projected workloads and the depth of personnel available are such that staffing projects of this size and complexity will have no adverse impact on any current or future projects in our office.

Resumes for our design team can be found on the following pages. Section 4 contains project information showcasing our capabilities.

Architect – E. T. Boggess Architect, Inc.

Principal & Lead Architect

Todd Boggess, AIA, NCARB

Design & Production

Steve Mackey

Nathan Turner

Technology & Information

Roy Morum

Construction Documents

Dale East

Chris Clark

Construction Administration

Chris Canterbury

Eric Gatchell

Mechanical/Electrical/Plumbing Engineering – Harper Engineering

Jason Harper

Kevin Mark King

Scott Phillips

Richard Standish

Structural and Site/Civil Engineering – Stafford Consultants, Inc.

Kenneth Crowe

Kevin Smith

Todd Boggess, AIA, NCARB, Architect
President



EDUCATION

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture

RESPONSIBILITIES

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President.

Todd is responsible for . . .

- architectural design and development
- project management and coordination
- computer aided design and visualization
- interior design
- site planning

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

PROJECTS

Todd understands the demands being placed on all state agencies as they strive to offer the necessary services to our citizens and their efforts to do so within limited budgets. While he has always incorporated energy efficiency into his designs, the focus on green technologies over the past decade has definitely changed the architectural and construction industries. Todd's designs for every governmental building, both new construction and renovations, must address these requirements and ensure the safety of citizens who will be using the facility, as well as the employees who will be working from their new environment on a daily basis.

PROJECTS – Governmental

- WVARNG Readiness Center, Elkins, WV
- Mercer County Courthouse Annex, Princeton, WV
- WVDOH District 10 Headquarters Complex - *Office Building, Maintenance/Equipment Shop, Bridge & Sign Shop, and Lab Building*
- WVDOH District 6 Headquarters Complex - *Office Building and Maintenance/ Equipment Shop*
- WVDOH District 9 - *Office Building*
- WVDOH District 1 - *Office Building*
- WVDOH District 8 - *Equipment Shop*
- WVDOH District 7 - *Office Building and Maintenance/ Equipment Shop*
- WVDOH District 3 - *Office Building and Maintenance/ Equipment Shop*
- WVARNG joint Forces Headquarters (*Renovation*), Coonskin Park, Charleston, WV
- Princeton Public Library (*Renovation*), Princeton, WV
- Mercer County Courthouse Improvements & Energy Upgrades, Princeton, WV
- Mercer County War Memorial Building Improvements(*Renovation*), Princeton, WV

PROFESSIONAL

West Virginia Board of Architects (2014) – Governor Tomblin appointed Todd to this board which is responsible for protecting the life, health and property of the people of the State of WV by ensuring that proper architecture practices are used in the state.

Princeton Zoning Board of Appeals (since 2000) – Todd has been asked to serve on this local committee for the past 15 years. He currently serves as vice-chair. The board is responsible for reviewing and ruling on appeals to the existing Princeton Zoning Laws.

AWARDS

- WVAIA “Honor Award” for Renovation Design of the Princeton Public Library – April 2012
- Princeton/Mercer County Chamber of Commerce “Excel Award” – January, 2011
- *West Virginia Executive Magazine’s* “Young Guns” - Fall, 2003
- Princeton/Mercer County Chamber of Commerce “Citizen of the Year - 2000”
- Princeton Elks Club “Citizen of the Year - 2000”

Stephen Mackey
Planning & Design



EDUCATION

- Bachelor of Arts Degree in Design, Clemson University School of Architecture
- Master of Architecture, Clemson University School of Architecture

RESPONSIBILITIES

With over 29 years of experience in all phases of design and construction, Mr. Mackey brought strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of a number of large educational projects. Specific project responsibilities include:

- code review and analysis
- program development
- conceptual design
- design visualization
- project coordination
- construction specifications

PROJECTS

Mr. Mackey rejoined ETB Architects in 2009 after serving as Executive Vice President for two architectural firms in Florida. During his absence, one of the projects he was involved in was Sugar Pointe which included master planning and themed amenity design for a 67 acre retreat in Northeast Florida. Amenities included an event “party barn”, fishing cottage, tree house and a Key West themed cottage. Images on the following pages represent Mr. Mackey’s design for that project.

Below are a couple projects Steve has been involved with since his return to ETB:

- ATV Development, Logan County
- North Central Advanced Technology Center for the WVC&TCS and Allied Health, Fairmont
- Advantage Valley Advanced Technology Center for the WVC&TCS and Allied Health, So. Charleston

Roy Morum, LEED G.A.
Project Manager



EDUCATION

- Bachelor of Architecture, University of the Orange Free State, South Africa
- Master of Design Management, UNITEC, Auckland, New Zealand

RESPONSIBILITIES

Roy joined ETB in 2004 as a project architect. His area of expertise is in design, documentation, and information management. He will be responsible for the ftp site that we will create to share project information. Before joining ETB, Roy completed major works in South Africa and New Zealand. His work in the USA includes government facilities for the West Virginia Army National Guard and other public buildings.

Roy's Master's Dissertation, "*A Model for Knowledge Management in an Architectural Enterprise*" deals with effective communication and creative project / information / data management. He has developed processes and skills in this field that contribute much to the successful outcome of a project – and the continued facilities maintenance of a building.

Roy is responsible for . . .

- planning/programming
- construction documentation
- ftp site design and implementation
- information management
- responding to contractor's requests for information
- reviewing submittals and shop drawings

PROJECTS

Roy's expertise in project management and communication is reflected in his use of technology to enhance the delivery process via the internet and FTP. His mastery of information management systems will ensure that team members, contractors, and your representatives will be able to share ideas efficiently and cost effectively.

- WVARNG Readiness Center, Elkins
- WVDOH District 7 - *Office Building and Maintenance/ Equipment Shop*
- WVDOH District 3 - *Office Building and Maintenance/ Equipment Shop*

Nathan Turner, LEED G.A.
Project Manager



EDUCATION

- Bachelor of Science, Engineering – Architecture, Fairmont State University
- Master of Architecture (May, 2009), Boston Architectural College

RESPONSIBILITIES

Mr. Turner joined ETB in 2009 and brought with him a wealth of experience in architectural design, as well as construction methods and practices. His prior experience with educational facilities has already proven extremely valuable as we have several elementary, middle, and high school projects at various stages of completion. Nathan has obtained LEED certification and will assist in our efforts to provide a "green" approach to as many projects as possible.

Specific project responsibilities include:

- architectural programming
- construction documentation
- project management
- project coordination
- construction specifications
- construction administration

PROJECTS – Public Buildings

- North Central Advanced Technology Center for the WVC&TCS and Allied Health, Fairmont
- Advantage Valley Advanced Technology Center for the WVC&TCS, So. Charleston
- New River Community and Technical College Headquarters & Allied Health Building, Beckley
- WVARNG Readiness Center, Elkins, WV

Dale East
Architectural Intern



EDUCATION

- Bachelor of Science - Architectural Engineering
Bluefield State College

RESPONSIBILITIES

Mr. East is an architectural intern with 10 years of experience who joined ETB in November of 2013. Prior to returning to Princeton, his work at architectural firms in Tennessee allowed him to manage projects from New Jersey to Atlanta, ranging from educational facilities to zoological exhibits. Dale is involved in all phases of design documentation and production and is eager to handle any task needed to ensure a smooth project flow from start to finish.

Specific project responsibilities include:

- 3D modeling
- graphics/imagery
- construction documentation
- project coordination

PROJECTS

- Bill Cole Used Car Dealership (*Renovations*), Green Valley
- The Railyards and Clover Club (*Renovations*) for Cole Properties, Bluefield
- Ramey Chevy Dealership (*Renovations*), Green Valley
- ATV Development, Logan County
- WVARNG Coonskin (*Renovations*), Charleston
- WVDOH District 7 - *Office Building and Maintenance/ Equipment Shop*
- WVDOH District 3 - *Office Building and Maintenance/ Equipment Shop*

Chris Canterbury, Associate AIA
Construction Admin Manager



EDUCATION

- Bachelor of Science Engineering Technology/Architecture, Fairmont State University

RESPONSIBILITIES

Chris joined ETB in 2000 as a CADD Technician. His focus in recent years has been project administration and his current position of Construction Administration Manager reflects that area of expertise. Your project will benefit from his superb organizational skills. He attends meetings and keeps track of your needs and wishes through notes and minutes. His timely response to submittals will ensure that your project stays on its construction schedule.

Chris is responsible for . . .

- construction administration
- organizing and attending meetings
- distribution of minutes and progress reports
- contacting material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/observations

PROJECTS – Public

During the construction process, Chris attends the regular progress meetings, as well as special meetings with material suppliers and sub-contractors. He works closely with the contractor in maintaining the budget, adhering to the schedule, and ensuring quality control.

- Mercer County Courthouse Annex, Princeton
- Princeton Public Library (*Historical Renovation*), Princeton
- Pipestem Conference Center (*Addition*), Pipestem State Park
- WVDOH District 9 Office Building, Lewisburg
- WVDOH District 8 Equipment Shop, Elkins
- Bill Cole Used Car Dealership (*Renovations*), Green Valley

Eric Gatchell
Construction Administration



EXPERIENCE

- 21 years field construction with various G.C.s
- 1 year Clerk-of-the-Works for county school system

RESPONSIBILITIES

Eric joined ETB in 2011 and has focused primarily on construction administration. His 21 years of experience in the construction industry has proven invaluable to ETB as we currently have a number of projects under construction. Your project will benefit from Eric's attention to detail and knowledge of industry practices. His timely response to submittals will ensure that your project stays on its construction schedule.

Eric is responsible for . . .

- construction administration
- organizing and attending meetings
- preparing deficiency and punch lists
- contacting material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- preparing specifications
- site visits/observations

PROJECTS – Public

During ETB's involvement on multiple projects at The Summit Bechtel Family National Scout Reserve, Eric handled all construction administration. He also developed the *Operations and Maintenance Manual* and the *Seasonal Maintenance Manual* to provide the owner with a variety of supplemental information to assist in maintaining the facility when not in use.

- WVDOH District 1 Office Building, Charleston
- WVARNG Readiness Center, Elkins
- Summit Bechtel Family National Scout Reserve, Mt. Hope
- Mercer County Courthouse Re-Roofing, Princeton

HE Harper Engineering, PLLC

52 B Street
St. Albans, WV 25177
Office: 304.722.3602 Fax: 304.722.3603



Jason E. Harper, PE
(304)-541-1390
jason@harperengwv.com

Education

West Virginia University Institute of Technology
Montgomery, WV
Bachelor of Science-Mechanical Engineering

Registrations/Professional Affiliations

Licensed Professional Engineer – WV, KY, MD
ASHRAE
NFPA
LEED Green Associate

Experience

Jason E. Harper, PE brings 11 years design experience to our firm. He has experience with HVAC, Electrical, plumbing, and fire alarm system design. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Projects

Addition and Renovation to Geary School
Baileysville Elem. HVAC Renovations
W. Kent Carper Justice and Public Safety Complex
Dominion Gas Office Building
Renovations to Glenville ES
Addition to Shady Spring Middle School
Addition and Renovations to Flinn Elementary
Renovations to Park Middle School

HE Harper Engineering, PLLC

52 B Street
St. Albans, WV 25177
Office: 304.722.3602 Fax: 304.722.3603



Kevin Mark King, PE
mark@harperengwv.com

Education

West Virginia University Institute of
Technology Montgomery, WV
Bachelor of Science-Electrical Engineering

Bluefield State College
Bluefield, WV
Bachelor of Science-Computer Science

Registrations/Professional Affiliations

Licensed Professional Engineer – WV, KY, PA, OH, VA
WV licensed Master Electrician
LEED Green Associate
NFPA

Experience

Kevin Mark King, PE brings 10 years of electrical design experience and over 11 years of electrical construction/maintenance experience to our firm. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, emergency services facilities, government buildings and industrial projects.

Projects

Fayette Co. 911 Center
Wayne County 911 Center
Marsh Fork Elementary School

Pineville Elementary School
Renovations to TTA Office
Kia Dealership Beckley, WV

HE Harper Engineering, PLLC

52 B Street
St. Albans, WV 25177
Office: 304.722.3602 Fax: 304.722.3603



Scott D. Phillips
(304)-722-3602
Scott@harperengwv.com

Registrations/Professional Affiliations

American Society of Plumbing Engineers

Experience

Scott D. Phillips brings 30 years design experience to our firm. He has experience with mechanical, electrical, plumbing and fire suppression system design. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Projects

W. Kent Carper Justice and Public Safety Complex
Renovations to Burnsville Elementary School
Pioneer Community Bank
Bible Center Recreation and Ministry Building
Pulmonary Associates Office Building
Additions and Renovations to Little Birch Elementary School
Moses Factory Outlet- Teays Valley
Dominion Gas Office Building
Fairmount State University WV Folk Life Center
South Preston Pre K-8 School
Rahall Technology and Business Center Community Based Outpatient Clinic
Renovations to Davis Elementary School

HE Harper Engineering

P O B o x 8 7 4
S t. A l b a n s , W V 2 5 1 7 7
O f f i c e : 3 0 4 . 7 2 2 . 3 6 0 2 F a x : 3 0 4 . 7 2 2 . 3 6 0 3



Richard M. Standish
(304)-722-3206
Rick@harperengwv.com

Registrations/Professional Affiliations

ASHRAE

Experience

Richard M. Standish brings 36 years design experience to our firm. He has experience with HVAC, plumbing, and electrical design. His specialty is the electrical design of water treatment and wastewater treatment plants. Rick's projects include treatment plants, educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Projects

Brooke County High School
University of Charleston Dorm
Tri-State Gaming Center
Mylan Pharmaceuticals Expansion
Mason Co. 911 Center
Oak Hill Police Station
Kenova WTP
Boone County WWTP
Salt Rock PSD
Eleanor Maintenance Facility

Wyoming West High School
WVU- Boreman Hall
Greenbank Observatory
Robert Byrd Health Science Center
WV DEP Consolidated Offices
Flatwoods-Canoe Run PSD
Union PSD
City of St Mary's WWTP
St. Albans WTP
Dominion Gas Office Building



KENNETH R. CROWE, P.E.
VICE PRESIDENT

EDUCATION:

West Virginia Institute of Technology
Bachelor of Science, Civil Engineering (1976)

REGISTRATIONS/AFFILIATIONS:

Registered Professional Engineer in
West Virginia (1980) and Virginia (1981)

EXPERIENCE:

Stafford Consultants Incorporated (1985 to present)
Gates Engineering Company (1981 to 1985)
Westmoreland Coal Company (1976 to 1981)

PROJECT MANAGER AND DESIGN ENGINEER:

- Cameron High School, Marshall County – site work
- Weirton Elementary School, Hancock County – site work
- Hilltop Elementary School, Marshall County – site work
- Williamstown High School renovations, Wood County – site work
- Bayer Federal Credit Union, Ohio County – site work
- Brooke County Middle School, Brooke County – structural and site work
- Oak Glen High School Multi-use Stadium, Hancock County – site work
- Marshall University Married Student Housing, Huntington, WV – structural renovation work
- Princeton Renaissance Theater Renovations, Princeton, WV – structural renovation work
- Mercer County Health Center in Green Valley, WV – structural and site work
- Oakvale Elementary School in Oakvale, WV – structural and site work
- North Central Advanced Technology Center in Marion County, WV – structural work
- Merriman Athletic Facilities building at Virginia Tech – structural and site work
- 25 projects for the WVDoH including Cass Arch Bridge (*WVDoH Small Bridge Engineering Excellence Award Winner*), Mineral Wells I-77 Interchange Overpass Bridge (*WVDoH Small Bridge Engineering Achievement Award Finalist*), Camden Avenue I-77 Bridge, Grapevine Creek Bridge (*WVDoH Small Roadway Engineering Excellence Award Winner*), North Lewisburg Road Widening (*WVDoH Small Roadway Engineering Achievement Award Finalist*), and Mullens Overhead Bridge.
- 21 mine reclamation projects for the WVDEP, including Williamson Nursing Home Slide, Milburn Red Dog Pile, Mill Branch Refuse Piles, Canebroke Complex, and Matoaka Refuse Pile.



KEVIN G. SMITH
DESIGNER/CADD TECHNICIAN

EDUCATION:

Raleigh County Vocational Ed. Center (1979)

REGISTRATIONS/AFFILIATIONS:

Civil I and Civil II Certificates

EXPERIENCE:

Stafford Consultants Incorporated (1998 to present)
Computects and DBD Professional Group (1998)
G. A. Tice Incorporated (1992 to 1997)
ESP Associates (1986 to 1992)
G. O. Bledsoe Incorporated (1981 to 1986)
Holly, Kenny, Shott (1980 to 1981)

DESIGNER AND CADD TECHNICIAN:

Assists with all phases of project development, from initial site survey to preparation of base mapping, project layout (roadways, parking, water, and sewer), geometric layout, erosion & sediment control plans, profiles, structural plans, and detail sheets. Projects include:

- 12 projects for the WVDoH including Coalfields Expressway, Grapevine Creek Bridge, Hutchinson Branch Bridge, Cass Arch Bridge, Mullens Bridge, North Lewisburg Roadway Widening, Bellepoint Road Widening, West Webster Road Intersection, and Craigs ville Intersection.
- Chapmanville Regional High School in Chapmanville, Logan County (site layout)
- Parkersburg South High School in Parkersburg, Wood County (site layout)
- Williamstown High School in Williamstown, Wood County (site layout)
- Bayer Federal Credit Union in Moundsville, Marshall County (site layout)
- Hilltop Elementary School in Sherrard, Marshall County (site layout)
- Cameron High School in Cameron, Marshall County (site layout)
- Weir High School Stadium in Weirton, Hancock County (site layout)
- Oak Glen High School Stadium in New Manchester, Hancock County (site layout)
- Weirton Elementary School in Weirton, Hancock County (site layout)
- Oakvale Elementary School in Oakvale, Mercer County (site layout and structural)
- Mercer County Health Center in Green Valley, Mercer County (site layout and structural)
- North Central Advanced Technology Center in Fairmont, Marion County (structural)

West Virginia Forms – 6



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

State of West Virginia
 Centralized Expression of Interest
 02 – Architect/Engr

Proc Folder: 198605

Doc Description: Addendum No. 2 - A/E design services for various projects

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2016-04-26	2016-05-05 13:30:00	CEOI 0612 DPS1600000001	3

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US


VENDOR

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.
 PO Box 727 101 Rockledge Avenue
 Princeton, WV 24740 304-425-4491

FOR INFORMATION CONTACT THE BUYER

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

Signature  FEIN # 55-0515917 DATE May 5, 2016

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

CERTIFICATION AND SIGNATURE PAGE

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated 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.

E.T. Boggess Architect, Inc.

(Company)



Todd Boggess, President

(Authorized Signature) (Representative Name, Title)

(P) 304-425-4491 / (F) 304-425-2028 / May 5, 2016

(Phone Number) (Fax Number) (Date)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI DPS160000001

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 checked="" 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 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.

E.T. Boggess Architect, Inc.

Company



Authorized Signature

May 5, 2016

Date

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

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: E. T. Boggess Architect, Inc.Authorized Signature: *E. T. Boggess* Date: May 4, 2016State of West VirginiaCounty of Mercer, to-wit:Taken, subscribed, and sworn to before me this 4 day of May, 20 16My Commission expires March 11, 20 18

AFFIX SEAL HERE

NOTARY PUBLIC *Donna R. East**Purchasing Affidavit (Revised 07/01/2012)*