

**West Virginia Department of Administration's
General Services Division**

**Building 22 Server Rooms and
Check Scanner Areas HVAC Renovations**

12/19/16 10:06:32
WV Purchasing Division



December 16, 2016

Jessica S. Chambers
Senior Buyer
Department of Administration, Purchasing Division
2019 Washington Street, East
Charleston, WV 25305-0130

Dear Ms. Chambers and Member of the Selection Committee;

We are pleased to provide the West Virginia Department of Administration, General Services Division with our expression of interest to provide professional architectural and engineering services for the Building 22 server rooms and check scanner areas HVAC renovations. We understand this will be a two-phase project, with the first phase consisting of providing an assessment of the work flow processes and the HVAC requirements in Building 22 areas that are designated as server rooms and check scanner areas, resulting in a report with recommendations for remediation including estimated costs. The second phase would be services for designing and administering construction of any owner-requested remediation projects resulting from the report. We have completed many similar projects where a report is first completed, with design following, such as dozens of projects for the United States Postal Service. As you review this submission, we emphasize the following strengths of McKinley & Associates with respect to your project:

Your project will be led by **Tim E. Mizer, PE, RA, QCxP**. He is a very talented and unique professional being a **Professional Engineer, a Registered Architect**, as well as a **Qualified Commissioning Process Provider**. He has a complete understanding of projects from both the engineering and architectural disciplines, and as a commissioning process provider **he has been formally trained to fully understand how integrated HVAC systems function and how systems interface with others to run your building efficiently**. He will assure that your project is completed to your specifications on time and within budget, will meet the needs of the GSD, and will also meet the current building codes.

McKinley & Associates has been providing design services since 1981. With offices in **Charleston (less than 2 minutes from your facility!)** and Wheeling, WV and Washington, PA, we support a professional staff of **mechanical, electrical, plumbing/fire protection Engineers (MEP Engineers); Architects; Construction Administrators; Commissioning Process Provider; Historic Preservationist; LEED Accredited Professionals** with a Building Design and Construction specialty; Interior Designer; and more.

Our **mechanical/HVAC engineering staff** is known for innovative solutions, we have a well-rounded range of experiences, we know the new technology, and we know how and when to apply it effectively. With our previous experience on **hundreds of projects which involve HVAC renovations, upgrades, and repairs**, our vast experience with codes, and our great working relationship with various state agencies; we are confident that we have the talent and technology needed to make this successful. This includes multiple server rooms, electronic equipment rooms, data centers, etc. Also, as your Engineers / Architects and single point of responsibility, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state.

Thank you for reviewing our submission and considering McKinley & Associates for your proposed project.

Sincerely,

Ernest Dellatorre
President
McKinley & Associates
(304) 340-4267
edellatorre@mckinleyassoc.com

Corporate Information

Firm History

Founded in 1981, McKinley & Associates is a multi-discipline full service **Architectural & Engineering firm**, offering comprehensive **professional services in Architecture, Engineering, Interior Design, LEED Design, Commissioning, Planning, and Construction Administration**. We have a broad range of skill and experience for projects involving governmental, commercial, manufacturing, industrial, warehouse and distribution, and much more. McKinley & Associates is a **100% ESOP Company** (Employee Stock Ownership Plan), which is a benefit plan that gives our employees 100% ownership of stock in our company. This is a contribution to the employee, not an employee purchase.



Charleston Enterprise Center - McKinley & Associates' Charleston, WV Office

Washington Trust Building



McKinley & Associates' Washington, PA Office

Firm Information

Ernest Dellatorre
President

Tim Mizer, PE, RA, QCxP
Director of Operations

Gregg Dorfner, AIA, NCARB
Director of Architecture

Date of Incorporation

July 1, 1981
Wheeling, West Virginia

Number of Professionals

Total Size	30
Architects	6
Engineers	3
HVAC Commissioning Provider	1
Construction Admins.	3
Arch./Eng. Designers	9
Interior Designer	1
LEED AP BD+C	2
ALEP (CEFP) / REFP	2
Historic Preservationist	1
MIS	1

Locations

The Maxwell Centre

Thirty-Two - Twentieth Street
Suite 100
Wheeling, West Virginia 26003

P: 304-233-0140

F: 304-233-4613

www.McKinleyAssoc.com

www.Facebook.com/McKinleyAssoc



Credentials

McKinley & Associates is a member of the following organizations:

CEFP, AIA, WVEDC, NFPA, NCARB, ASCE, ASPE, BOCA, ASHRAE, AIA International

Charleston Enterprise Center

1116 Smith Street
Suite 406
Charleston, West Virginia 25301

P: 304-340-4267

F: 304-340-4269

Washington Trust Building

6 S. Main Street
Suite 1028
Washington, Pennsylvania 15301

P: 724-223-8250

F: 724-223-8252

The Maxwell Centre - McKinley & Associates' Wheeling, WV Office



Project Approach

Over the years, McKinley & Associates has designed **hundreds of projects which involve HVAC assessments, reports, renovations, replacements, upgrades, and/or repairs.** During this time our expertise has been called upon many times **upgrading outdated machinery, bringing the systems and load requirements up to compliance,** and even evaluating and correcting errors in existing design (pipe sizing, piping material errors, control valving etc). We have designed multiple specialty HVAC systems, including ones at **server rooms** for multiple companies where their data and technology are crucial.

With our vast HVAC renovation experience, understanding of codes, and our great working relationship with various State agencies; we are confident that we have the talent and technology needed to make this successful.

Also, as your MEP Engineers/Architects and single point of responsibility, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state. In addition to A/E design, we also have a **Qualified Commissioning Process Provider; Tim E. Mizer, PE, RA, QCxP, your project manager.** From this, we commission multiple HVAC project to ensure everything is working properly, and to teach the maintenance personnel how to use the machinery and gives them all the correct manuals.

We currently support clients on a number of significant renovation / upgrade projects that illustrate our ability. McKinley & Associates has significant experience with renovation projects divided into multiple Phases. If we have to sequence/phase the new installations, say for example, **as to not disrupt the current occupants of the buildings, to allow concurrent occupation and use of the structure, and/or for maintaining existing heating or cooling through the respective season;** we have vast experience with phasing from our hundreds of renovation projects, and will coordinate your renovations as required.

We understand that over the last few years, the Department of Revenue has added automated equipment to their server room, work space and work processes with little consideration to HVAC requirements or work processes, compromising the efficiency and interior comfort of the building. We will assess these spaces, and are certain we will successfully complete the services you need.

To start your project, a kickoff meeting / Building 22 facility walkthrough and assessment will be held with the General Services Division's and Department of Revenue's representatives, along with our design professionals. From this meeting the Owners Project Requirements will be defined and documented, to be used as a guideline through the design phase. **We will verify the existing, or establish a new load of the areas designated for server and check scanner rooms, through the review of the existing conditions, existing drawings if available, and with discussions with the Owner.**

We will then use all this information to create a **report to include condition status, recommend remediation, and estimated costs.**

Afterwards, we will design and specify new equipment and HVAC systems to better fit the standards of design today. We will help with the bidding, and will complete construction administration services.

Additionally, McKinley & Associates can work with the Contractors and Testing Adjusting & Balancing Company to verify proper system operation. The purpose of the verification is to verify all systems and equipment are operating as intended, and to the designed efficiency.

We will meet your goals and objectives.

Project Phases:

Notice to Proceed

- Project Vision, Program Inquiry & Analysis
- Consensus

Site Research & Condition Assessment

- Site Visit / Report Development
- Client Meeting
- Project Vision / Goals
- Client Report / Review Submission

Construction Documents

- Design Advancement
- Contractor Budget Verification
- Client Review Meeting / Scope Approval

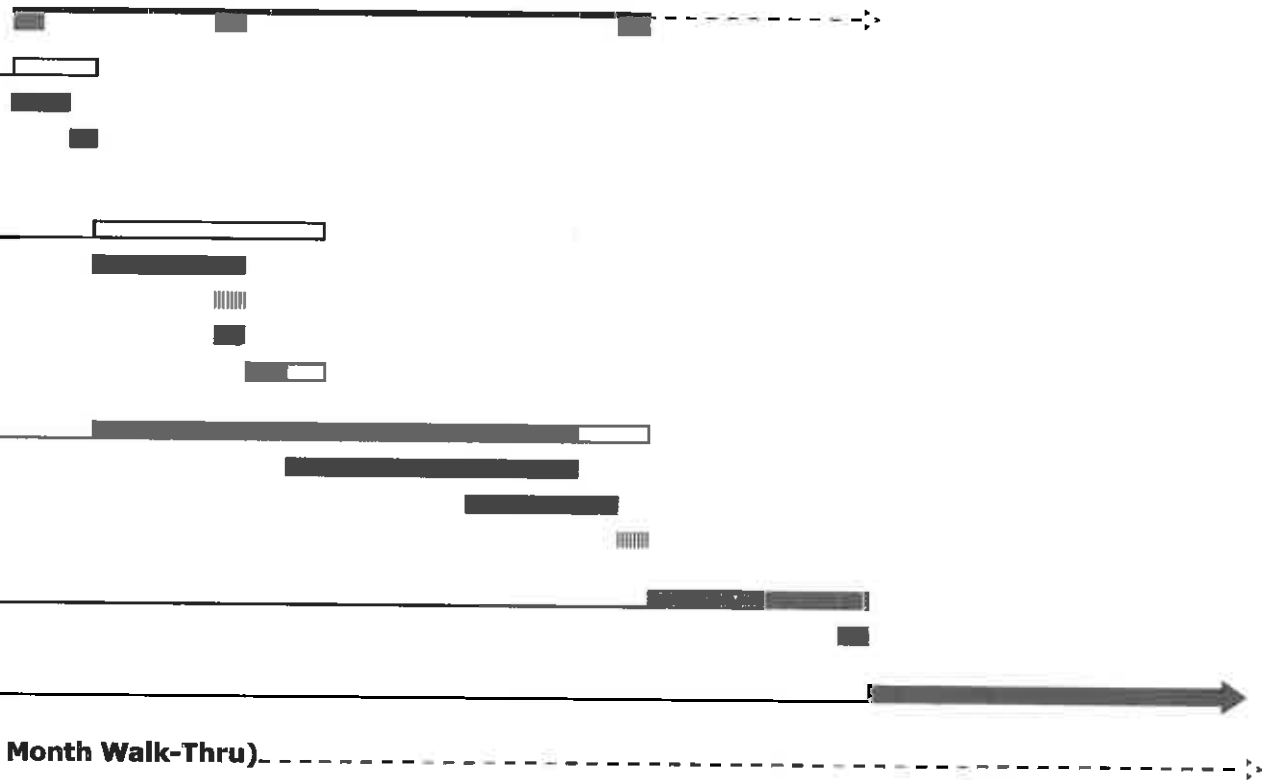
Bidding / Negotiation

- Contractor Bidding and Award

Construction

Post Construction Evaluation (11 Month Walk-Thru)

■ Meeting with West Virginia Department of Administration



Management and Staffing Capabilities

The work to be performed by your design team is very clear; to evaluate, prioritize and design within budget and schedule to meet the needs of the General Services Division & the Department of Revenue. In the past 35 years we have extensive experience with similar projects. Our project team has been chosen for this project and they are available to dedicate the necessary time to this effort. We are available to start immediately upon our being selected. **We can and will perform for you on time.** This team is an "In-House" team that works together everyday and has done most of the projects here as a group. These team members have been working up to **eighteen years** together at McKinley & Associates. The technical depth of our professional staff indicates that this project can be accomplished without overloading our group or computer graphics systems.

The most important element of the entire process becomes **communication from you to our Professionals.** We use and welcome your input throughout the project. We continually achieve success in projects by maintaining **time and cost management, quality control and excellent communication** amongst the client and contractors.

The areas of expertise for each member coincides with his/her Role in this Contract. With our large staff we have the ability to have **registered architects and engineers designing within their area of expertise.** HVAC design by a Mechanical Engineer, electrical design by an Electrical Engineer, etc. These professionals are not only "In-House," we also have **depth in numbers** of each discipline in our firm.

We hold **weekly meetings** to discuss your project, the budget, schedule and quality assurance. We provide **Documented Minutes** of all of our meetings and encourage the Owner to participate in these meetings.

Our **Quality Assurance Program** starts with a peer review where a registered professional not involved in the design becomes reviewer of the project before going to bid. Additionally, at our regularly scheduled project meetings the entire design team is constantly reviewing the process.

We are confident we can meet your program requirements. We have worked with owners in many different sectors of business and have been **able to comply with their various requirements and standards;** we also have experience with owner standards from local, **State,** and Federal agencies, such as the City Municipalities, County Commissions, **the State of West Virginia,** State Police, DOD, WVARNG, VA, FAA, SBA, HUD, USPS, EPA, NPS, MSHA, NASA, DOE, DHHR, DRS, DOC, DOJS, DOT, and WVU to name a few. We are able to respond to their needs, and we are certain that we are able to respond to all of your needs as well.

You appropriately recognize how **codes, and state / federal regulations** are important to a successful project. Our professional's design within these codes daily, as our practice is and remains a West Virginia practice and we are dedicated more than ever to the state in which we live. All documents will be prepared with the current WV State Building Code and WV State Fire Code as well as all State and Federal Codes, Regulations, and Ordinances. We are members of many organizations, and follow their standards, such as NFPA, CEFPI, AWI, WVEDC, AIA, NCARB, ASCE, ASPE, BOCA, ASHRAE, and ACI International.

Our **Eleven Month Walk-Through** is a process where our professionals return to your facility eleven months after the project is completed. At that time they review all the work that was completed and check all warranties. We are making sure all of the covered work is in order and that the warranties do not expire with equipment or product not working properly. We have been performing our 11 Month Walk-Through as part of our Standard of Care long before it being adopted as part of the AIA 101 Standard. We also conduct Post Occupancy Evaluations with the Owner to find out how well we matched the Owners' needs.

11
eleven month walk-through



HVAC Replacement Projects

The following examples are chosen to exhibit a partial assortment of HVAC system replacement projects:

AEP Building
Wheeling, WV

Barnesville Elementary School
Barnesville High School
Barnesville Exempted Village Schools, OH

Braxton County High School
Braxton County Middle School
Braxton County Middle School Gym
Burnsville Elementary School
Davis Elementary School
Sutton Elementary School
Braxton County Schools, WV

Bridge Street Middle School
Ritchie Elementary School
Warwood Middle School
Ohio County Schools, WV

City County Building
Wheeling, WV

Hillview Terrace Church of Christ
Moundsville, WV

John Marshall High School
Sherrard Junior High School
Washington Lands Elementary School
Marshall County Schools, WV

Kanawha Elementary School
Wood County Schools, WV

Long Drain School
Wetzel County Schools, WV

Maxwell Centre
Wheeling, WV

Maysville Elementary School
Grant County Schools, WV

Oak Glen High School
Hancock County Schools, WV

Ohio County Correctional Complex
Wheeling, WV

Ohio Valley Distribution Center
Clarksburg, WV

Omni Technology Services
Wheeling, WV

Orchard Park Day Care Center
Wheeling, WV

**Orrick's Global Operations Center / Main
Technology Back Office**
Wheeling, WV

Southern WV Comm & Tech College
Williamson Campus
Southern WV Comm & Tech College
Wyoming/McDowell Campus

St. Mark's Lutheran Church
Wheeling, WV

United States Postal Service
multiple locations in WV & PA

Wagner Building
Wheeling, WV

West Virginia Independence Hall
Wheeling, WV

West Virginia State Police
multiple locations in WV, including Data Center

**Wheeling Island Race Track
& Gaming Center**
Wheeling, WV

Wheeling Park Commission:
Oglebay Glassworks Restaurant
Wheeling Park Stone Room
Wheeling Park White Palace
Wheeling Park Wilson Lodge
Wheeling, WV

WVU Tech - Conley Hall
WVU Tech - Maclin Hall
WVU Tech - Technical Center
Montgomery, WV



Construction Administration & On-Site Representation

Construction Administrator Involved from the Beginning of the Design Phase

Observe the Construction Progress

Liaison between the Owner, Contractor, and Architects/Engineers

Responsible for All Construction Progress Meetings and Minutes

Monitor the Construction Schedule

Ensure that the Contractor is Following the Construction Documents

Verify Pay Application and Change Orders

**Typically On-Site Once Every Two Weeks
(Provide Additional On-Site Representation if Requested)**



Our **Construction Administrators** have an extra responsibility than what most firms' Construction Administrators have; our CAs are a part of the design process from **Day 1** (they are not thrown into the project only when construction starts; they are here from the beginning), so they know the ins-and-outs of the project. Our CAs have an important role as being the **liaison between the Owner, Contractor, and Architect**. The primary objective of the Construction Administration services is to ensure completion of work the way the client wants it - **as scheduled and as budgeted**. Our Project Coordinators evaluate the quality of the work to verify that it meets the level required by clients; in addition, they monitor the contractor's progress to ensure that they are following the Construction Documents. They observe the construction progress, are responsible for all construction meetings and minutes, and they verify pay application and change orders. The Construction Administrator is typically on-site once every two weeks, but we can provide additional on-site representation if requested.

Sustainable "Green" Design

Buildings designed today will need to meet the demands of the future; McKinley & Associates identifies the changes necessary in the design of today and to meet these demands. This approach helps to retain the buildings' long-term profitability and value, which achieves the buildings' **sustainability**.

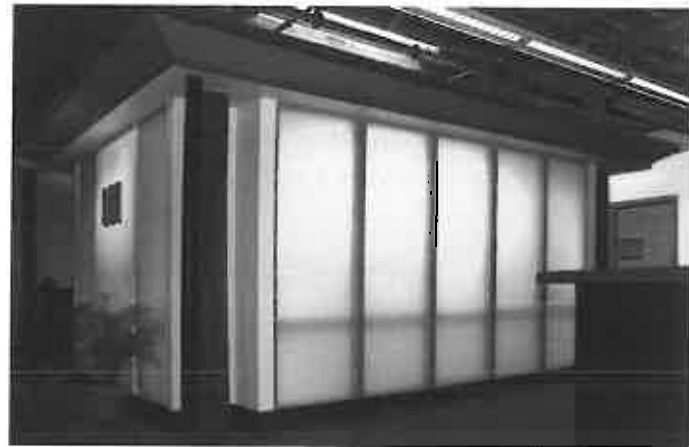
McKinley approaches ecological design from a business perspective, offering **proactive** solutions to complex problems such as indoor air quality, energy efficiency, resource depletion, and water quality. With commercial and institutional project experience, the McKinley Team can work alongside local designers to provide sustainable design and construction guidance. We also offer full architectural design services and guided design workshops on sustainable design issues.

Our Philosophy is to provide our clients with experienced leadership as well as state-of-the-art and **innovative** design expertise to accomplish the goals of your projects. Function, economics and versatility, in addition to the development of **strong aesthetic appeal**, are crucial elements in our design process. We also believe that enhancement of the physical environment in which each individual lives and works should add significantly to the enjoyment of life. Our firm has dedicated our professional skills to attain these goals. **For a few recent sustainable awards**, we were honored to have won **5 Placemakers Awards from West Virginia GreenWorks** at the Building Conference in Morgantown. In addition, **Cameron Middle/High School won the 2014 Black Bear Award for the Highest Achievement for the West Virginia Sustainable Schools program**, and was just selected on April 22nd as a **2014 U.S. Department of Education Green Ribbon School!**

Moreover, Hilltop Elementary School is one of our many projects that we designed using **energy efficient** and **sustainable design** approaches. It was not until **after** construction had commenced that the Owner decided to submit for LEED Certification. This required a great deal of coordination with the architects, engineers, subcontractors and suppliers. Since we incorporated **good sustainable design practices** from the beginning, this allowed for an easy transition, and for the project to be successfully completed in July 2009. **This is the first LEED Certified school in the state of West Virginia.** Hilltop won a **2010 Gold Medal Green Building Award** by Building of America. Hilltop also won the **2012 West Virginia Department of Environmental Protection's Clean Energy Environmental Award**. Hilltop received the **2012 Black Bear Award for the Highest Achievement for the West Virginia Department of Education's Green Ribbon Schools program**. In addition, in April 2012, Hilltop was one of 78 schools (which span 29 states and D.C.) to be awarded the **first-ever U.S. Department of Education Green Ribbon Schools!** Moreover, Hilltop won a **2013 Placemaker Award for Leadership of/for Place** from the West Virginia GreenWorks.



McKinley and Associates has been honored to have won some very notable awards and to have received some very prestigious nominations over the years. We recently won a **West Virginia Chapter of the American Institute of Architects Merit Award** for our newly renovated Charleston Office; a project led by Thom Worlledge.



View of our award-winning Charleston Office renovation showing our centrally located conference room "Lantern." This glows all day long through the translucent walls, which are illuminated with natural daylight from a skylight above.



U.S. DEPARTMENT OF EDUCATION
GreenRibbonSchools

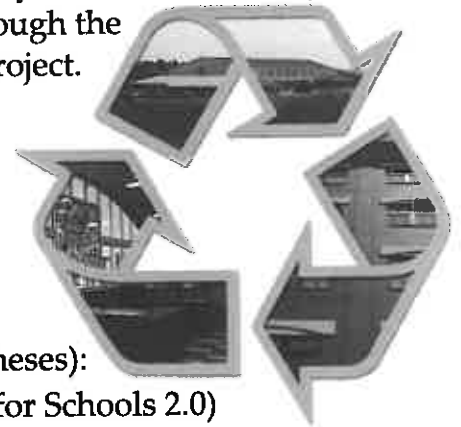
Leadership in Energy and Environmental Design



LEED® (Leadership in Energy and Environmental Design) Green Building Rating System™ developed by the U.S. Green Building Council (USGBC) is the nationally accepted standard for the design, construction, and operation of high performance green buildings (www.usgbc.org). In January 2001, our firm was the **first organization in West Virginia to join the USGBC**. No other WV firm joined until nearly 2 years later! We have **LEED Accredited Professionals** on staff, along with our skilled architectural/engineering team, who will efficiently and cost effectively achieve certification under this standard or we can guide you through the process in order to develop sustainability goals specific to your project.

We have **LEED® Accredited Professionals** on staff:

- Christina Schessler, AIA, LEED AP BD+C
- Thomas R. Worlledge, AIA, LEED AP BD+C, REFP



Our **LEED Certified Projects** are (LEED Rating System in parentheses):

- 🍃 **Hilltop Elementary School** in Sherrard, WV (LEED for Schools 2.0)
- **The First LEED Certified School in the State of West Virginia!**
- 🍃 **Building 55: West Virginia State Office Complex** in Logan, WV (LEED NC 2.2)

All of our current **LEED Registered Projects** are either under construction or in design with potential **LEED Platinum Certification** or potential **LEED Silver Certification**. Our LEED Registered Projects are (LEED Rating System in parentheses):

- Bellann in Oakhill, WV (LEED EB O&M)
- Cameron Middle/High School in Cameron, WV (LEED for Schools 2.0)
- SMART Office in Williamson, WV (LEED CI)

The LEED AP Specialty Logos signify advanced knowledge in green building practices and specialization in a particular field.



The LEED AP BD+C designation that both Thom and Christina have achieved represents specialization in commercial design and construction.



Thomas R. Worlledge, AIA, LEED AP BD+C, REFP has been a member of the USGBC since 2001; he was the first LEED Accredited Professional in the state of West Virginia! As a professional trainer for the Sustainable Building Industries Council, he teaches other design professionals in the art of High Performance School

design. He is also a **Founder & Chairman of the Board** for the US Green Building Council's West Virginia Chapter.



Christina Schessler, AIA, LEED AP BD+C has been a member of the USGBC since 2009. In 2012 she received her **Masters in Historic Preservation**, so not only can she incorporate LEED "Green" aspects into new buildings; she can even incorporate energy efficient design into renovation/preservation

projects. Twenty percent of a building's energy consumption is embodied in the existing physical structure itself!

The USGBC Member Logo is a trademark owned by the U.S. Green Building Council and is used by permission.

Design Team Flow Chart

Project Manager / Point of Contact

Tim E. Mizer, PE, RA, QCxP

Engineering Team

Tim E. Mizer, PE, RA, QCxP

*Director of Operations /
Architectural Engineer / HVAC Qualified Commissioning
Process Provider*

Darren S. Duskey, PE

Electrical Engineer

Michael A. Heath

HVAC / Mechanical & Fire Protection Engineering Designer

Scott D. Kain

Plumbing & Electrical Engineering Designer

Michael J. Clark

Electrical Engineering Designer

Architecture

Thomas R. Worlledge, AIA, LEED AP BD+C, REFP

Construction Administration

Robert E. Smith

** McKinley & Associates is willing to dedicate more professionals if they are needed; including Architects and Designers, LEED Accredited Professionals (Energy Efficient "Green" Design), and more.*

Tim E. Mizer, PE, RA, QCxP

Architectural Engineer / Architect / Commissioning

Director of Operations

EDUCATION:

Kansas State University
B.S. Architectural Engineering - 1983

University of Cincinnati
Architecture

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Engineering in:
West Virginia
Ohio

Registered Architect in:
Ohio

**Qualified Commissioning Process
Provider**

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Architect / Engineer
Wheeling, WV (1995 to present)

M.C.C. Engineering
Director of Design
Columbus, Ohio (1988-1995)

Schooley Caldwell and Associates
Electrical & Mechanical Design
Columbus, Ohio (1986-1988)

Mizer Design
Free Lance Architectural Engineering Design
Columbus, Ohio (1985-1986)

Envirotek, Inc.
Drafting and Electrical & Mechanical Design
Raleigh, NC (1984-1985)

SUMMARY OF EXPERIENCE:

Mr. Mizer is a very talented and unique professional being both a Registered Architect and Professional Engineer. In addition, he is also a Qualified Commissioning Provider. He joined McKinley & Associates in 1995, and has over 30 years of experience. Mizer's background as an Architect and Engineer has provided him with a total understanding of the engineering components and the process necessary for integrating architectural design and building systems. As the Director of Operations, Mr. Mizer's presence is a key to the design procedures required to coordinate the functionality of the engineering systems into the aesthetics of a building space.

NOTABLE PROFESSIONAL EXPERIENCES:

Building 55 - West Virginia State Office Complex in Logan (LEED Certified)

Building 34 - West Virginia State Office Complex in Weirton

WV Department of Health & Human Resources' Ohio County Office Building renovation

Omni Strategic Technologies renovations / Bennett Square business center renovations/build-out

Orrick's Global Operations Center renovations

Millennium Centre Technology Park

Wagner Building office center

WVARNG Mountaineer ChalleNGe Academy

WVARNG Multi-Purpose Building at Camp Dawson

West Virginia State Police - dozens of renovations and additions, as well as multiple new detachments. Multiple HVAC modernization projects. Also surveyed, reviewed, projected, budgeted, and documented 72 police facilities State-Wide

United States Postal Service - worked on dozens of Post Offices renovations in multiple states including West Virginia and Pennsylvania. This involved dozens of HVAC projects

Raleigh County Emergency Services Authority HVAC renovations

Wheeling Island Fire Department renovation

Wheeling Island Hotel•Casino•Racetrack - multiple renovations

Ohio County Justice Center renovations

Panhandle Cleaning & Restoration warehouse and office building renovation and addition

Nicholas County Division of Homeland Security & Emergency Management

Big Sandy Arena & Conference Center renovations

Renovations (including HVAC) to dozens of PK-12 Schools, along with higher education clients, across West Virginia



Darren S. Duskey, PE

Electrical Engineer

EDUCATION:

The Ohio State University
B.S. Electrical Engineer - 1993

Marshall University
Graduate courses in Engineering

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Professional Engineer in:
Ohio
Pennsylvania
West Virginia

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Wheeling, WV (2002 to present)

Pickering Associates
Parkersburg, WV (1997-2002)

Magnetic Specialty, Inc.
Marietta, OH (1995-1997)

Inland Products, Inc.
Columbus, OH (1993-1995)

SUMMARY OF EXPERIENCE:

Mr. Duskey has over 20 years of experience in the governmental, industrial, commercial, educational, historic preservation, and institutional markets with projects ranging from electrical design of State office complexes, State Police detachments, higher educational projects, PK-12 schools, health care facilities, large and small industrial projects, and commercial properties. He has extensive knowledge and experience with the National Electrical Code, state building codes, building industry standards and practices, and has demonstrated the ability to design qualitative and economic solutions to a myriad of challenges.

NOTABLE PROFESSIONAL EXPERIENCES:

Building 55: West Virginia State Office Complex in Logan (LEED Certified)

Building 34: West Virginia State Office Complex in Weirton

Omni Strategic Technologies renovations

Orrick's Global Operations Center renovations

WV Department of Health & Human Resources' Ohio County Office Building renovation

West Virginia Army National Guard - Mountaineer Challenge Academy at Camp Dawson in Kingwood, WV

West Virginia Army National Guard - Multi-Purpose Building at Camp Dawson in Kingwood, WV

United States Postal Service - multiple post office renovations in West Virginia and Pennsylvania

West Virginia State Police - multiple buildings state-wide, including new buildings, additions, and renovations

Raleigh County Emergency Services Authority renovations

Wheeling Island Fire Station renovations

Follansbee City Building renovations

Jefferson County Courthouse Electrical renovations

Panhandle Cleaning & Restoration warehouse and office renovations

Hancock County Schools Bond Project (\$56 million)

Cabela's Eastern Distribution Center [New large (~1,200,000 SF) distribution center services, electrical design]

WVU Institute of Technology - Maclin Hall Dormitory (Upgrade electrical service, renovations)

West Virginia University - Colson Hall (Upgrade electrical service, including medium voltage distribution, renovations)

Marshall County Schools - Hilltop Elementary (LEED Certified)

Marshall County Schools - Cameron High School (LEED Registered)

Michael A. Heath

HVAC/Mechanical & Fire Protection Engineering Designer

EDUCATION:

ITT Technical Institute
Associate Degree in Specialized Technology:
Computer-Aided Drafting Technology - 2000

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
HVAC/Mechanical & Fire Protection Designer
Wheeling, WV (2007 to present)

Janus, Inc.
AutoCAD Designer / Project Manager
Pittsburgh, PA (2002-2007)

Comunale Automatic Sprinkler
Fire Protection Designer
Pittsburgh, PA (July 05 - Oct 05)

S.A. Comunale Inc.
Fire Protection Designer
Pittsburgh, PA (2000-2002)

SUMMARY OF EXPERIENCE:

Mr. Heath brings a cross-trained design background to your project, and has vast knowledge in a diverse range of disciplines. He was trained by the National Fire Protection Association (NFPA) in Dallas, Texas, and has used these skills to work on projects from multiple business sectors and with various sizes, such as the 4 story, 1,500,000 square foot David L. Lawrence Convention Center in Pittsburgh, Pennsylvania. He has vast expertise in designing and calculating fire protection systems, standpipes, dry and wet systems, hydraulics, and water cannons; stock listing materials for systems; as well as surveying job sites and frequent business trips to coordinate jobs.

NOTABLE PROFESSIONAL EXPERIENCES:

Building 55 - West Virginia State Office Complex in Logan (LEED Certified)

West Virginia Health & Human Resources Wheeling Office

Omni Strategic Technologies renovations / Bennett Square business center renovations/build-out

West Virginia Army National Guard - Multipurpose Building at Camp Dawson

Wheeling Island Hotel•Casino•Racetrack - various renovations

Holiday Inn Express Hotel & Suites - multiple projects

Panhandle Cleaning & Restoration warehouse & office building

Cabela's Eastern Distribution Center

Silver Company - Moss Neck Storage Building

Carenbauer Wholesale Corporation office renovations & warehouse addition

PWP Industries

Capitol Theatre renovations

West Virginia Independence Hall renovations

Boone County Schools - multiple projects

Marshall County Schools - multiple projects

Ohio County Schools - multiple projects

Hancock County Schools - multiple projects

Ritchie County Middle/High School

Tyler County Schools - 3 HVAC projects

Wetzel County Schools - Long Drain Elementary

For 14 West Virginia counties; provided Fire Protection and Mechanical assessments at every school (160+ schools), for their 10-year Comprehensive Educational Facilities Plan

Scott D. Kain

Plumbing & Electrical Engineering Designer

EDUCATION:

Technology Education College /
Ohio State University
Associates in Mechanical Design - 1996

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Engineering Designer
Wheeling, WV (2001 to present)

HAWA Inc.
Mechanical Designer
Columbus, OH (1998-2001)

Autotool Inc.
Engineer
Columbus, OH (1995-1998)

SUMMARY OF EXPERIENCE:

Mr. Kain is an accomplished engineering designer who has performed in all the engineering trades we provide; specializing in electrical, plumbing, and fire protection. He has been utilized for various McKinley & Associates' projects that needed additional mechanical, structural, and architectural manpower. In addition, Mr. Kain has also provided 3D renderings, to aid in business development, during his long tenure at McKinley & Associates.

NOTABLE PROFESSIONAL EXPERIENCES:

Building 55 - West Virginia State Office Complex in Logan
(LEED Certified)

Building 34 - West Virginia State Office Complex in Weirton

West Virginia Department of Health & Human Resources' Ohio County
(Wheeling) office building renovations

Omni Strategic Technologies / Bennett Square renovations

Millennium Centre Technology Park - multiple projects

Maxwell Centre (office building) renovations

Orrick Building (office building) renovations

Wagner Building (office building) renovations

Catholic Heritage Center (office building) renovations

United States Postal Service - multiple renovation projects

West Virginia State Police - multiple renovation projects

Wheeling Island Hotel•Casino•Racetrack - multiple renovation projects

West Virginia Army National Guard - Mountaineer Challenge Academy
at Camp Dawson in Kingwood, WV

West Virginia Army National Guard - Multi-Purpose Building at Camp
Dawson in Kingwood, WV

Wheeling Island Fire Station renovations

WVU Institute of Technology - Maclin Hall Dormitory renovations

Panhandle Cleaning & Restoration warehouse and office building

Cameron Middle School/High School (LEED Registered)

Hilltop Elementary School (LEED Certified)

West Virginia University - multiple renovation projects

WV Independence Hall renovations

Sisters of St. Joseph's Convent renovations

Holiday Inn Express & Suites - multiple projects

Hancock County School Bond Project (\$56+ million)

Marshall County School Bond Project (\$38+ million)

Wood County School Bond Project (\$63+ million)



Michael J. Clark Sr.

Electrical Engineering Designer

EDUCATION:

Eastern Gateway Community College
A-ATS Electro-Mechanical Engineering - 2012

Jefferson Community College
A-ATS Electrical Trade Technology - 2003

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Certified in SMAW Weld Process & Basic
Welding and Applications 2002

West Virginia Journeyman License

Ohio Fire Alarm License

OSHA 30 Certified

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Electrical Engineering Designer
Wheeling, WV (2012 to present)

Arcelor Mittal
Maintenance Technician Electrician
Weirton, WV (2012)

M.J. Electric
Journeyman Electrician
Iron Mountain, MI (2010-2012)

Erb Electric Company
Journeyman Electrician
Bridgeport, OH (2009-2010)

Bechtel Group Inc.
Journeyman Electrician
Glendale, AZ (2009)

Cattrell Companies, Inc
Journeyman Electrician
Toronto, OH (1998-2009)

SUMMARY OF EXPERIENCE:

Mr. Clark is an Electrical Engineering Designer and a Certified Journeyman Electrician with over 20 years of industrial, commercial and residential experience. He is knowledgeable in all areas of the national electrical code and excels in analyzing and solving problems with various electrical controls and systems. Mr. Clark brings a cross-trained background to our projects, being skilled in both the design and the construction ends which gives him a unique ability to understand all aspects of a project. He is also adept in performing electrical and mechanical installations, maintenance and repairs in plant facilities. Furthermore, he is seasoned as an Electrical Foreman and Superintendent on both commercial and industrial job sites. His key skills include Electrical Systems & Controls, Installations & Maintenance, Electromechanical Repairs, Blueprints & Schematics, Generators & Transformers, Switches & Circuit Breakers, Electrical Code, Safety & QA, Wiring Diagrams, Troubleshooting, Testing Instruments, Motors & Conduit, CAD-2D/3D, Welding, & Residential construction.

NOTABLE PROFESSIONAL EXPERIENCES:

Building 55: WV State Office Complex in Logan (LEED Certified)
Omni Strategic Technologies / Bennett Square build-out
Follansbee City Building renovations
Wellsburg City Building renovations
Jefferson County Courthouse renovations
Big Sandy Arena & Convention Center renovations
Silver Company - Moss Neck Storage Building
Carenbauer Wholesale Corporation warehouse addition/renovations
Holiday Inn Express Hotel & Suites / multiple locations
Candlewood Suites Hotel Morgantown
Grave Creek Mound Museum renovations
Union Bank renovations
City of Steubenville - Parks Lighting
West Liberty University - Football Field Lighting
Brooke County Schools - Adult Learning Center (ALC)
Grant County Schools - Maysville renovations
Hampshire County Schools - Animal Vet Science Center
Hancock County Schools - Weirton Elementary
Hancock County Schools - Oak Glen High renovations
Hancock County Schools - Weir High renovations
Marshall County Schools - Cameron High
The Linsly School's 200th Anniversary Campaign renovations

Thomas R. Worledge, AIA, LEED AP BD+C, REFP

Architect / LEED Accredited Professional



EDUCATION:

Virginia Polytechnic Institute & State University
Master of Architecture - 1992

Fairmont State College, School of Technology
B.S. Architectural Eng. Tech. - 1983

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Architect in:

West Virginia
Ohio
Pennsylvania
Tennessee
Virginia

National Board Certification:
NCARB #48600

President:

West Virginia Society of Architects

Member:

The American Institute of Architects
US Green Building Council
Sustainable Building Industries Council
Recognized Educational Facility Professional
(REFP)

Former voting member:

ASHRAE 90.1 International Energy Code
Committee

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Manager, Charleston Office
Charleston, WV (2005 to present)

Proactive Architecture Inc.
President
Charleston, WV (1999-2005)

Silling Associates Inc.
Vice President
Charleston, WV (1992-1999)

TAG Architects
Charleston, WV (1985-1990)

Alpha Associates Inc.
Morgantown, WV (1983-1985)

SUMMARY OF EXPERIENCE:

Thomas R. Worledge is a skilled Architect with over 30 years experience who has received state wide design awards and placed in national design competitions. As a **LEED Accredited Professional** and a recognized sustainable design expert, he has had articles published in state and national trade publications, has 2 LEED Certified Projects, multiple LEED Registered projects, spoken on sustainable design issues, and was also a featured speaker at the 2001 Governor's Conference on the Environment, 2001 Sustainable Fair, 2013 Create WV Conference, and more. He also teaches other design professionals in the art of High Performance School design, as a professional trainer for the Sustainable Building Industries Council. Mr. Worledge is a former voting member of the ASHRAE 90.1 Standards committee that forms the basis of the International Energy Code and was the president of the state chapter of the AIA. Unlike many architects who are new to green building and alternate energy, Thom started his career designing and building alternate energy systems, and was the first LEED Accredited Professional in the state of West Virginia! He believes energy efficient design is simply good design practice. In fact, he wrote portions of the 2007 International Energy Code which is used by other architects as a guide for energy efficient design. He is also a Founder & Chairman of the Board for the US Green Building Council's West Virginia Chapter. Thom won a 2013 Placemaker Award for "Leadership, Inspiration, Stewardship" from West Virginia GreenWorks, at The Building Conference in Morgantown. He has projects that not only won State Awards, but National Awards as well!

NOTABLE PROFESSIONAL ACHIEVEMENTS:

Building 55: WV State Office Complex in Logan (**LEED Certified**)

WV Department of Health & Human Resources' Ohio County office

United States Postal Service - multiple projects across WV

Charleston Enterprise Center office renovation (**2009 WV AIA Design Award winner / energy efficient "green" design**)

West Virginia University - University Police Building renovations

WVSU's Gus R. Douglass Economic Development Center / DigiSo

Fairmont State University - "University Terrace" College Apartments Housing Complex

West Virginia Plaster and Cement Masons Training Building

Williamson Redevelopment Authority's SMART Office fit-out (**LEED Registered / 2013 Placemaker Award**)

Natural Energy Design (N&D) Building (**energy efficient "green" / 2013 Placemaker Award**)

Bellann in Oakhill, WV (**LEED Registered**)

West Virginia State Police - New Logan Detachment

West Virginia State Police Academy - Renovations to Buildings A, B, and C; New Buildings D, Shooting Range, and Multi-Purpose Building

Marshall County Schools - Hilltop Elementary School (**LEED Certified - won multiple WV and National Awards & Recognitions**)

Big Sandy Arena & Convention Center

Robert E. Smith

Construction Administrator (Project Coordinator)

EDUCATION:

University of Pittsburgh
M.S. Industrial Engineering - 1989

United States Air Force Academy
B.S. Behavioral Science /
Human Factors Engineering - 1983

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Board Member:
Indian Creek School District (elected in 2009)

Instructor:
Mechanical Engineering, Eastern Gateway
Community College

President:
Mingo Business Association (2007 to present)

Commander:
American Legion Post 351 (2008 to present)

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Construction Administrator / Project Coordinator
Wheeling, WV (2009 to present)

Jefferson County Regional Planning Commission
Regional Planner
Steubenville, OH (2008-2009)

Edison Local School District
Director of Operation (1999-2008)
Transportation Supervisor (1998-1999)
Hammondsville, OH

MILITARY SERVICE:

Wright Patterson Air Force Base - Dayton, OH
Chief B-2, Block 20 Field Retrofit, \$300 million
B-2 Systems Program Office (1994-1996)
Team Leader, Process Improvement Technology
Armstrong Laboratory (1989-1994)

Randolph Air Force Base - San Antonio, TX
Chief, Test Construction Section
Occupational Measurement Center (1987-1988)
Quality Control Psychologist
Occupational Measurement Center (1985-1987)
Supervisor of Test Construction Team
Occupational Measurement Center (1983-1985)

SUMMARY OF EXPERIENCE:

Mr. Smith is a self confident, articulate and highly motivated individual with superior interpersonal and teamwork skills. He has a plethora of experience in mid to upper level personnel management, advanced information systems integration, training, acquisition, contract management, transportation and maintenance, and quality control. He is currently a member of the Board of Education for the Indian Creek School District in Jefferson County, Ohio. He is also an Adjunct Professor at Eastern Gateway Community College in Steubenville, Ohio, where he is teaching Mechanical Engineering. In addition, has 23 years of direct supervisory experience, as well as 13 years of documented success as an Air Force Officer.

NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Army National Guard - AASF#1 HVAC renovations

United States Postal Service - multiple projects thru multiple open-ended IDIQ contracts, including Parkersburg Carrier Annex and Hub renovations & HVAC

Fairmont State University's new 3 building "University Terrace" Student Housing Apartment Complex

Towers Building office building renovations, multiple phases, including boiler

Follansbee City Building renovations

Jefferson County Jobs & Family Services office renovations

Steel Valley Regional Transit Authority renovations

Lincoln National Bank Building renovations

Cabela's Eastern Distribution Center

City of Steubenville Parks Lighting & Security Project

Cameron American Legion Exterior renovations

Brooke County Schools - Brooke High HVAC, new Brooke Middle, Follansbee Middle & Carlin Dodrill Fieldhouse renovations

Grant County Schools - Maysville Elementary & gymnasium renovations/HVAC & Union Educational Complex renovations

Hancock County Schools - A.T. Allison Elementary renovations, New Manchester Elementary renovations, Oak Glen High renovations/HVAC, Oak Glen High Multi-Sports Complex, Oak Glen Middle addition/renovations, Senator John D. Rockefeller IV Career Center HVAC, Weir High Multi-Sports Complex, Weir MS/HS HVAC, & new Weirton Elementary

Marshall County Schools - new Cameron High (LEED Registered) & new Hilltop Elementary (LEED Certified)

Tyler County Schools - 3 Elementary Schools HVAC renovations

The Linsly School - Banes Hall addition/renovations & Behrens Memorial Gymnasium renovations



Project Name

Omni Strategic Technologies / Bennett Square business center

Project Location

Wheeling, West Virginia

Project Description

Bennett Square is a historic 3-story, 22,000 SF renovation/rehabilitation project of the old Ohio County Public Library Building. The building was neglected and vandalized for over 30 years; the exterior was even growing vegetation in various cracks that needed sealed. The finished \$7.5 million project houses "Class A" professional, technological, and medical office space in beautifully restored surroundings. The building is located in the Centre Market Square Historic District in the National Register of Historic Places; therefore, a successful review submission to the Secretary of the Interior was necessary. We are also experienced with the Section 106 process required by SHPO and the Federal Department of the Interior. Documentation for state and federal tax credits is also a part of this project. The project was completed in multiple phases beginning in 2007 and the final phase completed in 2013. Bennett Square has quickly become a cornerstone of the Wheeling business community with several key businesses occupying the space including: McKinley Carter Wealth Services headquarters, Dinsmore and Shohl LLC office, Dr. Don Chapman's Keep Smiling Family Dentistry office, and Omni Strategic Technologies office. All of these spaces were integrated into an existing interior historic building context. The different tenants had various program/space requirements we had to design, such as specialty HVAC, data and server rooms, custom casework, various sized offices, other interior finishes and furnishings, and much more.

Phase I included "Class A" office fit-out for the first and second floors, including preserved-in-place and salvaged architectural elements, as well as major electrical and HVAC/mechanical systems designs. Renovations included both restored and new windows, doors, a new roof with multiple skylights, terra cotta restoration, exterior masonry pointing, paint, stairwell upgrades, and a new elevator.

Phase II completed the "Class A" office fit-out for the second floor, and included the Omni Strategic Technologies areas, which includes server rooms, tech room, offices, work rooms, and more. That server room holds multiple server towers and back-up devices, 2 - 2 post racks, 2 - 4 post racks, with an HVAC designed for 30,000 BTUs. This phase also includes a major front facade restoration including pointing and replacement of the terra cotta banding, cornice, main entrance pediment and window trim, exterior brick masonry pointing and brick unit replacement to match existing. This was a direct result of extensive water infiltration around the two upper floors at all the windows and around the physical transition between the plaster ceilings and roof.

Finally, Phase III is a family dentistry office fit-out on the third floor. Planning included business offices, exam/operator rooms, custom casework, as well as specialty HVAC, electrical and data, plumbing for gases, and much more. We were able to highlight important architectural features while also providing a sensitive atmosphere for the patients.

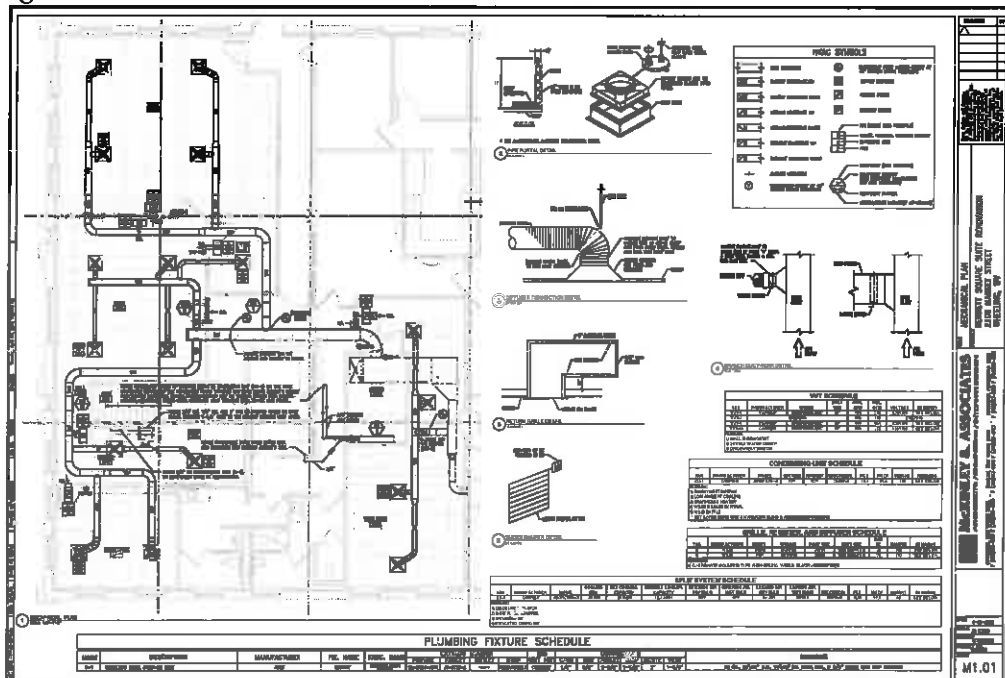
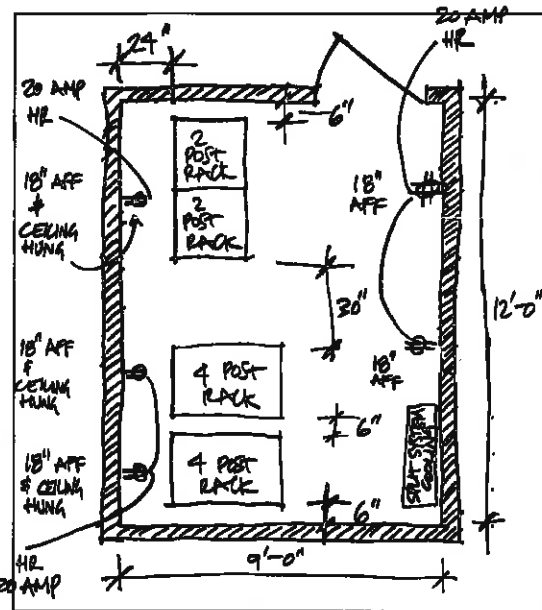
All of these spaces were integrated into an existing interior historic building context.

Name of Project Owner

Mr. David H. McKinley
McKinley Properties, LLC
2100 Market Street - Suite 300
Wheeling, WV 26003
304 / 230-2400

Date of project completion

Most recent phase - 2013



Project Name

United States Postal Service - multiple HVAC renovations

Project Location

Appalachian Area (West Virginia & Virginia) and Erie/Pittsburgh District in Pennsylvania

Project Description

McKinley & Associates currently has **2 multiple year open-ended IDIQ agreements with the United States Postal Service**. One is for the **Appalachian Area** [Indefinite Quantity Contract 360070-15-J-0095, which includes the State of West Virginia, and 49 counties and/or independent cities in Virginia], which was awarded on September 29, 2015, and is our **fourth consecutive** multiple year open-ended contract for WV. The second is for the **Erie/Pittsburgh District in Pennsylvania** (Indefinite Quantity Contract 362575-09-J-0232). We have designed **dozens of facilities** for the USPS, including **new construction, additions, renovations, and rehabilitations** in numerous cities within these areas, **including multiple HVAC projects**. For all of these projects we produced an assessment and evaluation report with a few options, we give our recommendation of the choices, and the USPS chooses an option (usually our recommendation) from our report. Then we complete the design and construction administration services. Projects also include commissioning, testing and balancing. In addition, we have designed over 100 Postal facilities for ADA compliance. We have completed studies, reports, general building renovations, boilers/HVAC and electrical systems improvements, commissioning, utility infrastructure, roofs, elevators, landscaping, building envelope improvements, and much more. We have also completed Historic Preservation work, such as extensive interaction with The Secretary of the Interior's (NPS) Standards for the Treatment of Historic Properties and working with the Section 106 process required by SHPO and the Federal Department of the Interior. For the newest projects, they incorporate energy efficient design which follow the newest USPS Standards compliance to provide a more efficient systems. For example, the energy saving on a recent HVAC replacement project was achieved with the use of economizers to allow free cooling when ambient temperatures are below 60° F, and there was commissioning provided on the RTUs. We followed the USPS Standards, and we also completed Form ECC-EZ - Energy Compliance Certification for Low Energy-Impact R&A Projects.

A majority of the projects we have completed for the USPS over the past 20+ years have been various HVAC projects, including these recent examples which were all completed while the buildings remained occupied!:

- Altoona, PA Post Office - \$350,000 HVAC project involved Air Handling Units be replaced along with an addition of a DDC Control System in a historic 1931 facility.
- Charleston Processing & Distribution Center - \$375,000 HVAC renovation project involved replacing thermofusers and the ceiling fan coil units with 8 fan powered VAV boxes and 3 single duct VAV boxes with hot water reheat coils; replacing 3 failed rooftop units with new RTUs with electric heat and economizers; installing 2 new 5-ton mini split AC units in an area without cooling; and extending the existing DDC control system to control these new items.
- Clarksburg Finance Station - \$460,000 HVAC project involved the replacement of the outdated 120-ton water cooled chiller and two 107-ton cooling towers, with new energy efficient systems.
- Huntington Processing & Distribution Center - \$201,000 HVAC project replacing hot water boiler with like-in-kind.
- Martinsburg Processing & Distribution Center - \$280,000 HVAC project replacing 4 packaged rooftop units with new, like-in-kind, packaged rooftop units to bring the units in to USPS Standards compliance and to provide a more efficient system.
- Monongahela, PA Main Office - \$330,000 HVAC project replacing hot water boiler with 2 high efficiency condensing boilers in a historic 1913 facility; we recommended the most energy efficient solution that is life cycle cost effective over a 20-year period (with the upgrade from 83% to 95% efficient boilers the system operates more efficiently). While cutting the openings in the structural slab for the supply and return duct, the contractor created and/or noticed cracks; therefore we performed an emergency engineering site visit the next day on the condition of the concrete, provided a sketch for the required structural reinforcements, and the reinforcements were installed.
- Williamson Main Office - \$422,000 HVAC project replacing hot water boiler with high efficiency condensing boiler.

Name of Project Owner

Mr. Michael Douglass
United States Postal Service
27497 Albert Pick Road
Greensboro, NC 27498
336/665-2875

Date of project completion

Multiple years/phases - most recent are on-going



Project Name

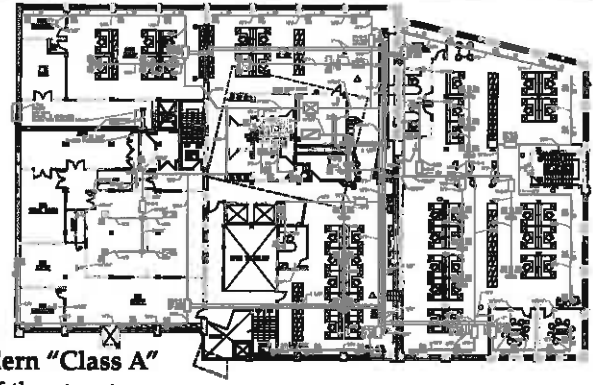
Orrick's Global Operations Center

Project Location

Wheeling, West Virginia

Project Description

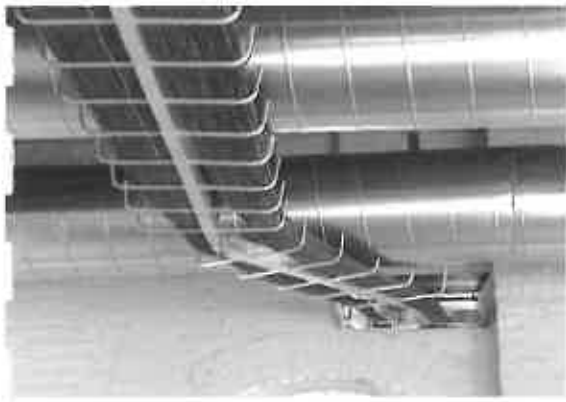
This 100 year old warehouse was adaptive reused and renovated to create some of the most creative office space in the State. This **four-story, 88,000 SF** former historic warehouse is now a **high tech "back office"** for a major multinational company in downtown Wheeling. The greatest challenge was to convert the 100 year old once very industrial wood-framed building into a **modern "Class A" office facility with a large server room** while retaining the historical heritage of the structure and district itself. This \$8 million dollar project won a West Virginia AIA Merit Award.



Extensive restoration of the exterior was needed first. The entire exterior shell was designed and constructed in 6 months to attract a new tenant (it quickly became the home to the international law firm the **Orrick Corporation**. **This building soon became the company's Global Operations Center, the first U.S. firm to consolidate back office functions at an off-site facility location; no other firm has a 24/7 facility that rivals it. It provides the firm and its clients with a central business infrastructure that delivers comprehensive and reliable support services around the world, and around the clock.** The exterior renovations included reconstructing 120 dilapidated steel windows and glazing, extensive brick repointing, construction of a new public entrance, parking lot, the entire brick envelope was sealed and painted, new roof, and more. Galvanized metal wall panels and downspouts now enhance the industrial style of the building. That siding is now juxtaposed by a new four story all glass entrance, which allows a glimpse of the atrium balconies and walkways inside.

The building was partially occupied while renovations continued. Architecture & engineering design was completed in-house and included a **completely new mechanical/HVAC system**, structural, civil, electrical and fire suppression systems. On the interior, the original facility was almost void of the vertical circulation needed a modern day, team oriented work environment. An exposed steel atrium/elevator/stair core connects the four 22,000 square foot floors while introducing the industrial metals into the interior. Perforated columns, beams, and wire meshes allow daylight to filter in through usually solid steel construction.

Two exposed, glass backed passenger elevators with stainless steel interior finishes now traverse the four floors allowing passengers a dynamic view through the atrium and walkways out to Main Street. **The stainless steel and galvanized finishes of the exposed spiral ductwork, electrical conduits and cable trays, sprinkler piping, and perforated metal light fixtures further enhance the industrial concept of the design.** The interior structure itself required reinforcing of the exposed wood columns and joists in a historically correct manner. Solid wood knee braces add character to the existing wood columns while providing the necessary bracing. Security for the facility was to be comparable to the rest of the firm's nation-wide facilities; however, one of the challenges we had to overcome was creating a design which did not appear to be fortress-like. One unique feature, the atrium/lobby, included a four-story open-air design, a skylight, a glass wall for the entryway, 2 new elevators, a stair tower, and multiple bridges/walkways.



Name of Project Owner

Mr. Will Turani
Orrick, Herrington & Sutcliffe LLP
2121 Main Street
Wheeling, WV 26003
304/231-2629

Date of project completion

Multiple phases/years - most recent was 2008



Project Name

Building 55: West Virginia State Office Complex

Project Location

Logan, West Virginia

Project Description

This new five story building underscores its major role in the development and revitalization of downtown Logan by uniting office space for various State agencies under one roof, whom were once scattered throughout the city. The agencies include the **Department of Health and Human Resources, WorkForce West Virginia, Division of Rehabilitation Services, the Offices of the Insurance Commissioner, State Tax Department and Workforce Investment Board**; a total of **127 State employees** are now working at this location. The 53,200 SF building is provides current technology, flexibility for future growth, and security features for existing and future tenants. At the request of the Owner, the building was designed to be **energy efficient** and meet sustainable design goals, confirmed by LEED and energy star requirements. This building is **LEED Certified**. To help achieve this, the HVAC System included the installation of **2 high efficiency condensing boilers, pumps with variable speed drive control, custom air handling units with chilled and hot water coils, variable air volume boxes with hot water heating coils, water cooled chiller with cooling tower, packaged rooftop energy recovery ventilator, and direct digital controls**. In addition, a tight building envelope was created with closed cell foam insulation and thermal efficient windows. One of the unique features of the building is the daylight system. The design takes clues from older buildings that were designed to let daylight penetrate deep into the buildings by necessity. To enhance this effect we added "light louvers" which are devices that redirect daylight to the ceiling and diffuse natural light throughout the space. The open offices were placed around the exterior of the building and the enclosed offices along the interior wall so more of the tenants receive quality light. Interior windows allow the daylight to pass to the center offices. The streetscape design will act as a template for all future sidewalk development; major brick patterns intersect at a paver quilt star, a symbol of West Virginia heritage that is carried into the foyer of the building. The stained glass window in the entry was custom designed to reflect the culture and history of the area; this won a 2013 AIA Craftsmanship Award. By incorporating history, technology, security and structure; this building has successfully created the desired catalyst for the future of Logan.

Name of Project Owner

Mr. Robert P. Krause, PE, AIA
State of West Virginia
General Services Division
1900 Kanawha Boulevard East
Charleston, WV 25305
304/558-9018

Date of project completion

Dedicated on August 16, 2013



Project Name

Building 34: West Virginia State Office Complex

Project Location

Weirton, West Virginia

Project Description

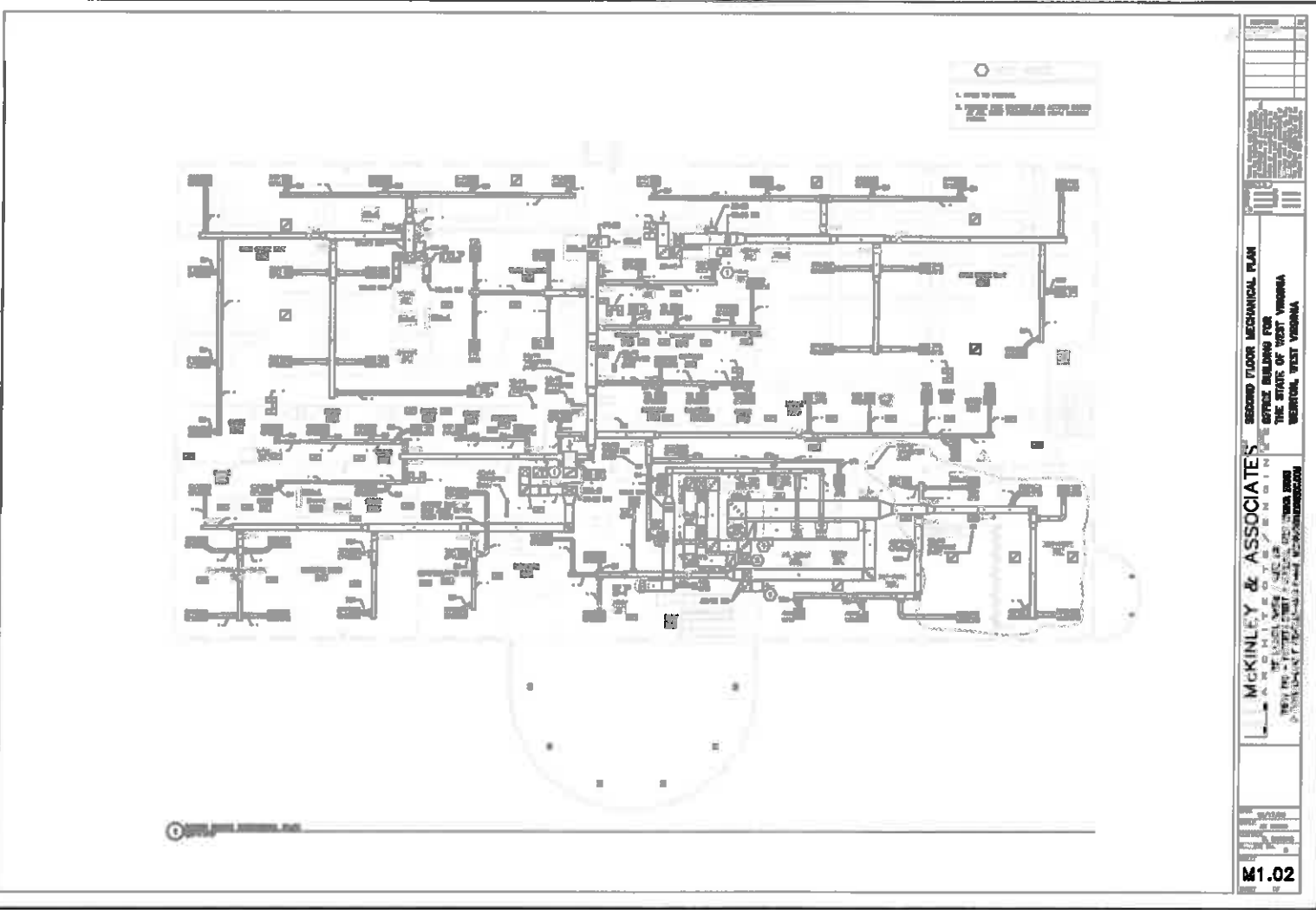
To better serve the citizens of the Northern Panhandle of the State, the State of West Virginia established an office building in the City of Weirton. This Weirton State Office Complex (also known as Building 34) is a **\$4 million** state-of-the-art building that accommodates the **Department of Health and Human Resources**, the Bureau of Employment Programs, the Division of Motor Vehicles, the Lottery Commission, Rehabilitation Services and the Work Force Investment Board. This **two-story, 39,500 SF office building** was constructed with a **rooftop HVAC System**, structural steel frame and concrete foundations, cast concrete floors, precast concrete panel system, EPDM roof, and building automation system among others. There are multiple offices, "open" office spaces, work rooms, **server rooms**, and more.

Name of Project Owner

Mr. David Oliverio
State of West Virginia, General Services Division
1900 Kanawha Boulevard East
Charleston, WV 25305
304/558-2317

Date of project completion

2006



M1.02

Project Name

WV Department of Health & Human Resources' new Ohio County office renovation / fit-out

Project Location

Wheeling, West Virginia

Project Description

We were asked by our client to adaptively reuse a car showroom and service area into an office building (now called the Mary Margaret Laipple Professional Building). The first fit-out includes space for the **Department of Health and Human Resources (DHHR)**. The 56,783 SF building was concrete and designed for cars; not people. The first challenge of the **renovation** was to remove a large ramp that connected two floors of the building and level the concrete floors. **We worked with our client to fit the DHHR's program into the space and maximize the use of the space.** We had to work around the existing structural walls and columns and provide fire escapes at the different floor levels of the floor structure.

The initial \$2 million fit-out project was built in three phases: the exterior was completed first (including new security doors, windows, skin, etc.), next the interior design and renovations including major HVAC / mechanical and electrical systems to provide a state of the art facility for the DHHR's use, and then the parking lot and emergency exit fire stair tower so the project could be fast tracked to meet the Owner's 2013 move-in requirements. We worked with the local and state code officials to bring the building into compliance with the current building and fire codes and provide access to all of the occupied areas of the building. The fit-out was divided into three distinct spaces: secure office space, Client space, and training areas. There are dozens of individual offices, open office work areas, IT area, a large video conference room, smaller conference rooms, training rooms, interview rooms, and much more. The Office space is secured from the client area by an access control system. The training space was designed to be stand alone for use by other State staff training. We provided a separate entrance for future tenants of the upper two floors and to keep the future renovation cost to a minimum. There are multiple entryways and doors, both interior and exterior, with different levels of security access. The showroom windows were mostly in-filled because of the sensitive nature of the materials in the DHHR's office, but windows high on the wall provide natural daylighting.



BEFORE
and AFTER

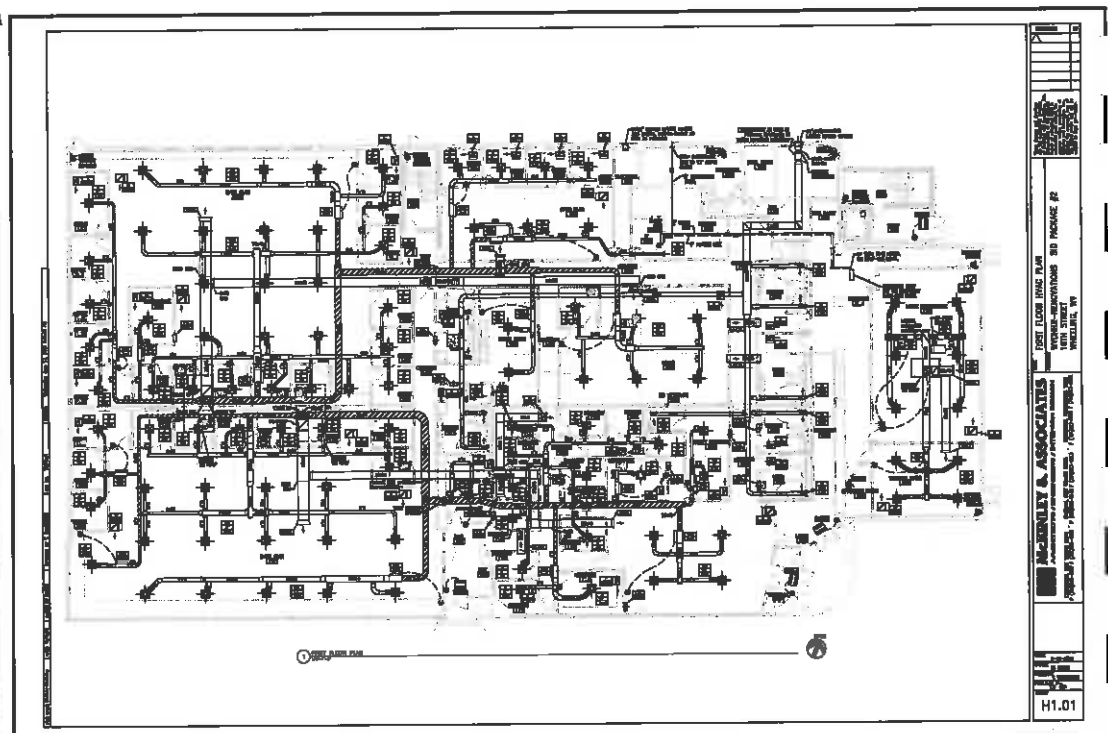


Name of Project Owner

Mr. David J. Hildreth
WV Department of Administration
1409 Greenbrier Street
Charleston, WV 25311
304/558-1295

Date of project completion

2013





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: 246344

Doc Description: EOI: Bldg 22 Server and Check Scanner Rooms HVAC Renovations

Proc Type: Central Contract - Fixed Amt

Date issued	Solicitation Closes	Solicitation No	Version
2016-11-23	2016-12-20 13:30:00	CEOI 0211 GSD1700000002	1

NO RECEIVING LOCATION:

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

VENDOR

Vendor Name, Address and Telephone Number:

*000000206862
 McKinley & Associates, Inc.
 1116 Smith Street - Suite 406
 Charleston, WV 25301
 (304) 340-4267

FOR INFORMATION CONTACT THE BUYER

Jessica S Chambers
 (304) 558-0246
 jessica.s.chambers@wv.gov

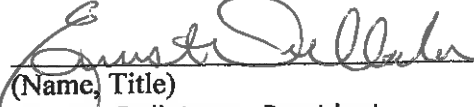
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FEIN # 55-0696478

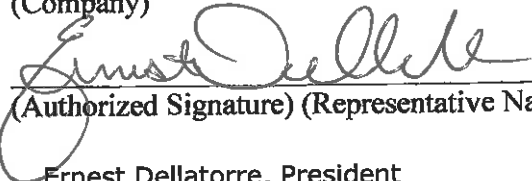
DATE December 15, 2016

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

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

 - President
 (Name, Title)
 Ernest Dellatorre, President
 (Printed Name and Title)
 1116 Smith Street - Suite 406, Charleston, WV 25301
 (Address)
 (304) 340-4267 | (304) 340-4269
 (Phone Number) / (Fax Number)
 edellatorre@mckinleyassoc.com
 (email address)

CERTIFICATION AND SIGNATURE: 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.

McKinley & Associates
 (Company)
 - President
 (Authorized Signature) (Representative Name, Title)
 Ernest Dellatorre, President
 (Printed Name and Title of Authorized Representative)

December 15, 2016
 (Date)
(304) 340-4267 | (304) 340-4269
 (Phone Number) (Fax Number)

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: McKinley & Associates

Authorized Signature: *[Signature]* Date: December 15, 2016

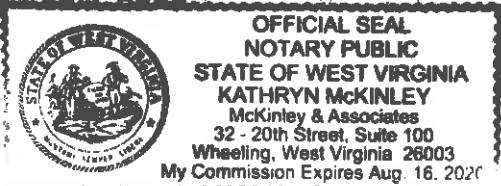
State of West Virginia

County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 15 day of December, 2016.

My Commission expires June 26, 2024.

AFFIX SEAL HERE



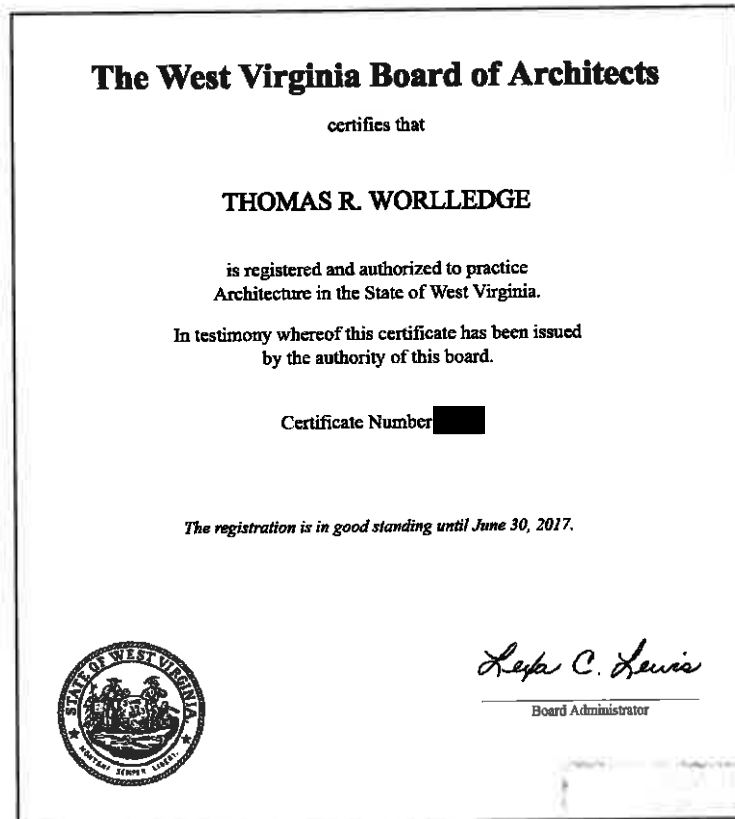
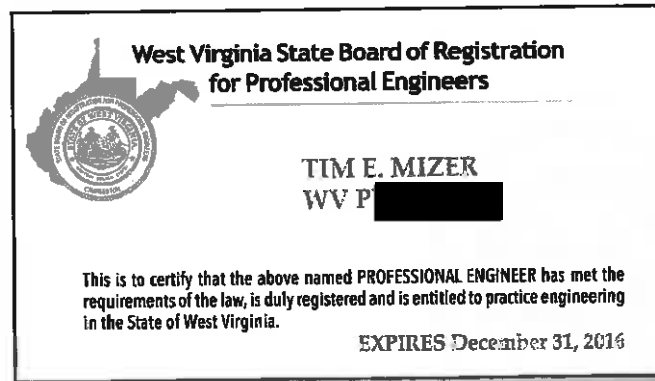
NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 08/01/2015)

WV Licenses & Registrations

For your convenience, you will see copies of our key individual's and firm's various licenses & registrations as evidence that we are currently registered in the State of West Virginia. On this page is Tim Mizer's (*your project manager / lead Engineer*) West Virginia State Board of Registration for Professional Engineers (WV PE #013169), and Thom Worledge's (*Architect*) Registration and Authorization to Practice Architecture in West Virginia (Certificate #2874). On the following pages, you will see our firm's Certificate of Incorporation, Certificate of Good Standing, Business Registration Certificate, and Certificate of Authorization for providing Engineering Services in West Virginia. We would be happy to provide you with copies of other Professionals' licenses if you wish to see them. In addition, a listing of all the professionals' certifications, degrees, and licenses are found on their resumes in the "Design Team" tab.



WV Licenses & Registrations

BOOK 66 PAGE 793



*I, Hon Hechler, Secretary of State of the
State of West Virginia, hereby certify that*

by the provisions of Chapter 31, Article 1, Sections 27 and 28 of the West Virginia
Code, the Articles of Incorporation of

McKINLEY & ASSOCIATES, INC.

conform to law and are filed in my office. I therefore declare the organization to
be a Corporation for the purposes set forth in its Articles, with the right of perpetual
existence, and I issue this

CERTIFICATE OF INCORPORATION

to which I have attached a duplicate original of the Articles of Incorporation.

*Given under my hand and the
Great Seal of the State of
West Virginia, on this*

FIFTEENTH day of

DECEMBER 19 89

Ken Hechler

Secretary of State



WV Licenses & Registrations

State of West Virginia



Certificate

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

MCKINLEY & ASSOCIATES, INC.

was incorporated under the laws of West Virginia and a Certificate of Incorporation was issued by the West Virginia Secretary of State's Office on December 15, 1989.

I further certify that the corporation has not been revoked by the State of West Virginia nor has the West Virginia Secretary of State issued a Certificate of Dissolution to the corporation.

Accordingly, I hereby issue this

CERTIFICATE OF EXISTENCE

Validation ID:0WV3W_CQTDH



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
October 27, 2015*

Natalie E. Tennant

Secretary of State

Notice: A certificate issued electronically from the West Virginia Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Certificate Validation Page of the Secretary of State's Web site, <https://apps.wv.gov/soos/businessentitysearch/validate.aspx> entering the validation ID displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate.



MCKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

WV Licenses & Registrations

**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**MCKINLEY & ASSOCIATES INC
32 20TH ST
WHEELING, WV 26003-3750**

BUSINESS REGISTRATION ACCOUNT NUMBER: **1040-9524**

This certificate is issued on: **06/28/2011**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of this certificate displayed at every job site within West Virginia.

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WV Licenses & Registrations

CERTIFICATE OF

Authorization

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers
having verified the person in responsible charge is registered in
West Virginia as a professional engineer for the noted firm, hereby certifies*

MCKINLEY & ASSOCIATES, INC.

C00366-00

Engineer in Responsible Charge: TIM E MIZER - WV PE 013169

*has complied with section §30-13-17 of the West Virginia Code governing
the issuance of a Certificate of Authorization. The Board hereby notifies you of its
certification with issuance of this Certification of Authorization for the period of:*

January 1, 2015 - December 31, 2017

providing for the practice of engineering services in the State of West Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE.
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA
UNDER ITS SEAL AND SIGNED BY THE PRESIDENT OF SAID BOARD.

BOARD PRESIDENT



McKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

Insurance

Per your request, you will find copies of our various Insurance Coverages, including Commercial General Liability, Aggregate General Liability, Automobile Liability, and WV Statutory Requirements including WV Code 23-4-2 (Mandolidis) found on this page, as well as Professional Liability on the following page.

ACORD TM		CERTIFICATE OF LIABILITY INSURANCE			DATE (MM/DD/YYYY) 05/02/2016		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>							
PRODUCER Pauli Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123				CONTACT NAME: III, Lee Pauli PHONE (AG, No. Ext): 304.233.3303 FAX (AG, No.): 304.233.3333 ADDRESS: PRODUCER CUSTOMER ID #:			
INSURED McKinley & Associates, Inc. The Maxwell Centre 32-20th Street Wheeling, WV 26003				INSURER(S) AFFORDING COVERAGE NAIC #			
				INSURER A: Cincinnati Insurance Co. 10677			
				INSURER B: Brickstreet Ins Brick			
				INSURER C:			
				INSURER D:			
				INSURER E:			
				INSURER F:			
COVERAGES CERTIFICATE NUMBER: 15/15 Lib w/workers comp REVISION NUMBER:							
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSR DESCR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			EPP0146335	06/15/2015	06/15/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOP AGG \$ 2,000,000
	GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			EPP0146335	06/15/2015	06/15/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCB1018014	12/30/2015	12/30/2016	WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	WV DELIBERATE INTENT COVERAGE INCLUDED *MANDOLIDIS						
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Specimen copy to be held by McKinley and Associates.							
CERTIFICATE HOLDER Specimen				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Lee C Pauli III 5/2/2016			
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ACORD 25 (2009/08)

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Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/5/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The James B. Oswald Company 1100 Superior Avenue, Suite 1500 Cleveland OH 44114		CONTACT NAME: Patricia Cholewa PHONE (A/C No. Ext): 216-839-2807 FAX (A/C No.): E-MAIL ADDRESS: PCholewa@oswaldcompanies.com	
INSURED MCKIN-1 McKinley & Associates, Inc. 32 20th Street #100 Wheeling WV 26003		INSURER(S) AFFORDING COVERAGE INSURER A :Continental Insurance Company 18313 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

COVERAGES **CERTIFICATE NUMBER: 268224512** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (M/D/YYYY)	POLICY EXP (M/D/YYYY)	LIMITS	
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					WC STATU- TORY LIMITS <input type="checkbox"/> OTH- ER <input type="checkbox"/> E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$	
A	Professional Liability Claims Made Retro Date: 9/10/1981	N	Y	AEH591893924	10/10/2016	10/10/2017	Each Claim \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Waiver of Subrogation as designated above is provided when required of the Named Insured by written contract or agreement.

CERTIFICATE HOLDER Specimen For Purposes of Evidencing Coverage Only WV 26003	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2010/05)

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