

# Proposal for Architectural & Engineering Services

---



## MOTOR POOL HUNTINGTON TRI-STATE AFRC CEOI – ADJ1600000001

07/06/16 11:04:57  
WV Purchasing Division



JERRY GOFF  
ARCHITECTURE



# JERRY GOFF

## ARCHITECTURE

05 JUL 2016

WV Army National Guard  
Construction and Facilities Management Office (CFMO)  
1707 Coonskin Drive  
Charleston, West Virginia 25311-1099

Re: "MOTOR POOL HUNTINGTON TRI-STATE AFRC: CEOI - ADJ160000001

The Construction and Facilities Management Office is about to embark on these important projects for the West Virginia National Guard. The project will be both challenging and demanding.

There are other qualified firms that will submit their credentials for this contract; however, should you choose Jerry Goff Architecture to implement the design of your project, you will receive the following distinct advantages:

- Jerry Goff Architecture brings a unique perspective to the project having served as *Architect for the original TRI-STATE AFRC ORGANIZATIONAL MAINTENANCE SHOP and other OMS MOTOR POOLS located at CAMP DAWSON and HUNTINGTON ARMORY (Virginia Ave).*
- You will have the *expertise of an Architect who has successfully designed and administered complex PROJECTS for the West Virginia Army National Guard.*
- Your project will be much more than "just another project" as some firms approach projects. *As a project of the WV Army National Guard, WE WILL MAKE THIS A PRIORITY PROJECT in our office.*
- You will benefit from our **EXPERIENCE** and **KNOWLEDGE** gained in the design of major projects for the WV Army National Guard.

We thank you for the opportunity to submit our expression of interest for this Project and look forward to further discussions on this very important project. If you have any questions about our proposal, please call me at (304) 722-3379.

Jerry Goff, AIA

100 First Ave • PO Box 1356 • St. Albans, WV 25177 • P 304.722.3379 • F 304.722.3370

[www.jerrygoffaia.com](http://www.jerrygoffaia.com)

# Proposal for Architectural & Engineering Services

---



MOTOR POOL  
HUNTINGTON TRI-STATE AFRC  
CEOI – ADJ1600000001



JERRY GOFF  
ARCHITECTURE

# TABLE OF CONTENTS

---

Part 1 - JERRY GOFF ARCHITECTURE

Part 2 - THE PROJECT TEAM

Part 3 - DESIGN AWARDS

Part 4 - REFERENCES

Part 5 - PROJECT EXPERIENCE



JERRY GOFF  
ARCHITECTURE

# The FIRM, Jerry Goff Architecture

---



## **Firm History**

The firm of Jerry Goff Architecture is a third generation Architectural firm originally established in 1959 in St. Albans, West Virginia. The firm provides comprehensive design services for commercial, military, healthcare facilities, banks, assembly and educational facilities.

Since 1977, Jerry Goff Architecture has been working with owners to meet their current space requirements and plan for future growth of their facilities. The key to the success of any project is to have a planning team *experienced in creative design solutions in meeting the client's facility needs.*

Our team of specialists offers our clients the expertise to successfully complete increasingly complex projects.

In addition to offering our clients the highest quality design services, our firm offers other services that help our clients make important decisions through the enormous task of creating a properly designed modern facility.

*Our staff is  
enthusiastically  
dedicated to  
the success of  
your project*

## **Goals for Our Clients Projects**

Our goal for our clients' complex projects is to achieve innovative design solutions meeting today's requirements with consideration for future growth in a cost-effective manner.

---

JGA

JERRY GOFF  
ARCHITECTURE



*We pride ourselves in being good "listeners"*

*More building for each dollar spent by our clients*

### **Maximizing Input**

Our firm prides itself on its ability to meaningfully involve all of the Owner's Planning Team that you feel are important to the success of your project in the planning and design process. In the development of each Jerry Goff Architecture project, our design team works closely with your planning staff, administrative, maintenance personnel, and project leader to design a facility, which *meets today's needs and anticipates the needs of tomorrow*. We have extensive experience in bringing groups to consensus and communicating complex architectural issues in understandable terms.

### **Proven Project Experience**

As you plan, design and construct your new project, you will need a team that has experience with these complex facilities and the many issues that you will need to address to ensure the success of your project.

We include an overview of our firm's design experience. The same professionals that made these projects successful will be working with you to ensure your new project meets all of your program requirements.

### **Maximizing Value**

We place great importance in obtaining the greatest value for our clients. We work to maximize each dollar spent to gain the most cost efficient building project.

### **User Friendly Buildings**

Our firm has always been committed to designing facilities that are both attractive and cost effective.



JERRY GOFF  
ARCHITECTURE

## **QUALIFICATIONS & EXPERIENCE**

Jerry Goff Architecture offers unique **QUALIFICATIONS** and **EXPERIENCE** having served as *Architect for Addition & Renovation Projects including:*

TRI-STATE ARMORY OMS MOTOR POOL  
CAMP DAWSON OMS MOTOR POOL  
HUNTINGTON ARMORY OMS MOTOR POOL  
ST. ALBANS CST MOTOR POOL  
GASSAWAY READINESS CENTER  
ST. ALBANS JITEC

## **PROJECT MANAGEMENT, QUALITY and COST CONTROL**

You will have the expertise of Jerry Goff Architecture's experienced staff including Jerry Goff, Jason Goff and Chris Legg; experienced in projects of the West Virginia Army National Guard demonstrating:

- PROJECT MANAGEMENT SKILLS,
- QUALITY DESIGNS,
- WORKING WITHIN BUDGETS
- CONSTRUCTION ADMINISTRATION



**JERRY GOFF**  
ARCHITECTURE

# JERRY R. GOFF, AIA

Principal Architect



**Jerry Goff**  
AIA, NCARB  
Owner

## Architectural Registrations:

WV # [REDACTED]  
OH # [REDACTED]  
FL # [REDACTED]

## Experience:

30 Years

## Affiliations:

West Virginia  
Society of Architects

American Institute  
of Architects

National Council of  
Architectural  
Registration Board:  
Certification  
No. 20,106

Jerry Goff has proven he can work to achieve the best value and most for each dollar spent for his client working within the Owner's budget whether the project is a complex renovation project or a new construction project.

Mr. Goff has led teams in the development of major projects such as the BB & T Banking Operations Center, Hurricane High School, and GW Middle School. Military project experience includes the TRI-STATE ARMORY OMS MOTOR POOL, CAMP DAWSON ARMORY OMS MOTOR POOL, HUNTINGTON ARMORY (Virginia Avenue) OMS MOTOR POOL, ST. ALBANS CST MOTOR POOL and GASSAWAY READINESS CENTER.

Jerry Goff prides himself in the ability to obtain a consensus with his clients to set and achieve the Owner's goals in an efficient cost effective manner. He considers his greatest asset as an architect is "being a good listener" and determining the Owners requirements and then implementing a process that results in a successful building project. Jerry Goff has developed his expertise by dedicating his career to satisfying clients' needs.

## Jerry Goff's credentials include:

- NCARB - National Council of Architectural Registration Boards certified.
- Licensed: West Virginia, Florida, Ohio
- Member of the American Institute of Architects
- Served as Architectural Consultant to the West Virginia Library Commission
- Past Director: West Virginia Society of Architects
- Served on Liaison Committee for the WVSA and the West Virginia State Fire Marshal
- Design Awards:
  - WVSA Honor Award – Conference Center for the Diocese of Wheeling/Charleston, Huttonsville, WV
  - Main Street Pedestrian Mall
  - Governor's Main Street Program
  - Best Commercial Development Project
  - WVSA Recognition Award
  - Dunbar, New Martinsville and Richwood Libraries

JGA

JERRY GOFF  
ARCHITECTURE



# The Project Team

---



The professionals who lead our project team have dedicated their careers in preparing themselves for your project. We offer our clients the best in architectural and engineering design services. Our clients receive direct personal involvement of the principal architect and project team leader assuring a comprehensive project coordination effort between architectural and engineering disciplines.

## **John Jason Goff**

### Education:

University of North Carolina  
School of Architecture

Since 1992 Jason's experience includes a proven track record in coordination and integrating technology systems in modern designs for new and renovation projects. Jason has led teams that have developed large complex projects such as the Additions to George Washington Middle School and Hurricane Middle School. Jerry Goff Architecture has been a leading design firm of addition and renovation projects in West Virginia. Jason has developed his expertise by dedicating his career to complex building projects earning respect from the construction community. This confidence has attracted a strong following of local general trades, mechanical and electrical contractors resulting in very competitive bids for our clients.

---

JGA

JERRY GOFF  
ARCHITECTURE



## **Chris Legg**

**Education:**  
University of Tennessee  
School of Architecture

Chris Legg joined the firm of Jerry Goff Architecture in 1997 and plays an important role in coordination of as-built conditions of existing buildings as they relate to complex addition and renovation projects. In addition to his role of architectural construction document development, Chris' experience in engineering disciplines offers a unique ability to coordinate mechanical and electrical systems with site and general trades work, assuring complete and detailed bidding and construction documents, resulting in minimum, if any, change orders during construction.



**Betty Goff**  
Office Manager

Betty has served as Office Manager with Jerry Goff Architecture since 1992. Her previous experience working with Architects began in 1965 with a Charleston area architectural firm. Office Management duties include overseeing project document preparation and processing, submittal and shop drawings processing and expediting, Human Resource, firm accounting.

Clients, contractors and visitors to Jerry Goff Architecture are very familiar with the Manager of our St. Albans Office.

# DESIGN AWARD WINNING PROJECTS

---



## **HONOR AWARD**

West Virginia Society of Architects  
**ADULT CONFERENCE  
CENTER**

Diocese of Wheeling-Charleston  
Huttonsville, West Virginia



## **HONOR AWARD**

West Virginia Governor's Office  
**MAIN STREET PROGRAM  
BEST NEW DEVELOPMENT**

**ONE VALLEY BANK -  
Morgantown, WV**



## **SPECIAL RECOGNITION for LIBRARY PROJECTS**

West Virginia Society of Architects  
**DUNBAR PUBLIC LIBRARY  
NEW MARTINSVILLE PUBLIC  
LIBRARY  
ROANE COUNTY LIBRARY**

---

JGA

**JERRY GOFF**  
ARCHITECTURE

# References

---

Major General Allen E. Tackett  
Retired

Major General Melvin L. Burch  
Retired

Mr. Doug Bentz, CEO  
Roane General Hospital Rural Health Clinic  
Spencer, WV  
304.924.4444

Mr. Scott Coyner, Business Manager  
Putnam County Schools  
Winfield, WV  
304.586.0500

Mr. James Payne, Facilities Director  
Jackson General Hospital  
Ripley, WV  
304.273.1550 x1550

Mr. Paul Reed, President / CEO  
Farmers Bank  
Pomeroy, OH  
740.992.2136



JERRY GOFF  
ARCHITECTURE

# Project Experience

---

## ARMORY PROJECTS

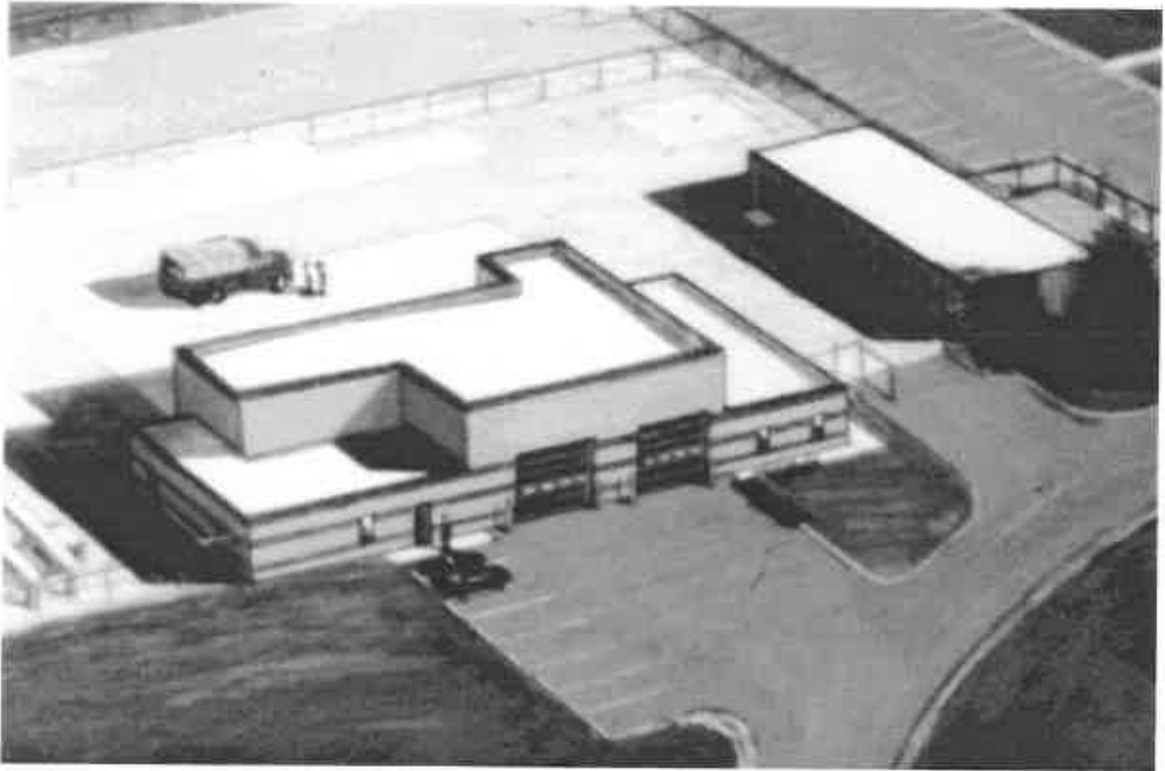
Tri-State Armory OMS Motor Pool  
Camp Dawson OMS Motor Pool  
Huntington Armory (Virginia Avenue) OMS Motor Pool  
St. Albans CST Motor Pool  
Coonskin Complex - AG Storage & Recruiting Office Renovation  
Coonskin Complex - Mail Room Renovation & Loading Dock  
Coonskin Complex - AG Addition / Office Renovation  
St. Albans Readiness Center Addition & Renovation - 2010  
Gassaway Armory Addition & Renovation  
Camp Dawson Vertical Skills Building – Interior Build-out  
Camp Dawson Building 242 Data Center  
CST Addition - St. Albans Readiness Center  
St. Albans Armory  
St. Albans Armory Addition  
Charleston Armory Headquarters Building Renovation  
ADA Renovation - Princeton Armory  
ADA Renovation - Fairmont Armory  
ADA Renovation - Bluefield  
Camp Dawson Barracks, Kingwood, WV  
Classroom Training Building - Camp Dawson  
Senior Officer's Quarters - Camp Dawson  
Huntington Armory  
Huntington Armory Addition  
USPFO Addition - Buckhannon  
Renovations and Modifications:  
Bluefield  
Dunbar  
St. Albans  
Montgomery  
Salem  
Gassaway  
Buckhannon  
USPFO - Buckhannon  
Parkersburg  
Clarksburg  
Wheeling  
Williamstown  
Welch  
Oak Hill  
Spencer  
Point Pleasant



JERRY GOFF  
ARCHITECTURE

# Military Design Experience

---



## OMS MOTOR POOLS

Tri-State Airport  
Huntington, WV

Camp Dawson  
Kingwood, WV

Huntington Armory  
Virginia Avenue  
Huntington, WV

## Organizational Maintenance Shops

WEST VIRGINIA  
ARMORY BOARD

---

Architecture  
Engineering  
Planning  
Interiors

 **JERRY GOFF**  
ARCHITECTURE

# Military Design Experience

---



## ST. ALBANS CST Civil Support Team

St. Albans, WV

*Project Information:*

New Construction - 14,000 SF

Renovation - 3,500 SF

Command / Operations Center

Library & Training

COMSEC

Medical Suite

Unit Storage

Locker & Showers

Vehicle Ready Bays

---

Architecture

Engineering

Planning

Interiors



JERRY GOFF  
ARCHITECTURE



# Design Experience

---



## ST. ALBANS READINESS CENTER

St. Albans, WV

*Project Information:*

Floor Area - 25,000 SF

JITEC / COUNTER DRUG / CST FACILITIES

MAIL ROOM

TRAINING & SEMINAR ROOMS

---

Architecture  
Engineering  
Planning  
Interiors



JERRY GOFF  
ARCHITECTURE

# Design Experience

---



## GASSAWAY READINESS CENTER

**Gassaway, WV**

*Project Information:*

Floor Area - 24,000 SF

MAIL & STORAGE FACILITIES

RECRUITING OFFICES

FOOD SERVING

---

Architecture

Engineering

Planning

Interiors



JERRY GOFF  
ARCHITECTURE

# Design Experience

---



## St. Albans Post Office

St. Albans, WV

*Project Information:*

Floor Area - 16,000 SF

COMMUNITY / REGIONAL POST OFFICE  
RECEIVING & LOADING DOCK

---

Architecture  
Engineering  
Planning  
Interiors

 **JERRY GOFF**  
ARCHITECTURE

# Auto Dealership Design Experience

---



*Exterior Facade Renovation*



*Toyota Service Center*

## LOVE TOYOTA St. Albans, WV

*Project Information:*

Dealership Renovation  
Exterior Facade  
New Service Center  
Addition  
Showroom Finishes

---

Architecture  
Engineering  
Planning  
Interiors

**JGA** JERRY GOFF  
ARCHITECTURE

# MIKE NEWTON, PE, PS President

## 37 YEARS EXPERIENCE

### EDUCATION

Speed Scientific School  
University of Louisville

### REGISTRATIONS

Kentucky PE No. [REDACTED]  
West Virginia PE No. [REDACTED]  
Kentucky LS No. [REDACTED]  
West Virginia LS No. [REDACTED]

### AFFILIATIONS

American Society of Civil Engineers  
National Society of Professional Engineers  
West Virginia Association of Consulting  
Engineers  
West Virginia Rural Water Association

### ADDITIONAL EDUCATION

Introduction to Stream Functions and Processes  
Methods for Stream Channel Assessment and  
Analysis  
Natural Stream Channel Design  
Advanced Natural Stream Design and Monitoring  
State & Federal Legislative Issues  
WV Infrastructure Forum; ACEC  
Copyright Protection of Engineering, Architectural  
and Construction Documents  
Basics of Project Financing  
Trenchless Technology Pipeline Rehabilitation  
Methodologies  
Work Zone Traffic Control; WVDOH  
Dendrology (Tree Identification) - KY

Mr. Newton has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Landfills, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water Projects, and Water Feasibility Studies. His project experience includes Scheduling, Planning, Preliminary Design, Final Design, Cost Estimates, Easement/Right-of-Way Acquisition, Bidding, and Construction Management. He has also managed the surveying tasks associated with all of the above, including Alta Surveys, Boundary Surveys, Condominium Plats, Legal Descriptions, Easement Plats, Major and Minor Subdivision Plats, Right-of-Way Plats, Topographic Surveys, etc.

Below is a sampling of his Armory design experience:  
(from a previous affiliation):

#### St. Albans Armory Addition and Renovation Kanawha County, WV

Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, and sediment and erosion control design. This project was completed in May 2010.

#### Gassaway Armory Addition and Renovation Braxton County, WV

Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, sediment and erosion control design, and application for West Virginia Department of Environmental Protection approval (WVDEP). This project was completed in April 2009.

# **MATHEW MCDOUGAL**

**Engineering Technician /  
Designer**

## **8 YEARS EXPERIENCE**

### **EDUCATION**

Academy of Careers and Technology  
Computer Aided Drafting  
West Virginia University Institute of Technology  
150+ hours toward B.S. in Civil Engineering

**Mr. McDougal has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water projects, and Water Feasibility Studies. His project experience includes Preliminary Design, Final Design, Cost Estimates, Permits, Easement/Right-of-Way Acquisition, Bidding, and Construction Management.**

**Below is a sampling of his Armory design experience:  
(from a previous affiliation):**

### **St. Albans Armory Addition and Renovation**

**Kanawha County, WV**

**Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, and sediment and erosion control design. This project was completed in May 2010.**

### **Gassaway Armory Addition and Renovation**

**Braxton County, WV**

**Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, sediment and erosion control design, and application for West Virginia Department of Environmental Protection approval (WVDEP). This project was completed in April 2009.**

## STATEMENT OF QUALIFICATIONS

Newton Engineering staff have benefited clients for 37 years. Newton Engineering is headquartered in St. Albans, West Virginia. The firm's staff consists of civil engineers and surveyors. Our collaborative project management approach emphasizes teaming the most experienced professionals with the client to ensure that all the technical needs of the project are successfully recognized and met. This management style ensures a rapid response and an appropriate solution to any design challenge. The Newton Engineering staff includes experienced professionals with the expertise and diversity of disciplines to provide innovative and creative services for all types of clients.

### Contact Information



**MIKE NEWTON, PE, PS**

*President*

Email: [mnewton@newtonengco.com](mailto:mnewton@newtonengco.com)

Ph. 304-201-8980

802 B Street

Suite 200

St. Albans, WV 25177

[www.newtonengco.com](http://www.newtonengco.com)

### Newton Engineering assets:

- A firmly established West Virginia office.
- Genuine commitment of firm principal and professional staff.
- An established project team of registered professionals and professional technical support staff who have an impressive consulting background with the scope of services required for this contract.
- Ability to complete work efficiently, on schedule, and within budget.
- Capacity to undertake the project.

## KEY PERSONNEL

**Mike Newton, PE, PS** will serve as principal in charge and project manager for this project. Mike is the President of Newton Engineering and has 37 years of general civil engineering and surveying experience. He has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Landfills, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water Projects, and Water Feasibility Studies. His project experience includes Scheduling, Planning, Preliminary Design, Final Design, Cost Estimates, Easement/Right-of-Way Acquisition, Bidding, and Construction Management. He has also managed the surveying tasks associated with all of the above, including Alta Surveys, Boundary Surveys, Condominium Plats, Legal Descriptions, Easement Plats, Major and Minor Subdivision Plats, Right-of-Way Plats, Topographic Surveys, etc.

**Mat McDougal** will provide engineering design support and has 8 years civil engineering experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water projects, and Water Feasibility Studies. His project experience includes Preliminary Design, Final Design, Cost Estimates, Permits, Easement/Right-of-Way Acquisition, Bidding, and Construction Management.

**Aaron Elswick** will provide surveying and drafting support and has 18 years surveying experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Drainage Improvement Projects, Residential Developments, Mining, Transportation, Sanitary Sewer Design Projects, and Water Projects. His project experience includes Construction Staking, Topographic Surveys, Surface Mining, Boundary Surveys, and Topographic Surveys, Preliminary Design, Final Design, Permits, and Easements/Right-of-Way Acquisition.

## Management

Project management is key to every successful project. The staff on Newton Engineering has built its success on the exceptional ability to manage and deliver projects on time and within budget. Newton Engineering Project Manager, *Mike Newton, PE, PS*, will oversee all team members. He will establish close communication and coordination with the client throughout the duration of this project, to ensure a successful project. Newton Engineering also has an excellent quality control process in place, further assuring the client a successfully managed project.

## Construction Management

Newton Engineering has experienced project engineers and inspectors with extensive experience in the management and field inspection for projects in the construction phase. Our staff has provided these services for both public and private sector projects.

## Client List Includes:

Bastian & Harris, Architects  
 Buffalo Creek PSD  
 Caldwell Practice  
 Cobblestone Subdivision, LLC  
 DD&S Contracting and Excavating, LLC  
 G&G Builders  
 Janmark, LLC  
 Jerry Goff AIA Architecture  
 Kanawha Scales and Systems, Inc.  
 McDonald Land Company  
 Peerless Block and Brick  
 Pray Construction  
 Qk4  
 Town of Eleanor  
 ZMM, Inc.





## SERVICES

### Civil Engineering

Newton Engineering personnel has experience in a wide array of civil engineering projects for both public and private clients, including Commercial Developments, Commercial Site Design Projects, Drainage Improvement Projects, Inflow and Infiltration Studies, Landfills, Mining Reclamation Projects, Residential Developments, Residential Site Design Projects, Sanitary Sewer Design Projects, Sanitary Sewer Rehabilitation Projects, Sidewalk Design Projects, Transportation Projects, Water Projects, and Water Feasibility Studies.

Newton Engineering personnel utilize the latest edition of Autocad Civil 3D and Microsoft Professional Suite.

#### Services Include:

- Preliminary Engineering Reports
- Environmental Reports
- Preliminary Design
- Final Design
- Quantities
- Cost Estimates
- Permits
- Bidding
- Construction Administration
- Resident Project Representation  
(Inspection)
- Post Construction



**Teays Valley Cinemas**

### Land Surveying

Newton Engineering personnel has experience in a wide array of surveying projects for both public and private clients, including Boundary and Topographic Surveys, Construction Staking, Elevation Certificates, Legal Description, and Subdivision Plats.

Our one man survey crew is equipped with a new GeoMax, Z00M 80R, Reflector-less, 5 second, Robotic package, including a data collector with Carlson Data Collection software. The system is cable-free and communicates with long range Bluetooth, allowing our party chief to run the instrument from the rod, and store information electronically into the data collector. This allows us to run an efficient, productive, one man survey crew, saving our clients' money.

Our crew is also equipped with a new GeoMax, GNSS, Zenith 20, Global Positioning System (GPS). This system allows us to establish our own horizontal and vertical control. Horizontally, we can put projects on the West Virginia State Plane Coordinate System. This establishes a basis for our bearings, and allows us to insert mapping and aerial photos accurately into plans. Vertically, we can establish our own benchmarks for Flood Certificates, Flood Studies, Mapping, etc.

### Services Include:

Administrative Subdivision Plats  
Alta Surveys  
As-built Plans  
Boundary Surveys  
Condominium Plats  
Construction Staking  
Easement Plats  
Elevation Certificates  
Legal Descriptions  
Major Subdivision Plats  
Minor Subdivision Plats  
Right of way Plans  
Topographic Surveys



## RELATED PRIOR EXPERIENCE

### **St. Albans Armory Addition and Renovation** Kanawha County, WV

Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, and sediment and erosion control design. This project was completed in May 2010.

### **Gassaway Armory Addition and Renovation** Braxton County, WV

Newton Engineering personnel, under a previous affiliation, worked for West Virginia Army National Guard (WVARNG), as a sub-consultant to Jerry Goff AIA Architecture. Services provided included drainage calculations, sediment and erosion control design, and application for West Virginia Department of Environmental Protection approval (WVDEP). This project was completed in April 2009.

## C O R P O R A T E P R O F I L E



Clingenpeel/McBrayer & Associates, Inc.

### Services

Clingenpeel/McBrayer & Associates is a West Virginia based small business firm, providing services in the areas of HVAC, plumbing, fire protection and electrical engineering. CMA's founders have long believed in the philosophy that a successful project requires a comprehensive approach. This includes all traditional facets of project planning, starting with master planning, working closely with the client, developing the completed construction documents, bidding the project and contract administration. However, our depth of expertise goes far beyond the traditional services. From developing design criteria for owners to designing the mechanical and electrical systems for the West Virginia DEP Consolidated Office Building, the first LEED certified building in the state, CMA is a proven leader in providing engineering services in the design-build delivery method.

### History

Since 1986, Clingenpeel/McBrayer & Associates has provided services on numerous projects of varying size and complexity. Clients include architects, industrial companies, governmental agencies, contractors, engineers, developers and private organizations. Project locations include West Virginia, Virginia, Ohio, Kentucky, Maryland, Pennsylvania, California and Connecticut.

### Commitment

Clingenpeel/McBrayer & Associates' submittal is based on your needs and our experience. Our firm has the experience, service and quality work to create a successful project. We are committing senior design professionals in order to assure you receive top priority. We have extensive experience with projects of this nature. Examples of projects for which we were the Engineer are listed in this proposal.

From an initial staff of five employees in 1986, the company has steadily grown and now has two offices with a staff of fourteen which includes two professional engineers and two engineers-in-training. Facilities and equipment have grown to support CMA's staff and client's needs.

In 1987, computer aided drafting stations were added to provide the best quality and engineering services for our clients. We are currently operating AutoCad 2009. Our firm is constantly monitoring the latest technology, the cost effects and the end results to the final project.

Present staffing allows CMA to complete work in a timely manner without limiting our ability to perform our ongoing work. The staff of CMA is large enough to handle any size project, yet small enough for direct input and supervision by key personnel.

### EXPERIENCE

#### Previous Five Years

Projects: 492

#### Construction Costs

MEP Costs: \$156,039,689.

Total Costs: \$472,847,542.



Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive  
Charleston, WV 25313  
(304) 343-0316 tel  
(304) 343-5146 fax

5 Riddle Court  
Morgantown, WV 26505  
(304) 598-2558 tel  
(304) 598-2472 fax

w w w . c m a w v . c o m

# P R O F I L E

**Timothy Cox, P.E.,  
NCEES.  
President  
Mechanical Engineer**

(304) 598-2558  
tcox@cmawv.com

## EDUCATION

University of Colorado  
Boulder, Colorado  
Degree: Mechanical Engineering B.S.

## REGISTRATIONS/PROFESSIONAL AFFILIATIONS

Association of Energy Engineers-CBCP

Registered Professional Engineer in WV, CO, TN, VA,  
MD, KY

CPD (Certified in Plumbing Engineering)

Member of ASHRAE

American Society of Plumbing Engineers

National Association of Fire Protection Engineers

WV Society of Healthcare Engineers

## EXPERIENCE

Mr. Timothy Cox, President and Senior Mechanical Engineer of CMA Engineering brings 24 years of mechanical design experience to our clients. Mr. Cox has been project manager and project engineer for a variety of

## PROJECTS

**West Virginia University-Open End Contract since 1999**  
Mountain Lair Plaza Renovations  
Boreman HVAC/Plumbing/Fire Sprinkler Upgrades  
Soccer Stadium  
Coliseum Life/Safety Renovations  
Coliseum Locker Room Suites  
Engineering Science Building Addition/Renovations  
Arnold Hall Fire Alarm/ Fire Sprinkler Upgrades  
Wrestling Training Facility

### WVU Health Sciences Center

Electrical and Mechanical Utility Extensions for  
BioMedical Research Facility

### West Virginia University Hospitals

WV Eye Institute-MEP systems design for new  
facility  
Cheat Clinic-MEP design for new clinical addition  
WVUH Emergency Department-HVAC, electrical,  
fire and communication systems design for new  
addition  
Chestnut Ridge Hospital-various MEP renovations  
Healthworks Rehab and Fitness -MEP systems  
design for new facility

### Mylan Pharmaceuticals, Morgantown, WV

Various projects including HVAC, plumbing, fire  
Sprinkler and controls for new office building, fluid  
bed addition, north plant expansion, parking garage  
and weighing and packaging.

**CMA**  
ENGINEERING

Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive  
Charleston, West Virginia 25313

(304) 343-0316 tel  
(304) 343-5146 fax

5 Riddle Court  
Morgantown, West Virginia

(304) 598-2558 tel  
(304) 598-2472

www.cmawv.com

# P R O F I L E

Daniel Lee Ellars, P.E.

Principal  
(304) 343-0316  
dellars@cmawv.com

## EDUCATION

West Virginia University Institute of Technology  
Montgomery, West Virginia.  
Bachelors of Science in Electrical Engineering

West Virginia State University  
Institute, West Virginia  
Bachelors of Science in Business Administration

## REGISTRATIONS/PROFESSIONAL AFFILIATIONS

Registered Professional Engineer in West Virginia

National Fire Protection Association (NFPA)

Institute of Electrical and Electronics Engineers (IEEE)

American Society of Heating, Refrigerating and Air-  
Conditioning Engineers (ASHRAE)

## EXPERIENCE

Mr. Daniel L. Ellars, Electrical Engineer for Clingenpeel/McBrayer & Associates, Inc. brings 19 years of electrical design experience to our clients. Mr. Ellars has been a project manager and project engineer for a variety of projects including commercial and industrial facilities as well as for both power and tele-communications utilities.

## PROJECTS

### Educational Experience

Jackson County (WV) Schools—Electrical Upgrades & Expansions.

### Hospital Experience

West Virginia University / Ruby Memorial Hospitals  
West Virginia Eye Institute—Electrical systems design for new facility.

Thomas Memorial Hospital—Electrical systems survey, upgrades and documentation. Standby emergency power engine/generator replacement.

### Military Experience

West Virginia Army National Guard  
Eleanor (WV) Maintenance Center—Electrical systems design for new facility.

### Correctional Experience

St. Mary's Correctional Center—Multiple emergency power engine/generator systems with combined control and monitoring.

### Industrial Experience

Mylan Pharmaceuticals  
Mylan Office & Lab Buildings—various electrical systems designs for new, existing and expanded facilities including new 23kV/12kV switchyard and grounding plain layout.



Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive  
Charleston, West Virginia 25313

(304) 343-0316 tel  
(304) 343-5146 fax

5 Riddle Court  
Morgantown, West Virginia

(304) 598-2558 tel  
(304) 598-2472

www.cmawv.com



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/5/2016

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).

<b>PRODUCER</b> The James B. Oswald Company 1100 Superior Avenue, Suite 1500 Cleveland OH 44114	<b>CONTACT NAME:</b> Vanetee S. Bayne <b>PHONE (A/C, No, Ext):</b> 216-839-2800 <b>FAX (A/C, No):</b> 216-839-2815 <b>E-MAIL ADDRESS:</b> V.Bayne@oswaldcompanies.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
<b>INSURED</b> Jerry Goff, AIA Architecture PO Box 1356 St. Albans WV 25177	<b>INSURER A:</b> Sentinel Insurance Company      NAIC # 11000
	<b>INSURER B:</b> Hudson Insurance Co.
	<b>INSURER C:</b> Hartford Accident & Indemnity      22357
	<b>INSURER D:</b>
	<b>INSURER E:</b>
<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER: 893532032**      **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.

INSUR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> AI Primary & <input checked="" type="checkbox"/> Non-Contributory GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC	Y	Y	45SBAAE5765	7/1/2016	7/1/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/POF AGG \$2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/> AI Primary  <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED:      RETENTION \$	Y	Y	45SBAAE5765	7/1/2016	7/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in RFD) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		45WECSN2145	8/25/2015	8/25/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS      OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	<b>Professional Liability</b> Claims Made Retro Date: 01/01/1955	N	Y	AEE7265703	9/6/2015	9/6/2016	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)

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

PROJECT: Motor Pool Addition Huntington Tri-State AFRC

SOLICITATION: ADJ1600000001

Employers liability includes coverage for W. Va Code §23-4-2 (Mandolidis).

<b>CERTIFICATE HOLDER</b>  West Virginia Armory Board - Construction Facilities Management Office Division Engineering & Facilities 1707 Coonskin Drive Charleston WV 25311-1099	<b>CANCELLATION</b>  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 <i>Vanetee Bayne</i>
---	--



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **WEST VIRGINIA DELIBERATE INTENT COVERAGE ENDORSEMENT**

**Policy Number:** 45 WEC BN2145

**Endorsement Number:** 02

**Effective Date:** 07/01/16

**Effective hour is the same as stated on the information Page of the policy.**

**Named Insured and Address:** JERRY GOFF AIA ARCHITECTURE

PO BOX 1356  
SAINT ALBANS, WV 25177

This endorsement applies only to the insurance provided by the policy because West Virginia is shown on item 3.A. of the Declarations Page.

**Part One – Workers' Compensation Insurance, F. Payments You Must Make** is amended to read as follows:

### **F. Payments You Must Make**

You are responsible for any payments in excess of the benefits regularly provided by the workers' compensation law including those required because:

1. of your serious and willful misconduct, or arising out of West Virginia Code Section 23-4-2;
2. you knowingly employ an employee in violation of law;
3. you fail to comply with a health or safety law or regulation; or
4. you discharge, coerce, or otherwise discriminate against any employee in violation of the workers' compensation law.

If we make any payments in excess of the benefits regularly provided by the workers' compensation law on your behalf, you will reimburse us promptly.

**Part Two – Employers' Liability Insurance; C. Exclusions, Exclusion 5.** is amended to read as follows:

5. Bodily injury intentionally caused or aggravated by you or which is the result of your engaging in conduct equivalent to an intentional tort, however defined, including your deliberate intention as that term is defined by West Virginia Code Section 23-4-2(d)(2)(i).

However, this exclusion does not apply if your legal liability for a tort committed with deliberate intent to injure is determined by all five of the following conditions under West Virginia Code Section 23-4-2(d)(2)(ii):

(A) That a specific unsafe working condition existed in the workplace which presented a high degree of risk and a strong probability of serious injury or death;

(B) That the employer, prior to the injury, had actual knowledge of the existence of the specific unsafe working condition and of the high degree of risk and the strong probability of serious injury or death presented by the specific unsafe working condition;

(C) That the specific unsafe working condition was a violation of a state or federal safety statute, rule or regulation, whether cited or not, or of a commonly accepted and well-known safety standard within the industry or business of the employer, as demonstrated by competent evidence of written standards or guidelines which reflect a consensus safety standard in the industry or business, which statute, rule, regulation or standard was specifically applicable to the particular work and working condition involved, as contrasted with a statute, rule, regulation or standard generally requiring safe workplaces, equipment or working conditions;

(D) That notwithstanding the existence of the facts set forth above in (A) through (C) the employer nevertheless intentionally thereafter exposed an employee to the specific unsafe working condition; and

(E) That the employee exposed suffered serious compensable injury or compensable death whether a claim for benefits under this chapter is filed or not as a direct and proximate result of the specific unsafe working condition.



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: ADJ160000001**

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

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

**Addendum Numbers Received:**

(Check the box next to each addendum received)

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

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

JERRY COFF ARCHITECTURE  
Company  
J. Coff  
Authorized Signature  
7.5.2016  
Date

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

**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.

JERRY GOFF ARCHITECTURE  
(Name, Title)  
JERRY GOFF, OWNER ARCHITECT  
(Printed Name and Title)  
P.O. BOX 1356 / ST. ALBANS, WV 25177  
(Address)  
304 722-3379 / 722-3370  
(Phone Number) / (Fax Number)  
JERRY@JERRYGOFFAIA.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.

JERRY GOFF ARCHITECTURE  
(Company)  
J Goff, OWNER ARCHITECT  
(Authorized Signature) (Representative Name, Title)  
JERRY GOFF OWNER ARCHITECT  
(Printed Name and Title of Authorized Representative)  
7.5.2016  
(Date)  
304 722-3379 / 722.3370  
(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 §81-5-3) 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: JERRY COFF

Authorized Signature: [Signature] Date: 7-5-2016

State of WV

County of Marshall to-wit:

Taken, subscribed, and sworn to before me this 5 day of July, 2016

My Commission expires Sept 7, 2016

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]  
Purchasing Affidavit (Revised 07/01/2012)

