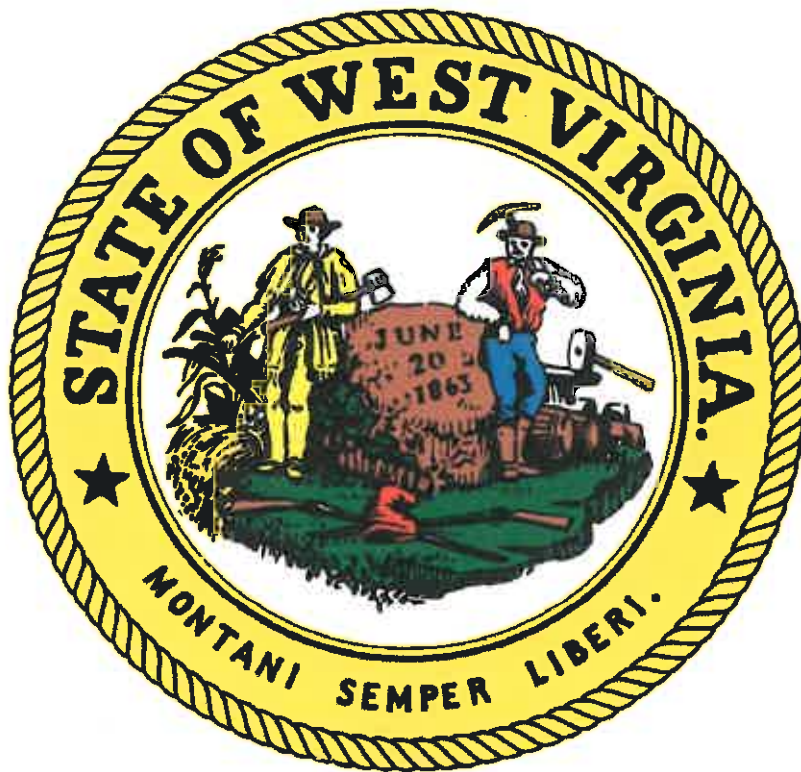


# EXPRESSION OF INTEREST for the BUILDING FOUR RENOVATIONS PROJECT



05/02/18 10:02:12  
WV Purchasing Division



**WYK ASSOCIATES, INC.**

ARCHITECTURE • PLANNING

205 Washington Ave., Clarksburg, WV 26301

(304) 624-6326

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

CHARLESTON, WEST VIRGINIA

# **BUILDING FOUR RENOVATIONS PROJECT**

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**WYK ASSOCIATES, INC.**  
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## **Building Four Renovations Project**

# **LETTER OF INTEREST**



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

May 1, 2018

Ms. Michelle L Childers  
Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

Re: Building Four Renovations Project

Dear Ms. Childers:

WYK Associates, Inc. wishes to express a strong interest in providing design services for this exciting project! We have included on our team ZDS Engineering for Mechanical, Electrical and Plumbing Design out of Charleston, WV and CAS Engineering for Structural Engineering out of Charleston, WV as well. WYK has a solid working relationship with these consultants and we have custom tailored the team to what we believe is the best team for the unique needs of your project. For 116 years we have been successful with focusing on architecture, which we are trained at and do best. We carefully select and utilize knowledgeable, experienced and trained consultants who specialize in their respective disciplines.

Our experience includes work on a wide variety of building types and projects of varying scopes and complexities. Examples of these are included in this Expression of Interest. WYK Associates, Inc. and its predecessors have provided architectural services in West Virginia since 1900. We believe that our knowledge and expertise and strong project team make our firm a sound choice for this endeavor.

Our design team has vast experience working within existing buildings with many build-outs in either new construction or complete gut and re-dos. Additionally, we have worked with upgrading many existing buildings to meet modern day codes while maintaining the original integrity of the structure.

We understand the importance of working with the staff at the Purchasing Division to develop a common sense design solution that works best for you with regards to the scope of work, schedule and available funding. The principals noted in our Team Organizational Chart will be the individuals with whom you will work. We feel that the involvement of these principals throughout the course of the project allows us to provide our utmost level of service. We have demonstrated these services on a variety of projects with various programs and budgets for over a century.

Thank you for your consideration, we welcome the opportunity to meet with you to discuss your project further. Please feel free to contact me if you any questions or need any additional information regarding this submission at 304-624-6326 (office) 304-677-3373 (cell) or via e-mail at james@wykarchitects.com.

Respectfully Submitted,

James B. Swiger, AIA, NCARB, LEED AP BD+C  
President



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## **Building Four Renovations Project**

# **COMPANY OVERVIEW / PUBLICATION**



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity · Project Philosophy · Project Management

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



### Our Identity

#### Who we are

WYK Associates, Inc. is a full service architectural and planning firm serving a wide variety of commercial, religious, educational, civic and industrial clientele.

WYK Associates, Inc. was established in 1900 by Edward J. Wood. Our archives are filled with a century's worth of historic work. From this, many predecessors who have carried the torch of the firm through the last century.

Wood's grandfather's firm had roots in North Central West Virginia dating back to the early twentieth century. William Yoke, Jr. and Howard Kelley partnered with Mr. Wood in 1974 to form WYK Associates, Inc.

Mr. James Swiger joined the firm in 2005 and became a principal and vice president in 2008. In 2010, Mr. James Swiger assumed sole owner of WYK Associates, Inc.

### Project Philosophy

#### Our process at work

COMMUNICATION & TEAMWORK are our guide words for each project. Our client's requirements for quality, service and value are the driving force behind each decision.

Through collaboration with engineering consultants we address the needs and schedule requirements of each client.

We provide thorough planning in all areas of each project to fit the individual requirements for a positive impact on both the natural and built environments. Energy conservation and product safety are very important concerns.

### Project Management

#### How we create excellence

We carefully evaluate the client's program, design concerns, budget, funding sources, and other available data to assure a clear understanding of each project.

We incorporate input from our client and consultants to establish the budget and schedule. These facets are updated during each stage of project development to ensure our client's parameters are met.

WYK's principals engage and manage the entire project team, from concept through occupancy. WYK Associates, Inc. has an outstanding reputation for providing construction administration services along with maintaining an excellent rapport with contractors.

“ A building stands as a tribute to you and your firm for a job well done. ”

-Charles A. Feathers, Chief Bridgeport Fire Department, Retired





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity • Project Philosophy • Project Management

## Architecture

### Contact Information

WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

304-624-6326

304-677-3373 Cell

304-623-9858 Fax

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

### Project Staff

**James B. Swiger**

AIA, NCARB, LEED AP BD+C  
President / Principal-in-Charge  
[james@wykarchitects.com](mailto:james@wykarchitects.com)

**Stephen M. Kelley**

Associate AIA  
Senior Project Manager  
[stephen@wykarchitects.com](mailto:stephen@wykarchitects.com)

**Canon T. Fancher**

Associate AIA  
Designer  
[cannon@wykarchitects.com](mailto:cannon@wykarchitects.com)

**Jordan Garland**

Director, Business Development  
& Marketing  
[jordan@wykarchitects.com](mailto:jordan@wykarchitects.com)

### Summary

Established as a full service architecture firm in 1900, then named Edward J. Wood Architect, WYK Associates, Inc. has been located in Clarksburg for 115 years. Through innovative and thoughtful responses to the unique issues of each project, our goal is to create places that fit the needs and desires of those who use them.

Our team approach integrates the collaborative strengths of each member to produce a solution of balance between design quality, schedule and budget. We have always considered sustainability, the built environment, and quality of life long before the public began to focus on its benefits. We take seriously the responsibility of designs and solutions to be cost effective and operate efficiently throughout the building's lifecycle.

### Relevant Project Experience:

West Virginia Folklife Center,  
Fairmont State University

Central Fire Station, Clarksburg, WV

Circleville School,  
Pendleton County, West Virginia

Harrison Co. Courthouse,  
Clarksburg, WV

Pocahontas County Courthouse,  
Marlinton, WV

Barbour County Courthouse,  
Philippi, WV

Gassaway Depot,  
Gassaway, WV

Morgantown Depot,  
Morgantown, WV

Immaculate Conception Parish  
Center, Clarksburg, WV

Jackson Square, Clarksburg, WV



West Virginia Folklife Center



Central Fire Station



Circleville School

### Memberships





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity • Project Philosophy • Project Management

## Awards



### 2013 WV AIA MERIT AWARDS

ALL-ACHIEVEMENT IN  
ARCHITECTURAL DESIGN

MIDDLE-INTERIORS

BOTTOM-UNBUILT

**Fairmont State University –  
Frank & Jane Gabor Folklife Center  
Fairmont, West Virginia  
Size: 6,900 S.F.**

The Folklife Center was constructed in 1903 by Michael Kennedy and is the last remaining vestige of the Kennedy's dairy farm. The building had been seriously compromised by years of neglect and fire damage. Due to the building's history and notable residents, it was placed on the National Register of Historic Places in 2006.



**FSU-Interior Design  
Fairmont, West Virginia**

After developing an architectural program for the Folklife Program, WYK Associates, Inc. decided to remove a floor from the existing structure and create a first floor classroom area, and a second floor "Great Room" which would restore the open structure of the barn and provide both exhibit and multi-use space.



**Shinnston Community Center  
Shinnston, West Virginia  
Size: 17,000 S.F.**

The facility will serve as a performing arts center, a look out for downtown events such as parades, etc. A much needed large banquet hall, accommodating 350 people, will provide the city with a gathering space for meetings and community organization. There is also a room solely dedicated to the Shinnston Senior Citizens, and another additional meeting room. The upper level of the building serves as the city administration offices and Council Chambers.





**WYK ASSOCIATES, INC.**  
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## Company Information

Identity • Project Philosophy • Project Management

## Awards



2013 WV-AIA Merit Award for Design Excellence and Sustainable Design

### Information Manufacturing Corporation (I.M.C.)

**Cowen, West Virginia**

Size: 18,000 S.F.

With Sponsorship from Senator Robert C. Byrd, the Webster County Development Authority commissioned this "state of the art" facility to house Information Manufacturing Corporation's regional operations. The important notion of sustainability is addressed through use of recycled steel, regional materials, and an innovative geothermal heat pump heating and cooling system.



2013 WV-AIA Merit Award for Design Excellence



### West Union Bank- Newpointe

**Clarksburg, West Virginia**

Size: 9,000 S.F.

The design uses a combination of glass curtain wall with brick and monumental masonry units to present a very contemporary image. Because of the building orientation, the glass elevations require the use of solar glazing and a brise soleil system to reduce heat gain and glare in the offices.

### West Pike Street

**Parking Facility**

**Clarksburg, West Virginia**

Size: 57,000 S.F.

The facility's design compliments all the adjacent properties, both historic and modern. A variety of outdoor activities are easily held here, enhancing the city's economy and livability. Designed by Associated Architectural Consultants, PLLC, which is a combination of Ralph Pedersen Architect & WYK Associates, Inc.



2013 WV-AIA Merit Award for Design Excellence

“... named “Jackson Square” in honor of Stonewall Jackson ... the structure serves multiple functions and fits in nicely with the historic fabric of downtown.

-Architectural Leaders Magazine, v1 Spring 2011



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity · Project Philosophy · Project Management

## 3D Laser Scanning / 3D Modeling / 3D Printing

WYK Associates, Inc. welcomed the New Year by taking a leap of progress in architectural design. By acquiring a color 3D printer, the Clarksburg architectural-planning firm puts themselves on the map as an industry leader in the region.

3D printing technology is just now becoming available, commercially. A color 3D printer creates a physical, three-dimensional gypsum-based model of any project from a digital prototype in nearly three million colors, allowing for exact detailing in every model.

"Our refined modeling process allows our clients to see and touch a new building at scale, but with its actual features. It enables our clients to make educated choices with less variance between their expectation and the actual outcome," states James B. Swiger, President of WYK Associates, Inc.

The decision to purchase a color 3D printer was not made lightly. Evaluating different brands, methods

and technologies in 2013 and visiting maker labs and distributors in- and out-of-state, WYK opted for a solution tailored to the architectural environment and the company's clients, by choice the "greenest", most environmentally friendly model available to date.

To unleash the full potential of the 3D printer, WYK partners with ZDS Design/Consulting Services on 3D laser scanning. In the process of 3D laser scanning, laser beam signals that collect survey data points are used to capture images, make drawings and record measurements of a structure.

Combining the two technologies, existing buildings are scanned to the accuracy of one millimeter and then recreated as scale models on the 3D printer. An exciting combination - another first for the region - producing results greater than the sum of its parts.

"The possibilities are endless, and we have only just begun," says Swiger enthusiastically.



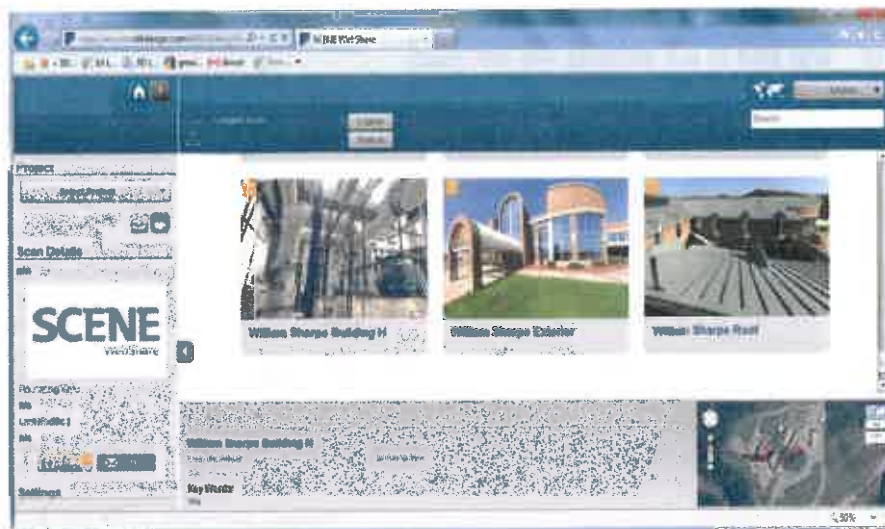
3D Laser Printing



Physical Model Preparation



Shinnston Community Center Physical Model



3D Modeling



3D Laser Scanning



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

115 Years of Excellence in Architecture



### Rooted in History

The history of WYK Associates, Inc. is intertwined with the history of architecture in West Virginia. Through the years, countless buildings have been designed, expanded, and renovated by our company and its predecessors.

### Focus on Knowledge

Our staff is academically trained, all of our Architectural Interns have a degree in architecture from the East Coast's most prominent design schools. We know that professional development and enrollment with the professional organizations of our trade is the key to skilled employees.

### Backed by Experience

We have been involved in a multitude of projects serving clients of the private, industrial and public sectors. From LEED-certified building design and complex multi-phase additions to the careful renovation of historical landmarks or our national heritage, we have been instrumental in our client's building success.

### Passing the Torch

With generations of skilled architects contributing to the growth, values and success of our company, we developed a reliable process and keep an archive of documented solutions for architectural problems and planning challenges. This helps us to save time and resources, providing an advantage for our clients.

### Ready for the Future

We are the first West Virginia architect to offer 3D printing solutions in-house, and with integration of 3D scanning and BIM in our projects, we are ready for the future of our trade.

- 2017 — Construction begins on the Robinson Grand Performing Arts Center
- 2017 — Ribbon Cutting Ceremony held for Clarksburg Federal Credit Union
- 2016 — Upshur County Courthouse Roof and Chimney Restoration
- 2015 — WYK Associates, Inc. signs contract to renovate the Robinson Grand Theatre
- 2014 — WYK Associates, Inc. selected to renovate Rose Garden Theatre, formerly Robinson Grand Theatre
- 2012 — James Swiger becomes sole owner of WYK, now President and Principal-in-Charge
- 2011 — William E. Yoke, Jr. retires, James Swiger becomes President
- 2008 — James Swiger becomes Partner and Vice President
- 2005 — James Swiger returns as Project Architect
- 1996 — James Swiger becomes an Architectural Intern at WYK Associates, Inc.
- 1996 — Carleton Wood, Jr. retires; William E. Yoke, Jr. becomes President
- 1992 — Howard Kelley retires
- 1978 — WYK Architects, Inc. becomes WYK Associates, Inc.
- 1976 — Carleton Wood, Jr., William E. Yoke, Jr. and Howard Kelley form WYK Architects, Inc.
- 1973 — Whalen King Architects purchases W.H. Grant's firm
- 1971 — Carleton Wood, Jr. joins Whalen King Architects
- 1965 — William E. Yoke, Jr. is a summer college intern
- 1956 — William H. Grant, Jr. acquires firm
- 1949 — Carleton Wood, Jr. joins firm as apprentice
- 1939 — Carleton Wood selected to rebuild Robinson Grand Theatre
- 1927 — Carleton Wood designs Clarksburg Fire Station
- 1921 — Firm changes to E.J. Wood and Son Architects as Carleton Wood joins
- 1910 — Edward J. Wood commissioned Marlon County Jail
- 1900 — Edward J. Wood starts architectural practice





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Publications

WYK Associates, Inc.

### West Virginia Executive Magazine 2015 Young Guns Award Recipient

Written by Maggie Matsko | Photography by Tracy Toler on location at I-79 Technology Park

When asked what they want to be when they grow up, every young boy has big aspirations. Many dream at an early age of becoming a fireman, a professional wrestler or a police officer, and as they get older, those dreams tend to shift gears, leading to entirely different paths. James Swiger, the president of WYK Associates, Inc., is one of the few who have made a childhood dream into a life-long career.

When he was 7 years old, Swiger decided he wanted to become an architect. "When I was very young, my grandfather, the business manager of Salem College, took me to construction sites at the college," Swiger remembers. "He worked with architects on construction projects at Salem College and was always curious about construction. One day, he unrolled a set of blueprints for one of the buildings at the college. He pointed out to me that these drawings were the work of an architect. That's when I knew what I wanted to be."

Swiger had several jobs as a teenager that taught him about hard work, responsibility and repercussions. Like many other teenage boys, Swiger's first job was mowing grass in the summer for neighbors, shoveling snow in the winter and splitting firewood. In high school, he also worked part-time at the local dollar store, unloading the trucks when they came in, and he helped his neighbor, the caretaker of the local cemetery, by mowing grass and digging graves by hand.

"The most important thing I learned from those first jobs was responsibility," he says. "The longer we put off mowing the grass, the harder it was to mow the next time, and you could not delay the digging of a grave. I also learned that time marches on. You must get the work done in a timely fashion, or it will have an impact on others."

In 1996, all of those early lessons in hard work and responsibility paid off when he was given an internship with WYK Associates, Inc. In 2005, he returned to the

firm as a project architect then worked his way up to the top of the company, serving in the positions of project manager, vice president and now president and owner. "I guess you can call it serendipity," he says, "but to me, it was a calling."

Swiger credits most of his success to the guidance he received from his grandparents. When Swiger was 10 years old, his grandfather passed away, and Swiger's grandmother took over the responsibility of encouraging the young boy to pursue his dream of being an architect. "I would like to show my grandfather where I am now," Swiger says. "I found my calling in life for my career because of him, as he showed me my first set of blueprints and took the time to explain them to me."

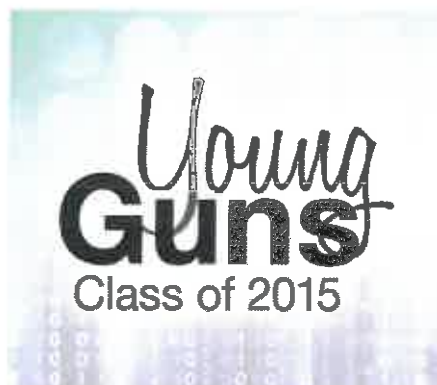
Swiger also credits his grandparents for instilling in him the importance of community service. His grandfather was involved with the Shriners, Kiwanis, Lions Club, the YMCA board and the local chamber of commerce, and his grandmother, who owned a flower shop, made efforts through her small business to support her neighbors. Today, Swiger continues their legacy of service through multiple roles in the Clarksburg community. He is a member of the board of directors for the Kiwanis Club of Clarksburg, a board member and campaign chair for the United Way of Harrison County, a board member and education committee chair for the Harrison County Chamber of Commerce, a board member of Clarksburg Uptown and an advisory committee member for Salem International University's School of Business. He also holds memberships with the Salem Area Chamber of Commerce and the Clarksburg Elks Club.

"I believe in giving back to the community," he says of his many commitments to his hometown, "because the community is just that: a community. As we are all in this together, doesn't it make sense to make the place you call home the best it can be?"



#### What is your favorite...?

Color – Blue  
Food – Steak  
Cartoon Character – Foghorn Leghorn  
Ice Cream – Cherry vanilla  
Animal – Dog  
App – Flashlight  
Midnight Snack – Apple  
TV Show – "American Pickers"  
Movie – "Caddyshack"  
Smell – Fresh-cut grass  
Sport Team – University of Tennessee Volunteers  
Car – 1972 Jaguar XKE  
Pet – German shepherd  
Place – Neyland Stadium in Knoxville, TN on gameday





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## **Building Four Renovations Project**

# **PROJECT TEAM**



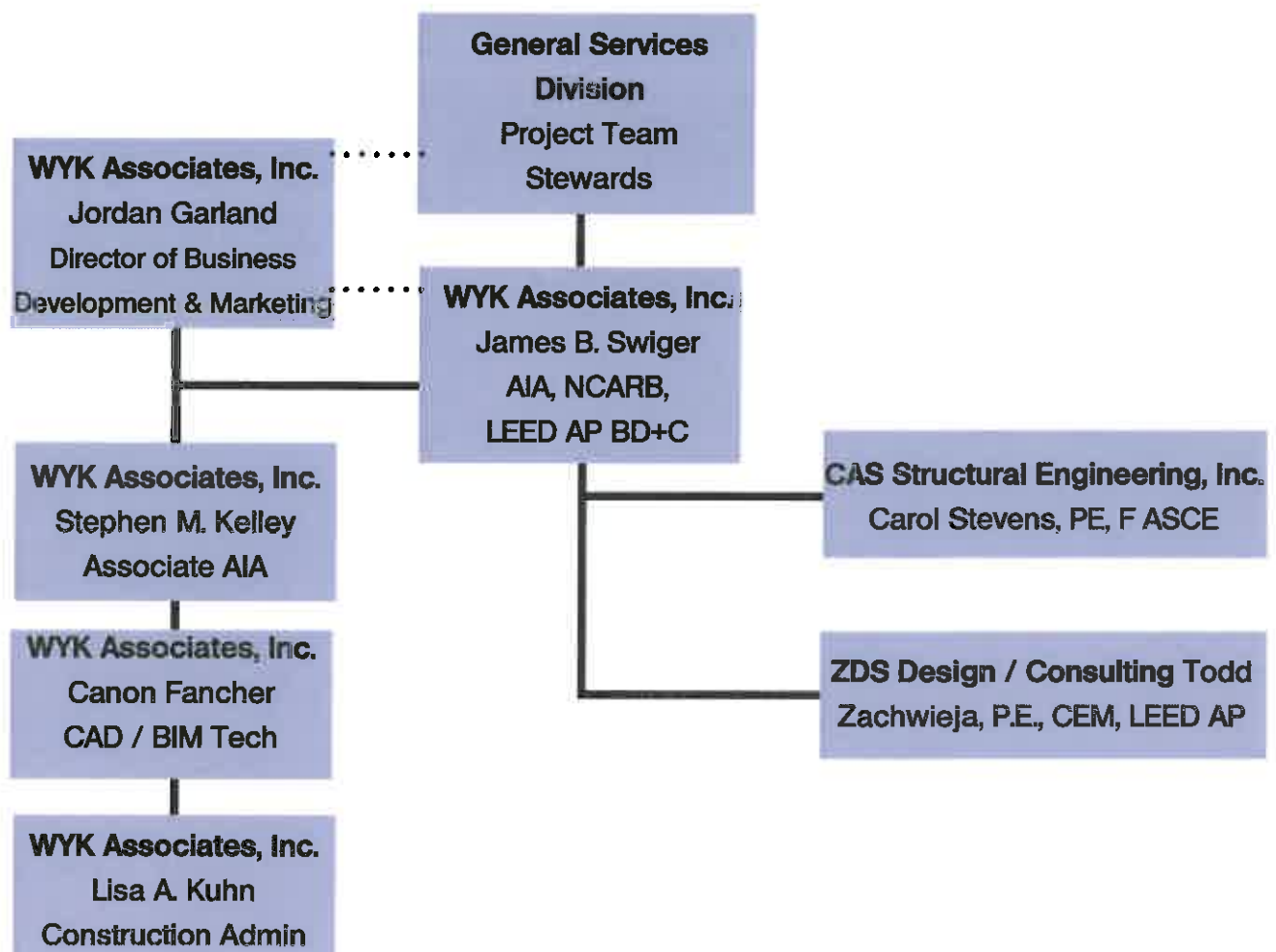


**WYK ASSOCIATES, INC.**  
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## BUILDING FOUR RENOVATIONS PROJECT

### Team Structure

#### Development Team Organizational Structure





**WYK ASSOCIATES, INC.**  
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## **Building Four Renovations Project**

# **PROJECTS**



# Pocahontas County Courthouse Renovations

Marlinton, West Virginia

**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING



## Historic Property renovations!

### Energy Grant acquired for funding!

The Pocahontas County Commission first hired WYK & Dan Wiley Associates, Inc. to provide a needs assessment and evaluation of all the county's owned and leased administrative buildings, a total of five structures.

From the assessment / evaluation process, the commission opted to have WYK eliminate an existing stair wheelchair lift and install an elevator within the existing courthouse, replace a roof to a 1973 annex and install a new boiler in the old Sheriff's Residence/ Jail Building. WYK is currently in the construction administration phase of lighting upgrades to the entire courthouse. WYK assisted the county with an application for additional state Energy Grant funding earmarked for courthouses.



Upon completion of replacing the roof, which had a metal roof installed over a built up roof installed over the original built up roof, the new roof provides positive drainage, proper overflow drains and most importantly, the new insulation is keeping the interior much warmer, thus reducing operation expenses.



### Project Facts

Size: 42,000 sq ft

Completed: 2009-2010

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



**WYK ASSOCIATES, INC.**  
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## Braxton County Courthouse Addition

Sutton, West Virginia

### Historic Addition

#### Sutton's Historic District listed on National Register

According to county records Felix J. Baxter, a local resident, created the original Braxton Courthouse design, which was completed by Contractors Wood and Atchinson in 1882.

Our project began as an evaluation of alternatives for ADA compliance and handicapped accessibility both to and within the Courthouse. It evolved into a three story addition to the office wing, which provides a ramp for access to the building, an elevator with access to the three primary building levels, and a wheelchair lift to provide access to the Courtroom. Also included are accessible restrooms, a County Commission Meeting Room and expanded office space for the County Commission and the Assessor. The entire building received a new roof, new windows, a fire protection system and structural repairs to the original bell tower. Courthouse activities continued throughout construction.

Some of the stone elements from the original Courthouse entry are incorporated in the new access point. The Addition's materials and massing match the original building to maintain the historic fabric of the Courthouse and complete its gracious Courthouse Square.



#### Project Facts

Size: 3,400 sq ft

Completed: 2003

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





## Preston County Courthouse Renovation

Kingwood, West Virginia

**WYK ASSOCIATES, INC.**  
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### Located in: Historic District

#### Addition to a National Register property

The Preston County Commission hired WYK Associates, Inc. to restore the exterior sandstone façade of this Pre-World War II Structure. WYK did extensive research and found the location of the original stone, quarried from Ohio. Given the nature of sandstone, which is very soft and porous, much of the stones around the top had deteriorated due to the failed stone parapet allowing water penetration into the stone.

WYK was involved with this project from beginning to final completion and beyond. All of the parapet stones were replaced as well as 2/3 of the upper stone façade with new stone from the original quarry. The new stone was a very close match to the original. The parapet stones were set with stainless steel pins over a waterproof flashing system. The head joints of the parapet were caulked in lieu of mortar to ensure its performance through the expansion and contraction of the extreme weather conditions prevalent in Preston County.

The building once cleaned and repointed was coated with a breathable water repellent coating which allows moisture to escape the stone but prevents it from entering, thus reducing the freeze/thaw cycle, which is very detrimental to stone, especially sandstone.



#### Project Facts

Size: 8,000 S.F.

Completed: 2004

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Taylor County Courthouse Restoration Grafton, West Virginia

### Preserving and Restoring! Taylor County Courthouse

The Taylor County Courthouse was built in 1880 with an addition in 1890. WYK worked closely with SHPO to update the front entrance to ADA compliant guidelines with a handicap accessible entry point in addition to the renovated stairs. WYK is also working closely with the County Administrator to replace the sidewalk and railings adjacent to the courthouse building.



Original



New

#### Project Facts

Size: 12,000 s.f.

Completed: 2017

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



## Tyler County Courthouse Restoration Middlebourne, West Virginia

**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING



### Updating and Preserving! Tyler County Courthouse

The Tyler County Courthouse was originally built in 1854 and designed by E.C.S. Holmboe and Mr. Pogue of Clarksburg. WYK is most excited to contribute to the Clarksburg legacy of excellence with the renovations to the courthouse. WYK is currently replacing the windows to with new energy efficient ones that match the existing profiles, materials, and colors in order to comply with historic preservation guidelines. This is Phase 1 of multiple interior and code compliant upgrades to the century old icon in the community. ADA compliant upgrades and a new interior vestibule have also been added to the front entrance of the courthouse.



#### Project Facts

Size: 15,000 s.f.

Completed: Bidding Spring 2017

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Harrison County Courthouse

Clarksburg, West Virginia

### Art Deco Courthouse receives upgrades!

This series of renovation projects began with the appointment of a second Circuit Judge for Harrison County. A new Courtroom and Circuit Judge's Support Staff offices were created from the former County Commission offices. The Voter Registration Office was relocated to space previously used by the County Health Department.

New offices and meeting room for the County Commission were then created on another floor of the building. All Courthouse functions continued daily operation during these projects.

From these extensive renovations evolved a multi-phase window replacement program for the entire Harrison County Courthouse.

Completed in stages as funding permitted, it is a successful synthesis of enhancing the building's appearance, maintaining its historic integrity, and improving the usability and function of the interior spaces.



#### Project Facts

Located in Historic District

Completed: 1999-2001

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**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Bridgeport Public Safety Substation

Bridgeport, West Virginia

Government > Bridgeport Public Safety > Public Safety Substation



### A Focus on Safety

**Public Safety Substation doubles as an emergency shelter.**

This facility is located directly adjacent to the new United Hospital Center at Jerry Dove Drive and strategically situated within a ½ mile radius of I-79 and the White Oaks and Charles Pointe Developments.

The building is a substation for the Fire and Police Departments of the City of Bridgeport. The structure is a combination of load bearing masonry and structural steel frame with a decorative brick veneer. The Apparatus Bay and supporting facilities are one story, slab-on-grade with an abundance of natural daylight.

The radiant gas heating, vehicle exhaust and high efficient lighting systems are integrated nicely into the exposed roof structure above. The administrative offices along with each of the department's support facilities are in a connected, two story masonry and steel frame structure.

This facility was designed as a 75-100 year structure to serve the needs of this ever growing area region. The building's power is completely backed up by an emergency generator which will allow it to double as an emergency shelter in times of need.



#### Project Facts

Size: 15,000 sq ft

Completed: October 2009

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Fellowship Bible Church Bridgeport, West Virginia

### Preparing a Place to Worship

**A unique approach saved time  
and funds and helped keep  
residential scale.**

This Contemporary Church hired WYK Associates, Inc. to develop a program and schematic design to meet the church's growing needs.

Acoustics and quality sound systems were of utmost importance for this growing contemporary church. WYK carefully designed the ceiling and finishes to maximize acoustical performance.

The proposed addition added a very unique Worship Space to accommodate 350 persons. The support spaces include classroom renovations, offices, nurseries, and ADA restrooms. An elevator and gathering space are planned for phase 2. The space allocations in the existing building were also reconfigured to maximize its efficiency for use of space.

The site allows for the addition to be nestled into the side of the hill which allows for on-grade entrances at both the ground and first floor. The ground floor houses office and educational spaces as well as a large area for future expansion while the first floor houses the worship and youth activity functions.



Before



Before

#### Project Facts

Size: 10,800 sq ft Addition

Size: 10,000 sq ft Renovation

Completed: Phase 1, 2013

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Circleville School

Pendleton County, West Virginia



### Teaching Community

#### Learning by adaptive reuse

Working with a variety of funding sources, the non-profit CHS Preservation Inc. contacted WYK Associates to help them maintain this landmark in their community as a safe and attractive center for group activities. Within a tightly defined construction schedule, the building's life safety and electrical systems were upgraded to current code requirements. A new banquet kitchen was installed. And the exterior woodwork was repaired and repainted using the guidelines and assistance of the State Historic Preservation Office.

Funded by the Works Progress Administration, this Circleville School was constructed in 1938 to replicate a 1929 Georgian Revival-style building, which had been destroyed by fire. Its classically-derived main façade features four pilasters, a pediment, and a domed cupola. A broken pediment with urn-and-swag motif above a fanlight decorates the main double-door entrance. Enlarged wings and several rear additions expanded the 1938 facility from the 1929 plan. Circleville School was closed in 1998, as the County's schools were consolidated. Yet today Holmboe's building remains a focal point for this Pendleton County community.

#### Project Facts

Size: 66,000 sq ft

Completed: 2003

Historical Register: April 4, 2000

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



SKB Architecture & Design



WYK ASSOCIATES, INC.  
ARCHITECTURE • PLANNING

## Step toe & Johnson Headquarters

Bridgeport, West Virginia

Commercial > Step toe & Johnson PLLC > Headquarters Building

### A Next Generation Success Story

#### Prime location with a View

The law firm of Step toe & Johnson PLLC retained SKB to design a new build-to-suit headquarters building for their home office in West Virginia.

As the local associated architectural firm, WYK communicated the design to the team of contractors and was instrumental in the project's success.

The move from downtown Clarksburg to a new office park in Bridgeport was spurred by a new FBI evidence complex and regional hospital center. Serving as a symbol of West Virginia's economic growth, the new building sits picturesque on a hill with commanding views of the region.

The offices are intended to respect the company's tradition as a stalwart in the region and ushers in their next generation. The building includes offices for 70 attorneys; a conference center; a data center serving all of Step toe & Johnson's offices in West Virginia, Ohio and Kentucky; a library and the associated support spaces.

The architects have been able to streamline the design process and minimize the construction costs while maintaining a high quality building inside and out that befits a law firm of this stature.



The headquarters overlook the I-79 tech corridor



The Modern Façade



Hallway Interior



Meeting Spaces

#### Project Facts

Completion Date: 2010

Size: 80,000 sq ft

[www.step-toe-johnson.com](http://www.step-toe-johnson.com)





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Gore Building Build-Out Clarksburg, West Virginia



### Historic building to provide upscale living in uptown Clarksburg !

The Gore Hotel, located on W. Pike and S. Second Streets in downtown Clarksburg, served originally as a prestigious hotel in the 1920's. It was built in 1913 by Truman E. Gore and Howard M. Gore, Governor of West Virginia and U.S. Secretary of Agriculture, respectively.



The 3rd, 4th, and 5th floors are being rehabilitated from multiple small hotel type rooms into seven separate luxury apartments per floor with one, two, and three bedroom options.

The inside of the exterior walls have been stripped of their original plaster and will be cleaned and sealed to leave a unique texture and feel to the apartments. The living areas will have laminate flooring while the bathrooms will have ceramic tile.

A new, large elevator and shaft was installed to accommodate all levels of the building. Each floor will have a common area for residents to mix and socialize.



#### Project Facts

Size: 52,000 sq ft

Completed: Spring 2016

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Robinson Grand Theatre Renovation

Clarksburg, West Virginia

### Historic property to be brought back to life!

#### Local theatre to revive downtown

Resurrection through adaptive reuse provides neighborhoods and cities with future opportunities through utilizing our heritage and creating economic opportunities. The Robinson Grand Theatre has the capability to bring out the best the city of Clarksburg has to offer.

The future of the Theatre is focused on providing the support for performances, while providing the flexibility to adapt to a changing performance medium. WYK was selected as the design Architect for this project, teaming with a plethora of additional design professionals to provide the City with proposals for the future of this historic landmark.

The project team consists of several companies from Ohio, West Virginia, and Pennsylvania, all specialized in theatre details and design.

Two concepts for the theatre were provided to the City, with the selection of one option being approved in late 2014. There will be several design phases into construction including historical intent and additional design documentation as the progress begins.







# Robinson Grand Theatre Renovation

Clarksburg, West Virginia

**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING



Existing Lobby



Demolished Lobby

## Project Facts

Original Bldg. 1913

Theatre Fire: May 1939

Rebuilt: December 1939

Closed: 2000

Bought by City: 2014

32,000 Square Feet



In - Progress Lobby



Proposed Lobby

## Project Partners

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

[www.aurora-llc.com/](http://www.aurora-llc.com/)

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

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

[www.wrl.design.com](http://www.wrl.design.com)

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

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



In - Progress Bar Area



Proposed Bar Area





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

Education > Fairmont State University > Frank & Jane Gabor Folklife Center

### The Folklife Center - A Success Story

#### Living history carefully updated

Originally a barn, this historic building is at Fairmont State University's new main campus entrance. This charming stone building has previously been used as apartments and storage.

It is now the home of Fairmont State University's West Virginia Folklife Program and also serves the school as a Visitor's Center.

By removing the third floor and gutting the second floor plan, WYK designed a two story day lit gallery space on the existing second floor. Remedial structural repairs were needed to brace the existing roof structure once the third floor was removed.

The first floor houses offices, classrooms and informal gathering spaces. An elevator, replacement of 72 windows, doors, natural and specialized lighting, sprinkler system and HVAC systems have all been integrated into this structure.

By marrying the historic character of the building with upscale contemporary features and educational elements, the Folklife Center welcomes alumni, students, faculty and the general public to share many public functions.



The façade of the Folklife Center invites visitors and historians alike



The day lit gallery space is the center piece of this unique adaptive re-use project



Updated windows and doors invite the sunlight into the building



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

Education > Fairmont State University > Frank & Jane Gabor Folklife Center



Structural update in progress

### Project Facts

Phase I: Completed 2009

Phase II: Completed 2010

Phase III: Completed 2011

### Project Links

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

[www.fairmontstate.edu](http://www.fairmontstate.edu)

[www.pierpont.edu/folklife/](http://www.pierpont.edu/folklife/)



**AIA West Virginia**

This project won two awards - the **2013 Merit Award for Achievement in Architecture Design** in the categories **Interior** and **Exterior**.

We are thankful of the recognition and like to acknowledge the team effort leading to the project's success.



The Colonial Apartments



**The Frank and Jane Gabor  
West Virginia Folklife Center**

1201 Locust Avenue  
Fairmont, WV 26554

(304) 367-4403

[wvfolklife@fairmontstate.edu](mailto:wvfolklife@fairmontstate.edu)  
[wvfolklife@pierpont.edu](mailto:wvfolklife@pierpont.edu)





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Information Manufacturing Corporation Cowen, West Virginia

Commercial > IMC

### Hi-tech expression

**Sustainable design focusing on office operations.**

With Sponsorship from Senator Robert C. Byrd, the Webster County Development Authority commissioned this "state of the art" facility to house Information Manufacturing Corporation's regional operations. This company transforms data into business intelligence and manages electronic data for government agencies.

The facility embraces a "hi-tech" image through expressions of form and materials. Extensive use and thoughtful composition of architectural metal panels, large glazed panels, and geometric proportioning of the brick masonry are integral to the building's character. The concept of manufacturing information guided the functional interpretation of the building's interior. Demands of the company's activities dictated large, ultra-flexible spaces defining the majority of the form. The building combines this square footage with smaller spaces for offices, secure storage spaces and conference areas.

Much consideration was given to employing user-friendly materials and creating environments whose focus was on the comfort of the users. Strategies range from indirect lighting in data processing areas, to creating exterior views from virtually every workstation.

The important notion of sustainability is addressed through use of recycled steel, regional materials, and an innovative geothermal heat pump heating and cooling system.



#### Project Facts

Size: 18,000 sq ft

Completed: 2006

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Laurel Lanes Police Substation

Clarksburg, West Virginia



### Facility Renovation

The project scope was to renovate and revitalize the interior of an existing apartment building at Laurel Lanes into a more functional police substation. The City of Clarksburg and the Clarksburg-Harrison County Housing Authority's goal was to increase police patrols in the area and to provide a police presence and space for police to work from.

The entire interior of the two-story apartment was renovated into a police substation with a conference room and break room on the ground floor with three offices, a toilet room and mechanical room on the second floor. The existing ground floor was removed and replaced with a new slab-on-grade concrete system.

Each room was outfitted with new casework, walls, ceiling and floor finishes, new HVAC system, new plumbing and fixtures, and new electrical wiring and fixtures. These new additions complementary to the layout and functions of the space and provides a great atmosphere for police officers to get their work done.



#### Project Facts

Size: 1,160 sq ft

Completed: 2016

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Stockmeier Urethanes Addition

Clarksburg, West Virginia

Commercial > Stockmeier Urethanes

### Functional addition

Spacious expansion to an international company.

This is the third facility for this international manufacturer of industrial grade polyurethane. Headquartered in Germany, Stockmeier will now have the flexibility to reach markets in North and South America and to deal in both Euros and dollars.

By acquiring/renovating this existing pre-engineered shell building with its large developed site (another project completed by WYK Associates in the late 1990's) Stockmeier Urethanes has created contemporary offices and their first American production center.

They use specialized laboratories, production areas, storage spaces, and loading/transportation staging areas to comply with government oversight and regulations. The existing facility was expanded to include an enlarged loading dock with canopy, a new maintenance storage area, and a specialized storage tank facility.

WYK most recently completed a design to expand this facility. This added 7,800 S.F. of warehouse space as well as an additional loading dock with a shipping/receiving area.



#### Project Facts

Size: 32,500 sq ft

Completed: 1998, 2009, 2012

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Webster County EDA Building

Cowen, West Virginia



### Not your typical steel building...

#### Flexible spaces for lease!

This structure was built to bring in businesses to rural West Virginia, located in Cowen. It is a pre-engineered steel building with a masonry and metal façade. The design allows the building to be divided into three separate tenant spaces or "pods". Its design also had the foresight to be flexible enough to be used by a single tenant. The "pods" range in size from 2,500 S.F., 6,000 S.F. and 12,000 S.F.



A local doctor has leased the smallest segment of the building and has opened up a new health clinic of which the build-out was also designed by WYK. This facility is located on the same campus as the I.M.C. The glass entry element reflects the same detail from the I.M.C. building which contributes to the feeling of an overall campus.

The building is situated so that it is surrounded by parking to easy access to each "pod" and minimized common space in order to maximize the leasable area of the building.



The roof gables are turned 90 degrees to each other to break up the large mass of the building within its rural setting. It appears to be three separate buildings from a distance in lieu of a large warehouse "big box" metal building.

#### Project Facts

Size: 21,100 s.f.

Completed: 2005

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



**WYK ASSOCIATES, INC.**  
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## **Building Four Renovations Project**

# **RESUMES**



**WYK ASSOCIATES, INC.**  
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## Team Profiles

### James Swiger

[www.wykarchitects.com](http://www.wykarchitects.com) > About WYK > Team



## James B. Swiger AIA, NCARB, LEED AP BD+C

### President/Principal-In-Charge

WYK Associates, Inc.  
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Clarksburg, WV 26301

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304-677-3373 Cell

304-623-9858 Fax

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

[james@wykarchitects.com](mailto:james@wykarchitects.com)

### Memberships



### Vita

He is a Harrison County native involved with several community and professional organizations. James most recently was elected to the Harrison County Chamber of Commerce Board of Directors. He is an active member of the United Way of Harrison County, Inc., holding several different positions over the years.

James has gained broad experience in both the private and public sectors of the construction / design industry. His completed work reflects a variety of projects with values ranging from thousands of dollars to over \$22 million.

### Education

5-Year Bachelor of Architecture, 1996  
University of Tennessee, Knoxville, TN  
NAAB Accredited University

### Architectural Registration

West Virginia [REDACTED]  
Ohio [REDACTED]  
Pennsylvania [REDACTED]  
Virginia [REDACTED]  
Maryland [REDACTED]  
National Council of Architects [REDACTED]

### Honors and Awards

2015 Clarksburg Uptown Business Member of the Year

2015 Campaign Chair - United Way of Harrison County, Inc.

2015 Harrison County Chamber of Commerce Education Committee Chair

2015 "Young Gun" WV Executive Magazine

2013 AIA-WV Merit Award for Achievement in Architecture Design - Unbuilt: Shinnston Community Center, Shinnston, WV

2013 AIA-WV Merit Award for Achievement in Architecture Design; Fairmont State University- Frank and Jane Gabor Folklife Center, Fairmont, WV - Interior and Exterior

Energy Star Certification, Elkins Middle School, Elkins, WV

2010-11 Cambridge Who's Who Honored Member

2009 West Virginia Kiwanis District Governor's Award for "Promoting Membership Growth"

2008 Volunteer of the Year - Harrison County Chamber of Commerce

2008 Selected "Generation Next: 40 Under 40" by the West Virginia State Journal

2008 Strathmore's Who's Who Worldwide Recipient

2008 AIA-WV Merit Award for Achievement in Architecture

West Pike Street Parking Facility in Clarksburg, WV (Co-Design Architect)

### Professional Affiliations

American Institute of Architects

AIA - West Virginia

National Council of Architectural Registration Boards

Accredited Professional  
U.S. Green Building Council  
Building Design + Construction

USGBC-WV Chapter

League of Historic American Theatres

National Trust for Historic Preservation

NFPA - National Fire Protection Agency

WVSHE - Associate Member of West Virginia Society for Healthcare Engineering

Affiliate Member of Builders Supply Association of West Virginia

### Civic Affiliations

Health Access - Board of Directors

Clarksburg Uptown - Vice President / Board of Directors

Salem International University- Advisory Committee to the School of Business

Harrison County Chamber of Commerce - Board of Directors (2013-15)

United Way of Harrison County, Inc.; Board of Directors (2009-2016) - Executive Committee "Stonewall Leadership Contributor"; 2015 Campaign Chair

Kiwanis Club of Clarksburg 2008/2009 President

Kiwanis Division 3  
2009/2010 Lieutenant Governor

Salem International University - Auxiliary

Salem Area Chamber of Commerce - Past Board Member

West Virginia Kiwanis District - District 3 - Past Lieutenant Governor

Harrison County Chamber of Commerce - Education Committee Chair

Salem Elementary School Nature/Fitness Trail - Project Manager





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

Stephen Kelley

[www.wykarhitects.com](http://www.wykarhitects.com) > About WYK > Team



### Stephen M. Kelley Associate AIA

Senior Project Manager

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[stephen@wykarhitects.com](mailto:stephen@wykarhitects.com)

#### Vita

While in college, Stephen worked two years for a construction company that focused mainly on roofing and masonry work of historic homes and buildings in the Philadelphia area. After graduation he took that experience and applied it to several projects at another local architecture firm, all the while completing his profession's required Intern Development Program. He is currently pursuing his professional license.

Stephen has gained broad experience in both the private and public sectors of the construction/design industry. He has been either the Project Designer or Project Manager in a range of projects totaling over \$22 million in value.

#### Education

5-Year Bachelor of Architecture, 2000  
Philadelphia University  
NAAB Accredited University

#### Professional Affiliations

American Institute of Architects (AIA),  
National Chapter, Associate Member

American Institute of Architects (AIA),  
West Virginia Chapter, Associate  
Member

#### Civic Affiliations

Salem Area Chamber of Commerce -  
Past Board Member

Harrison County Development  
Authority - Past Board Member

Fort New Salem Foundation -  
Current Board Member

Sperry-Davis VFW Post 9151  
Quartermaster 2008 - Present

Dept. of WV - District 3  
Quartermaster (2015/2016)

Sigma Mu Fraternity Alumni,  
Mu Pi Chapter

United Way of Harrison County, Inc.,  
Stonewall Leadership Contributor

### Associated Memberships





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

### Canon Fancher

[www.wykarchitects.com](http://www.wykarchitects.com) > About WYK > Team



### **Canon T. Fancher** **LEED Green Associate** **Associate AIA**

**Designer**

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[canon@wykarchitects.com](mailto:canon@wykarchitects.com)

### Associate Memberships



### Vita

Canon began his career at WYK Associates, Inc. in 2016. His background includes a Bachelor's of Science in Architecture with a minor in general business from Fairmont State University.

Currently pursuing a Masters in Architecture from Fairmont State, Canon is equipped to aid in all areas of a project, from design through completion, including schematic design, construction documents and specifications.

Having grown up in Fairmont, WV, Canon understands the needs and desires of small communities, and has a desire to infuse modern, contextually sensitive, and sustainable designs into the projects he takes on.

### Education

Bachelor of Science  
in Architecture with a  
Minor in General Business, 2013  
Fairmont State University

### Professional Affiliations

American Institute of Architects (AIA), National Chapter,  
Associate Member

American Institute of Architects (AIA), West Virginia Chapter,  
Associate Member

National Council of Architectural Registration Boards  
(NCARB)

USGBC - LEED Green Associate

### Volunteer Experience & Affiliations

United Way "Day of Action" - Annual Volunteer



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

Jordan Garland

[www.wykarchitects.com](http://www.wykarchitects.com) > About WYK > Team



**Jordan Garland**  
**Director, Business**  
**Development & Marketing**

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[jordan@wykarchitects.com](mailto:jordan@wykarchitects.com)

### Vita

Jordan began her career at WYK Associates, Inc. in the spring of 2015. A skilled communicator, she is responsible for WYK's business development and marketing. Her experience in lobbying, organization and public relations make it easy for her to connect—and stay connected.

With a Master's coursework in Public Policy and a Bachelor's Degree in International Studies, Jordan's academic background, her professional experience and honed skill set enable her to connect easily and build lasting and mutually beneficial relationships. Her involvement in professional and community-related events and organizations, and her attentive nature enable her to establish WYK Associates, Inc.'s authority as the leading architectural planning firm in the Mountain State. Jordan is also a native to Harrison County.

### Education

Coursework in Public Policy for M.A.  
University of Maryland School of  
Public Policy, 2013  
College Park, MD

B.A. in International Studies,  
Emphasis on the Americas  
West Virginia University, 2006  
Morgantown, WV

Universidad Internacional Menendez  
Pelayo, Summer 2005  
Santander, Spain

### Professional Affiliations

Buckhannon-Upshur  
Chamber of Commerce

Hardy County  
Chamber of Commerce

Harrison County  
Chamber of Commerce

Marion County  
Chamber of Commerce

Morgantown  
Chamber of Commerce

Randolph County  
Chamber of Commerce

Women's Network Group  
Marion County Chamber of Commerce

Chairperson  
Young Leaders Forum  
Executive Council on Diplomacy  
2010 - 2012, Washington, DC

### Volunteer Experience

2015 - 2018 Board of Directors,  
Empowerment Through Employment

2017 Campaign Vice-Chair  
United Way of Harrison County, Inc.

Graduate, Leadership Harrison 2016  
Harrison County Chamber of Commerce

Cabinet Member  
Chair for the Construction Division  
2016 Capital Campaign  
United Way of Harrison County, Inc.

Cabinet Member  
Co-Chair for the Automotive Division  
2015 Capital Campaign  
United Way of Harrison County, Inc.

Member  
Clarksburg League for Service  
2013 - Present, Clarksburg, WV

### Organizations

Alpha Phi Alumnae Association  
West Virginia University  
Alumnae Association



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Building Four Renovations Project

### CONSULTANTS







**CAS Structural Engineering, Inc.**  
Alum Creek, WV



## **Firm Profile**

**CAS Structural Engineering, Inc.** — CAS Structural Engineering, Inc. is a **West Virginia Certified Disadvantaged Business Enterprise (DBE)** structural engineering firm located in the Charleston, West Virginia area.

Providing structural engineering design and/or analysis on a variety of projects throughout the state of West Virginia, CAS Structural Engineering has experience in excess of 25 years on the following types of building and parking structures:

- Governmental Facilities (including Institutional and Educational Facilities)
- Industrial Facilities
- Commercial Facilities

Projects range from new design and construction, additions, renovation, adaptive reuse, repairs and historic preservation (including use of The Secretary of the Interior's Standards for Rehabilitation) to evaluation studies/reports and analysis.

CAS Structural Engineering utilizes AutoCAD/REVIT for drawing production and Tedds, Enercalc and RISA 2D and 3D engineering software programs for design and analysis. Structural systems designed and analyzed have included reinforced concrete, masonry, precast concrete, structural steel, light gauge steel and timber.

Carol A. Stevens, PE is the firm President and will be the individual responsible for, as well as reviewing, the structural engineering design work on every project. Carol has over 25 years of experience in the building structures field, working both here in West Virginia and in the York, Pennsylvania vicinity. Carol is also certified by the Structural Engineering Certification Board for experience in the field of structural engineering.

CAS Structural Engineering, Inc. maintains a professional liability insurance policy.

PO Box 469 • Alum Creek, WV 25003-0469 304-756-2564 304-756-2565 [www.casstruceeng.com](http://www.casstruceeng.com)

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# FIRST PRESBYTERIAN CHURCH EXTERIOR FACADE RESTORATION

Charleston, West Virginia



The terra cotta and limestone exterior of this 1910's building was in need of being restored to prevent continued damage to the exterior and interior of the building. The structural steel in the lantern level was replaced with stainless steel members and wind bracing



The terra cotta balustrade was re-built after the iron components were found to be deteriorated.



The corners of the terra cotta cornice exhibited significant deterioration of the mortar joints and rotation of the units. It was found that the supporting steel members were not adequate for the load that was being supported. They were also replaced with stainless steel components.





## EXTERIOR FAÇADE RESTORATION MAIN CAPITOL BUILDING Charleston, West Virginia



Exterior façade restoration included cleaning, pointing, and repairs to the limestone and terra cotta components, windows and doors.



Portions of the limestone cornice were damaged to the point that they fell when work was being conducted and had to be pinned back in place.



Other repairs included various spall repairs, pinning and epoxy injection of larger cracks and lifting and pinning key-stones over windows.



**DIVISION OF MOTOR VEHICLES—BUILDING 3**  
**CAPITOL COMPLEX**  
Charleston, West Virginia



The limestone at the canopy was deteriorated to the point that pieces were loose and ready to fall. The project included an investigation to determine the support conditions for the stone.

During the investigation, it was determined that the support structure was not as shown on the original construction documents.



The repair of this element was completed in 2002.



## STRUCTURAL INVESTIGATION MAIN CAPITOL BUILDING DOME

Charleston, West Virginia



Concrete at the railing level was hidden from view and repaired once the sheet metals was removed and the deterioration was found.



The structural steel in the lantern level shows evidence of deterioration. Project included probing to determine extent of deterioration and preparation of plans and specifications for repairs.



The structural steel after being repaired and the regilding complete. Project included returning the dome to the original Cass Gilbert color scheme.



Completed dome restoration shows the original sheet metal detail on the previous lead coated copper sheet metal. The lead coating was compromised over the years. As a result, a coating system had to be applied to protect the copper sheet metal.



**AIA New York State Merit Award 2006**





## **NORTH PORTICO STEPS—MAIN CAPITOL BUILDING CAPITOL COMPLEX Charleston, West Virginia**

This project consisted of developing a method to repair or replace the deteriorated reinforced concrete stair landing on the north side of the Main Capitol Building. The area was enclosed, without ventilation, since its original construction in the 1930's.



The deteriorated concrete was removed, galvanized metal deck was put in place and a new reinforced concrete slab was poured.



This project was completed while working for a previous employer.

Additional work included epoxy injection of brick masonry, removal and re-laying of brick at the cheek walls and cutting an opening in the brick and granite to install a grill to provide ventilation to the space.

Schedule was a factor due to the Governor's Inauguration that was due to take place in a relatively close time period.



## Project Experience



### **CAPITOL PARAPET WALL REPAIRS**

Charleston, West Virginia

This project included an exploratory investigation and preparation of construction documents for repairs to the limestone and brick parapet wall and balustrade at the top of the Capitol Building.

### **CAPITOL DOME RESTORATION**

Charleston, West Virginia

This project included an exploratory investigation and preparation of construction documents for repairs to the structural steel in Capitol Dome.



## Project Experience



### **BUILDING 3 CANOPY REPAIRS**

Charleston, West Virginia

Structural design of repairs to existing limestone canopy and supporting structural elements. Discovered that as-built conditions differed from original design documentation



### **GEORGE WASHINGTON HIGH SCHOOL**

Charleston, West Virginia

Structural design of additions to include new 3-story classroom addition, new entrance/commons addition, and new gymnasium addition for Kanawha County Schools.



### **COVENANT HOUSE**

Charleston, West Virginia

This 3-story structure utilized a structural steel frame and light-gauge steel roof trusses for the structural system. The 13,700 SF building was designed to appear as a residential structure, with vinyl siding, asphalt shingles, dormers and gingerbread accents.



## Project Experience



### **JOHNSON AVENUE PROFESSIONAL BUILDING** Bridgeport, West Virginia

Structural design of new 9,400 SF steel framed office building.



### **YORK COUNTY GOVERNMENT CENTER** York, Pennsylvania

Structural analysis and design of 1898 former department store converted to county government offices. Interior renovations included adding floor framing at mezzanine level, analyzing and redesigning deficient floor framing, and adding new elevators. Exterior renovations included complete façade rework to recreate original appearance.



### **METROPOLITAN EDISON** Reading, Pennsylvania

The two-story, 5000 SF lobby replaced an outdated 1200 SF lobby and business office. The lobby addition, which serves as a focal piece for the Headquarters Complex, contains several conference rooms and a second floor bridge spanning the width of the lobby. The lobby addition consisted of structural steel framing. An 80,000 SF office addition was constructed during the second phase of this project. A semi-circular cafeteria addition was located at the rear of the complex.



## WEST VIRGINIA GOVERNOR'S MANSION RENOVATIONS

Charleston, West Virginia



Renovations of this red brick Georgian Colonial 1920's structure was completed in several phases, some by staff of the General Services Division at the State of West Virginia and the remainder by a general contractor. This structure is listed on the National Register of Historic Places.

During the renovations, a number of deficiencies were discovered, some of which had been covered by prior construction and some as a result of prior construction.



The structural repairs were made with masonry, wood framing and steel as required to support the loadings that were anticipated.



## PARAPET/BALUSTRADE INVESTIGATION MAIN CAPITOL BUILDING

Charleston, West Virginia

This project was completed and involved an exploratory investigation of the Main Capitol Building parapet and balustrade in an effort to determine the source of movement in the limestone panels. In addition, the leaking that is currently occurring in the upper floor ceilings was addressed. This building is listed on the National Register of Historic Places.



There were a number of locations around the parapet where limestone panels or joints exhibited cracks and significant movement. There was evidence of minor efflorescence within the ceiling



The exploratory investigation involved removing limestone and brick at several locations, documenting the findings, and developing a budget estimate for repairs to the parapet.

Once the stonework was removed and the source of water infiltration and subsequent deterioration was discovered, plan and specs were developed to make the appropriate repairs. A contract for these repairs was awarded and work is now complete.



# ROBINSON GRAND THEATRE RESTORATION

Clarksburg, West Virginia

This early 1900's structure was devastated by fire and partially re-built in 1939. The front portion of the building was salvaged, and the rear of the auditorium and stagehouse were re-constructed. This structure is listed on the National Register of Historic Places.



Additional framing and reinforcing of the existing structure will need to be installed below the ballroom on the second floor to comply with current building codes.



The design includes a large two-story addition to the side to provide dressing rooms for performers on the 1st floor and conference space on the 2nd floor. Additional structural modifications and additions will be included for accessibility and egress. Construction is expected to be completed during the summer of 2018.





## WEST VIRGINIA VETERANS MEMORIAL

Charleston, West Virginia



Performed condition survey of existing structure to determine what repairs would be needed. The memorial is constructed with hollowcore precast concrete planks at each bridge with limestone and granite stone at the reflecting pool and seat walls. Prepared construction documents for repairs to cracked hollow core precast, detailed new anchorage for both limestone and granite components, and performed construction administration services.





# Carol A. Stevens, PE, F.ASCE

## Structural Engineer



### **EDUCATION**

West Virginia University, BSCE, 1984

Chi Epsilon National Civil Engineering Honorary  
The Pennsylvania State University, ME Eng Sci, 1989

### **PROFESSIONAL REGISTRATION**

P.E.	1990	Pennsylvania
P.E.	1991	West Virginia
P.E.	1994	Maryland
P.E.	2008	Ohio
P.E.	2010	Kentucky
P.E.	2013	Virginia

### **BACKGROUND SUMMARY**

2001 – Present	President, Structural Engineer CAS Structural Engineering, Inc.
1999 – 2001	Structural Engineer Clingenpeel/McBrayer & Assoc, Inc.
1996 – 1999	Transportation Department Manager Structural Engineer Chapman Technical Group, Inc.
1995 – 1996	Structural Engineer Alpha Associates, Inc.
1988 – 1995	Structural Department Manager Structural Engineer NuTec Design Associates, Inc.
1982 – 1988	Engineer AAI Corporation, Inc.

### **PROFESSIONAL ASSOCIATIONS**

American Society of Civil Engineers  
National Society of Professional Engineers  
American Concrete Institute  
American Institute of Steel Construction  
West Virginia University Department of Civil and  
Environmental Engineering Advisory Committee  
West Virginia University Institute of Technology  
Department of Civil Engineering Advisory Committee

### **EXPERIENCE**

**West Virginia, State Capitol Complex, Holly Grove Mansion:** Structural evaluation report for preliminary condition assessment of building structure. Another project included complete analysis of structure for new use. Building is on the National Register of Historic Places and was constructed in 1815.

**West Virginia, State Capitol Complex, Main Capitol Building Dome:** Exploratory investigation of structural steel components of Lantern Level of dome and development of contract documents for repairs. Building is on the National Register of Historic Places and was constructed in the 1930's. Received a NYAIA Merit Award for Design Excellence.

**West Virginia, State Capitol Complex, Main Capitol Building Exterior Façade Restoration:** Investigation and preparation of details for repairs to limestone and terra cotta exterior façade. Building is on the National Register of Historic Places and was constructed in the 1920's and 1930's.

**West Virginia, State Capitol Complex, Main Capitol Building Parapet:** Exploratory investigation of limestone/brick parapet/balustrade of Main Capitol Building to determine cause of movement/cracking/ leaks. Construction contract for repairs has been completed. Building is on the National Register of Historic Places and was constructed in the 1920's and 1930's.

**West Virginia, Roane County Courthouse:** Structural analysis of existing floor framing for addition of new high-density file storage system on upper floor level.

**West Virginia, Lewis County Courthouse:** Structural investigation for work required to update structure and apply for grant monies through WVCFIA.

**West Virginia, Tucker County Courthouse:** Structural investigation for work required to update structure and apply for grant monies through WVCFIA.

**West Virginia, Boone County Courthouse:** Structural analysis of existing floor framing for addition of high-

density file storage systems at different locations.

**West Virginia, Gilmer County Courthouse:** Structural analysis of existing floor framing for addition of high-density file storage system on upper floor level.

**West Virginia, First Presbyterian Church Restoration:** Structural renovations of steel in lantern level and terra cotta cornice, overview of repairs to limestone and terra cotta façade of 1920's structure.

**West Virginia, State Capitol Complex, Governor's Mansion:** Structural analysis and design in addition to evaluation report for modifications and renovations to several areas of mansion. Building is on the National Register of Historic Places and was constructed in the 1920's.

**West Virginia, State Capitol Complex, Building 5:** Structural design and analysis for support of new boilers and other mechanical equipment to be placed in mechanical penthouse.

**West Virginia, State Capitol Complex, Building 7:** Investigation and development of Construction Documents for new elevators.

**West Virginia, State Capitol Complex, Building 3:** Structural design and construction administration of repairs to limestone canopy. Building is eligible to be placed on National Register of Historic Places and was constructed in the 1950's.

**West Virginia, Upshur County Courthouse:** Developed construction documents for structural repairs to main entrance, dome and monumental sandstone columns of 1899 structure. Work was recently completed and received a WVAIA Honor Award for Design Excellence.

**West Virginia, State Capitol Complex, Governor's Mansion:** Structural analysis and design in addition to evaluation report for modifications and renovations to several areas of mansion. Building is on the National Register of Historic Places and was constructed in the 1920's.

**Ohio, Mahoning County Courthouse:** Completed preliminary structural observation report of exterior façade conditions to recommended phased repairs for terra cotta and granite façade. Building is on the National Register of Historic Places and was constructed in the early 1900's.

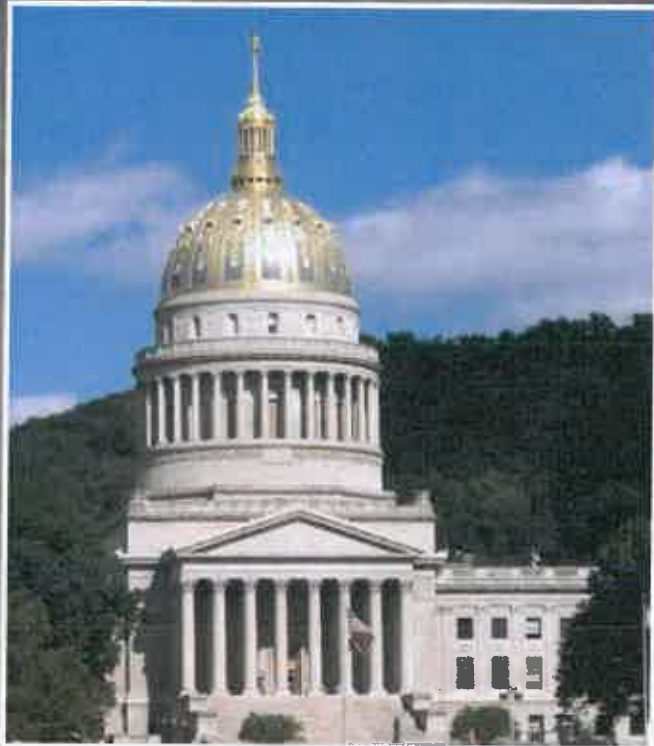
#### **PREVIOUS EXPERIENCE**

**West Virginia, State Capitol Building, North Portico Steps:** Designed structural system to replace deteriorated reinforced concrete slab at landing on north side of Capitol steps. Building is on the National Register of Historic Places and was constructed in the 1930's.

**West Virginia, Upshur County Courthouse Annex:** Performed structural evaluation and design for repairs to existing multi-story Annex addition.



**ZDS Design / Consulting Services**  
St. Albans, WV



## ABOUT **ZDS** DESIGN/CONSULTING SERVICES

In 1983, Todd A. Zachwieja founded ZECO Consultants. In 1994 **ZDS** Limited Liability Company was incorporated in West Virginia using dba **ZDS** Design/Consulting Services, and was founded to provide design and consulting services.

Each new project is assigned to a principal in charge who will follow the project from inception through commissioning. **ZDS** assigns the production staff according to the nature of the project and the work force necessary to meet the schedule. The principal in charge of that project determines if consultants are needed and coordinates all areas. After bidding, a principal of **ZDS** coordinates visits to the job site regularly, all the way through the post-warranty inspection. **ZDS** believes in the team approach when providing engineering design and consulting services. We start with our client as the number one member on our team. We listen to the needs and concerns of our client and that becomes the basis for our design.

## COMPANY LEGAL NAME

**ZDS** Limited Liability

Company dba **ZDS** Design/Consulting Services

## LOCATION OF INCORPORATION

West Virginia

## FOUNDERS

**Todd A. Zachwieja, P.E., C.E.O.**

**Lori L. Zachwieja, C.P.A., C.F.O.**

**Daniel H. Kim, Ph.D.**

## OFFICE

**281 Smiley Drive, St. Albans, WV 25177**

## EMPLOYEES

**ZDS** currently employs design professionals covering all aspects of our services.



## CLIENTS & EXPERIENCE

- ◆ Cass Scenic Railroad
- ◆ Charleston Area Medical Center
- ◆ Charleston National Bank/Chase
- ◆ Coal Heritage Discovery Center
- ◆ Concord University Nick J. Rahall II Technology Ctr.
- ◆ District 2 Headquarters' Building HVAC Renovations
- ◆ General Motors North America Operations
- ◆ Harvard University Arboretum
- ◆ Hopemont Hospital, WVDHHR
- ◆ IMC Data Center
- ◆ Jackie Withrow Hospital, WVDHHR
- ◆ Kanawha County Commission Courthouse & Judicial Annex
- ◆ Laidley Towers
- ◆ Marshall University Harris Hall & Smith Hall
- ◆ Meadowbrook & Burnsville Rest Areas, WVDOT
- ◆ Mercer County Courthouse
- ◆ Pendleton County Courthouse & Annex
- ◆ Pocahontas County Community Center
- ◆ Robinson Grand Performing Arts Theatre
- ◆ Redmond House, WVDOT
- ◆ St. Patrick Church Renovations
- ◆ Toyota Manufacturer, WV Inc.

- ◆ Tucker County Courthouse
- ◆ University of Charleston Innovation Center
- ◆ Veterans Administration
- ◆ Webster County Development Authority
- ◆ Webster County Schools
- ◆ White Sulphur Springs Welcome Center
- ◆ William R. Sharpe, Jr. Hospital, WVDHHR
- ◆ World Trade Center, MD
- ◆ WV Air National Guard
- ◆ WV Army National Guard
- ◆ WV Children's Home, WVDHHR
- ◆ WV Dept. of Education
- ◆ WV Division of Energy
- ◆ WV Dept. of Transportation
- ◆ WV Dept. of Health & Human Resources
- ◆ WV Division of Culture and History Renovations
- ◆ WV Division of Protective Services
- ◆ WV General Services Division
- ◆ WV Higher Education Policy Commission
- ◆ WV Parkways Authority HVAC Renovations
- ◆ WVU Stewart Hall & Wise Library
- ◆ Yeager Airport

**ZDS** provides comprehensive design services. We have experience and specialties in indoor air quality, energy management and commissioning, along with traditional mechanical and electrical design experience dating back as far as 1958. We offer a complete package. **ZDS** works with all levels of the client's staff: the building owner, budget supervisor, operating and maintenance staff and others impacted by the project. We recognize that the maintenance and operating staff live with the design long after the project's completion. We listen to and work with those who will continue to operate and maintain the equipment. We find that proper communication benefits the client throughout the design process and beyond.

The **ZDS** design team provides a total system evaluation for cost-effective selection, installation, and ease of maintenance for both new systems and retrofit of in-place systems. Design begins with our client. Our staff meets with our client to review their concerns, budgets and schedules. The **ZDS** design team reviews the entire picture, and ends with "A Total Design."

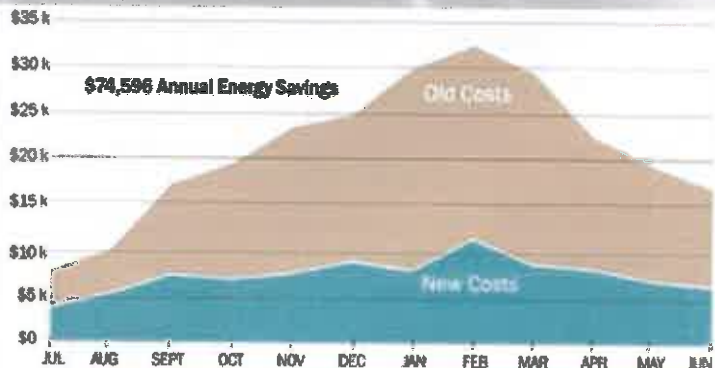
The **ZDS** staff has the expertise with codes and standards. We have extensive experience in conducting engineering code surveys of existing facilities. Our staff has excellent working relationships with the West Virginia Fire Marshal's Office, West Virginia Department of Education and the West Virginia School Building Authority. In addition to comprehensive Engineering services from an experienced design team, another major consideration in the selection of your engineer and design staff should be their track record.

**ZDS'** organization has an unbeatable, long running, and well-known track record for meeting our clients' needs, on time and within budget, with outstanding quality. **ZDS** views these characteristics as the foundation of Quality. We look forward to the opportunity to discuss our ideas with you and assist you by providing solutions for your needs with a full range of services from Planning to Commissioning.

At ZDS, our engineering staff integrates energy efficiency into each project design to provide you, our client, with the added value that you expect and deserve. The ZDS team approach represents a tremendous amount of experience in designing energy efficient facilities. ZDS offers a comprehensive range of energy management services including:

- Providing detailed analysis of facilities
- Recommending sound and proven energy saving solutions
- Implementing energy management improvements
- Determining, quantifying and assisting in securing available Utility and Government grants

The **ZDS** team members take pride in the quality of their projects and have been responsible for designing and implementing numerous energy management programs. These programs are providing significant energy improvements and include optimizing, central utility plant equipment, control systems, air handling systems, lighting systems, and other energy consuming equipment.



## Recent projects include:

- Interconnecting boilers and chiller plant systems
- Designing Geothermal HVAC systems
- Optimizing HVAC equipment and operating sequences, including upgrades to variable speed operation
- Installing Direct Digital Control (DDC) Energy Management Systems
- Replacing inefficient lighting equipment with energy efficient systems
- Modifying air handling equipment from 100% outside air to return air operation
- Implementing heat recovery units into HVAC equipment
- Improving laundry, kitchen and other process application efficiencies



1<sup>st</sup> Place 2014  
ASHRAE  
Technology  
Award



In addition to the energy management projects outlined above, the **ZDS** team members have extensive experience in identifying and implementing energy efficient operating and maintenance measures. These are typically low cost or no cost measures that include:

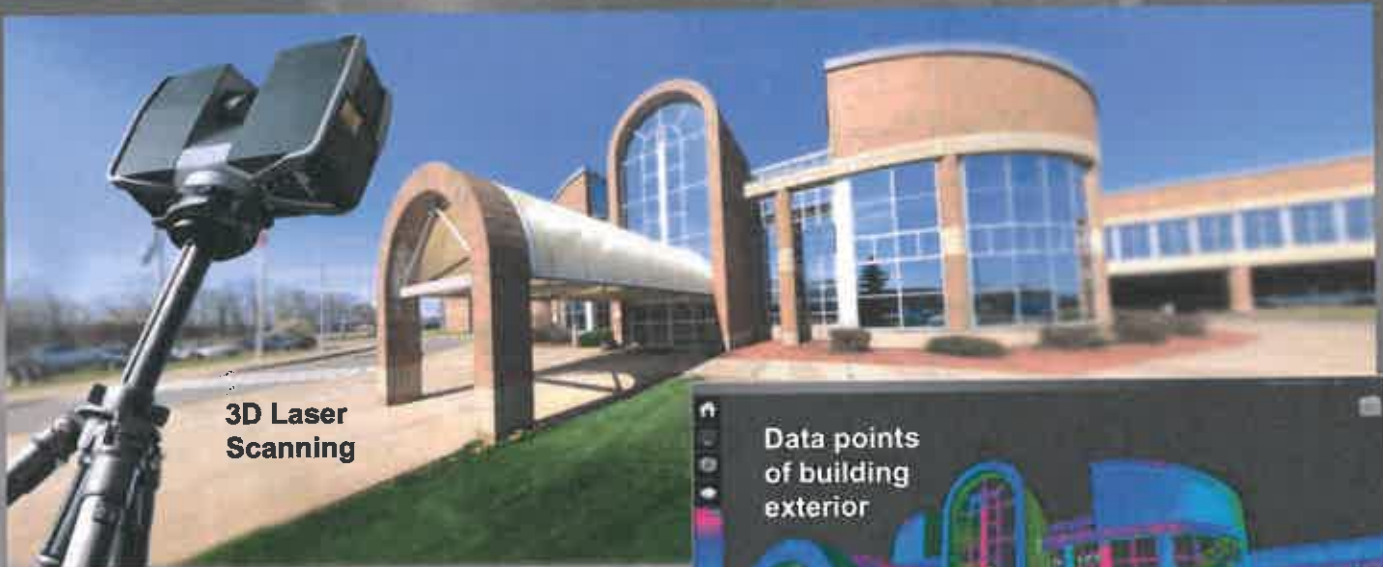
- Inspecting, calibrating temperature controls and adjusting outdoor air dampers
- Commissioning economizer cycle operation
- Testing steam traps and pressure relief equipment operation
- Enabling heating and cooling equipment only when required

**ABOVE:** ZDS designed and implemented the region's first and largest commercial geothermal system saving Webster County High School over \$74,596 in energy savings.

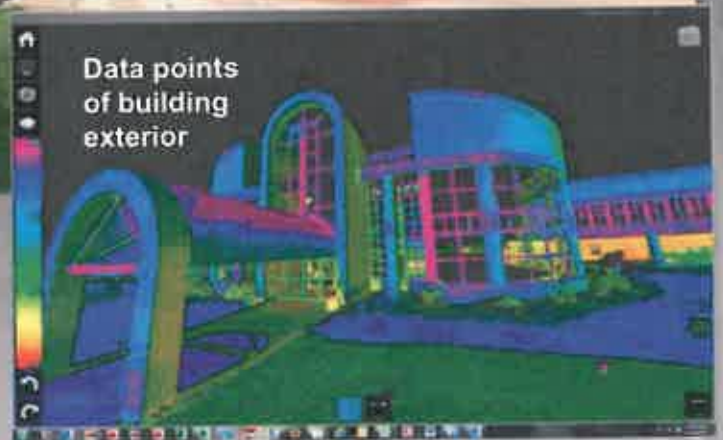


# BIM - 3D Digital Imaging

**Our 3D Laser Scanning Services helped William R. Sharpe, Jr. Hospital document existing conditions and integrate their 50-bed addition.**



**3D Laser Scanning**



## **Why 3D Laser Scanning is better:**

3D laser scans reveal significant differences between existing conditions and the original drawings.

3D laser scans also provide superior details by capturing data that is more comprehensive and precise than conventional methods.

**"With the 3D laser scanning service, ZDS saved us countless hours communicating to all project team members, even to those who work or live far away.**

**Also, we now have an accurate record of the existing conditions that DHHR can easily access now and into the future."**

*Greg Nicholson, DHHR Chief Operations Officer*



## **Web Share:**

3D laser Scanning allows facility owners to view and measure areas with others on their planning and construction team.

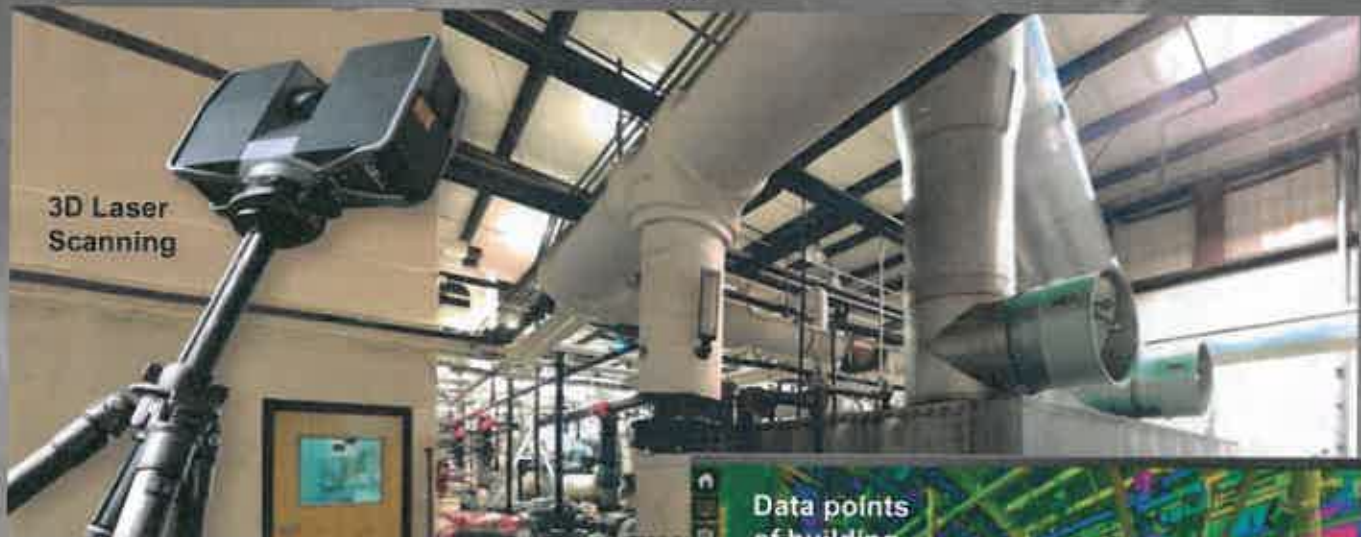




# BIM - 3D Digital Imaging

**"The 3D laser imaging improves quality, saves time and money while providing a valuable resource now and into the future."**

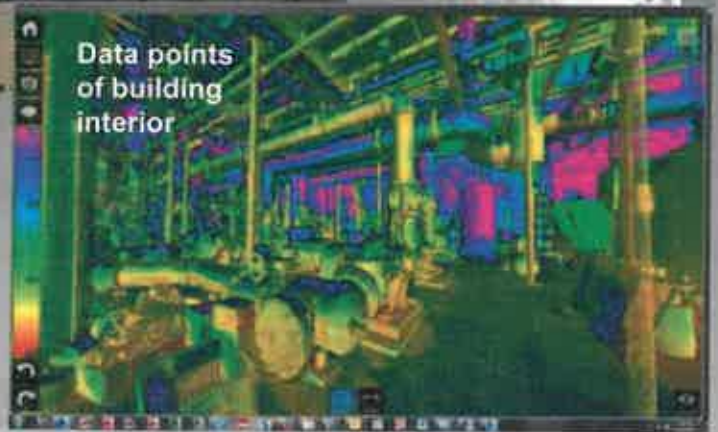
*DHHR*



**"The 3D laser scans safely document hard-to-reach interior areas — this greatly reduces our risk for liability."**

**Also, the excellent details of the laser scans convert to accurate construction drawings, both architectural and engineering."**

*DHHR Director of Construction & Project Management*



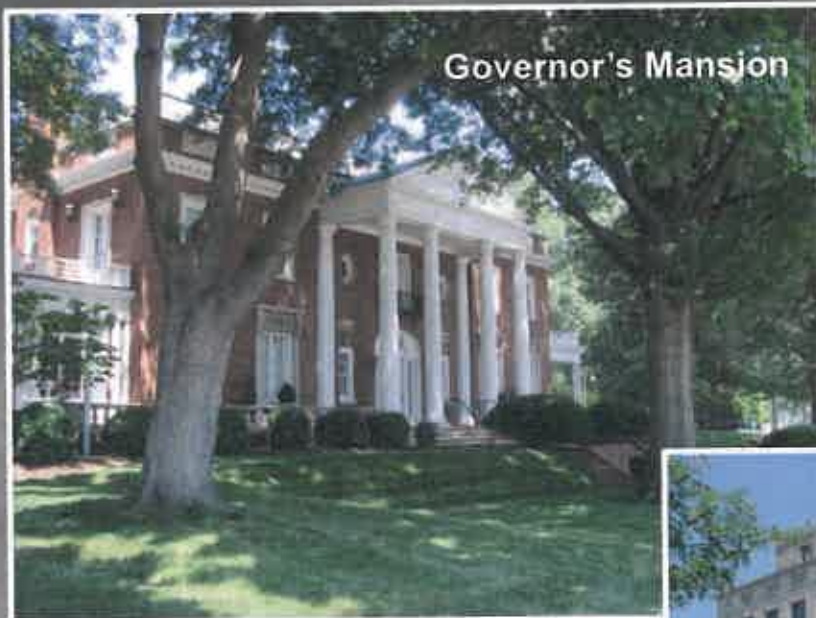
**3D Engineering Drawing:**  
Sample of 3D mechanical drawing converted from 3D laser scan data points.

**Web Share:** Helps construction team members integrate existing conditions into BIM models.





# Engineering for State & Local Government Facilities



Governor's Mansion

Engineering planning and design for central heating plant, DDC controls, Air Handling Unit replacements and retrofits, operating and maintenance, training, heat recovery, fuel conversion, VFD's, variable water volume pumping, steam/heating hot water and chiller optimization.

Renovations included HVAC, fire safety, lighting, plumbing, indoor air quality and electrical power engineering.



Building #3



State Capitol



LEED Certified Candidate



Design/Consulting Services



# Engineering for State & Local Government Facilities

ZDS project experience includes historical facilities sensitive to finding solutions that address IEQ which includes acoustics, lighting, Indoor Air Quality and comfortable energy-efficient HVAC systems.

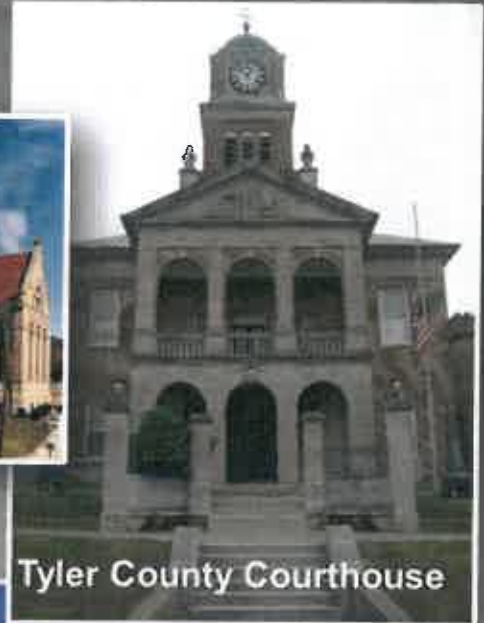
**St. Patrick's Church**



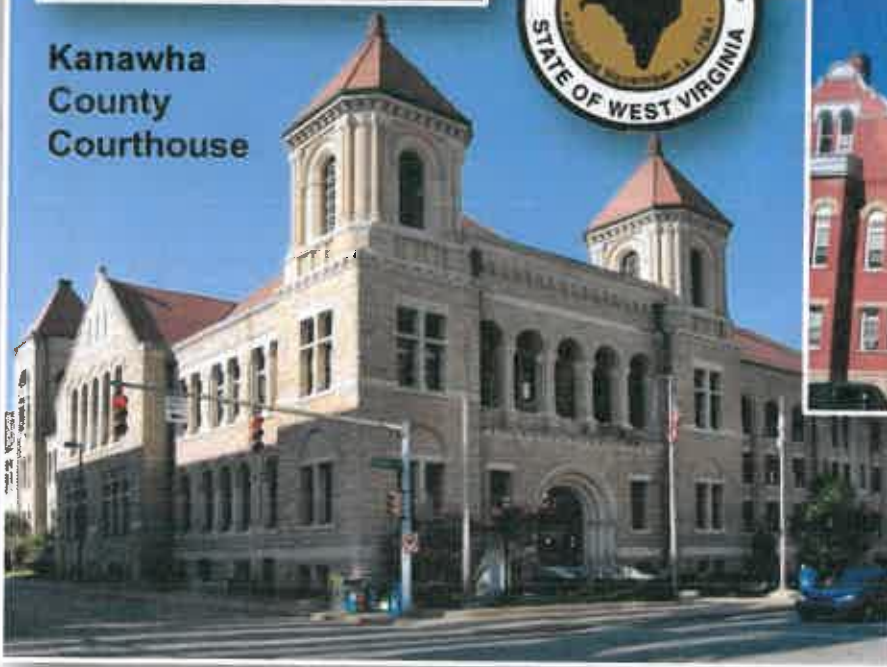
**WVU Stewart Hall**



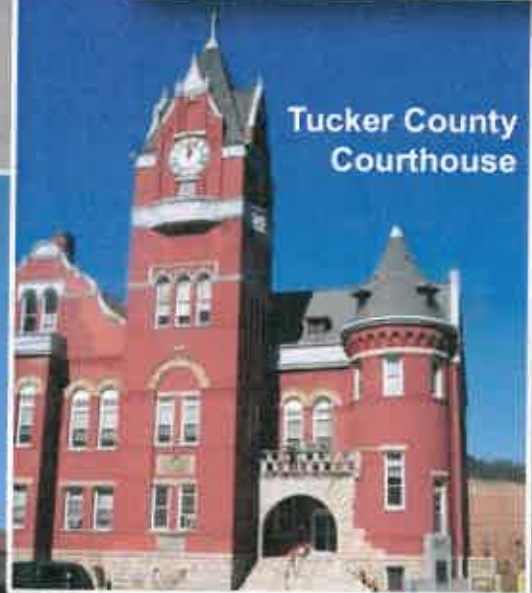
**Tyler County Courthouse**



**Kanawha County Courthouse**



**Tucker County Courthouse**



**Design/Consulting Services**



# Engineering for State & Local Government Facilities

ZDS engineering project experience includes facilities registered as official Historic Buildings



WVDHHR hired ZDS to engineer the upgrades for three historic hospital facilities in three separate locations. ZDS successfully completed the projects while meeting the requirements of the State Historic Preservation Office (SHPO).



Renovations included HVAC, fire safety, energy efficient lighting, plumbing, indoor air quality and electrical power engineering.



Design/Consulting Services



# Engineering for State & Local Government Facilities

Welcome Center and Rest Area



ZDS engineered the prototype for several Welcome Centers and Rest Areas.

ZDS provided engineering planning, design, bidding and construction admin services for M/E, Plumbing and Fire Protection.

ZDS also evaluated the existing courthouse's potential power needs and incorporated those in the new Judicial Annex's electrical systems while providing emergency power.

Mercer County Annex



Division of Culture and History

A 228,500 ft<sup>2</sup> Facility



Emergency Power Generator

Renovations save the Museum nearly \$153,000 in annual energy costs while preserving the State's priceless collection with proper HVAC, humidification, lighting, electrical and power generator systems.



Design/Consulting Services



# Engineering for Commercial Facilities

**ZDS project experience includes a wide variety of commercial buildings — office, retail, judicial, banking, dining, technical and other facility types.**

**World Trade Center, MD**



**West Union Bank**



**General Motors Corp.**

**Bank One/Chase Tower**



**Kanawha County Courthouse**



**Mercer County Courthouse Annex**



**Design/Consulting Services**





## University of Charleston Russell & Martha Wehrle Innovation Center

MEP Engineering,  
Planning, & 3D Scanning

**ZDS** provided MEP engineering planning and design for the 87,500 FT<sup>2</sup> Eddie King Gym and Gorman Hall plus a 30,000 SF addition. **ZDS** provided 3D scanning services to collect "built conditions" due to the age of the facilities and lack of as-built MEP drawings. The facility meets NCAA competition requirements. The facility consists of classrooms, offices, flexible meeting areas and a large two-story Innovation Center space. Mechanical and Electrical work includes new chiller and boiler plants with pumps and accessories, HVAC air handling units, DDC Controls, new domestic and fire protection water services, new gas service, domestic water heating equipment, extensive plumbing fixtures/showers/lockers, new electrical service from the campus 12.5 kv distribution loop, switchgear, distribution and branch panel boards, and new state-of-the-art energy efficient LED lighting systems.

**Construction Costs:** \$16,800,000 Estimated

**Date Completed:** Early 2017

**Owner:** Mr. Gary Boyd, Director of Facilities; (304) 357-4871, [garyboyd@ucwv.edu](mailto:garyboyd@ucwv.edu)

## Marshall University Harris Hall & Smith Hall Renovations

**ZDS Harris Hall** included engineering planning, design, bidding and construction administration services for HVAC, Plumbing & Electrical retrofits, DDC Controls, AHU's replacement, chiller replacement, VAV pumping, new electrical service, switchgear and addressable fire alarm systems for the 56,680 square-foot facility towers.

**Smith Hall**, an eight story classroom facility, consisted of exit stair tower smoke control system, and plumbing sanitary stack renovations as part of complete window replacement/upgrade to the largest classroom building on campus. It was completed a year ahead of schedule and under budget.

Harris Hall



Smith Hall



*"Harris Hall is now the most comfortable one on Campus!"*  
- Tony Crislip, *Marshall University*

**Construction Costs:** Harris Hall \$2,856,000, Smith Hall \$2,800,000

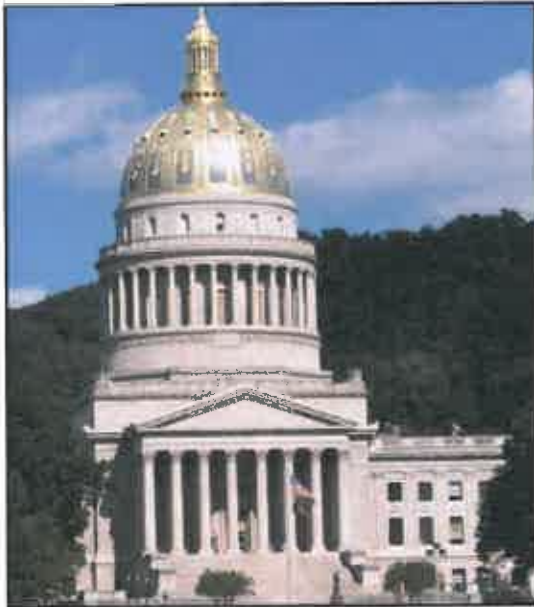
**Owner:** Mr. Ron May, Retired Capital Projects Mgr; (304) 654-2367  
Mr. Tony Crislip, Retired Project Mgr.; (304) 633-2081



Design/Consulting Services

### **ZDS** Design/Consulting Services

**Project Name:**     *State of WV Capitol Complex Performance Contracting  
Located in Charleston, WV*



**Client Contact:**

**Mr. Chuck Moeller**

Constellation Energy

24 Summit Park Drive, Suite 103

Pittsburgh, PA 15275

(412) 489-9445

charles.moeller@constellation.com

**Services:**

Engineering planning and design for central heating plant, DDC controls, Air Handling Unit replacements and retrofits, operating and maintenance, training, heat recovery, fuel conversion, VFD's, variable water volume pumping, steam/heating hot water and chiller optimization. **ZDS** was a consultant, working under the direction of Johnson Controls, Inc.

### **Project Description**

The State of West Virginia was aware that their facilities at the Capitol Complex were aging and in need of significant infrastructure upgrades, but were having difficulty appropriating the necessary funding to make such improvements. Many of the existing boilers and other primary heating equipment were past their expected service life and in disrepair. The State of West Virginia passed a new bill in 2003 that permits Performance Contracting to be used as an avenue for implementing infrastructure upgrades in State facilities provided the upgrades self-fund within a 15 year time period. The State elected to solicit proposals from various Energy Service Companies (ESCO) with the intention of crafting a major improvement project that would reduce operating costs to the State as well as pay for itself over the 15 year period.

After an extensive review and selection process, the Team of Johnson Controls, Inc. and **ZDS** Design/Consulting Services was selected. The scope of the project included various energy conservation measures to the Capitol Building as well as Buildings #3, 4, 5, 7, 8, 9, 11, 13, 15, 16 and 17. The center piece of the program involved engineering the central heating plant and distribution system for the Capitol Building, as well as Buildings #3, 4, 5, 7, 8 (Governor's Mansion) and provisions for #10 (Holly Grove) plus additional future capacity.



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## PROJECT EXPERIENCE

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A central heating plant anchored the Facility Improvement Measures. It yielded the elimination of 14 failing boilers with provisions for future expansion of up to 600,000 square-feet of office space. A centralized heating plant offers greater efficiency in overall system operation, centralized control and maintenance of primary heating equipment, with the added benefit of supplemental capacity in the event of a boiler failure. The first phase of the program began in May 2005, with the evaluation of the existing heating plants, HVAC equipment, and their sub-systems to quantify deficiencies and identify potential opportunities to improve comfort, IAQ, extension of equipment life and an overall reduction in operating costs. Preliminary engineering studies reflected that millions of dollars could be saved in energy, operating costs and deferred capital costs by implementing this multi-million dollar program. The new central plant consisted of four 25,000 MBH high pressure steam boilers and retrofitting two 5,500 MBH boilers to heating hot water plus the distribution system to serve nine (9) buildings on campus.



Some typical improvements included either the replacement or retrofit of major air handling units, re-establishing proper control strategies, reducing outdoor air intake quantities when allowable, installing new building automation equipment, general HVAC equipment repairs and replacement, documentation of existing and post-construction conditions, and establishing a consistent overall operating strategy. Individual HVAC systems were enhanced to meet applicable codes and standards. Exhaustive hours were spent with the State in assisting them with the identification and prioritization of facility improvement measures. The time spent also identified potential construction issues with an emphasis on critical phasing requirements.

Over the years, **ZDS** has been involved in evaluation and/or design, including construction activities, for 2,137,400 square-feet involving fifteen (15) buildings at the State Capitol campus.

<b><i>Contracting Costs:</i></b>	<b>\$10,108,802</b>
<b><i>Initial Year Savings:</i></b>	<b>\$1,079,296</b>
<b><i>Size:</i></b>	<b>1,929,155 ft<sup>2</sup></b>
<b><i>Completion:</i></b>	<b>2008 for Construction</b>

***ZDS Design/Consulting Services***

**Project Name:** *The Museum of Culture and History - HVAC Renovations*  
**Client:** *State of West Virginia, Charleston, WV*

**Client Contact:** Mr. Mark Lynch, Director of  
Facility Operations  
(304) 558-0220  
The Culture Center - Bldg 9  
WV Capitol Complex  
Charleston, WV 25305

**Services:** Engineering Master Planning,  
Indoor Air Quality evaluation, energy analysis,  
Mechanical/Electrical/Fire Protection design,  
bidding and construction administration services  
for retrofitting the 228,500 ft<sup>2</sup> museum and  
protecting the artifacts.



**ZDS** principals and personnel have been involved in numerous design and recommissioning projects for the West Virginia State Capitol Complex while at **ZDS** and through other employment over their careers. These projects required the engineering planning, design, supervision, preparation of construction documents, specifications, construction administration, and commissioning of HVAC systems, sprinkler systems, plumbing systems, electrical power, lighting, fire alarm, security, technology and communications. **ZDS** completed the design for the West Virginia Division of Culture and History, correcting their long-term HVAC and Indoor Air Quality problems in 2001, and were contracted again in 2008 for providing fire alarm and fire protection upgrades which were completed in 2010.

**ZDS Design/Consulting Services** was the Prime for both the HVAC/Electrical Renovations project and the Fire Alarm/Fire Protection renovations. The Fire Alarm/Fire Protection renovations project was completed well **under budget** while the work was effectively phased with the building remaining occupied throughout the renovations.

<b>Total Culture Center Project Cost:</b>	<b>\$6,000,000</b>
<b>Size:</b>	<b>228,500 FT<sup>2</sup></b>
<b>Completion:</b>	<b>2001 for HVAC, 2010 for FA/Sprinklers</b>
<b>Estimated Energy Savings:</b>	<b>Reduced HVAC Operating Costs up to 50%</b>

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## PROJECT EXPERIENCE

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Lack of humidity control damaged many of the State's priceless artifacts. Books and other State collections were deteriorating rapidly due to lack of proper control of temperature, humidity, and filtration. The occupants had also experienced allergic reactions and discomfort from the long-term high humidity conditions. **ZDS** identified and designed the solutions. Conserving energy without sacrificing comfort or indoor air quality was a major consideration. The design included converting an all electric resistance heating system to natural gas, comprehensive DDC controls for central monitoring and control, converting AHUs from constant air volume to variable air volume while meeting stringent ASHRAE Indoor Air Quality requirements, providing variable water volume pumping and interfacing with the facility into the new District campus chilled water system to reduce long-term operating costs. The design also included providing a new boiler plant with redundant heating and piping distribution system and an emergency generator to help protect the State's priceless collections.



***New Boiler Plant***



***New Emergency Generator***

The mechanical and electrical renovations for the State of West Virginia Library Commission stacks and office spaces were also part of a \$4.5 million dollar HVAC and Electrical Renovations project for the Division of Culture and History. The retrofits saved energy and improved indoor air quality and comfort within the building. ***The Culture Center renovations are estimated to save nearly \$153,000 annually over the costs of operating the old system.***



**Ted (Todd) A. Zachwieja, P.E., CEM, LEED AP**  
**CEO, Principal-in-Charge M/E/P/FP Design and Commissioning**

Todd has over 38 years of experience involving the analysis, design, construction management and specifications for mechanical engineering, heating, ventilating, air conditioning, plumbing, fire protection, electrical and lighting, as well as indoor environmental quality analysis, building system commissioning and forensic engineering for educational, governmental, military, commercial, industrial and health care clients. He is also recognized as a campus master planner for utility infrastructure providing master planning at many Universities, hospitals and the State of WV Capitol Complex.

Prior to starting a consulting engineering firm, Todd Zachwieja coordinated comprehensive energy conservation programs resulting in annual energy savings of millions of dollars. He has managed a profitable regional office for one of the country's largest energy companies that service the southeastern United States. Todd also developed computer modeling programs for building energy analysis and monitoring. He has been invited as an industry leader to present technical papers and speak at professional conferences both regionally and nationally.

Todd selected and designed the pilot project for one of the largest geothermal heat pump applications in the Eastern US including designing custom geothermal rooftop AHU's. He has retro-commissioned HVAC systems for millions of square-feet for facilities located in 10 states. He has been involved with many commercial structures including high-rise commercial building renovations. Todd designed renovations to many existing schools which received **Energy Star Certifications** placing them in the nation's top 25% of energy efficiency schools. *The College Planning and Management Magazine* featured Todd and his work with a major University for the performance contracting programs that save millions of dollars in energy and operating costs. Most projects also qualified for EAct which requires buildings use over 50% less energy than buildings designed using ASHRAE 90.1.

**GOVERNMENT/HISTORIC/COMMERCIAL PROJECT EXPERIENCE**

- Bank One
- Bayer Material Science
- Calvert County Aquatic Center, MD
- Charleston Area Medical Center
- Cass Scenic Railroad Clubhouse, WVDNR
- Coal Heritage Discovery Center
- Culture Center, HVAC & Fire Protection, WV State Capitol Complex
- General Motors Corp. Re-commissioning
- Hopemont Hospital, WVDHHR
- Jackie Withrow Hospital, WVDHHR
- Jackson County Courthouse Annex
- Kanawha County Commission: 120,000 sf Judicial Annex additions/renovations
- Kanawha County Courthouse
- Kanawha County Public Library
- Kohl's
- Laidley Towers
- Marshall University
- Mercer County Courthouse Annex
- Olin Corporation
- Phillip Morris USA
- Pendleton County Courthouse & Annex
- Public Service Commission of WV
- Redmond House, WVDOT
- Rhone-Poulenc
- Robinson Grand Performing Arts Theatre
- Santa Anna Federal Building, CA
- St. Patrick's Church
- Sears
- Toyota Motor Manufacturer, WV Inc.
- Union Carbide/DOW
- United Center
- University of Charleston Innovation Ctr
- Walker Machinery
- William R. Sharpe, Jr. Hospital, WVDHHR
- Word Trade Center, MD
- WV Air National Guard including Cx \$45M Fuel Cell/ Maintenance Hangars at Yeager Airport – **LEED Silver Certified**
- WV Army National Guard
- WV Capitol Complex Central Heating Plant
- WV Children's Home, WVDHHR
- WV Department of Transportation/DOH
- WV Division of Protective Services
- WV Higher Education Authority
- WV General Services Division
- WV State Capitol Complex renovations
- WVU Stewart Hall & Wise Library
- Yeager Airport



**PROFESSIONAL REGISTRATIONS**

Professional Engineer

Florida  
Georgia  
Kentucky  
Maryland  
North Carolina  
Ohio  
Pennsylvania  
South Carolina  
Virginia 0402  
West Virginia

Fire Investigation Certification under the direction of Peter Vallas, Sr.



Certified Energy Manager  
(C.E.M.) National  
Certification No. 2205



LEED Accredited Professional  
National Certification through  
USGBC No. 10083891

**EDUCATION**

Masters of Science in Engineering  
Management from West Virginia University  
College of Graduate Studies

Bachelor of Science in Mechanical  
Engineering from West Virginia  
Institute of Technology

**ZDS**  
Design/Consulting Services

www.zdsdesign.com

**Ted (Todd) A. Zachwieja, P.E., CEM, LEED AP**  
**CEO, Principal-in-Charge M/E/P/FP Design and Commissioning**

**PROFESSIONAL AND COMMUNITY AFFILIATIONS**

Member of Investigative Engineers Association (I-ENG-A) and founder of I-ENG-A of the Tri-State Region

**Past President 2013-14, current Governor** - WV ASHRAE Chapter, Served as ASHRAE's Energy and Technical Affairs Chairman for six years. Recognized by ASHRAE Region VII in 2014 with the David Levine Award of Excellence, Presidential Award of Excellence,

Recognized by the International Who's Who of Professionals

Recognized nationally as West Virginia's Business Man of the Year

Recognized by AEE nationally in 2007 as a Legend in Energy

Recognized by AEE nationally in 2008 as a Charter Legend in Energy

Charter Life Member of the Association of Energy Engineers

Professional Affiliate Member of the American Institute of Architecture

Associate Member West Virginia Society for Healthcare Engineering

Member of the International Code Council

Member of the National Society of Professional Engineers



**OTHER RECOGNITIONS**

Selected by WVU and the WV Division of Energy to train Code officials and the design community on ASHRAE 90.1 State Energy Code

Presented at regional and national conferences including the annual National System Commissioning Conference

Contributing editor and served on the Editorial Review Panel for *"The Handbook of Building Management and Indoor Air Quality"*

Contributing editor *"Ventilation for a Quality Dining Experience"*

Contributing editor and served on the Editorial Review Panel for *INvironment Professional, Power Prescriptions* and other publications and articles featuring Indoor Air Quality (IAQ) and MEP engineering systems

Energy Star Certified for facilities in the nation's top 25% of energy efficiency

1<sup>st</sup> Place 2014 ASHRAE Technology Award, Region VII

LEED Silver Certified WVANG Fuel Cell/Maintenance Hangar, Charleston, WV

LEED Gold Certified Harvard Arboretum, Boston, MA

First ASHRAE BEQ certified building in West Virginia, 2015



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

## Ted Zachwleja III, P.E., CEM

### Chief Technical Officer

Ted has over 14 years of experience in building construction design industry. His strategic thinking and development of technical resources at ZDS has helped streamline design processes and improve quality of work office wide. Ted is an innovative problem solver in engineering design, communication methods and management of BIM models between stakeholders during a design project. As a pioneer and a believer in technological processes Ted has championed Integrated Design Practices that has become the fabric of ZDS's day to day operations.

Ted developed ZDS's 3D Scanning services which have assisted in collecting key existing conditions for renovation projects, forensic engineering, historical preservation, and high definition reality capture. Ted has in depth experience on collection, registration, and scan to BIM processes. He has provided training and developed materials for best practices when using 3D scan data. Ted's 3D scanning experience includes governmental, educational, health care, industrial, and commercial facilities. He also has experience in speaking on how 3D laser scanning impacts our industry today.

Ted develops, designs and manages the IT systems. The experience encompasses development and deployment of central server systems to networked client computer systems, strategic development for ZDS' Integrated Design Processes, and research and development into new technologies to continue staying on the cutting edge for ZDS and others.

Ted's project experience includes design and commissioning for heating, ventilating, air conditioning, plumbing, fire protection, electrical and lighting systems for educational, health care, industrial and commercial facilities. His experience encompasses working both on new construction and renovation projects. He also is experienced in historical facilities including theatrical.

Ted maintains an active membership to the ASHRAE professional society and also has a lifetime membership to the Association of Energy Engineers. He maintains an active continuing education towards today's standards and codes as well as participates in ASHRAE at both a local and society level. He was recently appointed to the Electronic Communications Standing Committee with ASHRAE. Ted has designed renovations to existing K-12 schools which received **Energy Star Certifications** placing them in the nation's top 25% of energy efficiency schools.

### GOVERNMENT/HISTORIC/COMMERCIAL PROJECT EXPERIENCE

- WV Air National Guard Maintenance Hangar and Fuel Cell Hangar, Charleston, WV – **LEED Silver Certified**
- Bayer Material Science
- Catholic Church of Ascension, Parish Hall Renovations
- Coal Heritage Discovery Center
- Culture Center, WV State Capitol Complex
- Hopemont Hospital, WVDHHR
- Jackie Withrow Hospital, WVDHHR
- Kanawha County Judicial Annex HVAC Renovations
- Laidley Towers
- Meadowbrook Rest Areas
- I-70 Welcome Center
- CASCI Building, Charleston WV
- Morgantown Welcome Center
- Pocahontas County Community Center
- Redmond House, WVDOT
- Robinson Grand Performing Arts Theatre
- Servia Rest Areas
- St. Patrick's Church, Weston WV
- Stonewall Jackson Marina
- University of Charleston Innovation Center Additions/Renovations
- William R. Sharpe, Jr. Hospital Additions/Renovations, WVDHHR
- World Trade Center, MD
- WV Children's Home, WVDHHR
- WV Parkways Authority, Toll Booth Plazas
- WV State Capital Complex Central Heating Plant
- WVU Wise Library
- White Sulfur Springs Rest Area
- Numerous K-12 School Renovations



### PROFESSIONAL REGISTRATIONS

Professional Engineer:

Florida

West Virginia

Certified Energy Manager (C.E.M.)

National Certificate No.

22411



### EDUCATION

Bachelor of Science in Mechanical Engineering from Rochester Institute of Technology, Rochester, NY

### AWARDS AND RECOGNITIONS

Awarded 2012 Legend in Energy by the Association of Energy Engineers

Awarded acceptance into ASHRAE's 2015 Leadership University

ASHRAE Blue Ribbon Award of Excellence

Co-Author at Autodesk University



Energy Star Certified for facilities in the Nation's top 25% of energy efficiency

**ZDS**  
Design/Consulting Services

www.zdsdesign.com



## James E. Watters

### Associate - Production Manager

Jim has over 40 years' experience in design and implementation of HVAC, plumbing and electrical systems including nine years in the construction industry. He has a comprehensive knowledge of construction documents, contracts, and development of cost estimates, budgets and schedules. Jim's strengths reside in his ability to manage projects and people in an organized and cost-effective manner. Jim has been involved with the design and production of mechanical and electrical drawings including HVAC, plumbing, fire protection, lighting, electrical power, fire alarm and specialized systems. He has worked with and managed engineers in projects for health care, educational and commercial buildings in the states of West Virginia, Florida, Maryland, Pennsylvania, Ohio, Kentucky, Virginia, Georgia, New York, Arizona, Illinois and Massachusetts.

Jim has extensive experience in energy savings' programs for HVAC, plumbing and electrical systems in hospitals, state and government office buildings, school systems, and manufacturing facilities, as well as managing performance contracts for a large facility's campus totaling \$10,000,000 in construction costs on various projects, including the conception, design and construction administration for the installation of a 1.5 Megawatt emergency generator. The propane-fired generator and associated switchgear in conjunction with 60,000 gallons of propane fuel storage served to provide peak shaving/load shedding to save on the campus utility costs as well as emergency power functions. Through the years, Jim has researched and implemented into practice International Building Codes, NFPA Codes, National Electrical Codes, Life Safety Codes, IES standards, AIA Guidelines for Design and Construction, and ADA guidelines. His involvement in construction through the years has been mainly from the design side of the industry with a 9 year stint working for a contracting firm at the turn of this century. His experience includes coordinating with Architects, Owners and Agencies including an excellent relationship with the office of State Fire Marshal.

### GOVERNMENT/HISTORIC/COMMERCIAL PROJECT EXPERIENCE

- Bluefield Area Transit Authority Administration and Maintenance Facility
- Kentucky Judicial Center, Boyd County
- Coal Heritage Highway Authority
- Chase Towers (formerly Charleston National Bank)
- Culture Center Fire Alarm/Sprinklers, WV State Capitol Complex
- Department of Transportation Rest Area prototype
- Department of Transportation Welcome Center prototype
- Fenway Park Lightning Protection/ Grounding Study, Boston
- Glenville State College
- Hopemont Hospital, WVDHHR
- I-70 Welcome Center
- Jackie Withrow Hospital, WVDHHR
- Jackson County Libraries Renovations
- Kanawha County Commission Judicial Annex Renovations
- Laidley Towers
- Meadowbrook Rest Areas
- Morgantown Welcome Center
- Redmond House, WVDOT
- Rhone-Poulenc New Admin. offices
- Robinson Grand Performing Arts Theatre
- Sacred Heart Pavilion and Daycare Ctr
- St. Patrick's Church
- Shawnee Park Clubhouse
- Stonewall Jackson Marina Renovations
- Tucker County Board Office Boiler Retrofit
- Tucker County Courthouse Renovations
- University of Charleston Innovation Ctr
- William R. Sharpe, Jr. Hospital, WVDHHR
- World Trade Center, MD
- WV Air National Guard including Cx \$45M Fuel Cell/ Maintenance Hangars at Yeager Airport - **LEED Silver Certified**
- WV Children's Home, WVDHHR
- WV Department of Military Affairs, Public Safety Maintenance Facility, Eleanor
- WV Department of Transportation Burnsville Rest Area and Domestic Water Pumping Station—**AIA Merit Award Recipient**
- White Sulphur Springs Welcome Center



### PROFESSIONAL AFFILIATIONS

Member of Investigative Engineers Association (I-ENG-A) of the Tri-State Region

Member of the National Fire Protection Association (NFPA)

Member of the Health Care Section of the NFPA

Member of the Illuminating Engineering Society (IES)

Past member of the American Society of Plumbing Engineers (ASPE)

Past member of the Institute of Electrical Engineers (IEE)

### OTHER RECOGNITIONS



Energy Star Certified for facilities in the Nation's top 25% of energy efficiency

**ZDS**  
Design/Consulting Services

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

## **Paul S. O'Dell, P.E.**

### **Senior Project Engineer**

Paul has over 21 years of engineering experience involving the analysis, design, project management, specifications' writing and construction management on many projects throughout the region. This experience includes heating, ventilation, air conditioning (HVAC), plumbing, electrical systems and lighting for governmental, commercial, educational, healthcare, industrial and military facilities. He also has knowledge and experience with indoor environmental quality assessment, recommended remedial work and design of the necessary modifications in various types of buildings.

Paul assisted in the design and implementation of the pilot project for one of the largest geothermal heat pump systems in the mid-Atlantic region. He has also been involved in the design of facilities that have received the Energy Star Certification placing them in the nation's top 25% in energy savings for similar buildings and systems as well as his contribution as part of a large team effort performing mechanical systems' retro-commissioning at numerous automotive manufacturing facilities in North America.

His project experience is wide-ranging and includes the development of scope, design criteria and budget conscious designs. Working with other design professionals and through rapport with the clients he has conducted design peer reviews, construction budget and project schedule overview, Construction Administration and closeout of projects.

#### **GOVERNMENT/HISTORIC/COMMERCIAL PROJECT EXPERIENCE**

- WVARNG Armory/Annex
- Bruceton Bank
- Bank One
- Culture Center, WV State Capitol Complex
- Cuissets Residence
- Camp Dawson barrack/mess hall
- DOT Huntington District II Headquarters Renovations
- Yeager Airport Terminal Expansion/Renovation
- DOH Testing Lab
- GMC Lordstown Assembly Plant
- GMC Janesville Assembly Plant
- GMC Pontiac East Assembly Plant
- GMC Bowling green Assembly Plant
- GMC Arlington Assembly Plant
- Harrison County Bank
- IMC Office Bldg.
- Kanawha County Commission, Judicial Annex
- WV Capitol Complex Central Boiler Plant
- Appalachian Tire
- Laidley Towers
- Robinson Grand Performing Arts Theatre
- USDA Forestry Building
- University of Charleston Innovation Center Additions/Renovations
- World Trade Center, MD
- William R. Sharpe, Jr. Hospital Additions/Renovations, WVDHHR
- Numerous K-12 School Renovations



#### **PROFESSIONAL REGISTRATIONS**

Professional Engineer:  
West Virginia

#### **EDUCATION**

Bachelor of Science in Mechanical Engineering from WV Institute of Technology, Montgomery, WV  
(Graduated Cum Laude)

#### **PROFESSIONAL AFFILIATIONS**

Member American Society  
of Mechanical Engineers

Member ASHRAE



**Michael Pickens**

172 Oak Street

Dunbar, WV 25064

(304) 400-9993

February 1, 2017

**RE: ZDS Design/Consulting Services**

I have had the privilege to work with ZDS Design/Consulting Services' principals and many of their staff since working at the School Building Authority in the 1990's in my roles at the School Building Authority to my current role as Executive Director of the Office of School Facilities at the West Virginia Department of Education.

When an emergency issue arose, they would immediately make themselves available to help. ZDS's principal, Todd Zachwieja, did not hesitate to board a helicopter during a weekend to help assess the damage to the State's school facilities when damaging floods occurred. Helicopters were the only way to reach many of the facilities because the roads had been washed away or were impassible. Anytime a challenging issue has arisen that no one knew how to resolve, ZDS has stepped up to solve the challenges. Their extensive engineering knowledge of energy efficient systems, HVAC, controls, lighting, power and plumbing systems has always been at the leading edge in the industry, providing innovative solutions that also minimize energy and operating costs. I have always considered their approach in engineering design and commissioning for buildings to be the best and would highly recommend them to anyone.

Their ability to work with the State Fire Marshal and other agencies – while guiding everyone to a practical design approach – always provided each project with the best value. They are much more than excellent design engineers; they also understand the importance of operating and maintaining equipment and have hands-on knowledge to troubleshoot and also commission to ensure our projects were a great success. Their combined engineering design and commission skills prove to be invaluable.

ZDS Design/Consulting Services was also selected to help the WV Department of Education and the School Building Authority in writing new codes and standards to raise the bar for the entire State. They were chosen because their projects were a success while we were having challenges with others. Todd Zachwieja was also asked to teach school facility staff members, and his reference books continue to be used today. I would always think of ZDS first whenever a challenge would occur, knowing I would get the best results possible.

I trust ZDS's staff in their technical expertise and their approach in solving challenging engineering issues and believe that anyone who uses them will be as satisfied as I have been. They are worth it!

Sincerely,

Michael E. Pickens





## **ELSWICK & ASSOCIATES, LLC**

April 15, 2017

To Whom It May Concern:

I am distinctly honored to provide this letter of recommendation for ZDS Design/Consulting Services to your organization. I have known ZDS's principals and many of their staff since working with Ted and Todd Zachwieja at West Virginia Institute of Technology located in Montgomery, WV, from the 1970's, while I was the Physical Plant Director there. That relationship continues through today. Their knowledge of energy efficient systems related to Heating, Ventilating, and Air-Conditioning (HVAC), Building Automation Systems (BAS), lighting, power distribution, and plumbing systems has always been at the cutting edge of the industry. They have routinely provided innovative solutions to complex design challenges while minimizing energy and operating costs and enhancing maintenance efficiency. I have always considered their approach to engineering design and commissioning systems first for higher education, hospitals and schools to be superior and I would recommend them to anyone.

Throughout my career I have continued my working relationship with Ted and Todd Zachwieja and Jim Watters while I was Director of Facilities Management at Charleston Area Medical Center (CAMC), General Division, located in Charleston, WV. During that time, they provided mechanical, electrical, and plumbing (MEP), engineering, and construction administration services for all areas of CAMC's facilities. Their knowledge of health care code and practical design approach always provided the uniqueness required for the scope of the work. They understood the importance of operating and maintaining equipment and used their hands-on knowledge to ensure all our projects were on schedule and within budget. As a matter of fact, Todd led the first energy services performance contract in West Virginia. Through Todd's leadership, CAMC saved in excess of \$800,000.00 annually in energy costs and those savings were used for mechanical, electrical, and infrastructure upgrades at all three CAMC divisions. Ted, Todd, and Jim also assisted in many other projects at all CAMC divisions, including commissioning the work implemented as part of the energy savings program. Their combined engineering design and commissioning skills proved to be invaluable.

I also worked with ZDS Design/Consulting Services while I was Director of Facilities, Planning and Management at Washington & Lee University in the 1990's. They designed, acted as the construction project manager and commissioned the campus chilled water plant and distribution system to address the needs of the growing campus while fast tracking the project from start to finish in just nine months. I would always think of ZDS first whenever I was faced with a challenge, knowing that I would get the best technical expertise available.

513 Havana Dr  
Charleston, WV 25311  
304.542.8877

Likewise, ZDS helped establish one of the first performance contracting programs in the State of Ohio's higher education system for Ohio University, saving the Athens campus millions annually while the savings were used for the mechanical, electrical and building automation improvements to generate the savings.

I have the utmost confidence in the technical expertise, the collaborative approach and ethical standards of ZDS Design/Consulting Services. Furthermore, these individuals are truly honorable professionals. In this regard, if you have questions or need additional information, please don't hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bill Elswick', with a stylized flourish at the end.

Bill Elswick, MBA, CEO

# Boyd, Gary MA, CEFP

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2300 MacCorkle Ave. SE | 304 357-4871 | garyboyd@ucwv.edu

**August 11, 2016**

To Whom It May Concern

With well earned respect I would like to recommend ZDS as a high quality MEP design firm.

I have had multiple opportunities to work on highly technical projects with Todd Zachwieja and his team of skilled engineers. The first project that I had the opportunity to work with ZDS was a WVU project that connected several older chillers to develop a chilled water loop on the downtown campus. The project included piping through congested areas, load calculations, differential pressure and pump control, and load balancing. This project was designed to become a phased approach to a central chiller plant which is now in operation. The project was efficiently managed and the performance exceeded expectations. As the system changed and older chillers were removed from the loop, Todd always responded to questions and concerns to insure a positive outcome for the overall objective.

At present I am working with ZDS on a University of Charleston project constructing a new Innovation Center and Athletic Complex. ZDS has accommodated many twist and changes to this project. We are on track to open the new facility in December of this year. I have found Todd and his team to be highly responsive and professional.

Sincerely,

A handwritten signature in blue ink that reads "Gary L. Boyd". The signature is fluid and cursive, with the first name "Gary" being the most prominent part.

**Boyd, Gary MA, CEFP**  
**Director of Facilities**  
**University of Charleston**





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

**Building Four Renovations Project**

## **WYK's REPEAT CLIENTELE REFERENCES**



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## **WYK Repeat Clientele**

WYK Associates, Inc.

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Amos Carvelli Funeral Home  
ARC of Harrison County  
Barbour County Board of Education  
Barbour County Commission  
Citizens' National Bank of Elkins  
City Neon  
City of Bridgeport  
City of Clarksburg  
City of Salem  
Corhart Refractories  
Daisy Development  
Diamond Development  
Dominion Exploration and Production  
Fairmont State University  
Fellowship Bible Church  
Greathouse Funeral Home  
Harrison County Board of Education  
Harrison County Bank  
Harrison County Commission  
Harrison County Courthouse  
Harrison County Senior Citizens  
Harrison County YMCA  
Health Access  
Kappa Sigma Pi  
Lewis County Board of Education  
Louis A. Johnson V.A. Medical Center - Clarksburg  
MVB Bank  
North Central West Virginia Airport  
Pocahontas County Commission  
Quiet Dell United Methodist Church  
Stockmeier Urethanes  
Arnett Carbis Toothman, LLP (formerly Toothman & Rice)  
Town of Addison (Webster Springs)  
United Hospital Center  
United Summit Center  
Vienna Public Library  
Webster County EDA  
West Union Bank  
World Vision



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## References

WYK Associates, Inc.

### **Dr. C. Eric Kirkland, Ph. D, PMP**

Executive Vice-President  
Salem International University  
223 West Main Street  
Salem, WV 26426  
(304) 782-5011

### **Dr. Judy P. Byers, Director of Folklife Center**

Fairmont State University  
1201 Locust Avenue  
Fairmont, WV 26554  
(304) 367-4861

### **Martin Howe, City Manager**

City of Clarksburg  
222 W. Main Street  
Clarksburg, WV 26301  
(304) 624-1677

### **Geoff Marshall**

Vice-President of Support Services  
United Hospital Center  
327 Medical Park Drive  
Bridgeport, WV 26330  
(681) 342-1220

### **Reta Griffith, GM - Elkins Region**

Frontier Communications  
(Former, Pocahontas County Commission)  
902 3rd Avenue  
Marlinton, WV 24954  
(304) 799-3994

### **Steven Haning**

Diamond Development, LLC  
209 West Pike Street  
Clarksburg, WV 26301  
(304) 622-1562

### **Ben Propst**

Barbour County Coordinator  
8 North Main Street  
Philippi, WV 26416  
(304) 457-4339

### **Dr. Jeffrey Browning, DDS**

Total Dental  
1219 Johnson Avenue Suite 201  
Bridgeport, WV 26330  
(304) 842-7591

### **Carrie L. Wallace**

County Administrator  
Upshur County Commission  
91 West Main Street Suite 101  
Buckhannon, WV 26201  
(304) 472-0535

### **Dr. Mark Manchin, Superintendent**

Harrison County Schools  
445 West Main Street  
Clarksburg, WV 26330  
(304) 642-3300

### **Steve Casto, Superintendent**

Lewis County Schools  
239 Court Street  
Weston, WV 26452  
(304) 269-8333

### **Neil Quinn**

Director of Coordinator Services  
Harrison County Schools  
445 West Main Street  
Clarksburg, WV 26301  
(304) 326-7300

### **James A. Harris**

(Former, County Administrator of Harrison County)  
Executive Director Health Access, Inc.  
489 Washington Avenue  
Clarksburg, WV 26301  
(304) 622-2708

### **Gary W. Nickerson**

Steptoe & Johnson, PLLC  
400 White Oaks Blvd.  
Bridgeport, WV 26330  
(304) 933-8163

### **Mark Bonamico**

Bonamico Construction  
424 Lawman Avenue  
Bridgeport, WV 26330  
(304) 848-2372





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## **Building Four Renovations Project**

# **TESTIMONIALS**

James B. Swiger, AIA, NCARB, LEED AP

President/Principal

WYK Associates, Inc.

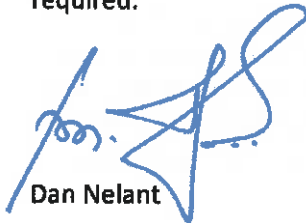
205 Washington Avenue

Clarksburg, WV 26301

Salem International University has benefited from the expertise, professionalism and friendship of Mr. James Swiger for a number of years. WYK and Mr. Swiger, specifically, have aided the University in planning and execution of renovations. He has helped identify regulations and options as well. He is always mindful of financial constraints and deadlines while delivering quality work products.

He has worked with the community of Salem on a number of efforts sometime as a partner with the University, the Chamber of Commerce and others. Salem International University is pleased to recommend WYK and James Swiger for consideration for any architectural/engineering project that is under consideration. He and his team take pride in their work, and all are conscientious and professional. That reflects on his leadership.

As loyal supporters of the University and the Salem Community, Mr. Swiger and his team are community advocates that we treasure. We would be more than pleased to be contacted if further information is required.



Dan Nelant

President

Salem International University



Keith Bullion

Associate Director of Campus Operations

Salem International University



## **LEWIS COUNTY SCHOOLS**

239 Court Avenue  
Weston, West Virginia 26452  
Telephone (304) 269-8300  
Fax (304) 269-8305

---

**Superintendent**  
Dr. Joseph L. Mace

February 4, 2016

**Board of Education**  
Paul Derico, President  
Debbie Clem  
Sylvia McNeish  
Robert Mitchell  
Michael Monachello

Mr. James Swiger  
President/Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To Whom It May Concern:

I am writing this letter on behalf of WYK Associates, Inc. and it is my pleasure to recommend Mr. James Swiger and the WYK Associates, Inc. team.

For many years I have worked with the WYK team on multiple projects for Lewis County Schools including the construction of Peterson Central Elementary School and Outdoor Classroom; Roanoke Elementary School; Lewis County High School Bleachers; Lewis County High School Concession Stand; Robert Bland Field House Addition; and security upgrades for the Lewis County Board of Education. Lewis County Schools have greatly benefited from the skills and expertise of WYK Associates, Inc.

James and the team at WYK offer professionalism at its best and I have enjoyed working with them over the years. WYK has always offered sound architectural options while being conscientious of financial constraints. The team at WYK has always been readily available for questions or concerns and has always given Lewis County Schools superior service in a timely manner. Lewis County Schools would welcome the opportunity to work with WYK Associates, Inc. on future projects, and I would strongly recommend them to other School Boards and organizations.

Please do not hesitate to contact me for further information or questions.

Sincerely,

Dr. Joseph Mace, Superintendent  
Lewis County Board of Education





DR. MARK A. MANCHIN  
*Superintendent*

## HARRISON COUNTY SCHOOLS

408 E. B. SAUNDERS WAY  
POST OFFICE BOX 1370  
CLARKSBURG, WEST VIRGINIA 26302-1370  
(304) 326-7300  
FAX (304) 624-3361

**BOARD OF EDUCATION**  
DOUGLAS K. HOGUE, *President*  
FRANK DEVONO, JR. *Vice President*  
MICHAEL DAUGHERTY  
GARY M. HAMRICK  
KRISTIN MESSENGER

August 18, 2015

Mr. James Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To Whom It May Concern:

It is my pleasure to write this letter on behalf of WYK Associates, Inc. and recommend Mr. James Swiger and the WYK Associates, Inc. team.

For over 20 years I have worked with WYK team on numerous projects for Harrison County Schools and they have proven to be a valuable asset to the school district. We have greatly benefitted from the expertise and architectural skill of WYK Associates. James and his team are true professionals and bring important architectural knowledge and outstanding management skills to their projects. James and his team are active supporters of Harrison County and show leadership in our community.

James and the team at WYK have always been conscientious of financial constraints and have always delivered superior service in a timely manner for Harrison County Schools. Harrison County Schools would not hesitate to work with WYK Associates on future projects, and I would recommend them to other organizations without reservation.

Please do not hesitate to contact me for further information or questions.

Sincerely,

Neil Quinn, Director  
Harrison County Schools

July 16, 2015

Mr. James B. Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear James,

Please consider this letter my recommendation of you and the staff at WYK Associates based on the projects completed for United Hospital Center. UHC was pleased to work with WYK on a variety of projects at our hospital facilities and we were impressed with your level of skill, professionalism, and commitment to quality. The staff at WYK exhibits a high-level of expertise in their field and was attentive to the needs of the hospital and our objectives.

United Hospital Center hired WYK Associates, Inc. to redesign two existing physician office suites in our multi-tenant facility and the jobs included a complete demolition of the existing offices. In addition to the multi-tenant building, WYK also renovated United Hospital Center's Cardiac Rehabilitation Center, Physical Therapy Suite, and Sleep Center.

I am confident that the work completed by WYK Associates, Inc. at United Hospital Center will be instrumental in better serving our patients and community and we are pleased with the results. I would be happy to recommend WYK and express my pleasure in working with the firm on the various projects at United Hospital Center. I would also welcome the opportunity to work with WYK Associates, Inc. again in the future.

Sincerely,



Geoff Marshall  
VP Support Services

# UPSHUR COUNTY COMMISSION

Upshur County Administrative Annex  
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201

Telephone: (304) 472-0535  
Telecopier: (304) 473-2802

TDD Numbers  
Business: 472-9550  
Emergency: 911

March 10, 2017

WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Re: Upshur County Courthouse Roof and Chimney Projects

To Whom It May Concern:

We recently had the pleasure of working with WYK Associates, Inc. on the roof and chimney restoration for the Upshur County Courthouse in Buckhannon, WV. WYK was instrumental in coordinating with West Virginia's State Historic Preservation Office (SHPO) to ensure the new designs were compatible with the historic character of the building.

For the roof, new metal shingles and flashing replaced existing materials surrounding the bell tower dome and at the front gable. The remaining shingles on the main roof were cleaned and coated with a fibered aluminum coating. For the two chimneys, the existing brick was dismantled and rebuilt from the roof up. Both chimneys were restored to their existing height using similar materials and topped with new stainless steel caps.

WYK brought their experience, knowledge, and professionalism to both projects as they expertly developed the new design, created the construction documents, facilitated the bidding process, and administered the construction contract. WYK's attentiveness and responsiveness contributed to both projects being successfully completed on time and within budget.

The Upshur County Commission is fortunate to have worked with a competent architect such as WYK Associates and looks forward to working with them again.

Sincerely,



Carrie L. Wallace

Upshur County Administrator

*An Equal Opportunity Employer*





February 5, 2016

To whom it may concern:

I am very pleased to write this letter on behalf of WYK Associates, Inc. of Clarksburg. Our century old school building was in desperate need of additional classroom and office space. We were faced with a sudden increase in enrollment for the upcoming school year for the Pre-Kindergarten class. The Wheeling-Charleston Diocese asked me to contact WYK to explore solutions to utilize the most space within our tight budget and timeframe. The Diocese spoke very highly of WYK as the firm had recently completed a new parish center for our associated church and they also performed other renovations to our school as well as our neighboring Notre Dame High School.

James Swiger and his staff diligently studied our building, exploring every option of gaining Pre-Kindergarten classroom space. Another challenge of the project was the requirement of the Pre-K to be located on the main floor for direct exiting requirements. The ultimate solution was to move the principal's office to the center of the school, utilizing the back of the oversized existing auditorium, under what was once a balcony. This created four new private offices for our administration in addition to a much needed conference room. The old office space was removed, thus expanding the adjacent classroom into that area. This kept the Pre-K on the main floor, made our offices more centrally located and increased visibility and security to all three entrances to the main floor level. They kept insisting they wanted to solve as many design issues within the school as they could while doing this renovation. They did just that!

WYK's staff was very professional, experienced, thorough and timely. They produced a wonderful design that fit within our budget and allowed for minimal disruption to the school. They worked closely with the contractor, which assisted him in completing the work in our shortened summer vacation. It is without reservation that I highly recommend WYK Associates, Inc. for your project. I can now see why the Diocese asked me to contact WYK to execute this work.

Sincerely,

Nicole A. Folio, M. Ed.  
Principal



OFFICE OF  
CITY MANAGER

## CITY OF CLARKSBURG

WEST VIRGINIA

November 7, 2016

James Swiger, President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Ave.  
Clarksburg, WV 26301

Re: Letter of Appreciation

Dear James:

It is with great pleasure that I am writing this letter of recommendation and appreciation for James Swiger and the entire team at WYK Associates, Inc. I have thoroughly enjoyed working with Mr. Swiger and his staff. James and his team are courteous and professional and have been dedicated to even the smallest of details for each project they have completed for the City of Clarksburg. Additionally, they have ensured the projects were always on time.

Over the years, James and the staff at WYK Associates, Inc. have completed multiple projects for the City of Clarksburg including a Police Sub-Station in Laurel Lanes, three (3) Fire Stations in Clarksburg which include the Central Fire Station in downtown, and two (2) sub-stations; the East End and North View Stations, as well as designing the Jackson Square Parking Facility. Jackson Square is used for downtown parking with an outdoor venue utilized for outside events. Everything from farmers' markets, wedding receptions, holiday events and festivals like the West Virginia Italian Heritage Festival's Pasta Cook-Off. I am proud to share that WYK was awarded the AIA West Virginia Merit Award for Achievement in Architecture for this project.

I personally look forward to working with WYK Associates, Inc. again and would highly recommend them to other local governments for use on their projects.

Sincerely,

  
Martin Howe, ICMA-CM  
City Manager



## Webster County Economic Development Authority

139 Baker Street • Webster Springs, WV 26288 • Phone: (304) 847-2145  
Email: [wcd@WebsterWV.com](mailto:wcd@WebsterWV.com) • Website: [www.WebsterWV.com](http://www.WebsterWV.com)

February 8, 2016

Mr. James Swiger, President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To Whom It May Concern:

It is my pleasure to recommend WYK Associates, Inc. for your next project. I have had the privilege of working with them on a variety of projects over the last decade. The Information Manufacturing Corporation (I.M.C.) Building in Cowen at our Industrial Park utilizes a geothermal heating and cooling system. The I.M. C Building is a 17,000 S.F. structure with an abundance of daylight in the front office area and houses a spacious open structure work space. This project won a Merit Award in Architecture from the WV Chapter of the American Institute of Architects (WVAIA). The 21,000 S.F. Webster County multi-tenant building was built following completion of the I.M.C. in the same development. The multi-tenant building was designed to accommodate a variety of manufacturing spaces and was uniquely designed to be divided or used as a whole.

Recently we have worked with WYK for the interior renovations to our railroad depot building in Webster Springs and R.V. Park adjacent to the depot. This project is part of a master plan to convert this area into a small commercial/recreation area and possibly a trail head for a local trail system in the near future.

WYK has always been diligent in answering any questions or concerns we might have had. In working with WYK on the depot they worked very hard at designing it to meet our very tight budget constraints. The project was funded by a matching grant and there were no additional monies above and beyond the grant. WYK worked with us to give us the most "bang for the buck" to prepare the depot for its future use as a hub for the adjacent facilities.

We were pleased to work with WYK on these projects and we look forward to working with them again in the future. Please do not hesitate to contact me for additional information or questions.

Sincerely,

A handwritten signature in cursive script that reads "Geary Weir".

Geary Weir  
Executive Director





**HARRISON COUNTY YMCA  
Lowndes Hill Park  
P.O. Box 688  
Clarksburg, WV 26302-0688  
304-623-3303**

August 14, 2015

To whom it may concern:

WYK Associates serve their clients with thoughtful planning; creative design; and credible engineering. Their professional skill is underscored by impeccable character and generosity to their community.

Commending WYK Associates to prospective clients comes from personal experience and observation of projects completed for others. Their talent and high standards will serve you well.

Sincerely,

**MX**

D. Max Francis  
Interim Executive Director



## **Health Access, Inc.**

489 Washington Avenue • Clarksburg, West Virginia 26301

Phone 304-622-2708 • Fax 304-623-9302 • E-mail [healthnac@mar.com](mailto:healthnac@mar.com) • Web [www.healthaccessinc.org](http://www.healthaccessinc.org)

July 10, 2015

James B. Swiger, AIA, NCARB, LEED AP  
President / Principal  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

RE: Letter of Recommendation

Dear Mr. Swiger:

Health Access, Incorporated first hired WYK Associates, Inc. in 2010 to design, plan and manage a project to completely renovate the medical clinic located at 489 Washington Avenue in Clarksburg, West Virginia. The project had a total cost of over \$350,000.00 and a very tight time frame of ninety days from start to finish. Another very challenging aspect to our project was the need to keep our Pharmacy operational to fill prescriptions during the entire ninety days of construction. From the outset, WYK Associates exhibited great attention to the details of our operation and our specific space and functionality needs within this medical facility and this was an outstanding feature of our relationship with the company. We found your willingness to make changes in the design phase as required by our budget limitations so helpful in bringing forward the very best design that our agency could afford.

Throughout this entire project, your "hands on" approach in managing the project made this experience very rewarding for our agency Board of Directors, Staff and ultimately for our many patients. The contractors that WYK Associates invited to bid on the project were all top of the line in our area and I'm confident that any one of them would have done excellent work, however we were extremely satisfied with the successful bidder; Elkview Builders, Inc.

In addition to the major renovation project in 2010, Health Access, Inc. once again engaged the services of WYK Associates, Inc. for a smaller project in 2014. That project involved renovation of a space to install a small employee restroom within the clinical spaces and also the modification of five exam room doors to install sound seals that afford privacy and confidentiality of patient-provider discussions in those areas. Again we were delighted with the process in working with WYK Associates in this project which was completed in a timely manner, within budget and without disruption to the operation of the clinic which remained open during the entire project.

James B. Swiger

Page -2-

Please feel free to use Health Access, Incorporated as a reference to any potential clients seeking Architectural, Planning-Design or Project Management services. We can certainly recommend WYK Associates, Incorporated without reservation as we are a very satisfied customer. Thank you again for your efforts to make this beautiful new home for the free clinic and the hundreds of low income uninsured patients we are privileged to serve.

Sincerely,

  
James A. Harris, Executive Director



# TOWN OF GASSAWAY

**RICHARD M. ROACH, MAYOR**

**CHERRI WILSON-GERWIG, RECORDER/CLERK**

**RICK A. BURROWS, SR. CHIEF OF POLICE**

**COMMON COUNCIL**

**JIM MALICK**

**FRANCES CLAYTOR**

**JIM CRINER**

**LYNN JEFFRIES**

**EDNA WILSON**

Jordan Garland  
205 Washington Avenue  
Clarksburg, West Virginia 26301

I am writing to recommend the services of WYK Architects'. WYK did an outstanding job on the restoration of the Gassaway Depot. Their knowledge and attention to detail made the restoration of the Gassaway Depot a success. I feel confident in recommending WYK Architect services. Their work was not only thorough but they were also easy to work with, and willing to take the time to discuss any concerns and responses to any questions.

If you have any further questions please feel free to contact me.

Regards,

A handwritten signature in blue ink, appearing to read 'Richard M. Roach', with a long horizontal flourish extending to the right.

Richard M. Roach, Mayor

416 ELK STREET, P.O. Box 147  
GASSAWAY, WV 26624  
304-364-5111  
304-364-4003 FAX  
THETOWNOFGASSAWAY@FRONTIER.COM



1219 Johnson Avenue, Suite 201  
Bridgeport, WV 26330

304-842-7591

---

To whom it may concern:

It is with great pleasure that I am writing this letter of recommendation for James Swiger and the entire WYK team.

When I was starting my building project, I asked several people for recommendations. I spoke with contractors, businessmen, and people who had been through construction projects. Overwhelmingly, the one name that was mentioned was James Swiger.

Every aspect of the project that James was involved with was done with great care and excellence, from the initial design of the building, to coordinating all of the work, and even now that the building is complete. James was and is available to answer my questions and to help in any way that I ask. I honestly cannot remember a single incident that James or a WYK team member was not available. I feel that his knowledge of and rapport with the engineers, contractors, and inspectors was a tremendous asset to the project. His attention to detail would amaze me. It is obvious that he takes great pride in his work. His professionalism and level of commitment is beyond what would be expected. I would visit my construction site every evening after work and on the weekends, and often times James would show up.

Finally, as the saying goes, the proof is in the pudding. The finished product is a thing of beauty. My patients are always commenting about the building. My building is the perfect space for my dental practice as well as the other tenants.

Please feel free to contact me if I can be of further assistance.

Sincerely,

Jeffrey W Browning, DDS



**STEPTOE &  
JOHNSON**  
FLLC  
ATTORNEYS AT LAW

400 White Oaks Boulevard

Bridgeport, WV 26330

(304) 933-8000 (304) 933-8183 Fax

[www.step toe-johnson.com](http://www.step toe-johnson.com)

Writer's Contact Information

(304) 933-8163

[Gary.Nickerson@step toe-johnson.com](mailto:Gary.Nickerson@step toe-johnson.com)

March 10, 2016

To Whom It May Concern:

I am presently the managing partner of the Bridgeport, West Virginia, office of Steptoe & Johnson PLLC, a national law firm of over 300 lawyers in six states. S&J has its roots in Harrison County, West Virginia, where it was formed in 1913 in Clarksburg. Our firm maintained its primary office in downtown Clarksburg for almost 100 years.

Recognizing that the facility in Clarksburg could no longer meet the needs of a growing national law firm, in 2008, we made the decision to build a new home office, strategically located in Bridgeport, West Virginia, along the I-79 Corridor. We retained SKB Architects, a firm known worldwide for the design of law firm buildings. Because SKB was not local to this area, both SKB and our firm recognized the critical need to have a local architectural firm be actively involved in the design and construction of the 80000 square foot state-of-the-art office building. Without hesitation, we recommended WYK Associates, Inc. to SKB, having known the architects of this firm and the quality of their work for several decades.

Specifically, from day one, WYK performed oversight of the project, serving as an important liaison between SKB, the S&J's building committee and the construction firm. Initially, WYK Associates, Inc. provided a peer review of SKB's design and construction documents prior to the documents being released to contractors for bidding. With SKB and our firm's building committee, WYK was actively involved in the contractor interview and selection process for the \$16 million building, designed to LEED standards. The assistance of James Swiger of WYK was of critical importance to S&J's selection of a contractor and that selection proved to be outstanding. Moreover, WYK attended all construction meetings with SKB, the firm's executive director, the contractor and sub-contractors throughout the course of the construction period. WYK also served as the "eyes and ears" for SKB, making site visits and reporting back to SKB-- on the "off" weeks that SKB was not present at the site-- as a means of quality control as well as verifying construction conditions for SKB. WYK was active in the job site meetings, offering input and solutions to any construction related issues that arose throughout the course of the construction process. In the end, the project was a resounding success for our firm and we moved into our beautiful, state-of-the-art facility, in August, 2010.

From S&J's standpoint, WYK provided our firm's "safety net" and "comfort zone" throughout the entire process, being a longstanding and respected firm of architects who we have known and trusted for decades. Despite our large size, we had never built our own building, and had leased in all office locations throughout our century of existence. James



March 10, 2016

Page two

Swiger and WYK Associates, Inc. provided a much needed comfort level to our lawyers as well as a level of service and oversight that was of critical importance to the successful completion of the project, on time and on budget. As the office managing member, and as an active member of the S&J building committee, I cannot imagine our law firm completing this beautiful facility without WYK in our corner. Should you have any questions, please feel free to call me.

Very truly yours,



Gary W. Nickerson

GWN

7133013.1

August 13, 2015

Mr. James Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear James,

I would like to take this opportunity to express our satisfaction with Premier Bank's Flatwoods Branch. I was the Executive Vice President of the Bank of Gassaway when the branch was constructed and all of us at the Bank of Gassaway were well pleased with your design and project management of the branch.

The branch stands out from the other businesses in the area and we regularly are complimented on its appearance. The branch is very functional and it serves our customers well.

Thank you for your excellent work on the project.

**Jim McQuain**  
**Senior Vice President**  
**304-364-5138 ext 1701**  
[jimmy.mcquain@premierbankinc.com](mailto:jimmy.mcquain@premierbankinc.com)



**PREMIER BANK**

**BOB TRICKETT**

**Cadillac Buick GMC Inc.**

**GMC**



P.O. Box 609, Route 50, East • CLARKSBURG, WEST VIRGINIA 26301 • (304) 624-6594

February 5, 2016

Mr. James Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To whom it may concern:

It is with great pleasure that I am writing this letter of recommendation for James Swiger and the entire WYK Associates, Inc. team.

WYK Associates, Inc, renovated the Bob Trickett Cadillac Buick GMC dealership located on old Bridgeport Hill. Throughout the entire process, WYK was available any time to answer any questions or concerns I had. WYK was able to complete our project on time and adhere to our budget. WYK had an excellent rapport with the project engineers, contractors and inspectors. Our newly renovated building is easily the most attractive building on Old Bridgeport Hill now.

James and the team at WYK are professional and courteous. I would not hesitate to recommend WYK Associates, Inc. to other car dealerships or businesses for their architectural services.

Please contact me for further information or questions.

Sincerely,

Mr. Robert W. Trickett, Owner  
Bob Trickett Cadillac Buick GMC

March 10, 2011

Mr. James B. Swiger, AIA  
President / Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear James:

This letter is in appreciation of all the work WYK Associates has provided to the Pocahontas County Commission and myself over the last year. I have thoroughly enjoyed working with your company and have appreciated the professionalism and dedication you have given our projects.

Due to the historic nature of the Pocahontas County Courthouse I knew there would be surprises in replacing the roof and installing an elevator. WYK was very creative in overcoming these challenges and researching alternatives that would fit within the budget of funds we had to use for this project. I have also enjoyed the consistent and timely communication you provided while I was managing the project for the County Commission. You never failed to respond to a request, and even provided direction when we were at a loss as to how to proceed.

I would highly recommend your company for other projects with local governments or in the private sector.

Thank you again for all your assistance.

*Reta Griffith*

Sincerely,  
Reta Griffith  
Former Commissioner, Pocahontas County (1998-2010)  
RR 1 Box 122A  
Marlinton, WV 24954  
304-799-4523  
[retagriffith@frontiernet.net](mailto:retagriffith@frontiernet.net)





131 WEST MAIN ST. • BRIDGEPORT, WEST VIRGINIA 26330-6310  
Phone: (304) 842-8251 • Fax: (304) 842-8254 • [www.bridgeportwv.com](http://www.bridgeportwv.com)  
CHUCK FEATHERS • BRIDGEPORT FIRE DEPARTMENT  
Chief

September 20, 2010

Mr. James B. Swiger  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear Mr. Swiger,

It has been almost a year now since we moved into our new Public Safety Substation and I wanted to take a moment to thank you for all you did in insuring the success of our building. It is more than we expected when we first started this project. Your detail to our requests as we started this project is what has made it such a workable project. You took our words on what we wanted and turned them into a state of the art public safety building that is not just pleasing to the eye but very functional.

Throughout the project as problems rose you were quick to find answers that worked for our needs and decisions evolved around our needs instead of what worked best for others.

Thank you again for all the great work you did for us and the building stands as a tribute to you and your firm for a job well done. If I can be of assistance to you in the future just let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Chuck Feathers", written in a cursive style.

Charles A. Feathers, Chief

Bridgeport Fire Department

40 Main Street  
Shinnston, WV 26431-1198



Phone (304) 592-5631  
Fax (304) 592-1597

February 8, 2012

To Whom It May Concern,

The City of Shinnston has worked with WYK Associates, Inc., on a variety of projects and has always been impressed by their level of skill, professionalism and commitment to quality. The staff exhibits an expertise in their field and is attentive and attuned to the community they are working in.

Current projects that WYK Associates, Inc., are assisting the City of Shinnston with include the design and construction of the Shinnston Community Building. This \$5 million building is located at the entrance to the City's historic downtown district and WYK have excelled at designing a building sensitive to its location and history, yet able to carry the City into the twenty first century. From initial stakeholder meetings to design presentations, the team at WYK listened to the community's needs and responded accordingly.

The City of Shinnston is also utilizing the planning and design aspect of WYK Associates, Inc., on the former G.C Murphy building project. This project is a detailed feasibility study to assist the City in deciding whether to purchase the hundred year old property. The WYK team has researched the current condition, reviewed code requirements with regard to future development and developed a plan for the highest and best use of the building.

In 2009, WYK Associates Inc., designed and managed the renovation of the City of Shinnston Museum. The Museum now has excellent display space, coupled with galleries for exhibits, and a spacious meeting area. WYK's ability to design space to serve multiple purposes has meant that the Museum is used for government meetings and receptions as well as traditional preservation uses.

The City of Shinnston has been very pleased to partner with WYK Associates, Inc., on these and other projects. From architects to administrative support personnel, the firm exhibits a high commitment to quality and customer satisfaction.

Yours truly,

  
Emma Clarke  
Finance Officer

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: GSD1800000004**

**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.

05/02/18 10:02:12  
WV Purchasing Division

WYK Associates, Inc.  
\_\_\_\_\_  
Company  
James S. Sledge, AIA  
\_\_\_\_\_  
Authorized Signature  
5/1/18  
\_\_\_\_\_  
Date

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

STATE OF WEST VIRGINIA  
Purchasing Division

## PURCHASING AFFIDAVIT

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: WYK Associates, Inc

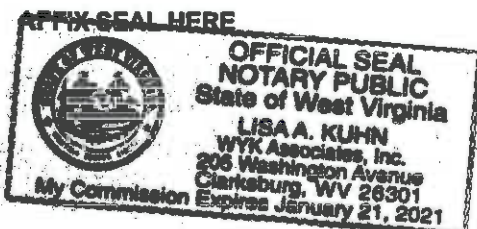
Authorized Signature: [Signature] Date: 4/30/18

State of West Virginia

County of Harrison, to-wit:

Taken, subscribed, and sworn to before me this 30<sup>th</sup> day of April, 2018.

My Commission expires January 21, 2021.



NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)

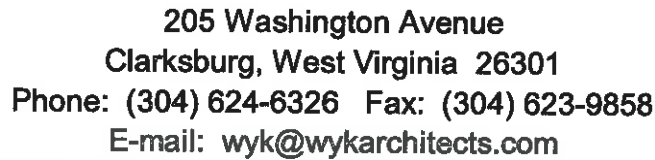


**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Jordan Garland, Dir of Business Devp and Mrkting  
(Name, Title)  
Jordan Garland  
(Printed Name and Title)  
205 Washington Ave., Clarksburg WV 26301  
(Address)  
304-624-6326 / 304-623-9858  
(Phone Number) / (Fax Number)  
jordan@wykarchitects.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.

WYK Associates, Inc.  
(Company)  
James B. Swiger AIA PRESIDENT  
(Authorized Signature) (Representative Name, Title)  
James B. Swiger AIA  
(Printed Name and Title of Authorized Representative)  
4/30/18  
(Date)  
304-624-6326 / 304-623-9858  
(Phone Number) (Fax Number)



*If enclosures are not as noted, kindly notify us at once.*