

EXPRESSION OF INTEREST

BUILDING 4

RENOVATIONS

CAPITOL COMPLEX, CHARLESTON

RECEIVED

2018 MAY -2 AM 9:27

WV PURCHASING
DIVISION



May 2, 2018

Ms. Michelle Childers
Department of Administration
Purchasing Division
2019 Wahington Street E
Charleston, WV 25305

Re: Expression of Interest: Building Four Renovations

Dear Ms. Childers,

Mills Group is pleased to submit this expression of interest as an offer of our professional services for the Building Four Renovations Project located in the Capitol Complex in Charleston, WV.

Our team has been overseeing the design, construction and coordination for a multitude of commercial, public, and preservation projects for over ten years. The caliber of talent of the Mills Group team will be an asset to your project. Public and commercial success stories include:

- The Kaley Center – Wheeling, WV
- CHROME Federal Credit Union – Sewickley, PA
- Williamson Health & Wellness Clinic – Williamson, WV
- WVSHPO Grant Monitor – Various Locations, WV

Each of these projects fostered economic opportunities in their communities. The team we propose to use values the design process and the importance of open and frequent communication with our clients. Team members of Mills Group include:

Michael Mills, AIA is the Managing Principal of the Mills Group. Michael's architecture experience ranges over three states and the District of Columbia. He personally leads all the firm's undertakings and will be current on the progress of work in the office and on site at every milestone.

Victor Greco, AIA, NCARB is the Mills Group Principal Architect and head of the Wheeling studio. He is a leader in West Virginia's architecture community with 30 years experience in designing and managing large projects from concept to ribbon cutting.

Ryan Hess, LEED AP is a Principal of the Mills Group and the Director of Sustainable Design. He serves as our expert on LEED projects and incorporates sustainable principles into all of his designs.

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

The Weiss Building
63 Wharf Street, Suite 300
Morgantown, WV 26501
Phone: 304.296.1010

www.millsgrouponline.com

The Kaley Center
53 14th Street, Suite 607
Wheeling, WV 26003
Phone: 304.233.0048

Lance Muscara, AIA is an experienced project manager and expert in building codes, zoning and jurisdictional approval. As a skilled woodworker, Lance brings a distinctive understanding of building principles to his designs.

Project Team

Mills Group specializes in architecture with a team of talented architects and planners. Our firm's frequent and open dialogue with clients and regulatory agencies allows for streamlined project review and accurate results.

Allegheny Design Services (ADS) is a group of engineers who ensure their projects meet current and speculative design needs with sound solutions. This firm will be responsible for structural engineering.

H.F. Lenz is a client-focused engineering firm with over 70 years of industry experience serving western Pennsylvania and WV. Their knowledge of mechanical, electrical and plumbing engineering for municipal building facilities will be utilized on this project.

Scope of Work

The substantial nature of this undertaking necessitates the following scope of work:

- Provide Architectural, mechanical, electrical, structural and other engineering design services to evaluate, redesign, renovate and enhance Building Four.
- The project will follow LEED guidelines with a goal of LEED silver.
- Produce a complete evaluation of Building Four in report form and be responsible for verifying, coordinating and documenting building components. The report will include the following:
 - Existing Conditions
 - Space Planning
 - Life Safety
 - Data/Communications
 - Mechanical
 - Electrical
 - Fire Supression / Fire Alarm / Smoke Control
 - Construction Phasing
- Construction Documents
- Analyze and improve upon an existing strategic plan that is geared to streamline the design proces into multiple phases, while maintaining an operational buidling and planning for future improvements and construction.

Methodology

Our team takes pride in the firm's reputation for producing quality designs on projects large and small with the end goal of a completed project that meets or exceeds the client's expectations. The Mills Group architects, planners and designers will draw on our reservoir of experience – gleaned over decades and multiple states – to comprehend client needs and produce a design that we will lead to success.

Our first step would be comprehensive conversations with all the relevant stakeholders coupled with site visits to assess conditions and develop the scope of work. Once we have a defined scope, we will then be able to provide a complete construction estimate for the project. Sustainability assessment, code, life safety and zoning evaluations will follow. Precedent and product research will lead to design concepts, construction documents, bidding and negotiations. Supervising the construction will be the culmination of all this work.

NEEDS ASSEMENT AND CONDITIONS DOCUMENTATION

The overarching methodology to achieve the project objectives as agreed upon by the client are summarized in the following bullets points:

- *Research the site and its context*
- *Observe Existing Conditions*
- *Analyze and Identify Issues and Opportunities*
- *Develop Alternatives*
- *Make Recommendations and Creating a Solution (Masterplan)*
- *Assemble Construction documents*
- *Provide assistance with bidding and execute construction observation*

For the Mills Group, the ROADMAP, is a critical path to achieve the success of an existing structure project and especially for a structure that has exhibited deficiencies in its function or failures in various components of its construction. To expound on the summary above, the outlined steps below are the detailed phases of the project:

1. **Research and data collection.** The approach to preservation projects starts with an understanding of the physical and cultural evolution of the building through a detailed research effort. The research would include the review of written documents, photographs, and drawings. This process would involve a

detailed recording of the information and documentation of the primary sources. This phase of the project would also include the research into project precedents of similar project types.

2. **Observe existing conditions.** The first step is to walk through/around the structure and make a visual inspection of the surroundings. The assessment phase of any project is the time at which the site is evaluated in its rarest form of components; this will involve the full consulting team. Any available construction drawings of the original structures should be consulted, as well as any additions or modifications made over the years should be examined. Existing condition drawings will be developed as baseline data. This would include floor plans, exterior elevations, and general building sections. This phase could involve a student group in order to share the documentation process and leverage a cost effective resource.
3. **Analyze and identify issues and opportunities.** Determine the project requirements and the programmatic elements for the current use. Understand the potential changes as a resulting of the programming/planning workshop. Other items that will have an impact on the project shall be potential parking accommodations, type of room layouts, security requirements, common area requirements, utility infrastructure, and accommodations for ADA. Perform a code and regulatory analysis.
4. **Develop alternative design concepts.** The team generates coordinated concept solutions that are directly responsive to the due diligence, existing conditions and the client's goals for the project. These concepts are created after a collaborative design process has occurred amongst our team and are the basis for a consensus process with the client.
5. **Make Recommendations and Creating a Solution.** Our team shall work with the client group to determine the realities of the project, based upon the factors of cost, time, and quality of the design solutions. We will prepare options and facilitate the decision making process, while utilizing the existing data. The deliverable will be a project master plan that will also make recommendations for a phasing approach
6. **Assemble Construction documents.** The team shall provide detailed construction drawings and supporting project specifications to allow for a competitive bidding process meeting all state procurement regulations.

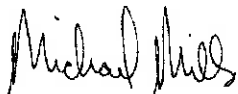
7. **Provide assistance with bidding and execute construction observation.** The team shall execute the bidding process per state procurement regulation, respond to any RFIs, issue addenda as required, conduct project meetings, review payment applications, review all proposed change orders, and perform the necessary site visits.

The process outlined above is utilized on all of our projects involving an existing structure and we find that it is both effective and imperative to follow in order to achieve a project's success.

At every step we can be relied on to keep our clients abreast of developments. We value their input and use it to better serve them. Please find attached our firm and team member resumes along with examples and samples of our work.

We are excited to aid the State of West Virginia with the design, assesment and planning for the renovations necessary for Building Four. Should you have any questions, please feel free to contact me at 304-296-1010 or email me at mmills@millsgrouponline.com. Thank you for this opportunity.

Sincerely,



Michael J. Mills, AIA
Principal



QUALIFICATIONS



MILLS GROUP
ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

LOCATIONS :
THE WEISS BUILDING
63 Whatf Street, Suite 300
Morgantown, WV 26501
304.296.1010

THE KALEY CENTER
53 14th Street, Suite 607
Wheeling, WV 26003
304.233.0048

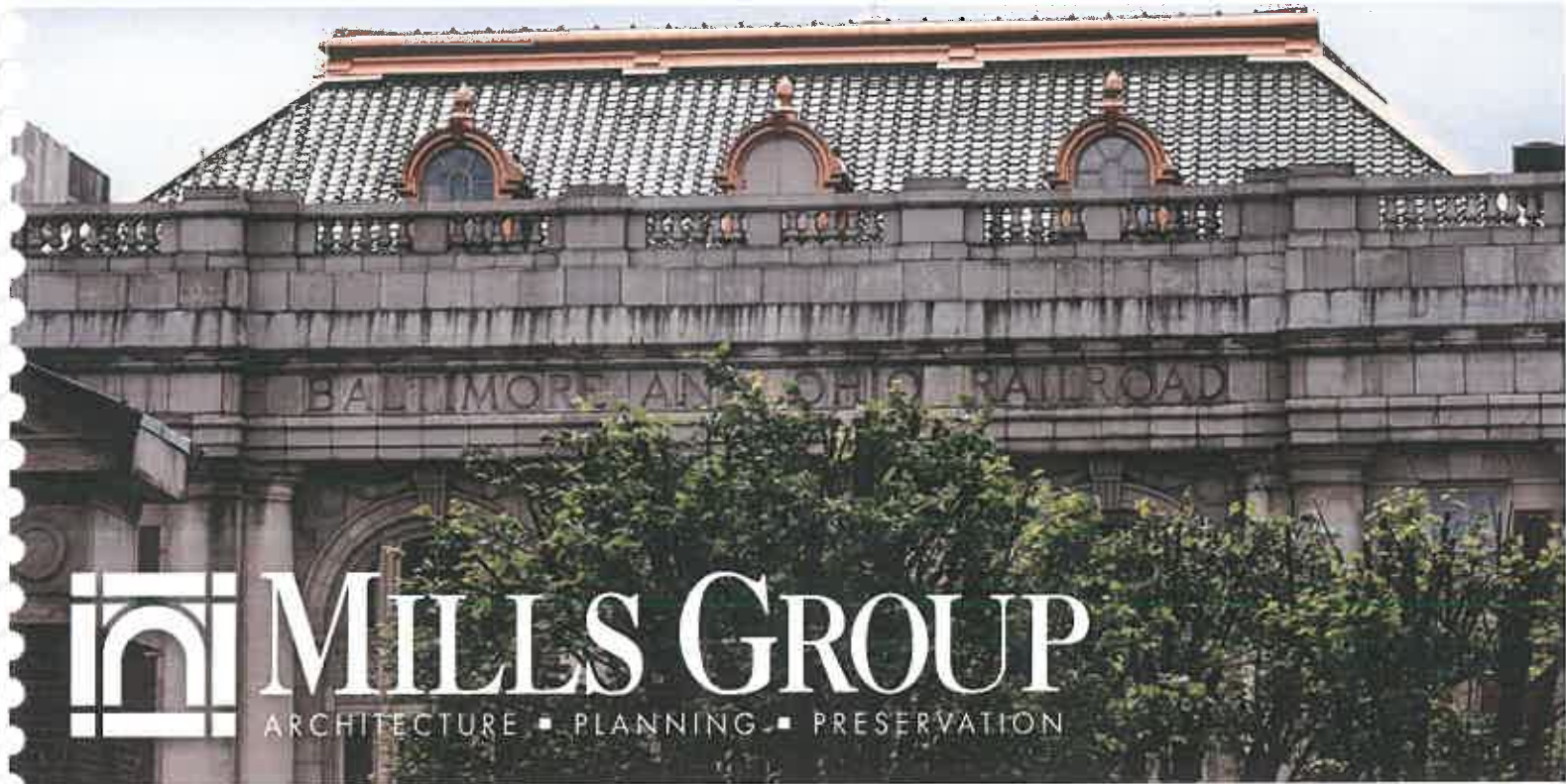
SITE :
millsgrouponline.com

Mills Group represents a collection of architects, designers, and researchers dedicated to innovative design and quality work. In 2005 Michael Mills, AIA, answered a market demand for architects with a special skill set. By 2013 the firm expanded to Wheeling to include more talent over a broader geographic range.

The firm's success is a product of diligently understanding client needs, existing conditions, design goals and budget. Our process is built on the foundation of research, client collaboration, and creative solutions. The team looks to the region's architectural heritage for inspiration to celebrate the best of the past and promote economic vitality for the future.

Mills Group happily serves public and private clients. Public sector patrons who have sought our services include cultural agencies, development offices, municipalities, non-profits, and schools. Other architects and engineers, developers, homeowners, and business people are counted among our private clients.

The firm is committed to a quality end product derived from experience, diligence, and collaboration. Clients can always count on us to maintain our efforts from concept to ribbon cutting.



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

Architecture

COMMERCIAL
RESIDENTIAL
PUBLIC

Planning

ENABLE
EXTEND
ENHANCE

Preservation

REVITALIZE
REHABILITATE
CONSULT

Mills Group is a proven leader in many specialized areas of architecture and design. With experience in commercial, public, and cultural facilities, our firm has a breadth of exposure, which gives us confidence to approach any design challenge. Through engagement and collaboration we develop solutions based on shared visions and focused needs.

Our firm provides careful planning and design for commercial, public, and residential clients both as a necessary asset to an overall architecture project and as a stand-alone service. The firm follows the 'measure twice, cut once' principle, and approaches planning as a forward thinking, cost saving, and practical application for all projects.

We maintain a commitment to the cultural heritage of our region. We strive to raise awareness of the significant history and culture that is the foundation of who we are and ultimately, will become. Our team performs historical research as well as assessing and documenting existing conditions. We compile our findings into a comprehensive narrative, a feasibility study and/or historic structures report for the owner to implement planning for the next phase of use for the building.

“Provide high quality, state-of-the-art, and cost effective engineering and surveying services to a diversified clientele, which will assure a fair return on investment to provide for the continued employment and well being of the employees, and the perpetuation of the company.”

LOCATION :

1051 Brinton Road
Pittsburgh, PA 15221
P - 412.371.9073

SITE :

WWW.HFLENZ.COM

H.F. Lenz Company was established 1946 in its present form, under the name H.F. Lenz Company, R.E., and in 1953 the company was incorporated, as a Private Corporation, in Pennsylvania as H.F. Lenz Company. Our projects span the nation, with the heaviest concentration in the Northeast, and exceed \$530 million in MEP, Civil and Structural construction annually. Each market sector—corporate, government, health care, education, and industry—is served by a team of specialists who understand the unique needs of the clients they serve.

Our team has extensive experience in indoor sports complex's and recreational facilities, including our current project for a new \$15 million, 57,000 sq.ft. "The End Zone" Recreation Center at Sacred Heart University in Connecticut. The program elements include an indoor suspended track, multi-purpose rooms, two-story gymnasium, open exercise machine space, aerobics, yoga and spin rooms, climbing wall, bowling alleys, golf simulator, locker rooms and administrative offices. We have also completed several projects at Robert Morris University for the Island Sports Complex which houses two indoor rinks, one NHL size and one Olympic size indoor rink, as well as one outdoor ice rink.

H.F. Lenz Company has been ranked in the "Top 100 Green Design Firms" in the Country, for several years, by ENR Magazine. We have been a member of the United States Green Building Council since 2000 and currently have 19 LEED® Accredited Professionals on staff. We have designed over 15 million sq.ft. of facilities utilizing LEED principles including 80+ projects that have attained various levels of LEED Certification.

Our staff consists of 150 individuals, including 50 Licensed Professional Engineers and 19 LEED Accredited Professionals.



Allegheny
Design Services
Consulting Engineers



**“Providing
reliable,
responsible
services of
building
system design
and analysis”**

LOCATION :

102 Leeway Street
Morgantown, WV 26505
P - 304.599.0771
F - 304.212.2393

SITE :

ALLEGHENYDESIGN.COM

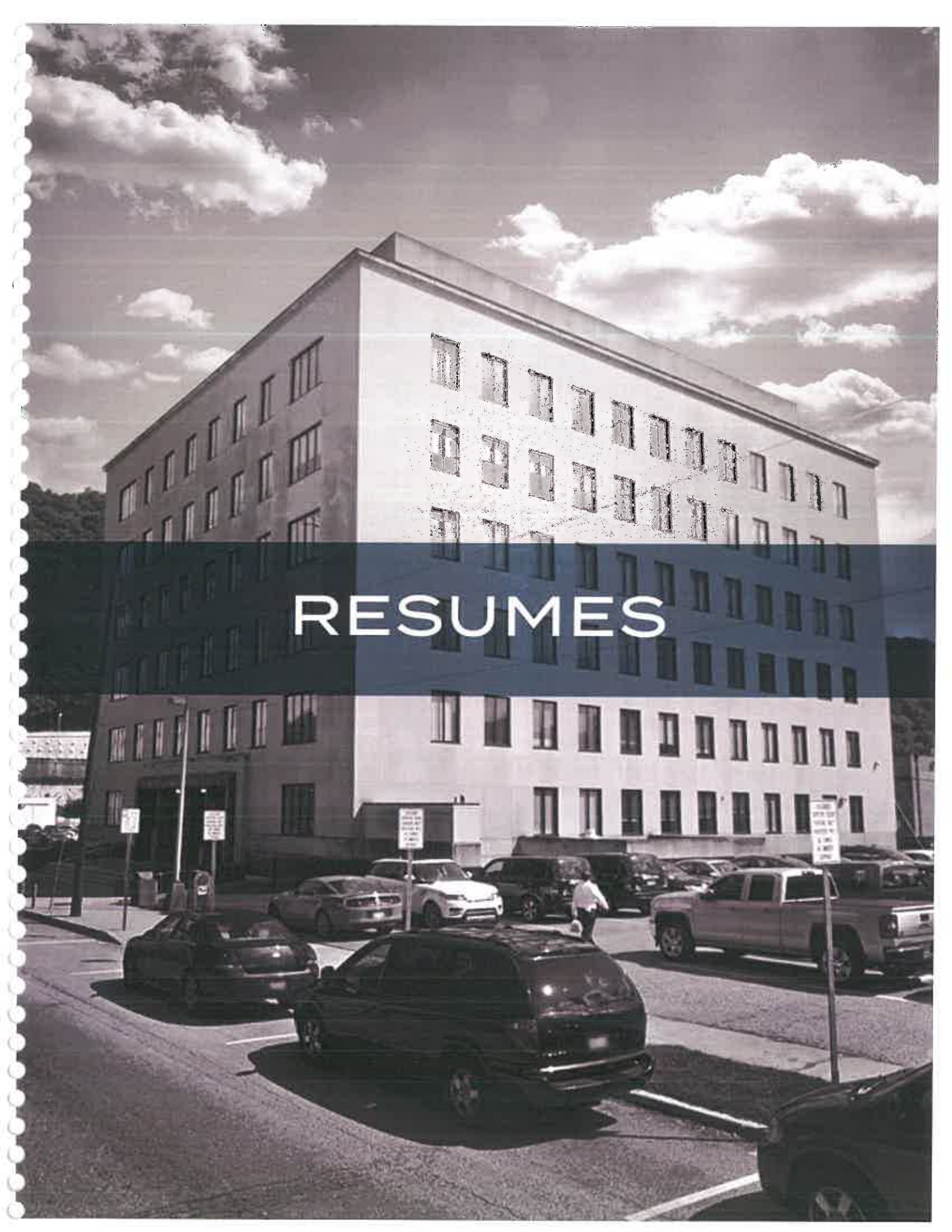
Allegheny Design Services (ADS) is a consulting engineering firm specializing in structural building design and building analysis. Dedicated to serving West Virginia and the surrounding region, ADS recognizes the need for reliable and full service engineering support. ADS provides all phases necessary for the successful completion of a building project including schematic design studies, design development, construction documents and specifications, and construction administration.

ADS' experience in Design and Project Management includes:

- Commercial Facilities
- Industrial Facilities
- Institutional Facilities
- Educational Facilities

ADS was established by David Simpson, PE, MBA, in 2002 as a result of a need in North Central West Virginia for reliable structural engineering services. In 2009 MEP engineering services were added, led by Mike Chancey, PE. ADS utilizes a combination of office technology and a motivated staff to deliver projects typically up to \$40 million in construction value. Our clients include architects, contractors, developers, attorneys and insurance companies.

ADS currently utilizes the latest engineering design and BIM software for the development of project work.



RESUMES



Michael Mills

AIA, NCARB

**MANAGING
PRINCIPAL**

EDUCATION

BS, BARCH / 1993 / RENSSELAER
POLYTECHNIC INSTITUTE

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
VIRGINIA
OHIO
PENNSYLVANIA
MASSACHUSETTES

BIOGRAPHY

Mr. Mills leads all facets of the daily operations of the Mills Group. He has nineteen years of experience in historical preservation, architectural design, and planning. Through his extensive work with historic structures, he has a detailed working knowledge of the Secretary of the Interior's Standards for Historic Preservation Projects.

His work includes interior and exterior preservation, window restoration, foundation waterproofing, roof repair, integration of MEP systems in a historic structure and the design of interpretive exhibits for historic structures. The other aspects of his work include historic design guidelines, contextual design of new structures, and the issues related the revitalization of main streets across the country.

EXPERIENCE

2016 WVSHPO Grant Monitor - Various, WV

Since 2006, the Mills Group has been awarded an annually competitive contract with the West Virginia State Historic Preservation Office to provide technical assistance and grant monitoring. The scope of the grant projects range from masonry and window restoration to roof replacement and exterior millwork rehabilitation.

CHROME Federal Credit Union-Sewickley, PA

Partnering with Waller Corporation, this multi-phased bank renovation includes an interior fit-out and exterior facade face-lift to incorporate the bank's new brand. This project posed an interesting challenge as it was fully operational during renovations.

Monongalia County Courthouse Plaza -Morgantown, WV

Mills Group created a conceptual masterplan of the Courthouse building and Plaza renovations through the integration of indoor and outdoor spaces. The design includes a more distinguished entrance, pedestrian accessibility and well-defined transitional spaces for community use.

WV Veterans Memorial - Charleston, WV

Mills Group intensely surveyed the West Virginia Veterans Memorial site and structure April 3, 2013. The general overview involved a visual condition assessment of the structure's components utilizing the standard Uni-format outline to ensure all issues were addressed in a logical order. Additionally, Mills Group composed an Operations and Maintenance Manual to ensure the monument's long-term care.



BIOGRAPHY

Mr. Greco leads our Wheeling Office and has over thirty years of experience in historical preservation, architectural design and planning. Victor takes a holistic approach to create design solutions that address the complexities of historic restoration projects, as well as programming and master planning for future growth. He is detail-oriented and pragmatic, working hands-on with clients to ensure their needs are served efficiently and comprehensively. Victor has been recognized state-wide with numerous awards and news articles on his projects and accomplishments. He is very active with Rotary and serves on the Easter Seals Board. Victor is also a Commissioner on the West Virginia Archives and History Commission and a Member of the Wheeling Historic Landmarks Commission.

Victor Greco
AIA, NCARB

PRINCIPAL ARCHITECT

EDUCATION

BS. ARCH / 1983 / UNIVERSITY OF KENTUCKY

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
MARYLAND
OHIO
PENNSYLVANIA

EXPERIENCE

The Boury Lofts - *Wheeling, WV*

Wheeling's landmark Boury Warehouse is being adapted to loft apartments utilizing state and federal Historic Tax Credits. The six-story building will have 86,000 sq ft for tenants to enjoy in a fully renovated structure that retains its historic character along the Ohio River. Historic elements including interior timbering, window forms and a railroad track into the building will be featured.

The Health Plan - *Wheeling, WV*

The Regional Economic Development (RED) Partnership hired Mills Group to study the proposed sites in downtown Wheeling for the development of a new headquarters for the Health Plan, a non-profit community health organization currently headquartered in St. Clairsville, Ohio. The four story, 51,000 sq. ft. building will occupy 1.3 acres of land in addition to parking, greenspace and an amphitheater. The design includes storm water retention through bioswales and landscaping elements that filter pollutants from surface runoff.

The Kaley Center - *Wheeling, WV*

Victor assisted in the rehabilitation of the Kaley Center, an existing 10 story building in downtown Wheeling. The renovations included a complete facade restoration, installation of new windows, the installation of new mechanical, electrical, plumbing, fire protection systems and elevators all while meeting the Secretary of the Interiors Standards.



Ryan Hess

LEED AP

PRINCIPAL /
SUSTAINABILITY

EDUCATION

WEST VIRGINIA UNIVERSITY:
BS / CIVIL & ENVIRONMENTAL
ENGINEERING

WEST VIRGINIA UNIVERSITY:
MBA / BUSINESS ADMINISTRATION

CARNEGIE MELLON UNIVERSITY:
MASTER OF SCIENCE,
ARCHITECTURE

BIOGRAPHY

Ryan Hess is a principal for Mills Group. He is responsible for leading the office in the sustainable design market and serves as our expert on LEED projects. As such, he pursues client opportunities, manages projects, and incorporates sustainable principles into all his designs.

Ryan has also improved the efficiency of the office through in-house project management. Additionally, Mr. Hess volunteers his time lecturing students interested in pursuing a career in architecture, mentors architectural interns as well as serves on various city redevelopment committees.

EXPERIENCE

Camp Caesar Masterplan - Cowen, WV

Stabilization of Council Circle, the only covered 4-H Council Circle in the state of West Virginia. Built in 1928 and relocated in 1961, this structure was in need of rehabilitation after heavy snowfall greatly affected the structure in the winter of 2009. Assisted Camp Caesar in a grant application for the funding to properly restore it to its glory.

Hermanson Center, Davis & Elkins College - Elkins, WV

The Hermanson Center has served many purposes over the years and was in desperate need of a facilities upgrade. The scope of the project included extensive interior architectural upgrades to the lower level, including a full art department complete with technology labs, office space, and studio space. The work also included a total renovation of the auditorium lobby, additional restroom facilities, office space and a retail space for the Augusta Center

Williamson Health and Wellness Center - Williamson, WV

Williamson native Dr. Donovan Beckett asked Mills Group to design new space for an expanded clinic in the vacant second storey of his building using the Leadership in Energy and Environmental Design (LEED) guidelines. Such standards ensure efficient energy performance and use of resources while also serving as a benchmark for the first in the state of West Virginia. Additionally, the importance of a national (now international) certification would provide inspiration for the once major export town of Williamson.



Lance Muscara

AIA, LEED AP

**PROJECT
MANAGER**

EDUCATION

BARCH / 1997 / RENSSELAER
POLYTECHNIC INSTITUTE

BIOGRAPHY

Lance has extensive experience in designing commercial buildings and specializes in the technical development of projects which includes planning/zoning and jurisdictional approvals. With an eye for detail, Lance has developed numerous specification manuals and construction documents for projects throughout the east coast. Lance also incorporates LEED principals into all of his designs to increase energy efficiency. Mr. Muscara oversees numerous construction administration projects which require extreme attention to detail and mindful organization to lead his projects through seamlessly.

EXPERIENCE

Courtyard by Marriott - Morgantown, WV

This five-story hotel is a design-build that includes an indoor pool, generous public spaces and a business center. Mills Group was tasked with the FF&E selection, sourcing the interior materials and overseeing construction administration services.

Davis & Elkins College, New Life Sciences Building- Elkins, WV

Mills Group developed the Concept design for a new life sciences building for the Davis & Elkins school of nursing. A new four-storey, 25000 sq ft building, comprised of teaching labs, classrooms, lecture hall, student lounges, and faculty offices and support space were configured into the design. The building is sited to replace the existing Randolph Hall.

Camden Clark Medical Center - Parkersburg, WV

Mills Group was tasked with the conceptual design of a new physician's professional building for WVU Medicine. The design needed to accommodate twenty-five exam rooms, physician's offices, nursing areas, administrative and conference rooms and evaluation suites with cardiology and vascular equipment.

Actors Guild of Parkersburg - Parkersburg, WV

The Actors Guild was awarded an matching grant from the WV Division of Culture and History to begin multi-phased renovations upgrade to the historic theater. Phase I involves expanding restroom facilities and installing an elevator base. Phases II and III call for expansion of the lobby, completing the elevator installation, moving the main entrance and refurbishing the rehearsal hall.

BIOGRAPHY & EXPERIENCE

Mr. Palmer has worked in the HVAC engineering field for over 20 years as a consulting engineer, department manager, and project manager. His design and management background includes central plant chiller and boiler design, hospital design, education facility design and semi-conductor facility design. He has been lead system design engineer on projects exceeding 250 million dollars in construction cost.

Robert Morris University - Moon Township, Pennsylvania

- › Refurbished the Ice Rink HVAC system
- › Demand control ventilation system for removal of the Zamboni exhaust from the indoor rinks
- › Snow melt for around the rinks where the Zamboni enters and exists the ice
- › Installation of ice melt systems for the Zamboni ice pits
- › Heating and ventilation for the outdoor rink locker rooms
- › Replacement of the domestic water heating system for the public areas and locker rooms.
- › Island Sports Center Munters HVAC unit study
- › Island Sports Center Munters humidity control system
- › Island Sports Center domestic hot water system modifications study and design
- › Stadium heating system evaluation

East Suburban YMCA – Pittsburgh, Pennsylvania

- › New 25,000 sq. ft. addition and 15,000 sq. ft. renovation. Project includes wellness center, offices, aquatic center, locker rooms, community multipurpose room, child watch, admin area and group exercise rooms

Baierl Family YMCA – Pittsburgh, Pennsylvania

- › New addition including a fitness center, wellness center, and youth/teen zone, as well as renovation of existing facility which houses an indoor and outdoor pool, two group exercise studios, climbing wall, five locker rooms, a double gymnasium, a walking/running track, XRKade and a Child Watch Center

UPMC, Steelers Indoor Practice Facility - Pittsburgh, Pennsylvania

- › MEP study and design for renovation of office and locker room addition

PNC Park – Pittsburgh, Pennsylvania

- › Pittsburgh Pirates Executive Office tenant fit-out



David E. Palmer

PE, HFDP

PROJECT MANAGER/
MECHANICAL
ENGINEER

EDUCATION

THE PENNSYLVANIA STATE
UNIVERSITY, BACHELOR OF
SCIENCE, ENERGY
TECHNOLOGY, 1983

CERTIFICATIONS

LICENSED PROFESSIONAL
ENGINEER IN PENNSYLVANIA
HEALTHCARE FACILITY
DESIGN PROFESSIONAL



David R. Simpson

PE, SECB, MBA

**PRESIDENT/
STRUCTURAL
ENGINEER**

EDUCATION

WEST VIRGINIA INSTITUTE OF
TECHNOLOGY:
BS / CIVIL ENGINEERING

WEST VIRGINIA UNIVERSITY:
MBA / BUSINESS
ADMINISTRATION

WEST VIRGINIA STATE COLLEGE:
ARCHITECTURAL TECHNOLOGY
COURSES

BIOGRAPHY

David Simpson's experience includes over 30 years in structural design and project management for industrial, commercial, institutional and nuclear/chemical facilities utilizing steel, concrete, masonry and wood. His accomplishments include design and construction administration of health care facilities, hotels, schools, shopping centers, aircraft hangars, numerous retail facilities and several forensic engineering assignments. Simpson graduated from the West Virginia Institute of Technology with a bachelor's degree in civil engineering and an MBA from West Virginia University. He is registered in West Virginia, Pennsylvania, Maryland, Virginia, Florida, District of Columbia, North Carolina, South Carolina, Georgia, and Ohio.

MEMBERSHIPS

American Society of Civil Engineers, Structural Engineering Institute, Charter Member, American Concrete Institute, American Institute of Architects - West Virginia Chapter, American Institute of Steel Construction, Inc., American Iron and Steel Institute Member, Associated Builders & Contractors (ABC), National Academy of Forensic Engineers

EXPERIENCE

Morgantown Event and Conference Center

Morgantown, WV

Phipps Conservatory Addition

Pittsburgh, PA

Waterfront Hotel and Conference Center

Morgantown, WV

WVU Basketball Practice Facility

WVU Mountaineer Field North Luxury Suites

UPMC Hillman Cancer Center

William Sharpe Hospital Addition

Chestnut Ridge Church

University of Pittsburgh Bio Medical Tower

Glade Springs Hotel & Conference Center

Fairmont State University Parking Garage



EXPERIENCE



The Kaley Center

LOCATION : Wheeling, WV

CLIENT : GJR Enterprises, Inc.

SERVICES : Architectural Design
Development, Construction
Drawings, Coordinating Consultants,
Construction Administration

CONSTRUCTION VALUE :
\$5 million

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

The former Riley Law Building was renovated to become the Kaley Center.

Since tenants occupied the building during the renovation, the project was completed in multiple phases. The first phase included an exterior restoration where the façade brick and limestone accents were cleaned and restored. New insulated double-hung windows and trim matching the size, scale and color of the originals replaced the 1970s bronze aluminum single glazed windows. Once the new windows were installed, the architect's original design intent expressing the strong contrast between the brick veneer and fenestration once again became prominent.

The second phase of the rehabilitation included the installation of new mechanical, electrical, plumbing and fire protection systems along with a generator which brought the building into code and energy compliance. New equipment and cab finishes improved the existing elevators while the interior was completely renovated with new finishes complementing the existing conditions.

The final phase of the project included improving site conditions with new landscaping, paving and parking lot control.

Though the building serves multiple tenants, the building primarily functions as the corporate headquarters for a national roofing company that employs nearly 80 personnel.



Appalachian Trail Conservancy

LOCATION : Harpers Ferry, WV

CLIENT : Appalachian Trail Conservancy

SERVICES : Space Plan, Construction Documents and Administration

CONSTRUCTION VALUE :

Withheld per owners request

The Appalachian Trail Conservancy hired the Mills Group to help organize their headquarters in Harpers Ferry, West Virginia. The existing building served as office space, provided directional information, as well as served as a gift shop. The ATC asked the Mills Group to help them achieve their mission to promote and preserve the Appalachian Trail through the reimagining of their headquarters.

Mills Group provided space planning services to organize the layout of the departments as well as create a new interior renovation. The Mills Group also designed a foundation stabilization plan to help the ATC utilize their subterranean space.

The rear of the building was improved with the addition of a new Appalachian style entry which provides a focal point into the new entrance as well as provides a nod to the Conservancy's architectural aesthetic.

Mills Group also provided direction for new drainage along the rear of the building, as well as the introduction of handicap accessible parking.





CHROME Federal Credit Union

LOCATION : Sewickley, PA
CLIENT : CHROME Federal Credit Union

SERVICES : Architectural Design
Development, Construction Drawings,
Construction Administration

CONSTRUCTION VALUE :
\$1.3 million

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

A local credit union is putting a unique spin on their newest location and the end result is designed to not look like your average credit union branch. CHROME's recent merger with Pittsburgh Central Federal Credit Union has given the Washington, PA based company a foothold into the promising market of Allegheny County.

Mills Group has partnered with Waller Corporation to renovate an existing facility in Franklin Park, hoping to offer that community a shiny new option for banking. This multi-phased project created a unique design challenge for the team, as banking business continued to operate during construction. The "shine" of CHROME is a branding endeavor and opportunity for the design team that comes alive in the stripes and details of the building.



West Edge Warehouse

FORMER CORBIN BUILDING

LOCATION : Huntington, WV
CLIENT : Coalfield Development
Corporation

SERVICES : Concept Design,
Schematic Design, Design
Development, Bidding & Negotiation,
Construction Administration

CONSTRUCTION VALUE :
\$2.4 million

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

A multi-phased project located in the Westmoreland neighborhood of Huntington, WV. Mills Group was tasked with developing the design potential and provide infrastructure improvement and fortification of the 94,000 square foot West Edge Factory (formerly the Corbin Building) to accelerate it as a job creation engine and training center to diversify the economies of Wayne, Lincoln, and Mingo Counties. These communities surround the heart of the Central Appalachian Coalfield; a region characterized by steep and rugged topography which limits access to basic services and economic development. The housing of smaller enterprises, all working together under one roof to spur economic development is the ultimate goal of the Coalfield Development Corporation. The West Edge Warehouse will allow for those burdened by the downturn of the coal industry to gain experience, life skills, and job training to make them compatible in the workforce beyond the mines.

Adaptable reuse of the former industrial building held its own design challenges, in order to create a cohesive design out of a warehouse that will host a variety of tenants. Mills Group organized an initial visit to do a conditions and validation assessment. An extensive fire and life safety assessment was required as an initial feasibility requirement prior to moving into design work.



Stone Center at Market Plaza

LOCATION : Wheeling, WV

CLIENT : Regional Economic

Development (RED) Partnership

SERVICES : Preliminary Design

through Construction Administration

CONSTRUCTION VALUE :

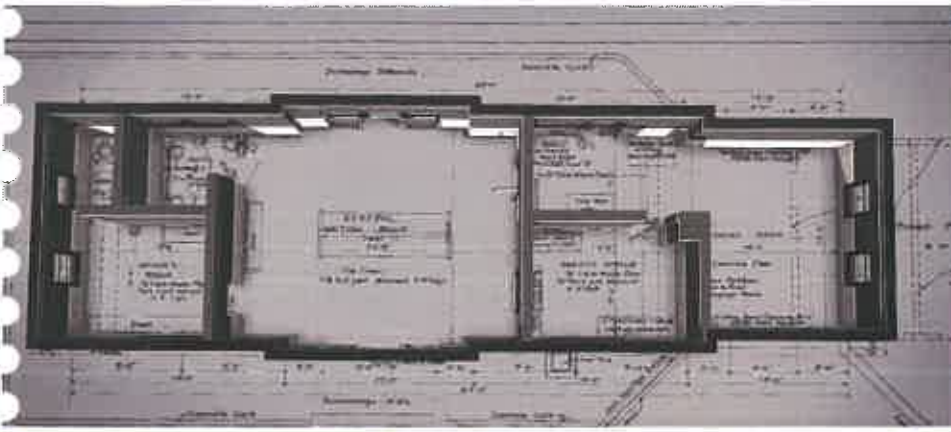
NA

The Stone Center at Market Plaza is the restoration of the former Stone & Thomas department store in downtown Wheeling, WV. The exterior work included the restoration of stone and brick facades, decorative metal cornice and large wood windows; all done in strict accordance with the Secretary of Interiors Standards for Rehabilitation.

The interior work included the complete rehabilitation of building infrastructure, including new stair towers, elevators, lighting, environmental systems, sprinklers, fire alarm and handicap accessibility. In addition, the restoration included the installation of a new central building lobby.

Project by SMG Architects Inc. Victor R. Greco Principal Architect





Berkeley Springs Depot Exterior Restoration

LOCATION : Bath, WV

CLIENT : Town of Bath

SERVICES : Construction Documents,
Bidding & Negotiation, Construction
Administration

CONSTRUCTION VALUE : \$500,000



Mills Group lead the first phase of the Berkeley Springs Depot restoration which was completed in the fall of 2015.

The project, the complete exterior restoration of the depot, included restoration of the masonry facade, wood windows and doors, and the terra cotta tile roof including the adjacent tongue and groove wood eaves and decorative brackets. In addition, site work around the perimeter of the depot including concrete sidewalk replacement, concrete stair and retaining wall repairs, new and refurbished handrails, utility work and landscaping was completed.

Previously, Mills Group had worked with the Town of Bath to salvage the existing terra cotta tile roof. The restoration of the roof was a combination of 70% salvaged tile and 30% newly manufactured custom made Ludowici matching tile. Using the salvaged tile as a template, Ludowici was able to make custom molds to create new tile that blended seamlessly with the salvaged tile.

All work met the US Department of Interior Standards for Historic Preservation.



The Flatiron Building

LOCATION : Wheeling, WV

CLIENT : FIBOW Realty, LLC

SERVICES : Architectural Design
Development, Construction Drawings,

Construction Administration

CONSTRUCTION VALUE :

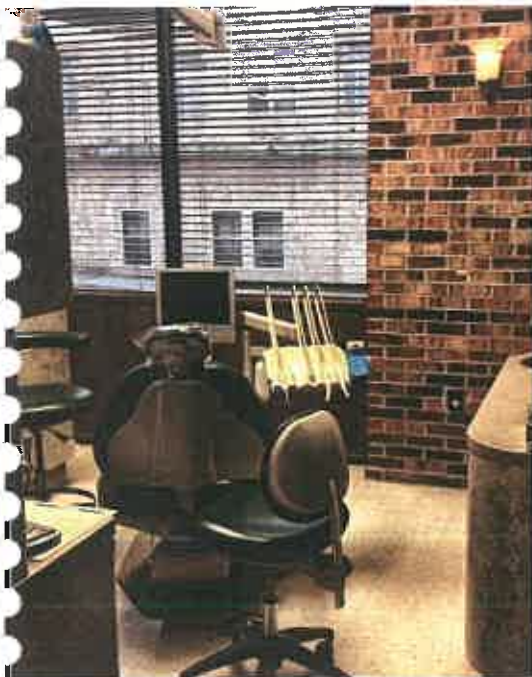
\$1.5 million

Mills Group is excited to be working on the restoration of this unique building. Constructed in 1896 as the Riverside Iron Works Office Building, the building is now being restored into offices on the lower level with apartments on the upper levels.

The first phase of the project is completed with the restoration of the facade and the replacement/rehabilitation of the windows. In addition, a new elevator was installed in the building and new building entry points via access bridging to the Intermodal Parking structure next to the building. This bridging provides covered parking and easy access for future tenants of the apartments.

The second phase is currently underway with upgrades to the building mechanical, electrical and fire protection infrastructure, and renovations to create the apartments on the upper levels.

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION



Williamson Health & Wellness Clinic

LOCATION : Williamson, WV

CLIENT : Dr. Donovan Beckett

SERVICES : Sustainable LEED Design

CONSTRUCTION VALUE :

\$200,000.

Dr. Donovan Beckett established his medical practice in downtown Williamson. After seeing the need for additional medical services, Dr. Beckett asked the Mills Group to redesign his building using the Leadership in Energy and Environmental Design (LEED) standards to improve energy performance.

The Mills Group began work by redesigning the façade to open up the previously filled in upper story windows. Additional skylights and solar daylighting tubes also bring natural light deep into the historic building. The Mills Group also designed the building using natural and salvaged materials to lessen the structure's carbon footprint. The building's existing solar panels also help reduce the owner's reliance on using non-renewable energy.

This project has a Silver LEED certification pending. Mills Group is proud to be working with Dr. Beckett to bring sustainable design into Mingo County.



Allegheny Design Services

OVERVIEW

LOCATIONS : WV/PA

SERVICES : Structural Engineering,
Mechanical, Electrical, and Plumbing
Engineering, Building Information
Modeling, System Engineering



**Allegheny
Design Services**
Consulting Engineers

- Dorms, Student Housing & Apartments
- Athletic & Recreation
- Religious / Non-Profit
- Healthcare
- Higher Education
- Historic Restoration
- Industrial
- K-12
- Government
- Office Buildings
- Parking Garages
- Retail & Commercial
- Metal Building Systems
- Hotels & Resorts
- Pedestrian Bridges
- LEED & Commissioning



H.F. Lenz Company

OVERVIEW

LOCATION : PA, OH, CT

SERVICES : Engineering
Fire Protection & Life Safety, Energy,
Commissioning, Construction, Surveying,
LEED, GIS Mapping, Environmental Site
Assessments



Our projects span the nation, with the heaviest concentration in the Northeast, and exceed \$530 million in MEP, Civil and Structural construction annually. Each market sector—corporate, government, health care, education, and industry—is served by a team of specialists who understand the unique needs of the clients they serve.

Sandstone Visitors Center - Summers County, WV

Design of a new visitor center for the National Park Service that was designed to attain a LEED Platinum rating; the project included design of a geothermal system and a photovoltaic solar array

West Virginia University - Morgantown, WV

H.F. Lenz Company has been providing multi-discipline engineering services to WVU for nearly 20 years. We have held seven term contracts with the university since 1996.

NASA Langley Research Center - Hampton, Virginia

New Town Phase 1 (Building 2101): New 79,000 sq.ft. administrative office building for NASA; sustainable design elements include photovoltaic daylight harvesting, a vegetative green roof, and geothermal wells; The project is LEED Platinum



REFERENCES

James M. Pennington

President & CEO, The Health Plan

The Health Plan
52160 National Road East
St. Clairsville, OH 43950
Ph: 740-695-7625
jpennington@healthplan.org

Project: The Health Plan

Charlie Baker

Director of Planning, Hampshire County

Hampshire County Planning Commission
90 North High St., PO Box 883
Romney, WV 26757
Ph: 304-822-7018
charlie@hampshirewv.com

Project: Six National Register Nominations

Kathy Mace

County Administrator

Preston County Commission
106 West Main Street
Room 202
Kingwood, WV 26537
Ph: 304-329-1805
kmace@prestoncountywv.gov

Project: Preston county Courthouse/Commission Improvements

Eriks Janelins

President & CEO - The Oglebay Foundation

465 Lodge Dr.
Wheeling, WV 26003
Ph: 304-243-4160
ejanelins@oglebay-resort.com

Project: Oglebay Survey

Don T. Rigby

Executive Director
Regional Economic Development Partnership

1100 Main Street, 3rd Floor
PO Box 1029
Wheeling, WV 26003

Ph: 304-232-7722
drigby@redp.org

Project: RED office building

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.

MILKS GROUP, LLC

Company


Authorized Signature
5/1/18

Date

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

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

MICHAEL MILLS AIA MANAGING PRINCIPAL
(Name, Title)

MICHAEL MILLS AIA MANAGING PRINCIPAL
(Printed Name and Title)

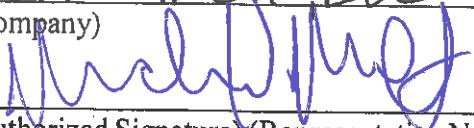
103 WHARF ST. STE. 300, MORGANTOWN, WV 26501
(Address)

304.296.1010 / 304.413.0120
(Phone Number) / (Fax Number)

MILLS@MILLSGROUPONLINE.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.

MILLS GROUP LLC
(Company)


(Authorized Signature) (Representative Name, Title)

MICHAEL MILLS, AIA MANAGING PRINCIPAL
(Printed Name and Title of Authorized Representative)

5/11/18
(Date)

304.296.1010 / 304.413.0120
(Phone Number) (Fax Number)

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: MICHAEL MILLS AIA

Authorized Signature:  Date: 5/11/18

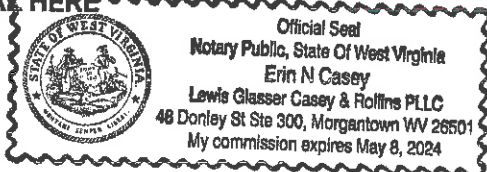
State of West Virginia

County of Morgantown, to-wit:

Taken, subscribed, and sworn to before me this 1 day of May, 2018

My Commission expires May 8, 2024.

AFFIX SEAL HERE



NOTARY PUBLIC



Purchasing Affidavit (Revised 01/19/2018)

West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$100,000 or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

"Business entity" means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation.

"Interested party" or "Interested parties" means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

"State agency" means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the contracting state agency prior to contract award and to complete another form within 30 days of contract completion or termination.

This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: ethics@wv.gov; website: www.ethics.wv.gov.

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: MILLS Group, LLC Address: 103 Wharf St. Ste. 300
Morgantown, WV 26501
Authorized Agent: MICHAEL MILLS, AIA Address: "
Contract Number: CE010211 GSD18000000.4 Contract Description: BUILDING FOUR RENO
Governmental agency awarding contract: GENERAL SERVICES

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract

Check here if none, otherwise list entity/individual names below.

Allegheny Design Services
HF Lenz

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

Check here if none, otherwise list entity/individual names below.

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

Check here if none, otherwise list entity/individual names below.

Signature: [Handwritten Signature]

Date Signed: 5/1/18

Notary Verification

State of WEST VIRGINIA, County of MONONGALIA:

I, MICHAEL MILLS AIA, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 1st day of May 2018

[Handwritten Signature]
Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____
Date Submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____

