



BUILDING FOUR RENOVATIONS
State of West Virginia | General Services Division

05/01/18 13:08:22
WV Purchasing Division

Submitted: 05.02.2018



Architectural Service. Design Excellence. Since 1902.

For over 100 years, Silling Architects has been committed to the purpose of getting it right, in every detail. With a servant's heart, we are deeply connected to our people – clients, partners, and staff – and their places, shaping the level of care with which we practice and informing a necessary humility and passion in response to their trust.



t (304) 346-0565
e info@silling.com
w silling.com

May 2, 2018

Department of Administration, Purchasing Division
Buyer: Michelle Childers
2019 Washington Street East
Charleston, West Virginia 25305-0130

Re: **Expression of Interest, CEOI 0211 GSD1800000004**
BUILDING FOUR RENOVATION

Selection Committee Members,

Silling Architects is pleased to submit an Expression of Interest to provide complete architectural/engineering design services for the Building Four Renovation project. We offer the General Services Division one of the most professional and experienced architectural firms in the state of West Virginia offering an unparalleled reputation for quality design, project management, and service.

We are a West Virginia practice, through and through. Established in Charleston in 1902, our firm takes great pride in being the longest continuing practice in the state and one of the oldest in the country. Our legacy of bettering the lives of West Virginians through the built environment is a commitment we take with much enthusiasm, creativity and hard work. Ours is a practice centered on client service; learning their needs and devoting our energies into developing projects that exceed their expectations at every level. Our success is evidenced by a reputation throughout the state for clear project leadership, highly detailed documents, and completed works which speak to the values and goals of the client and communities for which they are built.

The renovation project for the historic Building Four located on the State Capitol Complex campus presents an incredible opportunity for transformation, preserving a legacy building originally designed by our firm's predecessors that can serve the State of West Virginia long into the future. Your understanding of the importance of this building, not only as a spatial asset, but as an icon that helps visually shape the campus of our state government center, will inspire our collective pursuit of design innovation, technical preservation and improvement, and placemaking. Our experience having completed the comprehensive study of Building Four in 2012, we believe, allows us to partner with the General Services Division once again to deliver the very best and most appropriate planning and design services for this project. Likewise, having completed a significant portion of the project's design scope to the 90% level of Construction Documents positions our firm as not only the most valuable, but most cost-effective provider for professional design services for this opportunity.

We believe our firm's passion for, and successful experience in, re-imagining and transforming existing and/or historic buildings in the state of West Virginia, as evidenced in our portfolio, is second to none. We are extremely excited about the opportunity to work with you on this worthy project and look forward to further detailing our overall qualifications and project approach in an interview.

Sincerely,

Jody S. Driggs, AIA, NCARB
Principal
Silling Architects



Silling Architects, Inc.
405 Capitol Street, Upper Atrium
Charleston, WV 25301



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

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

Proc Folder: 437126

Doc Description: EOI: Building Four Renovations

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2018-04-02	2018-05-02 13:30:00	CEOI 0211 GSD1800000004	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Name, Address and Telephone Number:

Silling Architects
 405 Capitol Street, Upper Atrium
 Charleston, WV 25301
 p (304) 346-0565

FOR INFORMATION CONTACT THE BUYER

Michelle L Childers
 (304) 558-2063
 michelle.l.childers@wv.gov

Signature X

FEN# 55-0569383

DATE 5/2/2018

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

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

Jody S. Driggs, AIA, NCARB, Vice President

(Name, Title)

(Printed Name and Title)
405 Capitol Street, Upper Atrium, Charleston, WV 25301


(Address)
(304) 346-0565 / (304) 346-1522

(Phone Number) / (Fax Number)
jdriggs@silling.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.

Silling Associates, Inc.

(Company)


(Authorized Signature) (Representative Name, Title)
JODY S. DRIGGS, VICE PRESIDENT

(Printed Name and Title of Authorized Representative)
APRIL 30, 2018

(Date)
(304) 346-0565 / (304) 346-1522

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: GSD180000004

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.

SILLING ARCHITECTS

Company



Authorized Signature

4.30.2018

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 OTHER 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: Silling Associates, Inc.

Authorized Signature: *[Signature]* Date: April 30, 2018

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 30th day of April, 2018

My Commission expires March 6, 2022

AFFIX SEAL HERE

NOTARY PUBLIC

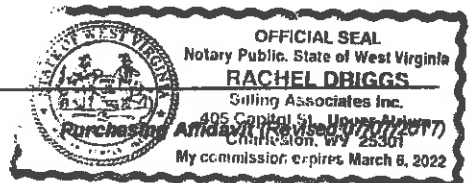


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01

design team overview

Over **100** Years of Practice.
Seven Generations of Partner Leaders.
A Singular Focus of Service.





Company Overview

SILLING ARCHITECTS



Contact

Silling Architects
405 Capitol Street, Upper Atrium
Charleston, West Virginia 25301
p 1.304.346.0565
silling.com

Years in Business

116 years

Firm Principals

Thomas M. Potts, AIA
Jody S. Driggs, AIA

Total Staff

16

100+ / For over 100 years, Silling Architects has been committed to the purpose of getting it right, in every detail. With a servant's heart, we are deeply connected to our people – clients, partners, and staff – and their places, shaping the level of care with which we practice and informing a necessary humility and passion in response to their trust.

Our History / Architectural success is measured by vision and an unwavering dedication to excellence. This axiom was the philosophical birth of Silling Associates Incorporated by H. Rus Warne in 1902. Following the lead of partners like Warne and its namesake, Cy Silling, the firm today has the proud distinction of being the oldest continuing architectural firm in West Virginia and one of the oldest in the eastern United States. Throughout, Silling Architects has woven itself into the very fabric of West Virginia, providing planning and architectural services that have touched the lives of virtually every citizen and delivering landmark projects collectively defining its built environment. Whether through its early century beaux arts and neo-classical collection, its mid-century modern and post-modern portfolio, or its current contextual vocabulary, Silling has always been renowned as one of the premier architectural firms in the state.

Who We Are Today / A past principal at Silling once commented that virtually every West Virginian has been touched by at least one of the buildings designed by our firm. In fact, that's probably true, and we remain proud that this diversity of experience holds true to the design capabilities of our staff today. We believe our architects, designers, and technical staff have the talent, research, and listening capacity to provide solutions for ANY challenge. At the same time, we have developed an expertise in several rewarding building typologies centered around justice, worship, higher education, office, and custom residential markets. Silling offers a wonderfully diverse staff of senior partners, talented architects and designers, modeling and production specialists, and construction administration professionals. While the size and efficiency of our staff is such to produce very large and complex design projects, we remain a firm focused on design, innovation, and the highly collaborative studio model. Every project we undertake benefits from the perspective of a simultaneously creative, experienced, innovative, and tested group of design professionals.



Services + Markets

SILLING ARCHITECTS



Services / Today's dynamic marketplace demands versatility of the design professional. Silling Architects is structured to meet the needs of design/build, construction management, and the traditional design/bid/build delivery methods. Technology has driven the demand for increased design specialization. Collaboration and consensus are principles that are critical to the success of a project. Our staff has a track record of successful projects created both independent of, and in concert with, the most talented professionals within a given building type and engineering discipline. We are committed to delivering quality through understanding the nature of the project and composing the appropriate talents to achieve design excellence. At Silling we offer the following list of comprehensive architectural, planning, and interiors services:

- Feasibility Studies
- Master Planning
- Space Planning
- Architectural Programming
- Concept & Design Development
- Interior Design
- Furniture & Accessories Design
- LEED & Sustainable Design
- Building Information Modeling (BIM)
- Construction Administration
- Flexible Project Delivery

In addition, Silling routinely utilizes the services of some of the region's most qualified and talented engineering consultants, offering a proven history of project collaboration, seamless design integration, and excellent service to our clients.

Markets We Serve / As general practitioners of architectural design, Silling Architects has extensive recent and relevant, as well as historic, experience with virtually every building type imaginable. While we certainly have a core of project typologies that have evolved within our specific market demands, we have been highly successful through our flexibility and competencies to deliver excellent service for projects large and small, and in a broad range of uses. Recent projects include custom, sustainable design services for single family residences and residential additions, governmental projects ranging from small renovations to 100,000+ square foot new county facilities, new hotel and resort facility designs, state-of-the-art medical office centers, collegiate campus master plans, and new convocations centers and athletic arenas. In recent years, our firm alone has designed nearly 2 million square feet of building construction touching virtually every sector of building occupancy classification.

At Silling, we are very proud of our diversity of design experience and our ability to create architecture that intimately speaks to our clients' missions, programs, budgets, schedules, sites, and their place in time. Silling Associates offers a diverse range of planning and design leadership within the following core markets:

- **Justice** / Courthouse, Judicial, Governmental Administration
Corrections, Law Enforcement + Public Safety
- **Education** / Higher Education + Secondary Education
- **Workplace** / Corporate, Governmental, Banking, Retail, & Hospitality
- **Healthcare** / Hospitals, Medical Centers, + Medical Offices
- **Worship** / Worship Centers + Educational Centers
- **Recreation** / Hotels & Resorts, Riverfront Development, + Athletic Recreation



Design Recognition + Sustainable Design

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SILLING
ARCHITECTS

Design Recognition / "Architecture is not the picture, it's the frame. Life is the picture." We don't recall which architect to whom we should credit this quote, but we believe it captures with beautiful simplicity the way we try to think about what we do. We have been blessed to work with clients who have inspired us with their story and entrusted us with telling that story through design.

Awards / American Institute of Architects, West Virginia Chapter:

- Cabin Creek Health Systems / Honor Award
- Monongalia County Justice Center / Honor Award
- Dixon Hughes Goodman / Honor Award
- D. Stephen & Diane H. Walker Convocation Center, West Virginia State University / Merit Award
- The Summit Welcome Center / Merit Award
- Lewis County Judicial Annex / Merit Award
- Raleigh County Judicial Center / Merit Award
- Morgan County Courthouse / Honor Award
- Moses Private Residence / Merit Award for Sustainability
- Haddad Riverfront Park / Honor Award
- Bible Center Church, Southridge Campus / Merit Award
- Chesapeake Energy Eastern Regional Headquarters / Honor Award
- James C. Wilson Student Union, West Virginia State University / Merit Award

Sustainable Design / Our philosophy about sustainability is based on an understanding that the environments where our clients live, work, learn, and play have a tremendous impact on their health, safety and well-being. Likewise, our work has a direct impact on the ecology of the locations where we build, the air we breathe, and the resources we consume to build. Our commitment to sustainability is evidenced by a fully integrated process where optimal design results derive from a long term project goal perspective which best serves the Triple Bottom Line of people, planet and profit combined with practical, yet sophisticated, technological solutions resulting in High Performance Buildings.

As the building industry has shifted toward sustainability, various metrics have emerged which allows architects and the public they serve to both quantitatively and qualitatively measure each project's sustainable features. Silling has experienced staff working with two independent organizations which meter sustainability: the USGBC's LEED rating system and the more rigorous International Living Future Institute's Living Building Challenge. Using either rating system identifies your project's sustainable achievements and acknowledges your organization's leadership and commitment to people, planet and profit.

Engineering Consultants

SYSTEMS ENGINEERING



Our team of engineering consultants represents the most competent and capable firms in their respective disciplines, each has a strong history of collaborating with Silling Architects for all major projects over the last twenty plus years, and they have a proven history of delivering exceptional services to county government clients throughout WV. We have grown accustomed to responsive design solutions and continue to hire each of these consultants due to the level of principal involvement and professional care they deliver. As with the case of our firm, the principals and partners of every design team member we bring are actively involved throughout the project, and each will serve daily design and production roles ensuring that design excellence is achieved. Silling Architects' collective staff resources, as well as those of our consultant team members, presents great capacity to service the projects under this contract.

We believe through both capacity in numbers, as well as talent, that no other West Virginia firm is more qualified to deliver the scope of services required to produce the expected quality of programming, design, document production, and construction administration support within the budgetary and scheduling constraints required under this contract.

Scheeser Buckley Mayfield

MEP & Civil Engineering

Scheeser Buckley Mayfield will provide mechanical, plumbing, electrical, fire protection, civil, and telecommunications engineering services for the team, and has a long and proven track record for excellent design service to governmental clients in West Virginia and Ohio. SBM has been the MEP engineer of choice for Silling for over two decades serving a great multitude of projects totaling well over 2 million square feet of construction. Together, we provide a long and successful history of project collaboration and professional service that ensures a highly technical, yet seamless integration of architecture and engineering design.

SMBH

Structural Engineering

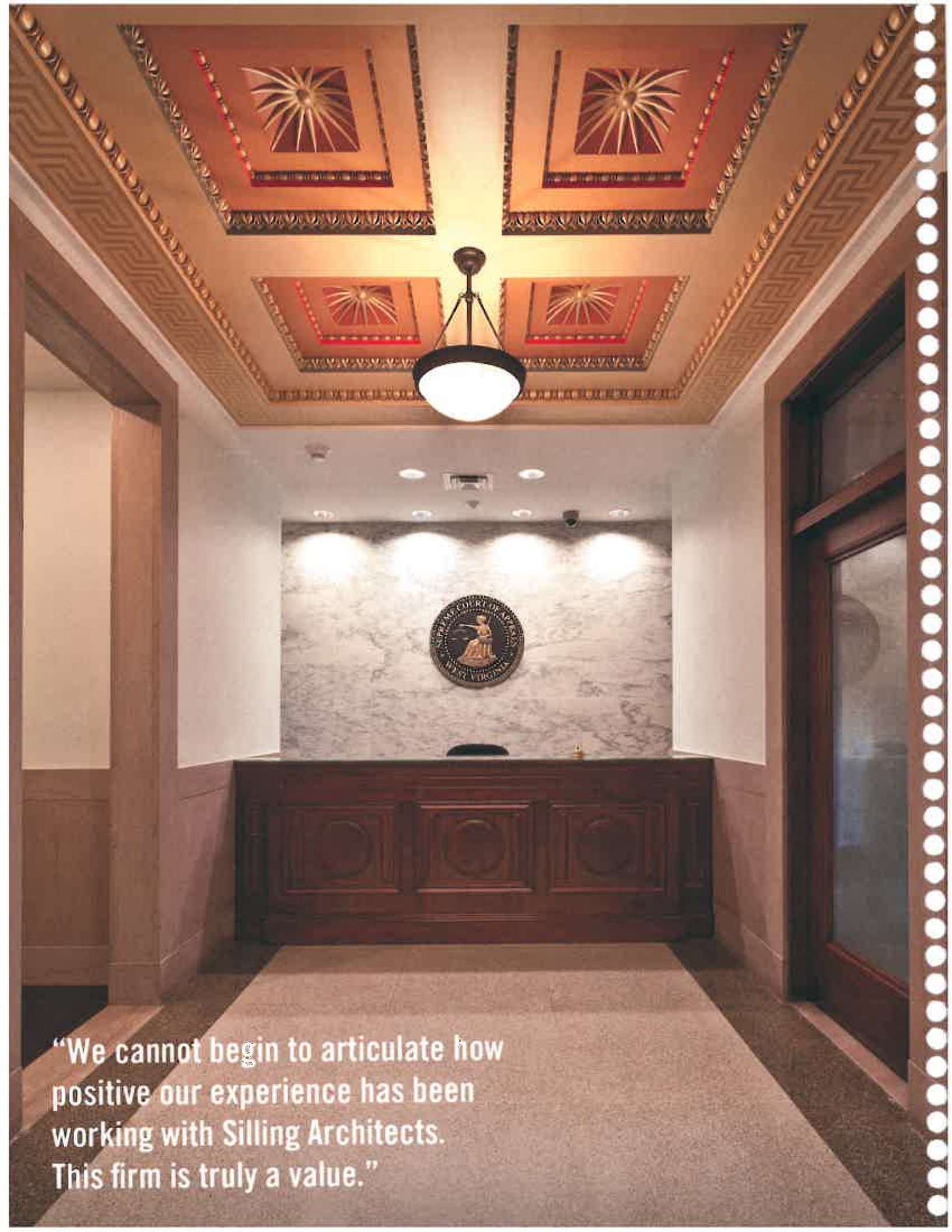
SMBH will provide structural engineering services for the team. Our firms have been collaborating on projects for over thirty-eight years, and they've proven to be a tremendous professional resource and teammate throughout each and every design commission. SMBH has served an impressive list of state and local government clients throughout West Virginia, Ohio, and beyond. They are highly-regarded for providing professional structural engineering services and documents known for their constructability, attention to detail, and efficiency.





02

key personnel



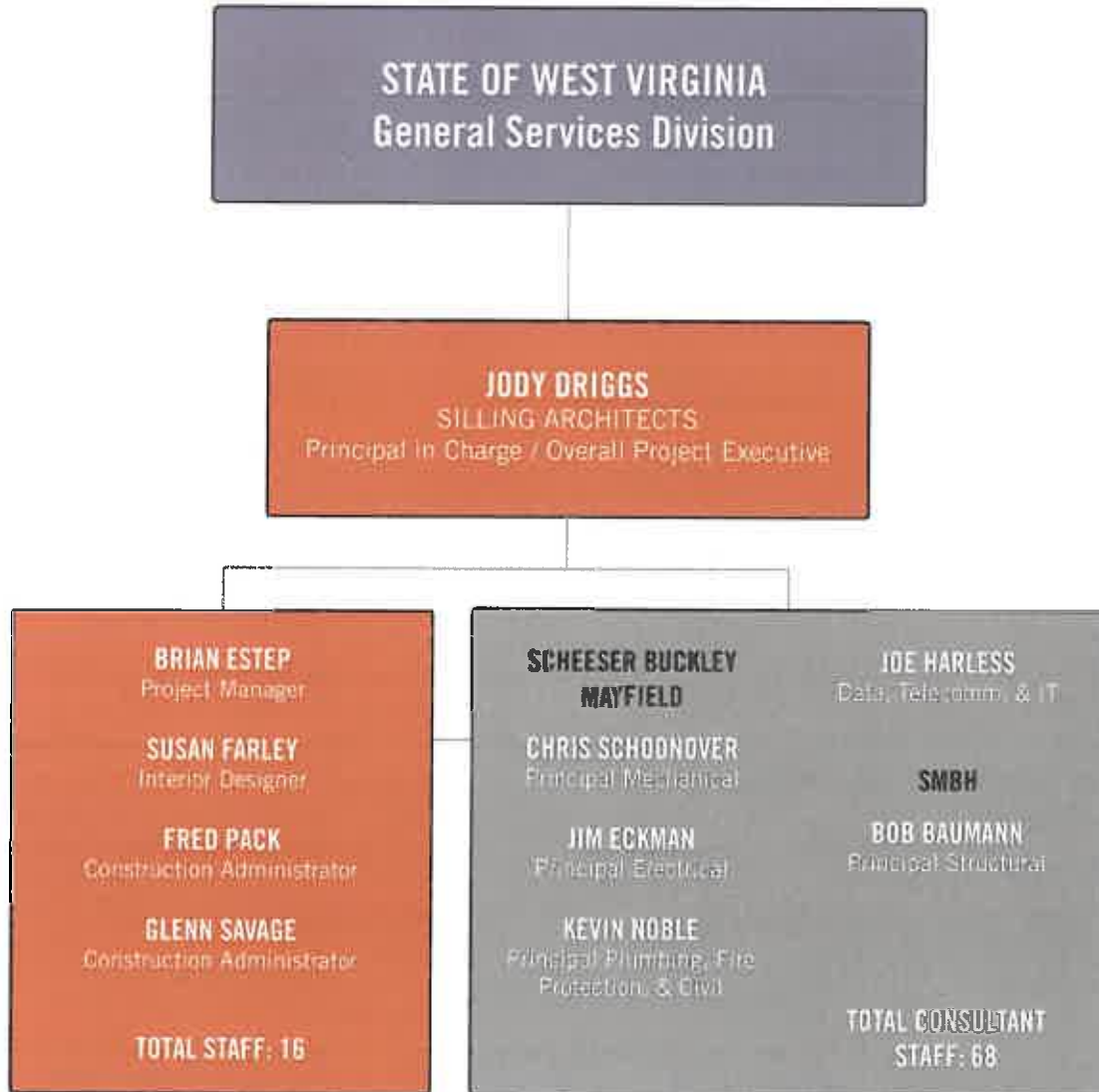
“We cannot begin to articulate how positive our experience has been working with Silling Architects. This firm is truly a value.”

Organizational Chart

KEY STAFF ASSIGNMENTS



Silling Architects believes it is critically important to bring the highest levels of talent and experience to sophisticated planning and design projects such as the Building 4 Renovation project. It is our commitment that each person proposed to the State of West Virginia's General Services Division will be actively involved in leading and delivering this project from its inception to its completion. We look forward to continuing our collaborative relationship and service to the State of West Virginia.





Jody S. Driggs AIA, NCARB
PRINCIPAL | DESIGN LEADER



Jody is a twenty-year member of Silling Architects and has served as a Principal since 2001. His primary focus within the firm is instilling a special notion of service and care in the way that we practice, rooted in a humility responsive to the level of trust our clients have in us. Jody's desire to serve exceptionally is a driving force in the studio's constant efforts of innovation and improvement. Jody also serves as an active design architect and project manager and appreciates the firm's opportunities to develop solutions for a diverse and ever-expanding client base. He seeks to understand the people within each project, and the stories that project means to tell, in order to customize a design team and engage in a discourse unique to every opportunity. The variety of both building typologies but more importantly, architectural language and character, are evidence of his and the firm's approach to client-centeredness and critical design.

PROFESSIONAL EXPERIENCE
20 years

EDUCATION

-Bachelor of Architecture
University of Tennessee, 1996

LICENSES & CERTIFICATIONS

-WV, MD, PA, VA, KY, OH, FL
-National Council of Architectural
Review Boards

PROFESSIONAL AFFILIATIONS

-President, American Institute of
Architects (AIA), WV Chapter,
2010-2011
-Past Vice President, AIA, WV Chapter, 2008-
2009
-AIA WV Scholarship Committee
-Council of Educational Facility
Planners International (CEFPI)
-Board of Directors, YMCA of Kanawha Valley

AWARDS & RECOGNITION

-2018 AIAWV Honor Award
Cabin Creek Health Systems
-2016 AIAWV Merit Award
WVSU Walker Convocation Center
-2016 AIAWV Merit Award
The Summit Welcome Center
-2011 AIAWV Honor Award
Haddad Riverfront Park
-2009 AIAWV Honor Award
*Chesapeake Energy Eastern Regional
Headquarters*
-2010 AIAWV Merit Award
Bible Center Church
-2007 "Young Guns" Recipient
West Virginia Executive Magazine
-2006 "40 Under 40" Recipient
The State Journal
-2005 AIAWV Merit Award
WVSU Wilson Student Union

Building 4 Study, State of West Virginia |
Charleston, West Virginia

Governor's Mansion Elevator Upgrade |
Charleston, West Virginia

Monongalia County Justice Center |
Morgantown, West Virginia

**John Marshall High School Additions &
Renovations |** Moundsville, West Virginia

**Chesapeake Energy Eastern Regional
Headquarters |** Charleston, West Virginia

Haddad Riverfront Park & Amphitheatre |
Charleston, West Virginia

James C. Wilson Student Union | West Virginia
State University

Dickenson County Judicial Center |
Clintwood, Virginia

Glen Dale Elementary School Renovations |
Glen Dale, West Virginia

**Buchanan County Courthouse Expansion &
Renovation |** Grundy, Virginia

River Ridge Church Additions & Renovations |
Hurricane, West Virginia

Kanawha Valley Heart Specialists | South
Charleston, West Virginia

**Delaware County Judicial Building &
Integrated Parking Deck |** Delaware, Ohio

Seneca County Joint Justice Center |
Tiffin, Ohio

West Virginia Young Life Camp | New River
Gorge, West Virginia

**Huntington Pediatric Dentistry & Orthodontics
|** Huntington, West Virginia

Dixon Hughes Goodman Renovation |
Charleston, West Virginia

West Virginia Lottery Headquarters |
Charleston, West Virginia

WV Supreme Court of Appeals Renovations |
Charleston, West Virginia

**Kanawha County Public Library Expansion &
Renovation |** Charleston, West Virginia

**D. Stephen & Diane Walker Convocation
Center |** West Virginia State University

Cabin Creek Health Systems | Sissonville,
West Virginia

Bible Center Church | South Charleston,
West Virginia

Pulmonary Associates Medical Office Center |
South Charleston, West Virginia

Franklin County Courthouse |
Chambersburg, Pennsylvania

Harrison County Judicial Center |
Clarksburg, West Virginia

Gregory V. Monroe Athletic Complex |
West Virginia State University

**Martinsburg Municipal Courthouse & Police
Headquarters |** Martinsburg, West Virginia

**Union County Courthouse & Law Enforcement
Center |** Marysville, Ohio

**Joan C. Edwards Performing Arts Center
Renovations |** Marshall University

**North & South Towers Residence Hall
Renovations |** Concord University

**The Summit Welcome Center, Bachtel Family
National Scout Reserve |** Glen Jean, West
Virginia

Judge Damon J. Keith Scholars Hall | West
Virginia State University

Student Center Renovations | WVU Tech,
Montgomery, West Virginia

Key Support Staff

SILLING ARCHITECTS



Brian Estep, AIA

Project Manager

Brian has twenty-four years of experience as an Architect and Project Manager with involvement in a multitude of building types, most notably within the education, commercial office, and judicial markets. He is primarily responsible for day-to-day project activities including programming, design, construction document production, and coordination of the architectural and engineering disciplines.

Prior to joining Silling in January of 2012, Brian served as a Senior Project Architect for another Charleston architectural practice. Additionally, he previously worked as a Project Architect in St. Petersburg, Florida at CBB Architects from 1997 to 2001 before returning to his home state of West Virginia. A graduate of the University of Tennessee in 1992, Brian has several notable awards to his credit including an AIA Tampa Bay Design Award for WUSF-TV Studios on the University of South Florida's Tampa campus, as well as an AIA WV Honor Award for the Erma Byrd Center for Public Higher Education located in Beckley, WV.

PROFESSIONAL EXPERIENCE
24 years

EDUCATION
-Bachelor of Architecture
University of Tennessee, 1992

LICENSES & CERTIFICATIONS
-WV

PROFESSIONAL AFFILIATIONS
-American Institute of Architects (AIA),
WV Chapter
-Association of Learning Environments

SELECT EXPERIENCE

Building 4 Assessment, State of West Virginia
Charleston, West Virginia

Kanawha County Public Library Expansion
Charleston, West Virginia

John Marshall High School Renovations
Glen Dale, West Virginia

Martinsburg Municipal Court & Police Department
Martinsburg, West Virginia

Dixon Hughes Goodman Office Renovation
Charleston, West Virginia

West Virginia Housing Development Fund HQ*
Charleston, West Virginia

* Denotes experience while working with previous employer



Susan Farley, Associate AIA

Interior Designer

Susan joined Silling Architects in May 2016 and brings a diverse experience within both the interior design and construction industries. She brings a highly collaborative approach with architects and end users from the conceptual stage of the building project through completion to develop a cohesive concept through the selection of interior and exterior finishes, space planning, furniture and fixture choices. For the past eighteen years Susan's interior design experience has been focused in the Design/Build delivery method.

Susan has also spent years establishing accounts with national vendors to be able to purchase materials such as carpet, tile, etc. direct which impacts the projects budget by providing tremendous cost savings which is passed on to the client. She also works closely with construction estimators to price new building projects by using her years of buying experience to offer value engineering to clients by suggesting less costly alternatives to already specified interiors. Susan is responsible for maintaining a full "interior finishes" library and resource center for staff use.

PROFESSIONAL EXPERIENCE
30 years

EDUCATION
-Graduate of The Art Institute of
Pittsburg, Pittsburg PA, 1996

PREVIOUS EXPERIENCE
-Pray Construction, 1998-Present
-Freelance Interior Designer for
Charleston Area Medical Center,
Charleston WV, 1992-1996
-Contemporary Galleries, Charleston
WV, 1988-1992

PROFESSIONAL AFFILIATIONS
-American Institute of Architects (AIA),
WV Chapter

SELECT EXPERIENCE

Delaware County Courthouse
Delaware, Ohio

Buchanan County Courthouse
Grundy, Virginia

Pleasants County Bank
St. Marys, West Virginia

Seneca County Joint Justice Center
Tiffin, Ohio

Randolph County Regional 911 Center
Elkins, West Virginia

River Ridge Church*
Hurricane, West Virginia

Dickenson County Judicial Center*
Clintwood, West Virginia

Pulmonary Associates*
South Charleston, West Virginia

* Denotes experience while working with Pray Construction in collaboration with Silling



Fred Pack, Associate AIA

Construction Administrator

Fred Pack joined Silling in February of 2012 serving as a Construction Administrator. In addition to having over 30 years' experience in the construction industry, Fred has served as a Project Superintendent over the last seventeen years. His responsibilities included a full range of construction supervision duties including coordination and scheduling of trade contractors, material suppliers and construction team employees, liaison for project owners and architects/engineers over the duration of projects, quality assurance, cost management, and safety program maintenance. Specific projects under his supervision included the Monongalia County Justice Center, West Virginia Lottery Headquarters, Dickenson County Judicial Center, Putnam County Animal Shelter, St. Mary's Medical Center, Kings Daughter Medical Center, Guyan Golf and Country Club, and various K-12 schools throughout Ohio, just to name a few.

PROFESSIONAL EXPERIENCE
32 years

PREVIOUS EXPERIENCE
-Paramount Builders, Field Superintendent, February 2011 - 2012
-BBL Construction, Project Superintendent, August 2000 - November 2010
-United Brotherhood of Carpenters and Joiners of America Locals #302 and 283, July 1984 - February 1994
-United States Air Force, Honorably Discharged, January 1981 - June 1984

PROFESSIONAL AFFILIATIONS
-American Institute of Architects (AIA), WV Chapter

SELECT EXPERIENCE

West Virginia Lottery Headquarters
Charleston, West Virginia

Randolph County Regional 911 Center
Elkins, West Virginia

Monongalia County Justice Center
Morgantown, West Virginia

Concord University Residence Hall Renovations
Athens, West Virginia

Delaware County Courthouse
Delaware, Ohio

Lewis County Judicial Annex
Weston, West Virginia

Dickenson County Judicial Center
Clintwood, Virginia

Charleston Correctional Center
Charleston, West Virginia



Glenn Savage, CSI-CDT

Construction Administrator

Glenn has been inspecting and administering construction projects throughout West Virginia for over eighteen years. His diverse experience in construction oversight includes educational, justice, healthcare, banking, law enforcement, recreational, and residential building types.

He is responsible for facilitating preconstruction meetings providing clear definition of project goals and owner expectations, reviewing contractor submittals, product samples, and shop drawings for conformance to the contract drawings and specifications, attending progress meetings to maintain clear communication with builders, observing installation of materials and systems to verify their conformance with the design intent, and monitoring the project schedule. His attention to detail and his thorough understanding of how buildings should go together give him strong construction administration abilities.

PROFESSIONAL EXPERIENCE
36 years

EDUCATION
-Bachelor of Science
University of Charleston, 1997

-Associate of Science
West Virginia State University, 1992

PROFESSIONAL AFFILIATIONS
-American Institute of Architects (AIA), WV Chapter
-Member CSI
-Kanawha Valley Leadership Course Graduate
-Maintained all certifications for WVDOT testing materials
-CSI-CDT

SELECT EXPERIENCE

John Marshall High School Renovations
Glen Dale, West Virginia

Pleasants County Bank
St. Marys, West Virginia

Marshall County Courthouse Renovations
Moundsville, West Virginia

Canty House Roof Replacement
West Virginia State University

Brooke County Courthouse Renovations
Wellsburg, West Virginia

Cabin Creek Health Systems
Sissonville, West Virginia

Pendleton County Courthouse Renovations
Franklin, West Virginia

Martinsburg Police HQ & Municipal Court
Martinsburg, West Virginia



Chris Schoonover, PE, LEED AP

Principal Mechanical Engineer | Scheeser Buckley Mayfield

Mr. Schoonover joined Scheeser Buckley Mayfield in 1993 and has served as a project manager and lead mechanical engineer on a wide variety of projects throughout West Virginia and Ohio. Chris has experience with a wide variety of project delivery methods including Design-Build, CM at Risk and Performance Contracting. Additionally these projects have required contracting rules for a variety of agencies including Veterans Affairs, Army Corps of Engineers, US Navy, and numerous State and Local entities. These projects offer unique requirements that cannot sacrifice high quality design.

Mr. Schoonover is a member of ASHRAE (The American Society of Heating, Refrigerating and Air Conditioning Engineers) and ASHE (American Society for Healthcare Engineering).

PROFESSIONAL EXPERIENCE
25 years

EDUCATION
-The Pennsylvania State University
BSAE/1993/Architectural Engineering

LICENSES & CERTIFICATIONS
-Registered Professional Engineer
(Electrical) in State of Ohio, West
Virginia, Michigan, North Carolina,
and Pennsylvania
-LEED 2.1 Accredited Design
Professional
-ASHRAE Commissioning Process
Management Professional (CPMP)

SELECT EXPERIENCE

Building 4 Assessment, State of West Virginia
Charleston, West Virginia

GSA Federal Building Renovation
Cleveland, Ohio

Huttonsville Correctional Center Renovation
Huttonsville, West Virginia

Federal Reserve Bank Modernization
Cleveland, Ohio

Charleston Correctional Center Renovations
Charleston, West Virginia

WVCFIA Statewide Courthouse Assessments
55 Counties, West Virginia

John Marshall High School Renovations
Moundsville, West Virginia

Martinsburg Municipal Court & Police HQ
Martinsburg, West Virginia



Jim Eckman, PE, CBCP, LEED AP

Principal Electrical Engineer | Scheeser Buckley Mayfield

For over 29 years, Jim has been actively engaged in the electrical design and project management of hundreds of healthcare, secondary and higher education, institutional and commercial projects throughout Ohio and West Virginia. These projects include new construction, additions and renovation. His experience as both a contractor and consultant provide valuable insight into the design and construction process.

Jim was a member of the Institute of Electrical and Electronics Engineers for eight years and the Electrical League of Northeastern Ohio. He is currently an active member of the Illuminating Engineering Society (IES) and has served as Treasurer and President of the Cleveland/Akron IES section and a member of the Executive Committee for the Electrical League.

PROFESSIONAL EXPERIENCE
29 years

EDUCATION
-The University of Akron—BSEE/1984/
Electrical Engineering

LICENSES & CERTIFICATIONS
-Registered Professional Engineer
(Electrical) in State of Ohio, West
Virginia, Wyoming, North Carolina, and
Pennsylvania
-Lighting Certified (LC)
-LEED 2.1 Accredited Design
Professional
-Certified Building Commissioning
Professional (CBCP)

SELECT EXPERIENCE

Building 4 Assessment, State of West Virginia
Charleston, West Virginia

Martinsburg Municipal Court & Police Department
Martinsburg, West Virginia

GSA Stokes Federal Courthouse
Cleveland, Ohio

Wetzel County Courthouse Renovation
New Martinsville, West Virginia

Sidney L. Christine Federal Courthouse
Huntington, West Virginia

Monongalia County Justice Center
Morgantown, West Virginia

Kanawha County Public Library Expansion
Charleston, West Virginia

Veteran's Admin. Medical Center
Huntington, West Virginia

Morgan County Courthouse
Berkeley Springs, West Virginia

WVCFIA Statewide Courthouse Assessments
55 Counties, West Virginia

Engineering Consultants

MEP | STRUCTURAL



Kevin Noble, PE, LEED AP

Principal Civil, Plumbing & Fire Protection Engineer | Scheeser Buckley Mayfield

Kevin joined Scheeser Buckley Mayfield in early 1995 as a department head. Since that time he has participated and managed the design of numerous private and public civil, plumbing and fire protection projects, including prisons, healthcare, utility companies, universities, municipalities, churches, schools and Federal Government. Kevin is also a Professional Fire Protection Engineer and provides services for code analysis and design criteria, fire safety plans, fire suppression/sprinkler system designs, and fire system construction administration services. He attends local and national plumbing, fire protection and civil conventions and seminars to stay in tune with current developing technologies.

PROFESSIONAL EXPERIENCE

31 years

EDUCATION

-The University of Akron—BSCE/1987/
Civil Engineering
-Averett College - MBA/1991/Business
Administration

LICENSES & CERTIFICATIONS

-Registered Professional Engineer
(Civil/Fire Protection) in State of Ohio,
West Virginia, Kentucky, Virginia,
Florida, South Carolina, and
Pennsylvania
-LEED 2.1 Accredited Design
Professional

SELECT EXPERIENCE

Building 4 Assessment, State of West Virginia
Charleston, West Virginia

Martinsburg Municipal Court & Police HQ
Martinsburg, West Virginia

WVCFA Statewide Courthouse Assessments
55 Counties, West Virginia

John Marshall High School Renovations
Moundsville, West Virginia

Monongalia County Justice Center
Morgantown, West Virginia

Sidney L. Christine Federal Courthouse
Huntington, West Virginia

GSA Federal Building Renovations
Cleveland, Ohio

GSA Stokes Federal Courthouse Renovations
Cleveland, Ohio



Joe Harless, RCDD

Senior IT System Designer | Scheeser Buckley Mayfield

Mr. Harless has been in the telecommunications industry since he left the construction field in 1991 to install security alarms, fire alarms, CCTV systems, access control systems, CATV cabling, UTP and fiber optic structured cabling, voicemail systems, KSU's, and network electronics for GBS Computer & Communication Systems.

Mr. Harless joined Scheeser Buckley Mayfield LLC in July, 2002 as the Senior Telecom Designer and is responsible for managing all of the information technology systems designs produced by the firm. Modern buildings and businesses demand extensive information technology equipment and wiring which must be integrated into the design of the entire facility. Joe is the key person at Scheeser Buckley Mayfield who coordinates these design requirements with our electrical and mechanical staff to ensure that the information technology equipment and wiring designs meet the current and future needs of their clients.

PROFESSIONAL EXPERIENCE

26 years

LICENSES & CERTIFICATIONS

-Registered Communications
Distribution Designer (RCDD) - 1997

SELECT EXPERIENCE

Morgan County Courthouse
Berkeley Springs, West Virginia

Martinsburg Municipal Court & Police HQ
Martinsburg, West Virginia

WVCFA Statewide Courthouse Assessments
55 Counties, West Virginia

Monongalia County Justice Center
Morgantown, West Virginia

Hampshire County Judicial Center
Romney, West Virginia

Delaware County Courthouse
Delaware, Ohio



Bob Baumann, PE, SE

Principal Structural Engineer | SMBH

Bob has been employed in the consulting structural engineering business since 1981. His prior office and field experience with a registered land surveyor contributes to his knowledge of the design and construction process. His work experience with a general contractor included the construction of building types built of reinforced concrete, steel, wood, masonry and precast concrete. Bob has designed new buildings as well as additions and large renovation projects.

Bob is experienced in the design of structures built from many types of construction materials including post tensioned concrete. His many years of experience allow him to design innovative, economical, and serviceable structures. Bob is experienced in investigative work for adaptive reuse of existing structures. He has provided field observation during construction of many of the projects that he has designed.

PROFESSIONAL EXPERIENCE 36 years

EDUCATION

-Bachelor of Science Civil Engineering,
University of Cincinnati 1980
-Master of Science Civil Engineering,
University of Cincinnati 1981

REGISTRATION

-Ohio, Arkansas, Arizona, Georgia,
Idaho, Iowa, Kentucky, Nebraska,
Nevada, New Mexico, North Carolina,
Oregon, Rhode Island, South Carolina,
Utah, Washington, West Virginia

SELECT EXPERIENCE

Building 4 Assessment, State of West Virginia
Charleston, West Virginia

Kanawha County Public Library Renovation
Charleston, West Virginia

Raleigh County Judicial Center
Beckley, West Virginia

**Columbus Metropolitan Library Main
Library Renovation**
Columbus, Ohio

Hampshire County Judicial Center
Romney, West Virginia

Martinsburg Municipal Court & Police HQ
Martinsburg, West Virginia

Morgan County Courthouse
Berkeley Springs, West Virginia

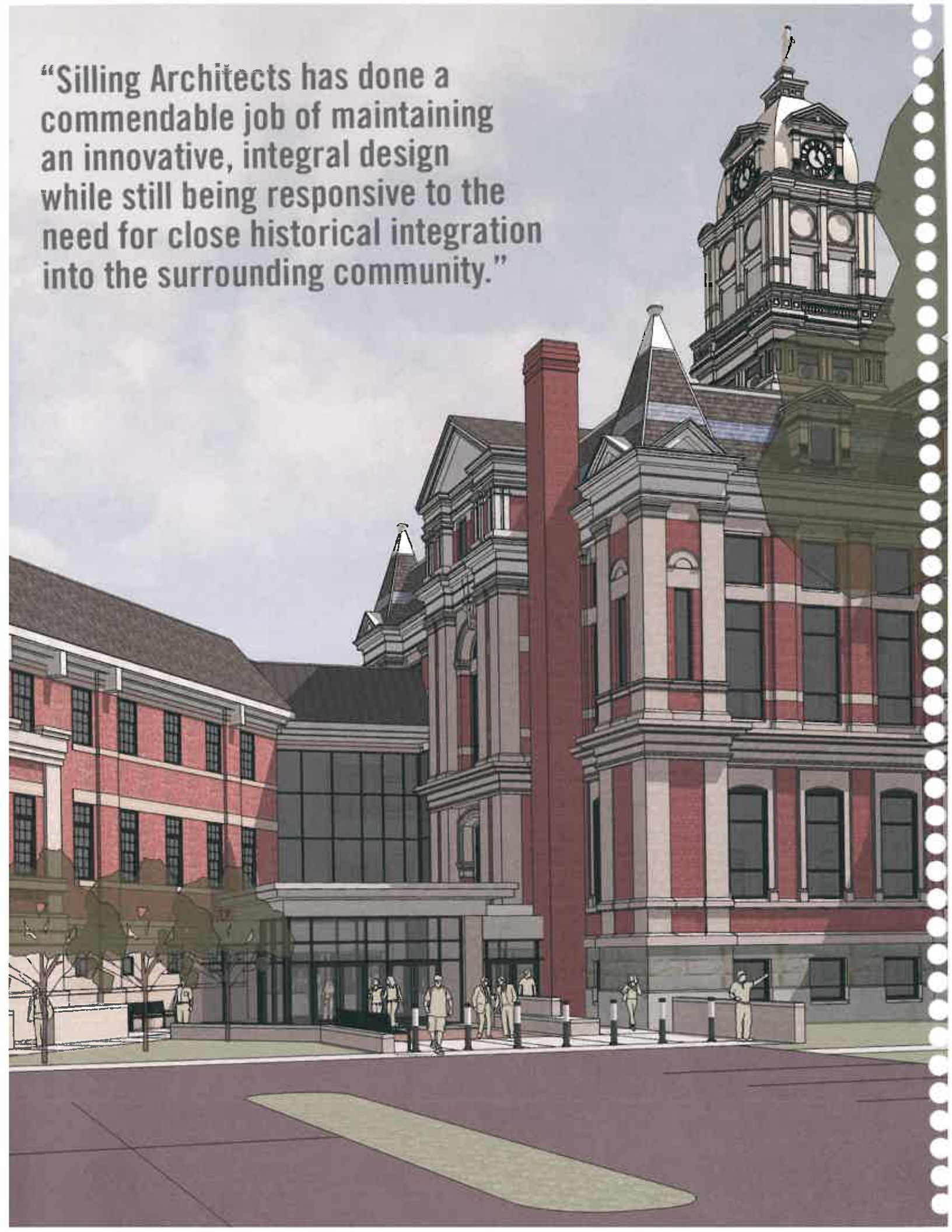
**The Ohio State University—William Oxley
Thompson Library Renovation and Addition**
Columbus, Ohio



03

example projects

“Silling Architects has done a commendable job of maintaining an innovative, integral design while still being responsive to the need for close historical integration into the surrounding community.”





Building 4 Renovation - State Capitol Complex

CHARLESTON, WV

PROJECT TYPE
Addition & Renovation

SIZE
88,000 gsf

CONSTRUCTION COST
TBD

CONTACT
Micheal Evans
p 1.304.558.9018

The West Virginia Division of General Services selected Silling Architects through the State's QBS process to address design and construction needs of the Building 4 facility located on the Eastern edge of the Capitol Campus. The project included a comprehensive analysis of building space and systems relative to all Code requirements, building performance, and functionality. The project will be renovated through a series of phases responsive to critical needs and budgetary constraints

Initial scope items include infrastructure upgrades of egress components, mechanical, electrical, plumbing, and fire protection systems, elevator modernization, and accessibility and interior improvements to lobbies, toilets, and circulation components. The building infrastructure has been addressed to accommodate a comprehensive modernization of all usable space, and immediate renovations of interior office space on two of the building's floors have been developed.

The Capitol Planning Commission and the WV State Historic Preservation Office have reviewed the conceptual design and commended the design teams' sensitivity in modification of the building exterior, noting the distinct and differentiating architectural language of the vertical circulation element that marks its place in time while aligning with the original facility's scale, materiality, and aesthetic.

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West Virginia Supreme Court of Appeals

CHARLESTON, WEST VIRGINIA

LOCATION

Charleston, WV

PROJECT TYPE

Historic Restoration & Renovation

SIZE

Various

CONSTRUCTION COST

Withheld

STATUS

Completed in 2013

CONTACT

Steve Canterbury,
Administrative Director
P 1.304.541.1401

This historic renovation and restoration project involves the phased renovation of the third and fourth floors of the East Wing of the West Virginia State Capitol Building, which was originally designed by renowned architect Cass Gilbert in the early 1930s.

Various architectural, interior, and historic restoration improvements, as well as mechanical/electrical/plumbing systems modernizations, were made to the Court Attorney's Offices, Justice's Chambers Conference Room and Kitchenette, Justice and

Assistant Offices, Chamber Hallway, Courtroom Lobby including renovated Men's and Women's Room, Law Library Offices, Courtroom Renovation, and Clerk's Office.

The project required significant collaboration and communication with the Supreme Court Administrative Director, Supreme Court Justices, Security staff, and the State Capitol Building Commission.





West Virginia Lottery Headquarters Renovation

CHARLESTON, WV

PROJECT TYPE
Renovations

SIZE
146,000 gsf

CONSTRUCTION COST
\$14 million (\$95/gsf)

STATUS
Completed in 2011

CONTACT
John Myers, Director
p 1.304.558.0500

In 2010, the State of West Virginia purchased an existing 13-story, 146,000 SF office building located along the Elk River in downtown Charleston to serve as Headquarters for the West Virginia Lottery Commission, as well as provide a home for the State's Racing Commission, Real Estate Division, Alcohol Beverage Control Commission, Banking Division, and Municipal Bonds Division.

The \$14,000,000 project includes comprehensive architectural, structural, mechanical, electrical, and fire protection renovations throughout the building, and also includes modernization of the building's three passenger elevators and one freight elevator. Interior space modifications were specifically designed to accommodate the WV Lottery and other state agencies while IBC, NFPA, and ADA Code compliance issues were addressed throughout the building.



Kanawha County Public Library Expansion & Renovation

CHARLESTON, WEST VIRGINIA

PROJECT TYPE

Additions & Renovations

SIZE

20,000 gsf (New)
60,000 gsf (Renovated)

CONSTRUCTION COST

\$21 million

STATUS

Design Phase

CONTACT

Monika Jaensson, President
KCPL Board of Directors
p 1.304.357.9924

Libraries are an imagination wonderland. The books, movies, music, computers and information inside take you on a journey of exploration to different countries, centuries and even worlds. Libraries are needed now more than ever as resources, gathering places ... where dreams come true.

The design team of Silling and HBM Architects have "reimagined" Kanawha County's historic downtown library, providing a dynamic transformation that features fully renovated existing space, 20,000 square feet of new space, and beautifully sculpted glass walls reaching to the sky, creating a 21st century library that will serve our region for decades to come. This new main library building will allow Kanawha County's library system to provide more efficient services to its nearly 117,000 card holders.

The new library building will feature a total of 80,000 square feet of space: 60,000 square feet fully renovated and 20,000 square feet of expanded space, two new additions including a three-story addition to what is now the rear of the library that will serve as the new entrance to the building, as well as a two-story addition utilizing space along an alley between the library and the KB&T building.

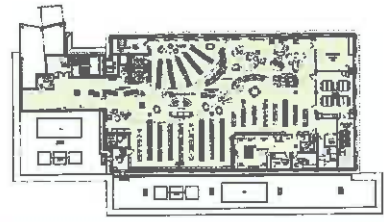
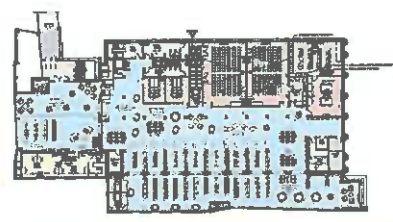
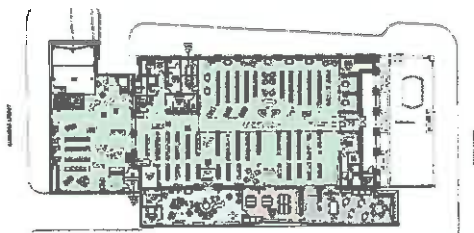
A proposed third floor covered walkway above Quarrier Street that will take library patrons from the Summers Street Parking Garage to the library. The project will

provide approximately 10,000 square feet of children's activity space, more than double the current size, for collections, story time, a craft room, and other activities. More public space for the community, including much needed and often-requested reading areas, study rooms and flexible meeting space for groups of 2 to 200, are also incorporated into the design.

The exterior of the existing building will receive work ensuring the extension of its life. The limestone will be cleaned and the joints repointed where necessary and the roof will be replaced to prevent water intrusion at the exterior. New windows will be placed in the existing openings and the large arches along Quarrier Street will be opened up with large windows that recall the building's original design. The building's infrastructure will be completely replaced with new, more energy efficient equipment and fixtures. A new fire alarm and sprinkler system will be added to the existing building as part of the new construction to comply with current Life Safety Code requirements.

By renovating and expanding its century-old space, the Kanawha County Public Library will revive an iconic landmark in downtown Charleston and bring an exciting, fresh, new space to serve as the community's gathering place.

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Monongalia County Justice Center

MORGANTOWN, WV

AIA WV | Honor Award for Excellence in Architecture

PROJECT TYPE

Adaptive Reuse of Former
Federal Office Building
& Post Office

SIZE

84,000 gsf + Parking Garage

CONSTRUCTION COST

\$17.3 million

STATUS

Completed in 2016

CONTACT:

Rennetta McClure
County Administrator
p 1.304.291.7281

Originally built in the 1970s, the former Harley O. Staggers Federal Building and regional post office presented a very unique and exciting opportunity to serve the growing judicial services of Monongalia County. Having been vacant and closed for more than eight years, county leaders would ultimately purchase the 84,000 square foot, four-level building in 2007. The project made responsible use of the public investment while also contributing to the overall reduction of environmental impact in reuse of the existing building stock. The design's resulting expression provided a strong community presence with an elegant exterior facelift while also introducing a more ordered, functional and secure setting for the County's court operations.

The new Justice Center building occupies a 1.25-acre site situated on the southern side of downtown Morgantown. The site included an enclosed parking garage attached to the rear of the building and an exposed rooftop parking deck which now affords secure judges and staff parking. Vehicular access is also provided for detainee transport vehicles to reach a secure sallyport drop-off zone with immediate adjacency to central holding in the basement. The "reimagined" building front creates dramatic views of the immediate downtown and distant mountainous geography, as well as offering a calming abundance of natural daylighting to the public realm of the building.

The design implements three major ideas: clear and well-defined public spaces with a strong sequence from the entry to the courtrooms; introduction of natural daylighting; and the use of high contrast interior finishes to create dignified spaces. High volume functions of the court are located near the lobby and on lower floors. The circulation is simple, direct and distinctly separated into public, private and secure paths of movement. An advanced access control system integrated with building surveillance cameras provide the security staff with complete control of passage between these circulation networks.

Courtrooms are located on the upper floors stacked and grouped inwardly oriented on the floor plan. They are served by intermediate secure detainee elevators and holding cells as well as jury deliberation rooms in immediate adjacency. A jury assembly area is presently located in a shell space for a future 4th circuit courtroom on the 3rd floor. Courtrooms are equipped with zoned lighting as well as state-of-the-art technology and audio visual features including interactive monitors, evidence presentation cart, sound system with assisted listening, and large format screens with video conferencing capabilities all fully operational from sophisticated bench control software.

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ARCHITECTS



"This building is not just extraordinary, but is magnificent."
West Virginia Supreme Court Justice Brent D. Benjamin





Delaware County Courthouse

DELAWARE, OHIO

PROJECT TYPE
New Construction

SIZE
166,300 gsf

CONSTRUCTION COST
\$39.3 million

STATUS
Completed in 2017

CONTACT
Jon Melvin
Facilities Manager
p 1.740.833.2280

Delaware County, Ohio is the fastest growing county in the state of Ohio with a population set to exceed 200,000 by 2018 (population 67,000 in 1990). This explosive growth, in addition to similarly increasing court caseloads and the recent addition of a new Domestic Relations Court Judge, necessitated the design and construction of a new courthouse on the county seat's judicial campus exclusively for county court operations.

The new 160,000 square foot courthouse includes administrative office departments for the Clerk of Courts, Adult Court Services, and the Common Pleas Court. The upper levels include three large courtrooms and six hearing rooms with supporting judges' chambers, jury deliberation and administrative spaces. The third floor accommodates a grand jury room, as well as jury queuing and assembly spaces. A below grade parking garage supports protected judges' and staff parking as well and provides access to secure vertical circulation paths to the floors above. The garage also houses an inboard sallyport with central holding that offers isolated secure elevator transport of detainees to intermediate holding cells between the court sets. A secondary staff entry at grade graciously connects the neighboring county

administration building inhabitants to secure staff circulation cores within the new courthouse.

Through in-depth reviews with the local historic preservation committee and zoning commissions, the design concept responds with an elegantly meshed contextual nod to the Italianate fabric of historic Delaware while stepping into a modernized composition of progressive materials and forms on the exterior. The North Sandusky Street elevation marries the storefronts of the historic downtown to the neighboring Hayes building in a transitional zone abutting the less dense and beautifully ornate array of houses in the residential district. The main entry appropriately resides opposite the street front toward an inviting plaza directly off the much-used public parking lots serving the judicial campus. Entry and circulation is clearly articulated on this elevation by an open and vast lobby for queuing and screening immediately adjacent to the public stair and elevator core. Upon arrival to the court floors, a large expansive curtain wall wraps the building expressing public circulation while exuding the transparency of the court system and spilling daylight into the unnerving environment of trial participation.







Franklin County Judicial Center & Historic Courthouse Renovation

CHAMBERSBURG, PA

PROJECT TYPE

New Construction & Renovations

SIZE

130,000 GSF

CONSTRUCTION COST

\$42 million

STATUS

Design Phase

CONTACT

John Hart
County Administrator
p 1.717.261.3812

Franklin County, PA is rich with history and culture; its vibrant county seat of Chambersburg is presently bustling with growth. This, in turn, has instigated a necessary expansion of spatial requirements for county court operations. The historic 1860's courthouse is the centerpiece of the eclectic storefronts throughout the downtown and is situated on the expansive main public square with turn-about. Silling has been working with local county officials to create an addition beholding to the existing courthouse (with previous additions) while creating an architectural showpiece of the present era.

The new 130,000 gsf judicial center includes administrative office departments for the Clerk of Courts, Public Defender, Juvenile Probation, Adult Probation, and the District Attorney. The upper levels include courtrooms of varying sizes and supporting judges' chambers and admin spaces. The subterranean sallyport with central holding offers isolated secure elevator transport of detainees to intermediate holding cells between the courtsets. Below grade protected judges' parking provides access to secure vertical circulation paths to the chambers above. The existing courthouse (with additions) has been partially reprogrammed to support a portion of the aforementioned departments. A subtle and unobtrusive pedestrian bridge softly engages the former structure to intermingle all court activities. The high volume entry lobby is strategically placed biaxially with the historic courthouse to further bow in formal significance, yet houses the single point of entry for queuing and screening. The approach to the welcoming entry portico is served by a grand stair and a subtractive treatment of the colonnade opposite the infilled lobby condition. This extends the rhythm of the courthouse's vertical fenestration and provides a covered portico leading to the largely accepting glass storefront entry doors. The massive footprint is broken down by sections of neo-traditional brick character reflections infilled with fully transparent modern hyphens. This assists in complimenting the contextual storefront proportions with a systematic rhythmic character on the main street elevation. Silling has enjoyed the opportunity to delicately blend the formula and achieve a highly integral solution to serve the residents of Franklin County for many years to come.



- 1 - New Judicial Center
- 2 - Historic Courthouse
- 3 - Existing Annex
- 4 - New Courthouse Plaza
- 5 - Sallyport Entry
- 6 - Staff Parking
- 7 - New Connector Bridge







Marshall County Public Safety (911/OEM) Building

MOUNDSVILLE, WEST VIRGINIA

PROJECT TYPE
Adaptive Reuse

SIZE
24,000 gsf

CONSTRUCTION COST
\$7.1 million

STATUS
Completed in 2015

CONTACT
Betsy Frohnapple
County Administrator
p 1.304.845.0482

The Marshall County Commission purchased the former Jozabeth's clothing and accessories retail store building with the intent to redesign the structure to serve the County's 911 Center, Office of Emergency Management, and the Sheriff's Department. The concept made responsible use of the public's investment while also contributing to the overall reduction of environmental impact in reuse of an existing building. In doing so, this created a vivid design opportunity in bestowing new life to a mid-century modern building in downtown Moundsville where the present building stock is decaying. It was of tremendous importance to the County and the design team to introduce a source of life and activity for the community at all hours of the day while being a significant physical presence of law enforcement in a highly visible location.

The program for the 911 and OEM Center include a new, state of the art 911 Communications Center, Emergency Operations Center, Audio/Mapping/Radio Programming Room, Administrative Offices, Executive Conference Planning Room, Men's and Women's Bunk Room with Shower/Toilet facilities, Records Room, Storage Room, and other supporting space. The Sheriff's Department features an Administrative & Investigative Suite, large Training/Meeting room, Physical Training/Fitness Room,

Armory, Evidence Processing & Log-In Room, Central Detainee Processing and Holding Cells, Records Storage, Law Enforcement Storage, K-9 & SWAT Equipment Storage, Radar Equipment Storage, and Home Confinement offices.

The scope included a full exterior restoration comprised of new glazing with supporting sun control and shading devices, existing envelope sealant with a highly insulative perimeter wall backup, a new foundation drainage system to remedy prior basement infiltration issues, a controlled entry vestibule with immediate adjacency to all departments, a new 2,000 sf addition to accommodate additional programmatic spatial needs, a new high performance roof assembly, and environmentally preferable finishes and materials throughout. Structural adaptations were made for seismic requirements of an essential facility as well as all protective architectural requirements prescribed by NFPA 1221. All new comprehensive mechanical, plumbing, lighting and electrical systems were major factors to achieving sustainability targets. Redundant systems and emergency power were provided so the facility can continue to operate uninterrupted during an event of disturbance.





Statewide Courthouse Facility Assessments

FIFTY-FIVE COUNTIES | WEST VIRGINIA

PROJECT TYPE
Facility Assessments

SIZE
Over 2 million gsf

STATUS
Completed in 2009

CONTACT
Melissa Garretson Smith
Executive Director
West Virginia Courthouse
Facility Improvement Authority
p 1.304.558.5435

The Intent of the Assessment was to assist the West Virginia Courthouse Improvement Authority (WVCFIA) and the state's counties in evaluating the present condition of each OF the state's fifty-five courthouses, help identify and prioritize immediate and long-term courthouse facility needs, and to establish the potential costs associated with upgrades.

The assessment included a detailed report that included a comprehensive evaluation of the building's architectural, structural, HVAC, plumbing, fire protection, electrical lighting, electrical power, fire alarm, and communications systems. Code compliance with the State Fire Marshal's Office and

Americans with Disabilities Act, as well as with the United States Secretary of the Interior's Standards for Historic Preservation and West Virginia State Historic Preservation Office, are addressed throughout.

The assessments, which included in excess of 2 million square feet of courthouse space, required effective communication, involvement, and collaboration on the part of our team of architects, engineers, and historic preservation consultants, as well as with county commissioners, elected officials, administrators and managers, and courthouse maintenance staff.



John Marshall High School

MOUNDSVILLE, WV

PROJECT TYPE

Additions & Renovations

SIZE

237,900 gsf combined

CONSTRUCTION COST

\$36 million

STATUS

Completed in 2017

CONTACT

Michael Hince
Superintendent
p 1.304.843.4300

Established in 1968 and named after the 4th Chief Justice of the United States, John Marshall High School has an enrollment of approximately 1,200 students in grades 9 through 12, which make it one of the largest secondary schools in West Virginia. Originally designed as a comprehensive high school, the school still functions in that manner today. In addition to the core requirements, the curriculum features a large Career and Technical Education program, Advanced Placement (AP) courses, Honors courses and several distance learning courses. The Marshall County Board of Education has a vision and passion to continue the great pride and prominence of John Marshall High School into the 21st century. The Board selected Silling to work with them in making that vision a reality.

One main focus of the vision is to improve the safety and security of the students. A new main entrance in conjunction with a relocated, fully renovated administrative suite will provide monitored, controlled access to the school. Additionally, an enclosed connector will allow students a secure pathway between the main academic building and the adjacent Performing Arts building.

Another focus is to improve the departmentalization of then areas of instruction, provide spaces for new programs, and upgrade the spaces utilized by existing programs. General renovations will be performed in the Career and Technical program spaces that are mainly located on the building's first floor. The second floor features a new administration / guidance / health clinic area along with a modern media center and a completely new food service arrangement featuring one unified dining area with a multi-station, multi-offering serving area. The core of the third floor becomes home to the science department with 9 completely new science labs, unifying a department that previously occupied space on two floors. The Performing Arts building will also receive renovations that will provide a new entrance to the building as well as improve the spaces for band and chorus, girls' team locker rooms and create a new strings classroom.

Overall, both buildings will receive electrical service, HVAC and technology upgrades geared toward improving the building's energy efficiency and extending its continued service to the community and students of Marshall County.



- 1 - NEW FRONT ENTRY ADDITION
- 2 - NEW CONNECTOR ADDITION
- 3 - GYM/PERFORMING ARTS CENTER ENTRY ADDITION



BEFORE PHOTO - MAIN ENTRY



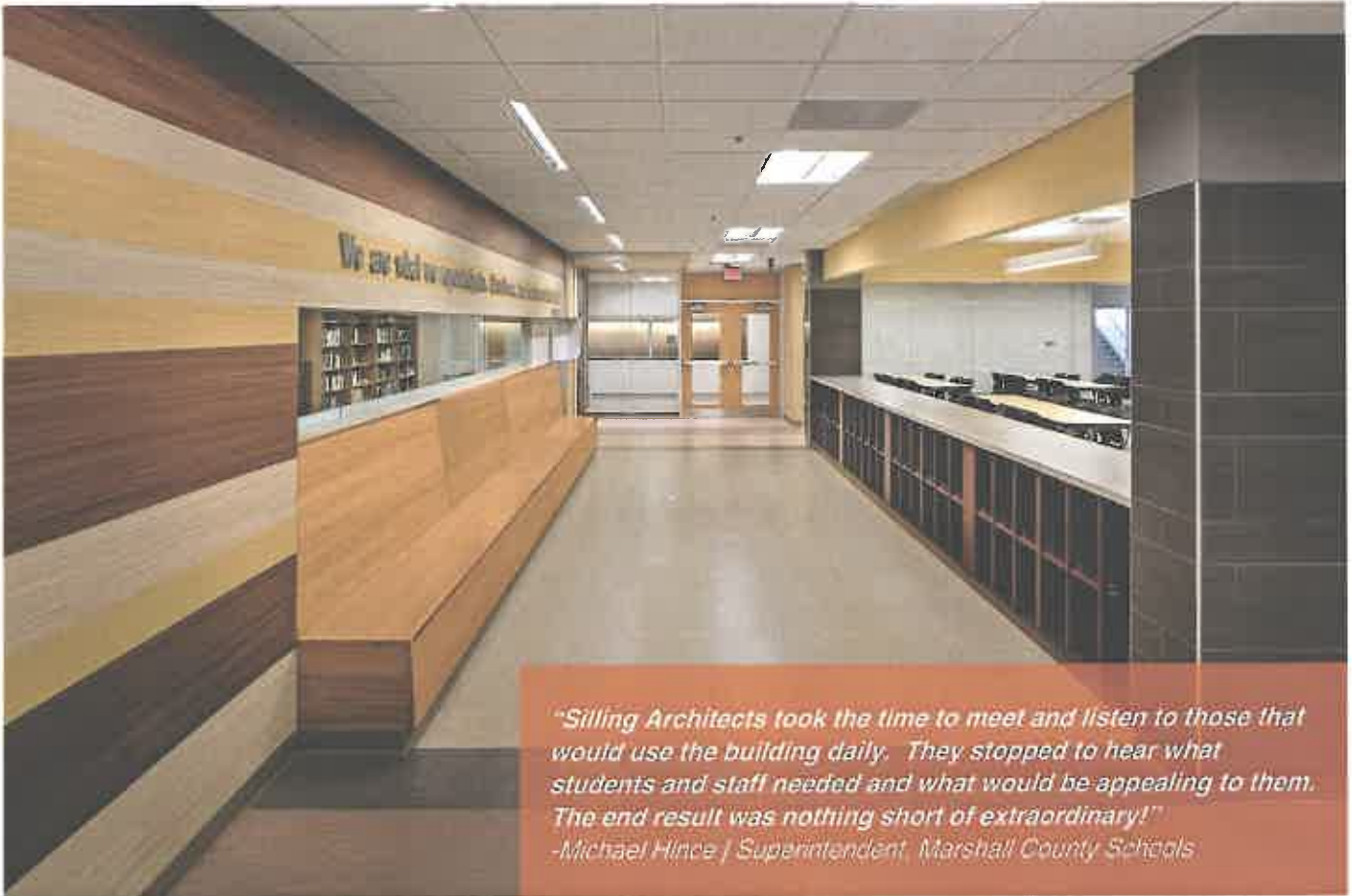
BEFORE PHOTO - SCIENCE CLASSROOM



BEFORE PHOTO - CAFETERIA



BEFORE PHOTO - TIERED CLASSROOM



"Silling Architects took the time to meet and listen to those that would use the building daily. They stopped to hear what students and staff needed and what would be appealing to them. The end result was nothing short of extraordinary!"
-Michael Hince | Superintendent, Marshall County Schools





"I must say, it has been an enjoyable experience working with Silling and I would be honored to recommend them for your upcoming school project. They are very easily accessible, they are on the job site constantly to ensure plans are being met and work very well with any and all changes that need to be made. Their service has been top shelf in my book and I know you will be extremely pleased with them!"

*-Tom Gilbert | Board Member
Marshall County Board of Education*



Dixon Hughes Goodman

CHARLESTON, WV

AIA WV | Honor Award for Excellence in Architecture

PROJECT TYPE
Office Renovation

SIZE
12,750 gsf

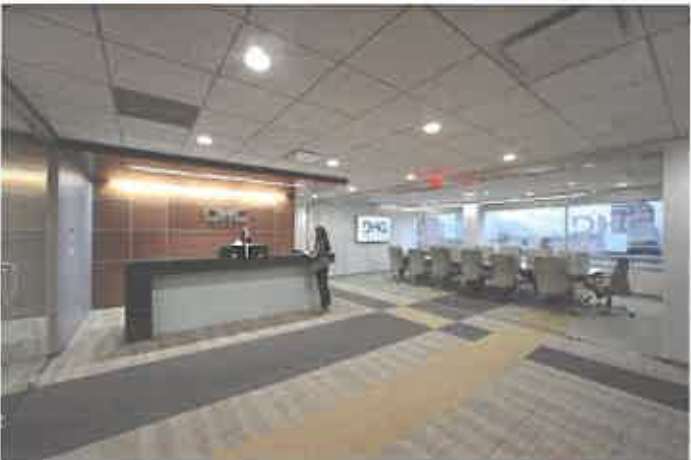
CONSTRUCTION COST
Withheld at Owner's Request

STATUS
Completed in 2015

CONTACT
Richard Slater
Managing Partner
p 1.304.414.2605

This project was a complete renovation of an entire 12,750 square foot floor of an office building in downtown Charleston. Silling worked closely with representatives of DHG to develop a tenant fit-out plan that fit with their corporate philosophy, personnel and vision of how their new space should function. Through this process it was determined that a portion of the existing private office spaces could be kept in their existing configuration as a means of controlling cost. The remaining portion of the floor plate was demolished in order to create new additional offices, conference rooms, kitchen, private client meeting rooms, an open office area, and collaboration area. The DHG philosophy is that their office space acts as an attractive recruiting tool for the firm and while breaking the stereotype of what an accounting firm is like, sets them apart from the field of other similar firms looking for young talent. One space that sets the office apart is the collaboration area. The vision for this space was to create an open area where "purposeful collisions" would occur that allowed employees from different segments within the office to have informal, impromptu meetings to share information, get mentoring advice from senior staff members over coffee and provide informal touchdown space with wireless access for other A coffee bar mixed with high-top tables and soft lounge seating creates a relaxed environment to

encourage these interactions. Offices that are located adjacent to the collaboration area have full glass fronts to allow for those who occupy the workstations in the open office to share daylight and views to the outside. Another key component unique to the DHG philosophy is the blue sky room. This space is used for meetings with clients who are looking for innovative ways to increase the value of their companies. Lounge type seating that can be configured in multiple ways and an entire wall covered with projection friendly dry-erase wall covering allows for any "sky is the limit" ideas to be recorded at any time by any of the participants without the need for paper. The stripes in the carpet throughout provide a background datum for the overall organization of the newly created space and follow organizational axes. The stripes draw focus through the open spaces to the outside. A color change at the crossing of the axes signifies traffic "nodes" that also help to break up the length of corridor along the solid walls of private perimeter offices. The overall design concept and its execution represent a successful collaboration with DHG in aligning with the vision of this nation-wide firm and its focus on providing an inviting and exciting work environment.



Concord University—Marsh Library Renovations

ATHENS, WEST VIRGINIA



PROJECT SCOPE

Roof Replacement
New Front Entry Porch/Stairs
Exterior Restoration
Window Replacement
Fire Protection System
Fire Alarm System
HVAC System (VRF)
Electrical Service Entry
Interior Renovations

CONSTRUCTION COST

\$5.6 million

STATUS

Completed in 2012

CONTACT

L. Gerry Vonvile
Concord University
p 1.304.384.5266

Concord University—Marsh Hall Renovations

ATHENS, WEST VIRGINIA



PROJECT SCOPE

Exterior Restoration
Roof Replacement
Bell Carillon Repairs
New Front Porch/Stairs

CONSTRUCTION COST

\$5.6 million

STATUS

Completed in 2012

CONTACT

L. Gerry Vonvile
Concord University
p 1.304.384.5266

Concord University—North & South Towers Renovations

ATHENS, WEST VIRGINIA

PROJECT SCOPE

New Exterior Façade
Window Replacement
Interior Renovations
HVAC System
Roof Replacement
Emergency Generator
ADA Compliance
Exit Stair Doors
Wi-Fi Network
Fire & Life Safety

CONSTRUCTION COST

\$14.3 million

STATUS

Completed in 2017

CONTACT

Rick Dillon, VP of Administration
& Associate Dean of Students,
p 1.304.384.5231



Wetzel County Courthouse Renovations

NEW MARTINSVILLE, WEST VIRGINIA

PROJECT SCOPE

New Electrical Service
HVAC System
Sprinkler/Fire Protection System
New Ceilings & Lighting

CONSTRUCTION COST

\$2.4 million

STATUS

Completed in 2016

CONTACT

Don Mason, County
Commissioner,
p 1.304.455.8217



Buchanan County Courthouse Additions & Renovations GRUNDY, VIRGINIA



PROJECT SCOPE

- Exterior Restoration
- Window Replacement
- Interior Renovations
- HVAC System
- Roof Repairs
- Emergency Generator
- Fire Protection System
- Fire Alarm System
- New Ceilings & Lighting
- Plumbing System
- Water & Stormwater System

CONSTRUCTION COST

\$10.6 million

STATUS

Construction Phase

CONTACT

Curtis Elswick, SKANSKA
Owner's Representative
p 1.540.423.2860

Hampshire County WPA Annex Renovations ROMNEY, WEST VIRGINIA



PROJECT SCOPE

- New Interior Finishes
- Elevator Addition
- HVAC System
- Electrical System
- Plumbing System
- Fire Protection System
- Data/Telcomm System
- Lighting Upgrades
- ADA Compliance
- Exterior Restoration
- Window Replacement

CONSTRUCTION COST

\$1.1 million

STATUS

Completed in 2010

CONTACT

Patty Davis
Building Commission
p 1.304.707.6334

Union County Courthouse Additions & Renovations

MARYSVILLE, OHIO

PROJECT SCOPE
Exterior Restoration
Interior Renovations
Court Services Addition
Entry Addition (Security)
HVAC System
Electrical System
Emergency Generator
Fire Protection System
Fire Alarm System
New Ceilings & Lighting
Elevator & Stairwell Addition

CONSTRUCTION COST
\$22 million

STATUS
Design Phase

CONTACT
Randy Riffle
Chief Operating Officer
p 1.937.645.3175



Harrison County Courthouse Exterior Restoration

CLARKSBURG, WEST VIRGINIA

PROJECT SCOPE
Exterior Restoration

CONSTRUCTION COST
\$437,000

STATUS
Completed in 2016

CONTACT
Willie Parker
County Administrator
p 1.304.624.8528



Governor's Mansion Elevator Upgrade
STATE CAPITOL COMPLEX - CHARLESTON, WEST VIRGINIA



PROJECT SCOPE

Elevator Upgrades
Related Mechanical, Electrical,
and Fire Protection Systems

CONSTRUCTION COST
TBD

STATUS
Design Phase

CONTACT
Micheal Evans
General Services Division
p .304.558.9018

Charleston Correctional Center Renovations
CHARLESTON, WEST VIRGINIA



PROJECT SCOPE

Exterior Renovation
Interior Demolition to Shell
Interior Renovations
HVAC System
Electrical System
Security System
Access Control System
Doors & Door Hardware
Window Replacement
Roof Replacement
Exterior Stair Replacement
New Perimeter Security Fence
New Parking Area

CONSTRUCTION COST
\$8.5 million

STATUS
Completed in 2013

CONTACT
Philip Farley
Construction Manager
WV Division of Corrections
p 1.304.558.2036

Union County Courthouse Additions & Renovations

MARYSVILLE, OHIO

PROJECT SCOPE
Exterior Restoration
Interior Renovations
Court Services Addition
Entry Addition (Security)
HVAC System
Electrical System
Emergency Generator
Fire Protection System
Fire Alarm System
New Ceilings & Lighting
Elevator & Stairwell Addition

CONSTRUCTION COST
\$22 million

STATUS
Design Phase

CONTACT
Randy Riffle
Chief Operating Officer
p 1.937.645.3175



Harrison County Courthouse Exterior Restoration

CLARKSBURG, WEST VIRGINIA

PROJECT SCOPE
Exterior Restoration

CONSTRUCTION COST
\$437,000

STATUS
Completed in 2016

CONTACT
Willie Parker
County Administrator
p 1.304.624.8528



Governor's Mansion Elevator Upgrade
STATE CAPITOL COMPLEX - CHARLESTON, WEST VIRGINIA



PROJECT SCOPE
Elevator Upgrades
Related Mechanical, Electrical,
and Fire Protection Systems

CONSTRUCTION COST
TBD

STATUS
Design Phase

CONTACT
Micheal Evans
General Services Division
p .304.558.9018

Charleston Correctional Center Renovations
CHARLESTON, WEST VIRGINIA



PROJECT SCOPE
Exterior Renovation
Interior Demolition to Shell
Interior Renovations
HVAC System
Electrical System
Security System
Access Control System
Doors & Door Hardware
Window Replacement
Roof Replacement
Exterior Stair Replacement
New Perimeter Security Fence
New Parking Area

CONSTRUCTION COST
\$8.5 million

STATUS
Completed in 2013

CONTACT
Phillip Farley
Construction Manager
WV Division of Corrections
p 1.304.558.2036



04

project understanding & approach

“All of the expertise, vision, creativity, and responsiveness that was seen in their proposal and interviews has been delivered in our project.”





Introduction /

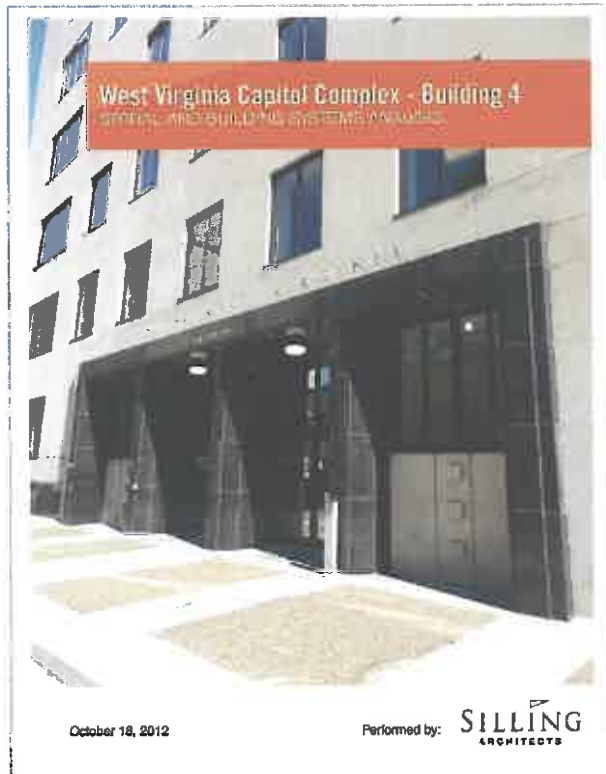
At Silling, we approach the renovation, rehabilitation, and reuse of historic buildings with imagination and respect. Based on scores of successful projects, we enthusiastically explore the tremendous potential of existing buildings to be transformed for a new, more current and revitalized use. With respect for what was created in the past, and an excitement for what can be created in the future, we research each opportunity to understand its essential character and potential. We then craft a design solution for a new intervention, including the thoughtful integration of progressive new technologies, state-of-the-art building systems, and progressive program spaces that both enhance and complement the rejuvenated building. In addition to the value of saving our architectural and cultural heritage, preservation and adaptive re-use are the most sustainable strategies available to us today. When appropriately planned, the renovation or repurposing of an existing building can support an Owner's sustainability goals and reduce capital costs.

Understanding of the Building /

Silling and its team of consulting engineers performed a comprehensive analysis of Building 4 for the General Services Division in October of 2012. As part of that analysis we reviewed the original construction drawings, originally designed systems, as well as layout and equipment modifications made throughout the building's 68-year life. Our team also analyzed the existing building condition, site amenities, useable floor space and compliance with Building and Life Safety Codes in effect at that time.

Based on our analysis Silling made recommendations for renovations required to bring the building into compliance with current Codes and recommended necessary replacement of building systems that had reached the end of their useful life.

After issuing a report of our assessment findings and recommendations, Silling designed solutions for the Life Safety and infrastructure upgrades as well as renovations of the third and sixth floors of the building. That project



was taken from the Schematic Design phase through 90% Construction Documents.

The knowledge gained and work performed during our previous analysis and design services offers financial and timeline efficiencies that can be of benefit to the project and the State. Our approach process will:

- Build upon our extensive knowledge of Building 4 gained from our previous spatial and building systems analysis by verifying that our findings and recommendations comply with the most current versions of the Building and Life Safety Codes adopted by the State.
- Continue a highly collaborative relationship with the West Virginia General Services Division and other State agencies while reviewing the previous report and design scope in order to gain an understanding of the new vision the State has for current and future departmental space needs; utilization of space to enhance operations, functionality, flexibility, security and public accessibility.
- Identify opportunities for improved operating costs, energy efficiency, and sustainable design strategies to achieve the desired goal of LEED Silver certification.
- Collaborate with the State Historic Preservation Office and Capitol Building Commission on any necessary

repairs to the existing building envelope and any proposed exterior renovations, additions or other enhancements determined necessary based on our evaluation of the existing building and planning work sessions with GSD staff.

- Generate strategies for appropriate phasing of the building upgrades, renovations, and space plan.
- Provide detailed conceptual renderings, plans, and third-party cost estimates.

Our assessment and planning process is inclusive and iterative, utilizing planning charrettes to obtain input from a wide cross section of stakeholders. We also solicit and value the contributions of facilities and maintenance staff, who already have a base of information about the building and complex that will prove beneficial to our team's planning efforts.

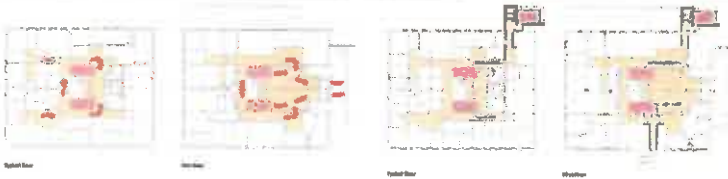
Project Approach /

The following is the general design project approach and the anticipated meetings that are intended to clearly define the project scope, develop design information and user criteria, inform and collaborate with the users and other stakeholders, and develop consensus.

Initial Contract Negotiation and Scope Discussion

Initial contract discussions with the General Services Division will likely include but is not limited to the following:

- Confirmation of the project scope, phasing, budget, and schedule.
- Confirmation of the overall design approach and proposed review and communications protocol for further programming and design reviews with the General Services Division and other stakeholders.
- Define our Basic Scope of Services including the project deliverables and services including in the Schematic Design Phase, Design Development Phase, Contract Documents Phase, Bidding and Negotiating Phase, Construction Administration Phase and Post Occupancy.
- Review Construction Contract Administration Preferences.
- Review the Scope of Services included in the Furniture Fixtures and Equipment Design.
- Review and establish the parties responsible for Geotechnical Survey(s), Site Survey(s), Hazardous Material Survey(s)
- Review Agency Approval Requirements
- Clarify the scope of Code-required Third-Party Testing



- Validate Insurance Requirements
- Contract Form and Compensation

Design Project Kickoff Meeting

Upon the Notice to Proceed and at the State's discretion, the Design Team can conduct a project kickoff meeting that includes the key personnel from each respective area included in the project scope to outline the design approach, expectations, communications protocol, and design schedule.

Schematic Design Phase /

Schematic Phase Design Review Meetings

1. Space Planning Reviews: At the beginning of the Schematic Design Phase, we will begin to develop the Conceptual Design. This is a straightforward process of meeting with the key staff of the General Services Division included in the project scope and reviewing and modifying the conceptual design per their feedback. At this phase we will confirm the State's vision for current and future departmental space needs; utilization of space to enhance operations, functionality, flexibility, security and public accessibility.

2. Building Systems Programming Review: During the Schematic Design Phase we will meet with the General Services Division and Facilities staff to explore and document the following building systems preferences and requirements in a Building Systems narrative. The narrative will be used as a precursor to the Design Development Phase and can serve as a Design Intent

Statement for internal cost estimating team in the development of the Schematic Design Estimate of Probable Construction Cost.

- Site Paving and Amenities
- Foundation and Waterproofing
- Superstructure and Structural System
- Exterior Wall Enclosure Assembly
- Interior and Exterior Doors and Door Hardware
- Rolling Steel Doors and Grates
- Window Frame, Glass and Glazing
- Window Treatment
- Roofing Materials and Insulation
- Storm Drainage System
- Interior Studs, Drywall
- Typical Office Finishes, Typical Public Space Finishes
- Access Control System Requirements and Video Surveillance Equipment
- Elevators
- Plumbing Fixtures and Toilet Accessories
- Plumbing Systems
- HVAC Systems and Controls
- Lighting and Controls
- Regular and Emergency/Stand-by Power
- Fire Alarm System
- Telephone and Communications
- Data Systems

3. Exterior Restoration and Aesthetic of Possible New Additions: During the Schematic Design Phase we will review the conditions of the exterior of the existing building and any possible new additions that may be required based on our assessment. We will discuss any

recommendations for restoration of the existing façade, roof replacement or other work should they be necessary. We will also explore the building form, building materials, details and proportion of any proposed additions or alterations to perfect the concept so that it is the most complimentary to the existing building.

4. SHPO and Capitol Building Commission Schematic Design Review: Upon solidification of the space planning and related floor plans and the development of the site plans and exterior building elevations, the design team will present the proposed Schematic Design for review and approval to the State Historic Preservation Office and the Capitol Building Commission. The content of the presentation will include the following Schematic Design Phase Deliverables:

- Schematic level Site Plans, Floor Plans, Building Sections, and Exterior Views
- Building Systems Narratives
- Project Schedule
- Project Estimate

Design Development Phase /

Design Development Phase Review Meetings

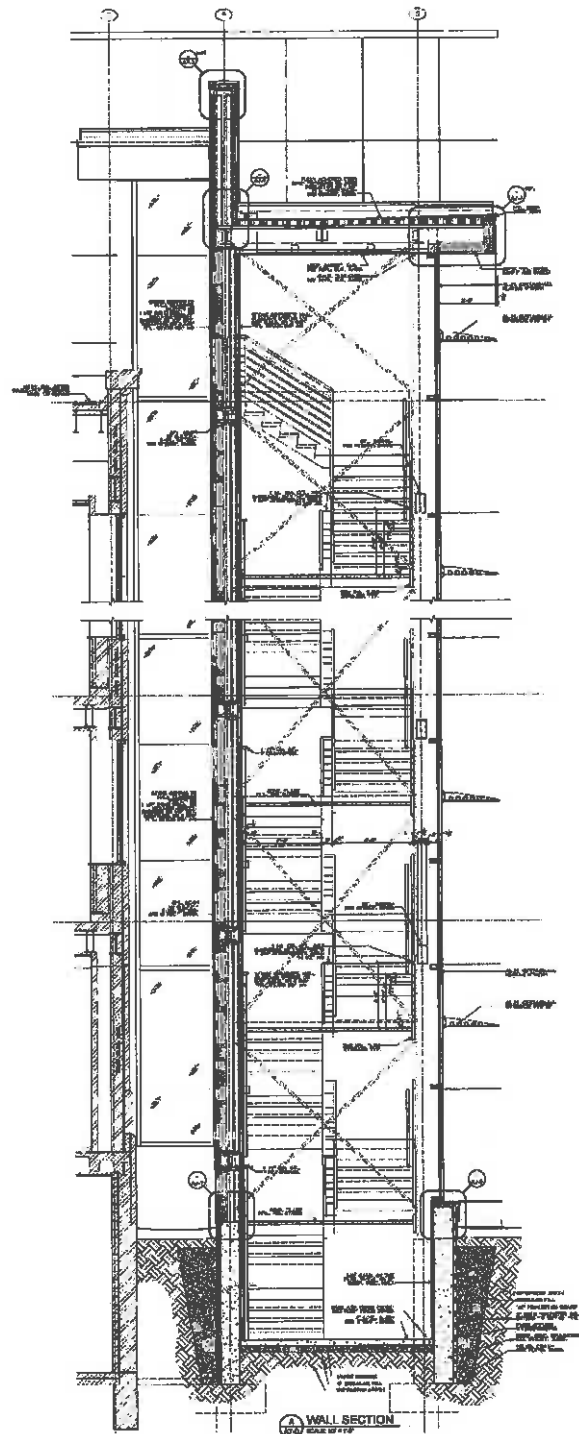
1. Design Development Reviews: The reviews will occur with the key staff of the General Services Division. We will review the features office areas including room finishes, built-in casework, electrical and telecommunications distribution, lighting, HVAC systems, and specialty items.

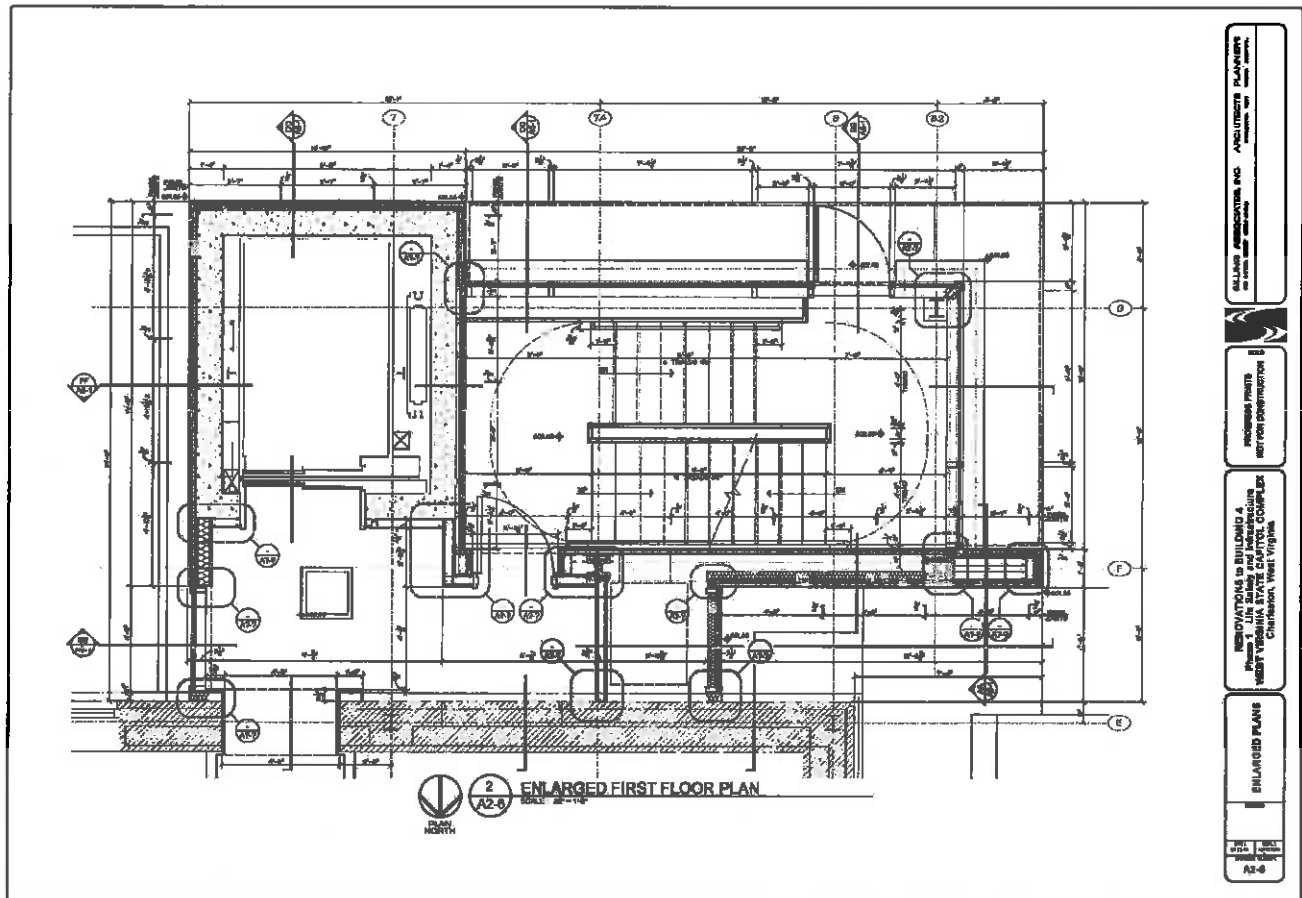
2. Construction Sequence Planning and Management: It is our understanding that any construction will occur while portions of the building are occupied and will require close coordination between the State and Contractor. We will present a preliminary phasing plan that considers the sequencing of construction activity intended to maintain day-to-day operations, maintain proper exiting requirements and protect the occupants and potential visitors during the construction phase. Disruption of the normal operation is inevitable; therefore, an inclusive approach with the appropriate representation from the General Services Division and User is recommended. During the Design Development phase, we will further document and build consensus of the Construction Sequencing Plans to be incorporated in the Construction Contract Documents.

Construction Document Phase /

Construction Document Phase Review Meetings

1. Technical Design Review Meetings: At this stage of the design process, detailed drawings and specifications will





be completed in preparation for bidding. Final architectural details and building system design reviews are conducted with General Services Division personnel at this stage of the process.

2. Project Cost Review Meeting(s): Estimates of Probable Construction Cost will be refined based on 75% complete design drawings to validate the construction budget. It will be reviewed and reconciled with the Design Team Estimate and presented to the General Services Division staff. Should the estimate conform to the State's project budget, the Design Team will progress to developing the final Construction Documents. Should the estimate exceed the project budget, the Design Team will propose alternatives to align the estimate to the project budget. Upon final budget reconciliation and approval by the General Services Division, the Design Team will move forward with the completion of documents for final bidding.

3. Project General Conditions Requirement Review Meeting: We will meet with the General Services Division and Facilities staff to review all State requirements of the contractor including the following:

- Contractor hours and days of operation
- Contractor site office location
- Contractor parking location
- Construction phase utility charges
- Drug testing requirements
- Insurance requirements
- Notice requirement for any utility interruption
- Standing Third-party maintenance contracts
- Specific State of West Virginia purchasing requirements

Bidding Phase /

The Design Team will assist the State during the Bid Phase in the distribution of Bid Documents, preparation of the Advertisement/Invitation to Bid, conduct the mandatory Pre-Bid Meeting, respond to contractor inquiries, issue addenda, participate in the bid opening, and review bids.

Bid Results / Owner Contractor Agreement

The bid results from Single Prime General Contractors competitive bidding will be recorded and shared with the General Services Division and the Purchasing Division along with the Owner Contractor Agreement and related

documents as prepared by the Design Team for contract execution and the issuance of the "Notice to Proceed".

Construction Phase /

By contract, our responsibility during construction is to "guard the Owner against construction defects". Accordingly, the Owner Architect Agreement will define the roles and responsibilities of the parties during the construction phase and the Architect's services and tasks necessary to achieve that end. In general, this includes site observations, construction submittals and related documentation, pay application processing and inspections. Basic Construction Administration Services include observing the construction at times appropriate to the construction activity underway. Typically, this equates to visiting the site two times per month on average. At the State's option and as an additional service our services can include full-time, on-site representation.

Construction Phase Meetings

1. Site Observations: Our Construction Administration staff will observe work that has been performed and is ongoing to ensure its compliance with the Construction Documents and the design intent. Any work that is found to be non-conforming will be brought to the attention of the General Contractor and General Services Division for review and determination of whether or not corrective action is required.

2. Construction Team Meetings: Construction meetings are the responsibility of the General Contractor. They typically include regularly scheduled project meetings with their sub-contractors as they review schedule, job-site safety and construction issues.

3. Bi-Monthly Owner Progress Meetings: The General Contractor will be required to conduct bi-monthly Owner progress meetings to review the construction status, resolve construction issues, review the long-term construction schedule and the immediate two-week work plan. It is the responsibility of the GC to develop and maintain the construction schedule and to communicate openly any issues impacting the progress and any proposed methods of resolution. The meeting would typically include General Services Division staff as a means to keep them apprised of schedule information and coordinate critical construction activity with daily activities surrounding the site and any possible impacts to the normal operation of the Capitol Complex.

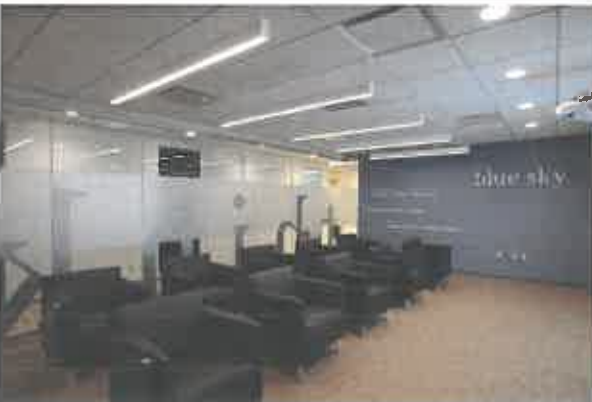
4. Pre-Installation Meetings: Each division of work or primary building system/component typically requires a

pre-installation meeting to be led by the General Contractor and conducted with their subcontractor and related trades. Among other items of discussion, the meeting agendas include a review of the drawings, specifications, contractor submittals, and the conditions of installation. The pre-installation meetings are critical to the quality of the construction and meeting the design intent. They are a key element in the collaborative approach to building construction and while Design Team participation in every element of the construction is unnecessary, a representative of the Design Team typically attends the meeting.



Construction Period Services

1. Process Construction Submittals: Each section of the project specifications indicates the detailed requirements for construction submittals to validate that the actual materials and systems to be used in the construction project are consistent with what has been specified and the design intent. These include such information as shop drawings, manufacturers data, product samples, etc. We will review and process each submittal as an Approved/ Furnish as Indicated/ Revise and Resubmit/ or Rejected response. Like the contractor, we will maintain a submittal log allowing us to track the processing and status of each and spot potential schedule problems where submittals



may be delayed or indicate issues that require attention. All finish material submittals such as flooring, paint, wall covering, wood finishes, etc. are required to be submitted simultaneously so that we can prepare a final Interior Finishes Board for approval by the Owner. Typically, we include as many as three reviews of one submittal as a component of Basic Services and the construction contract allows 14 days for each review; and, while complex submittals usually require the full allotment of time, we attempt to process well within the timeframe to do all we can to maintain the construction schedule. Final approved submittals will be the core of the Operations and Maintenance manuals as prepared by the contractor and submitted at Project Closeout for final approval by the Design Team.

2. Respond to Contractor Request for Information (RFIs): Throughout the project the Contractor will send formal correspondence in a request for additional information regarding such things as clarification of specific construction details, specification information, actual site-conditions that might differ from those assumed and reflected in the contract documents, conflicting or ambiguous information, etc. We will log and process the RFIs in an expeditious manner as not to delay the construction schedule. Most RFIs originate with the subcontractor and it is the General Contractor's responsibility to evaluate the request and attempt to resolve the issue prior to submission to the Design Team.

3. Review and Approve Contractor Pay Applications: The contractor will submit a Request for Payment Application on a monthly basis. We will review and process the pay application in a timely manner and verify it agrees with the stage of the construction project. Typically, the contractor will submit a "pencil" copy for our on-site review that coincides with a bi-monthly progress meeting. This allows us to review the most current construction status reflected in the pay application and verify that the percentage of in-place work is accurately and reasonably reflected in the pay request. Where we differ in our opinion of the percentage and value of work in-place, we review with the contractor and request an adjustment. If desired by the Owner we can conduct the construction site "walk-through" with staff so that the State is equally comfortable with the monthly payment due the Contractor. As a final note the monthly payment typically holds ten-percent in retainage until the end of the construction project.



Project Closeout /

The specifications will clearly detail the Contractor's requirements for the Project Closeout. They typically include the following:

1. Substantial Completion Punch List Inspection: It is a requirement of the Contractor to perform their punch-list inspection prior to the Design Team to generate a beginning punch-list of items that the Design team will build upon. This gives the Contractor an opportunity to resolve items in advance of developing the list. The Substantial Completion inspection and related Punch-List includes, exterior site, exterior enclosure, all interior space finishes, building technology and building systems. If so desired, we will conduct the Substantial Completion Punch-List and Final Punch List with GSD Staff. The following documents or tasks are generally included in the closeout procedure, prior to the final Punch List Inspection.

- Occupancy Permit from the Authority Having Jurisdiction
- Attic-Stock provided by Contractor
- All Building Systems Training and Documentation Completed
- All Operation and Maintenance Manuals and Executed Warranties
- Construction cores switched to permanent locks
- Air and Water Test and Balance Report
- Category 6 Data Communication Line Test Results
- Code official above ceiling inspection – performed prior to ceiling installation.
- Sprinkler test

- Final Inspection
- Utility transfer if Contractor Responsible for
- Builders Risk Insurance transferred to Owners Property and Casualty Insurance

2. Final Completion Punch List Inspection: A final walk-through to verify punch-list items have been corrected.

Correction Period & Post Occupancy Evaluation /

If, within one year after the date of Substantial Completion of the Work, any of the Work is found to be not in accordance with the requirements of the Contract Documents or portions of the Work have failed (assuming the failure wasn't due to misuse), the Contractor shall correct it promptly at no additional cost to the Owner after receipt of notice from the Owner to correct the failed or non-conforming Work.

At the Owner's request prior to one year from the date of Substantial Completion the Design Team will conduct a meeting with the Owner, Users and facilities staff to review the operations and performance of the facility. The purpose of this meeting is to gather information on how the building is performing and ascertain the success of decisions made during the design phase and evaluate that the building and spaces are being used properly and to their fullest potential.

Budget/Bid Performance /

Our successful track record throughout West Virginia in meeting our client's budget requirements, we believe, is second to none. It is this record and our continuous ability

to accurately estimate and appropriately administer construction projects that will greatly benefit the State of West Virginia in proper project planning, funding, and implementation. Certainly, no public agency wants to endure the negativity and frustration surrounding projects that are overbid or wrought with change orders. At Silling, we are committed to a sound and proven approach to developing a thorough project budget in concert with the GSD at the initial project steps: developing accurate project estimates at critical design milestones of 50% and 95% by proven West Virginia-based estimators; relying on the information and relationships with general contractors, subcontractors and industry suppliers; compiling a thorough, well-coordinated, and unambiguous set of contract documents; and appropriately administering the construction contract and controlling construction phase changes.

We have found that experience inside the state is critical to the budget success of the project, and the familiarity with the nuances of the local construction marketplace cannot be overstated. Our experience over the past decade with virtually every building type imaginable in West Virginia has created a database that far exceeds the knowledge base of our closest competitors, and we are certain that this experience would directly inform the development of every one of your projects.

“The excellent character and strong work ethic of the staff at Silling Architects make them a desirable component to any project and I would not hesitate to utilize their services again. The team at Silling Architects is, in a word, exceptional.”





THOMAS M. POTTS, AIA
Principal | Design Leader

tpotts@silling.com
1.304.346.0565

405 Capitol Street, Upper Atrium
Charleston, WV 25301



JODY S. DRIGGS
Principal | Design Leader

jdriggs@silling.com
1.304.346.0565

405 Capitol Street, Upper Atrium
Charleston, WV 25301

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