

March 28, 2018

Mr. Guy Nisbet
Department of Administration
Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

RECEIVED

2018 MAR 29 AM 10: 07

WV PURCHASING
DIVISION

Re: A&E Services for facilities Summersville Lake & Frozen Camp WMA

Dear Mr. Nisbet,

Mills Group is pleased to submit this expression of interest as an offer of our professional services for the design and administration of facilities at Summersville Lake WMA and Frozen Camp WMA.

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

- Camp Caesar Masterplan – Cowen, WV
- Old Inn Cacapon Resort State Park – Cacapon, WV
- Courtyard by Marriott – Granville, WV
- Grand Vue Aquatic Center – Moundsville, WV

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

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

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

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

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

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

Project Team

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

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

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

Potesta & Associates, Inc. specializes in professional engineering and environmental consulting services. Their multidisciplinary nature allows for complete turnkey projects and we will draw on their expertise in site/civil engineering.

Scope of Work

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

- Architectural/Engineering services and other related professional services to design and specify for construction as well as provide construction contract administration for two headquarters / office facilities at each of Summersville Lake WMA and Frozen Camp WMA. The facilities will include:
 - Headquarters and Office Space
 - Living quarters for employees
 - Equipment storage
 - Maintenance areas

Methodology

Our team takes pride in the firm's reputation for producing quality designs on projects large and small with the end goal of a completed project that meets or exceeds the

client's expectations. The Mills Group architects, planners and designers will draw on our reservoir of experience – gleaned over decades and multiple states – to comprehend client needs and produce a design that we will lead to success.

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

At every step we can be relied on to keep our clients abreast of developments. We value their input and use it to better serve them.

Please find attached our firm and team member resumes along with examples and samples of our work.

We would be delighted to aid the Division of Natural Resources with the expansion of Summersville Lake and Frozen Lake. Should you have any questions, please feel free to contact me at 304-296-1010 or email me at mmills@millsgrouponline.com. Thank you for this opportunity.

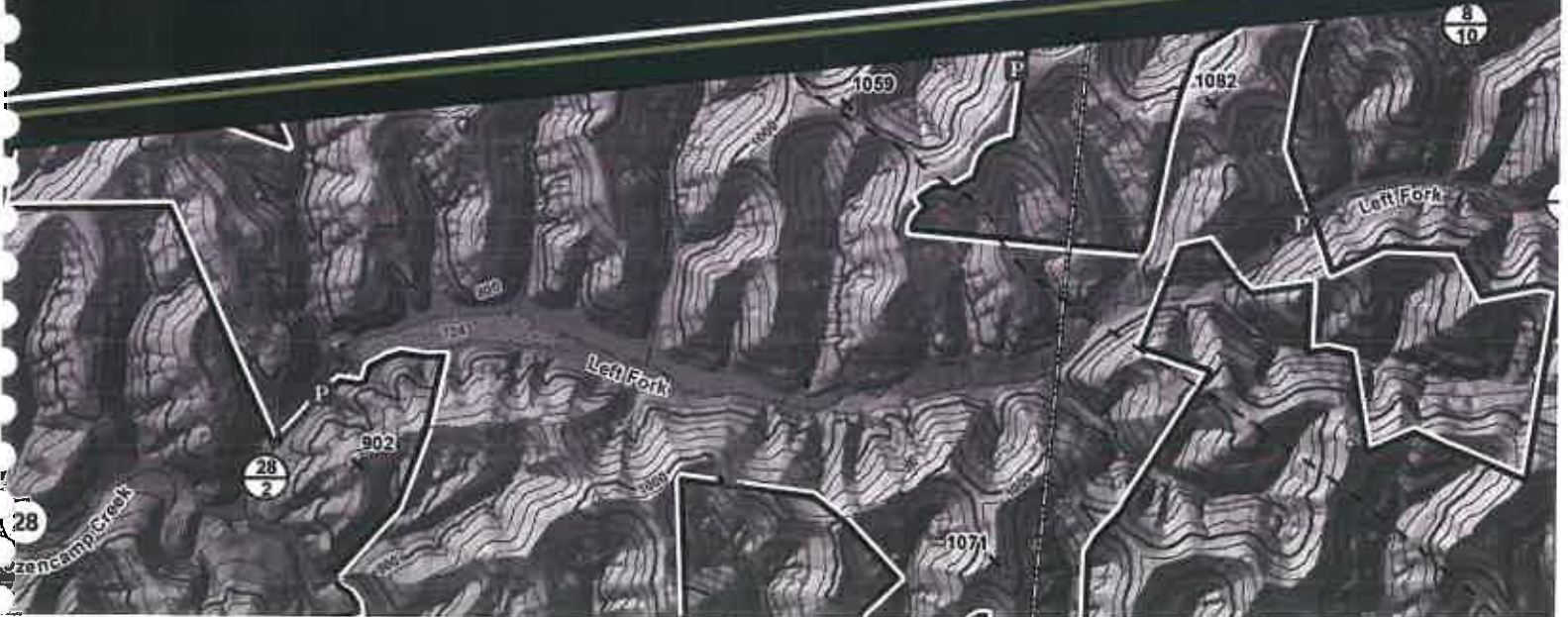
Sincerely,

A handwritten signature in black ink that reads "Michael Mills". The signature is written in a cursive, flowing style.

Michael J. Mills, AIA
Principal



QUALIFICATIONS





MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

LOCATIONS:

THE WEISS BUILDING

63 Wharf Street, Suite 300
Morgantown, WV 26501
304.296.1010

THE KALEY CENTER

53 14th Street, Suite 607
Wheeling, WV 26003
304.233.0048

SITE:

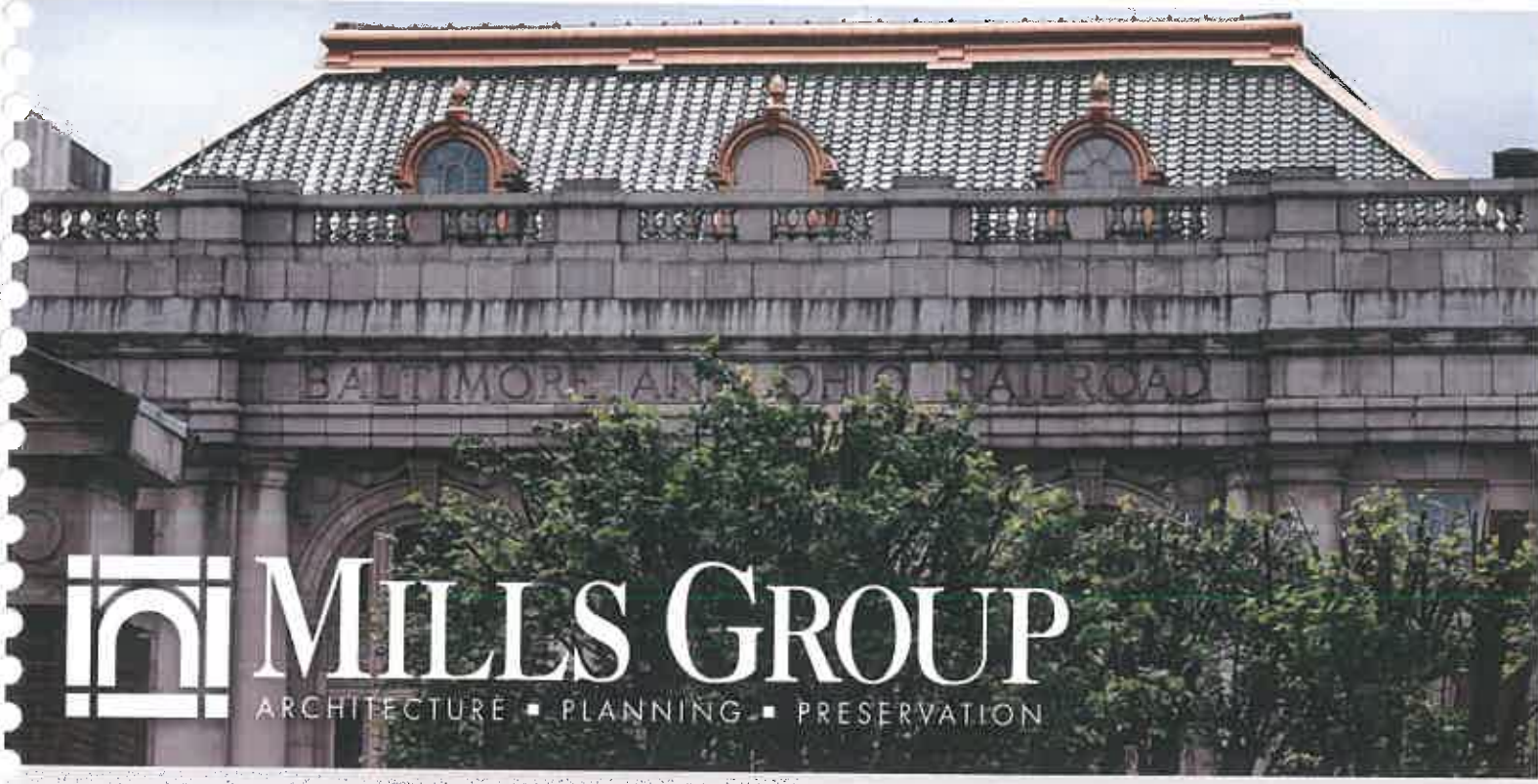
millsgrouponline.com

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

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

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

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

Architecture

COMMERCIAL
RESIDENTIAL
PUBLIC

Planning

ENABLE
EXTEND
ENHANCE

Preservation

REVITALIZE
REHABILITATE
CONSULT

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

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

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



FIG H.F. LENZ COMPANY

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

LOCATION:

1051 Brinton Road
Pittsburgh, PA 15221
P - 412.371.9073

SITE:

WWW.HFLENZ.COM

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

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

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

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



Allegheny
Design Services
Consulting Engineers



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

LOCATION :

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

SITE :

ALLEGHENYDESIGN.COM

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

ADS' experience in Design and Project Management includes:

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

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

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



POTESTA

**“Providing
innovative, timely,
and cost-effective
engineering and
environmental
solutions”**

LOCATIONS:

125 Lakeview Drive
Morgantown, WV 26508
P - 304.225.2245

7012 MacCorkle Avenue, SE
Charleston, WV 25304
P - 304.342.1400

15 South Braddock Street
Winchester, VA 22601
P - 540.450.0180

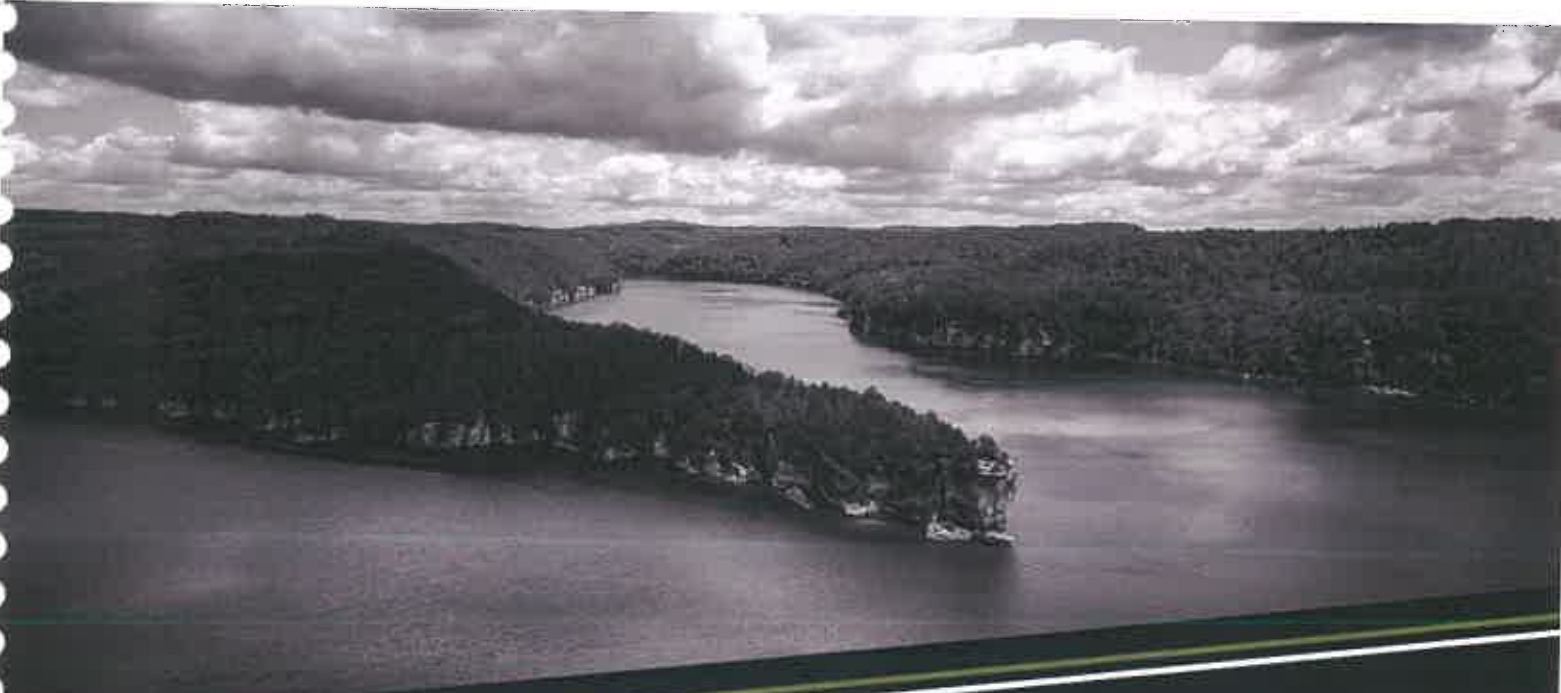
SITE:

POTESTA.COM

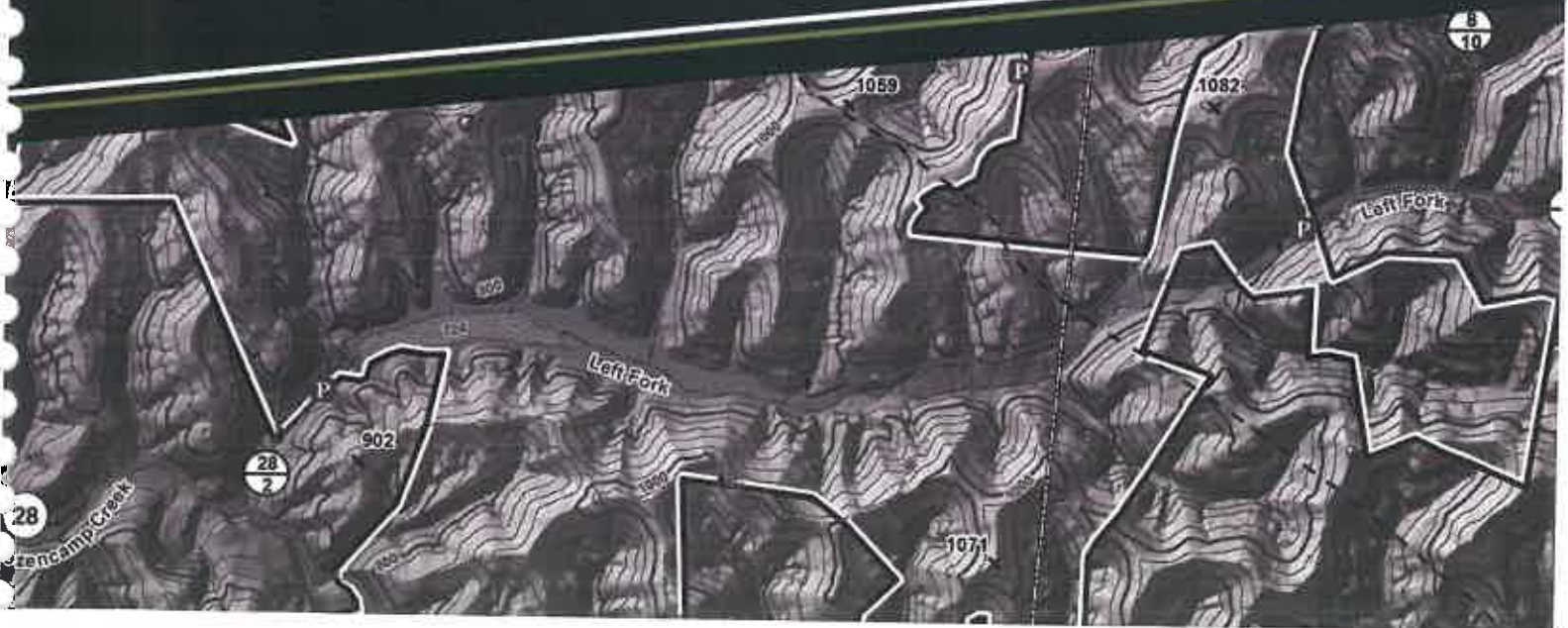
Potesta & Associates, Inc. (POTESTA) was founded in 1997 as a full service engineering and environmental consulting firm headquartered in Charleston, West Virginia. We have now expanded to a diverse staff of more than 85 experienced engineers, scientists, and support personnel with branch offices in Morgantown, West Virginia, and Winchester, Virginia. Our clients include mining, manufacturing and chemical companies; utility companies; waste management companies; colleges/universities; land developers; attorneys; financial institutions; insurance companies; local, state and federal agencies; construction companies and architects.

POTESTA's staff is committed to delivering innovative, cost-effective solutions to meet our client's complex requirements. The firm's environmental department consists of biologists, geologists, chemists, environmental scientists and environmental engineers, many with advanced degrees (Masters and Ph.D. level). POTESTA's engineering department includes civil, geotechnical, environmental, mining and mechanical engineers. Our registered professional engineers have over 300 years experience among them and are supported by a capable team of engineers, designers, and surveyors.

Our firm is managed by two principals driving POTESTA forward with their experience and emphasis on exceeding expectations. Ronald R. Potesta, President, is a former Director of the West Virginia Division of Natural Resources and Dana L. Burns, P.E., Vice President of Engineering, has more than 30 years experience with civil, geotechnical, mining, and environmental engineering projects.



RESUMES





Michael Mills

AIA, NCARB

MANAGING PRINCIPAL

EDUCATION

BS, BARCH / 1993 / RENSSELAER
POLYTECHNIC INSTITUTE

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
VIRGINIA
OHIO
PENNSYLVANIA
MASSACHUSETTES

BIOGRAPHY

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

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

EXPERIENCE

Courtyard by Marriott - Morgantown, WV

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

Morgantown Market Place - Morgantown, WV

Mills Group collaborated with the City of Morgantown, its Parking Authority, and Main Street Morgantown to design a structure that serves as an outdoor market, as well as sheltered parking for employees and patrons of the city's downtown business district. Such a structure is sustained by its fabricated steel construction, solar reflectant metal roof which mitigates urban heat island effects, and rainwater collection.

Old Inn Cacapon Resort State Park - Cacapon, WV

The Old Inn was originally built as a one and a half story hand hewn log structure with three wood burning chimneys. By the early 1940s, the increasing number of visitors to the State Park required the Old Inn to be enlarged. In order to protect the log structure from decay, officials decided to clad the entire building in board and batten wood siding circa 1960. Mills Group devised a plan to rehabilitate the historic log structure and adapt it for continued use for the future.

Monongalia County Courthouse Plaza - Morgantown, WV

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



Victor Greco

AIA, NCARB

PRINCIPAL ARCHITECT

EDUCATION

BS, BARCH / 1983 / UNIVERSITY OF KENTUCKY

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
MARYLAND
OHIO
PENNSYLVANIA

BIOGRAPHY

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

EXPERIENCE

Oglebay Wilson Lodge, West Family Wing - Wheeling, WV

The renovation included the complete interior demolition of the second level to create two guestrooms out of the space previously occupied by three guestrooms. The first level guestrooms were renovated to receive new fixtures and finishes. The second level guestrooms included new balconies entered from the guestrooms on the north face of the wing. All new windows and finishes were installed throughout the wing.

Fairfield Inn & Suites - Triadelphia, WV

The Fairfield Inn & Suites Hotel offers 105 suites with varying guestroom types. While leading the architectural design, Mills Group coordinated the consultants necessary to complete the project including a team of structural, mechanical, electrical, plumbing and civil engineers, swimming pool and information technology consultants. The hotel is unique as it is designed to fit within the context of the Highlands Town Center Development. The first level is designed to incorporate retail space as well as provide an outdoor seating area for the hotel. The four-story structure is a combination of steel and wood framing.

The Health Plan - Wheeling, WV

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



Ryan Hess

LEED AP

PRINCIPAL / SUSTAINABILITY

EDUCATION

WEST VIRGINIA UNIVERSITY:
BS / CIVIL & ENVIRONMENTAL
ENGINEERING

WEST VIRGINIA UNIVERSITY:
MBA / BUSINESS ADMINISTRATION

CARNEGIE MELLON UNIVERSITY:
MASTER OF SCIENCE,
ARCHITECTURE

BIOGRAPHY

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

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

EXPERIENCE

Camp Caesar Masterplan - Cowen, WV

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

Hermanson Center, Davis & Elkins College - Elkins, WV

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

Williamson Health and Wellness Center - Williamson, WV

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



Lance Muscara

AIA, LEED AP

**PROJECT
MANAGER**

EDUCATION

BARCH / 1992 / RENSSELAER
POLYTECHNIC INSTITUTE

BIOGRAPHY

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

EXPERIENCE

Courtyard by Marriott - Morgantown, WV

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

Davis & Elkins College,

New Life Sciences Building - Elkins, WV

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

Camden Clark Medical Center - Parkersburg, WV

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

Actors Guild of Parkersburg - Parkersburg, WV

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



David E. Palmer

PE, HFDP

PROJECT MANAGER/
MECHANICAL
ENGINEER

EDUCATION

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

CERTIFICATIONS

LICENSED PROFESSIONAL
ENGINEER IN PENNSYLVANIA
HEALTHCARE FACILITY
DESIGN PROFESSIONAL

BIOGRAPHY & EXPERIENCE

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

Robert Morris University - Moon Township, Pennsylvania

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

East Suburban YMCA - Pittsburgh, Pennsylvania

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

Baierl Family YMCA - Pittsburgh, Pennsylvania

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

UPMC, Steelers Indoor Practice Facility - Pittsburgh, Pennsylvania

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

PNC Park - Pittsburgh, Pennsylvania

- › Pittsburgh Pirates Executive Office tenant fit-out



David R. Simpson

PE, SECB, MBA

**PRESIDENT/
STRUCTURAL
ENGINEER**

EDUCATION

WEST VIRGINIA INSTITUTE OF
TECHNOLOGY:
BS / CIVIL ENGINEERING

WEST VIRGINIA UNIVERSITY:
MBA / BUSINESS
ADMINISTRATION

WEST VIRGINIA STATE COLLEGE:
ARCHITECTURAL TECHNOLOGY
COURSES

BIOGRAPHY

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

MEMBERSHIPS

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

EXPERIENCE

Morgantown Event and Conference Center

Morgantown, WV

Phipps Conservatory Addition

Pittsburgh, PA

Waterfront Hotel and Conference Center

Morgantown, WV

WVU Basketball Practice Facility

WVU Mountaineer Field North Luxury Suites

UPMC Hillman Cancer Center

William Sharpe Hospital Addition

Chestnut Ridge Church

University of Pittsburgh Bio Medical Tower

Glade Springs Hotel & Conference Center

Fairmont State University Parking Garage



David B. Sharp

P.E.

**BRANCH MANAGER/
PROJECT MANAGER**

EDUCATION

WEST VIRGINIA UNIVERSITY:
MS / CIVIL ENGINEERING
BS / CIVIL ENGINEERING

BIOGRAPHY

David B. Sharp, P.E., Branch Manager will serve as the Project Manager for this project. Mr. Sharp has over 22 years of experience with Civil/Site Design, Geotechnical Engineering, Utility Design, and Construction Observation and Material Testing projects. He has served as Branch Manager for POTESTA's Morgantown office for 14 years. He will be the day-to-day contact for the client and responsible for coordinating the project staffing and technical reviews. Mr. Sharp will be available as much as needed for the project. Mr. Sharp possesses a Bachelor of Science and Master of Science degree from West Virginia University in Civil Engineering with emphasis Geotechnical/Environmental disciplines.

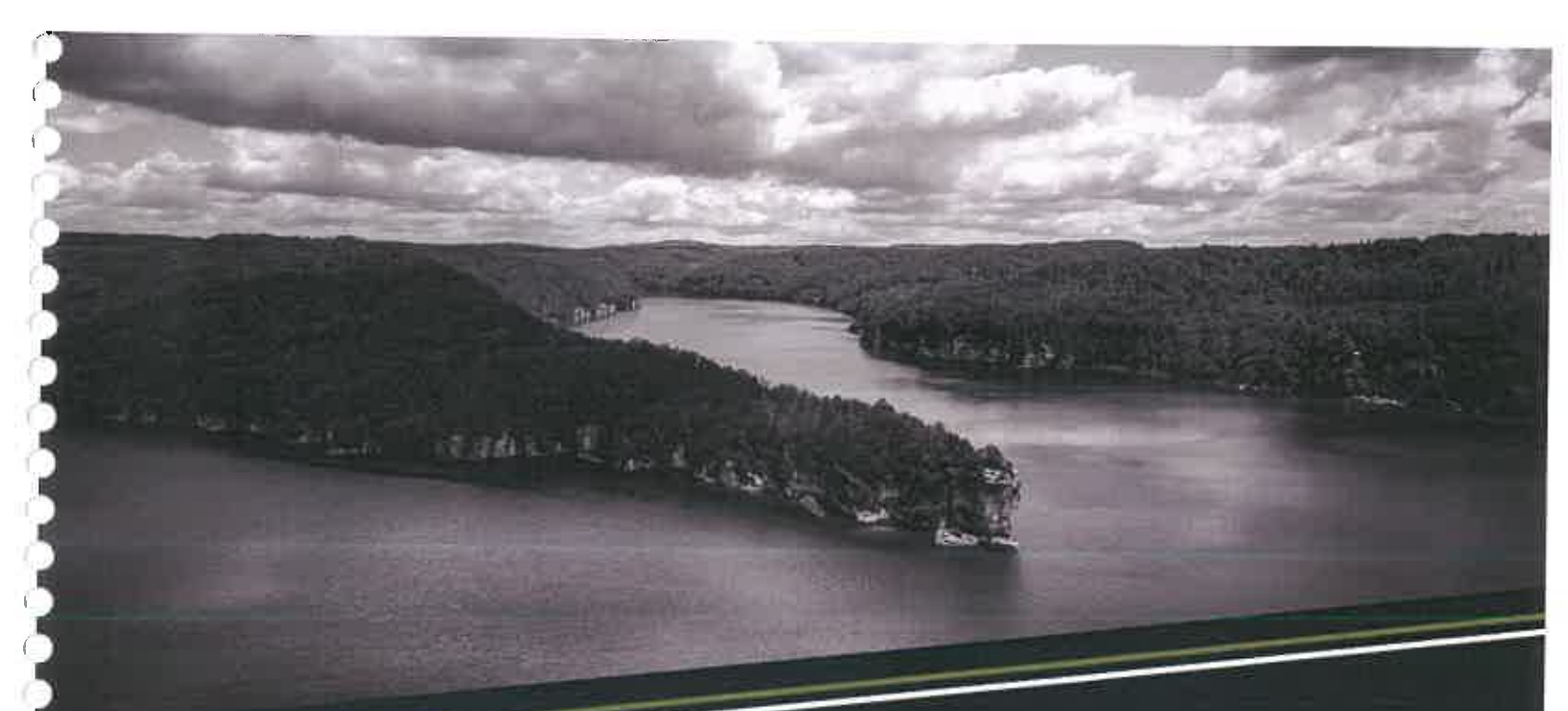
SPECIALIZATION

Involved with many aspects of civil engineering with a special interest in the geotechnical/environmental aspects. Responsibilities have included projects involving Civil Site Design; Geotechnical Design; Solid Waste Management Facility Design, including geosynthetic applications; hydrologic and hydraulic design; transportation/highway projects, including geotechnical and right-of-way plans; and municipal water and wastewater projects.

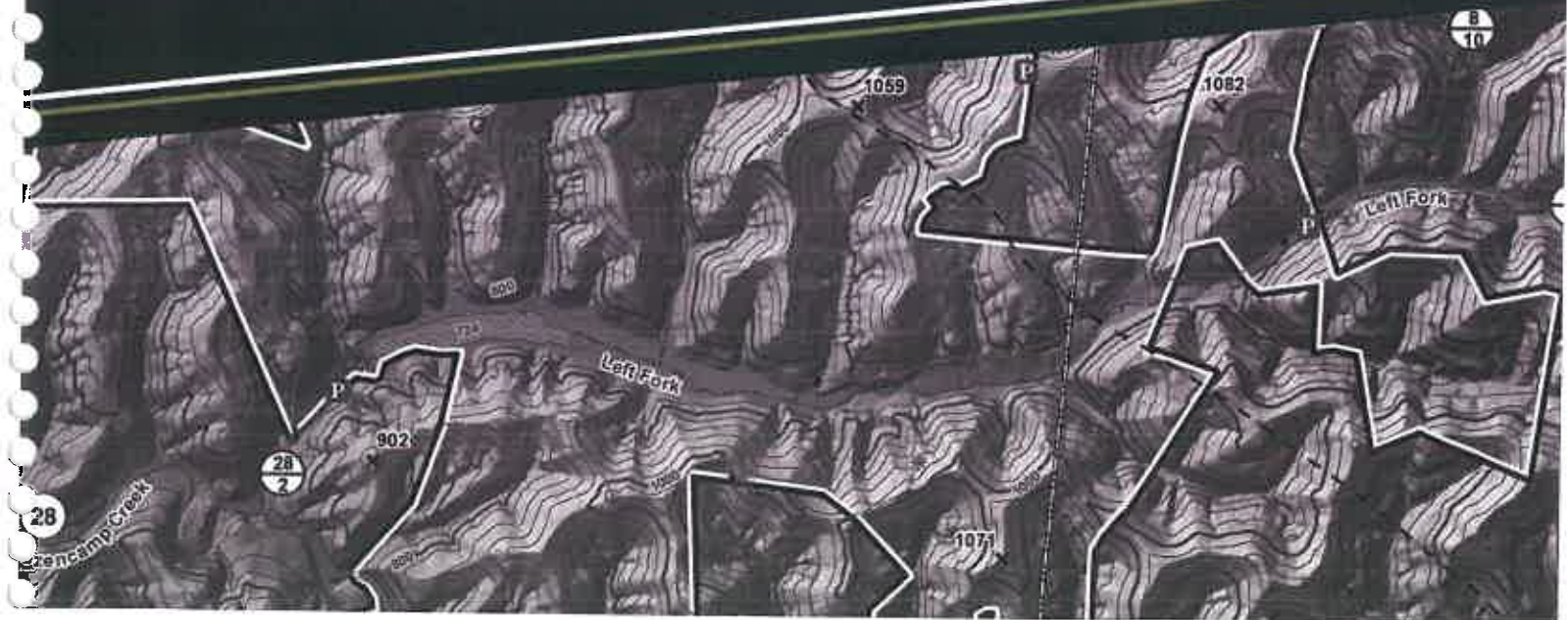
EXPERIENCE

Project Manager/Engineer on numerous projects involving most aspects of site development. Involvement has included civil/site design, geotechnical aspects, hydrology/hydraulics, permitting, erosion/sediment control/permitting, etc.:

- WVARNG Readiness Center – Summersville, WV
- Arbor Terrace Assisted Living Facility – Charleston and Huntington, WV
- Sunnyside Commons Student Housing Project (included 5 multi-story buildings, 268 parking spaces, and 43,000 sq. ft. of retaining walls) – Morgantown, WV
- Coombs Farm Residential Development – Morgantown, WV
- Town of Granville Boat Ramp Project – Granville, WV
- Shiloh Residential Development – Morgantown, WV
- Numerous Marcellus Well Pad Sites for Various Clients – Northern WV
- Summit at Cheat Lake Residential Development – Morgantown, WV
- Logston Landslide Repair – Wheeling, WV



EXPERIENCE





Courtyard by Marriott

LOCATION : Granville, WV

CLIENT : West Place LLC

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

CONSTRUCTION VALUE :
\$17,000,000

A brand new five-story hotel has opened across the street from the Morgantown Black Bears baseball stadium in Granville, WV. This Courtyard by Marriott has been a collaboration of a full design-build team. Along with the owners, West Place, LLC and general contractor, Waller Corporation, the Mills Group eagerly awaits the reviews of the community as they visit the high-quality brand.

Overlooking WVU's iconic Coliseum, the hotel is more easily accessed from Interstate 79 from the new Granville interchange which opened in the summer of 2016.

Mills Group provided full design services to West Place, LLC. From conceptual site design through the design development and construction document phases Mills Group collaborated with Design/Build team member Waller Corporation. The five-story hotel was built within the quick time-frame of a 15-month delivery schedule. Many consultants made up the team to ensure that the brand and owners were delivered a quality Courtyard hotel. These consultants include Marriott's design team, Oldcastle, who provided pre-built modular guest bathroom pods, full structural, mechanical, plumbing, electrical services by Allegheny Design, fire protection and security, kitchen and pool consultants, among many more. The building has an indoor pool, a generous public space including a bar, a bistro, and business center. The distinctive location offers private outdoor spaces for guests, complete with a fire-pit, encouraging them to enjoy the fresh outdoors of West Virginia and the view offered overlooking the river to Morgantown.

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION



Oglebay Wilson Lodge West Family Wing

LOCATION : Wheeling, WV

CLIENT : Wheeling Park Commission

SERVICES : Architectural Schematic
Design, Design Development,
Construction Documents, Bidding &
Negotiation, and Construction
Administration

CONSTRUCTION VALUE :

\$3,000,000

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

Mills Group lead the renovation of the Oglebay Wilson Lodge West Family Wing.

The renovation included the complete interior demolition of the second level to create two guestrooms out of the space previously occupied by three guestrooms. The first level guestrooms were renovated to receive new fixtures and finishes. The second level guestrooms included new balconies entered from the guestrooms on the north face of the wing. All new windows and finishes were installed throughout the wing.

To improve accessibility within the Lodge, a new elevator was installed as well as updating the existing corridor ramps to meet the current ADA requirements. A new mid-wing two-story entry was added to provide a central access entry point into the wing and a communal point for guest vending and laundry services.



Old Inn Cacapon Resort State Park

LOCATION : Cacapon, WV
CLIENT : WV DNR - Parks and
Recreation

SERVICES : Restoration and
Master Plan

CONSTRUCTION VALUE :
NA

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

The Old Inn at Cacapon Resort State Park in Berkeley Springs, WV was constructed in 1938 as part of a Civilian Conservation Corps project at nearby Camp Morgan as the first overnight lodging facility within the state park system. The Old Inn was originally built as a one and a half story hand hewn log structure with three wood burning chimneys. By the early 1940s, the increasing number of visitors to the State Park required the Old Inn to be enlarged. In order to protect the log structure from decay, officials decided to clad the entire building in board and batten wood siding circa 1960.

The WV Division of Natural Resources (DNR) hired the Mills Group to assess the integrity of the log structure and develop a plan to stabilize the building and its continued maintenance. Because the DNR used Federal money to assess the building, they were bound by Section 106 of the National Historic Preservation Act of 1966 to assess the effect of their actions on the structure. Mills Group also acted as a liaison between the DNR and the State Historic Preservation Office.

The building had been changed slightly during the years to accommodate wall mounted air conditioning units. Otherwise, the building was in remarkably good shape and is slated to be restored to its early 1940s appearance with the exposed log exterior. Mills Group devised a plan to rehabilitate the historic log structure and adapt it for continued use for the future.



Fairfield Inn and Suites

LOCATION : Triadelphia, WV

CLIENT : Century TC5, LLC

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

CONSTRUCTION VALUE :

Withheld per owners request



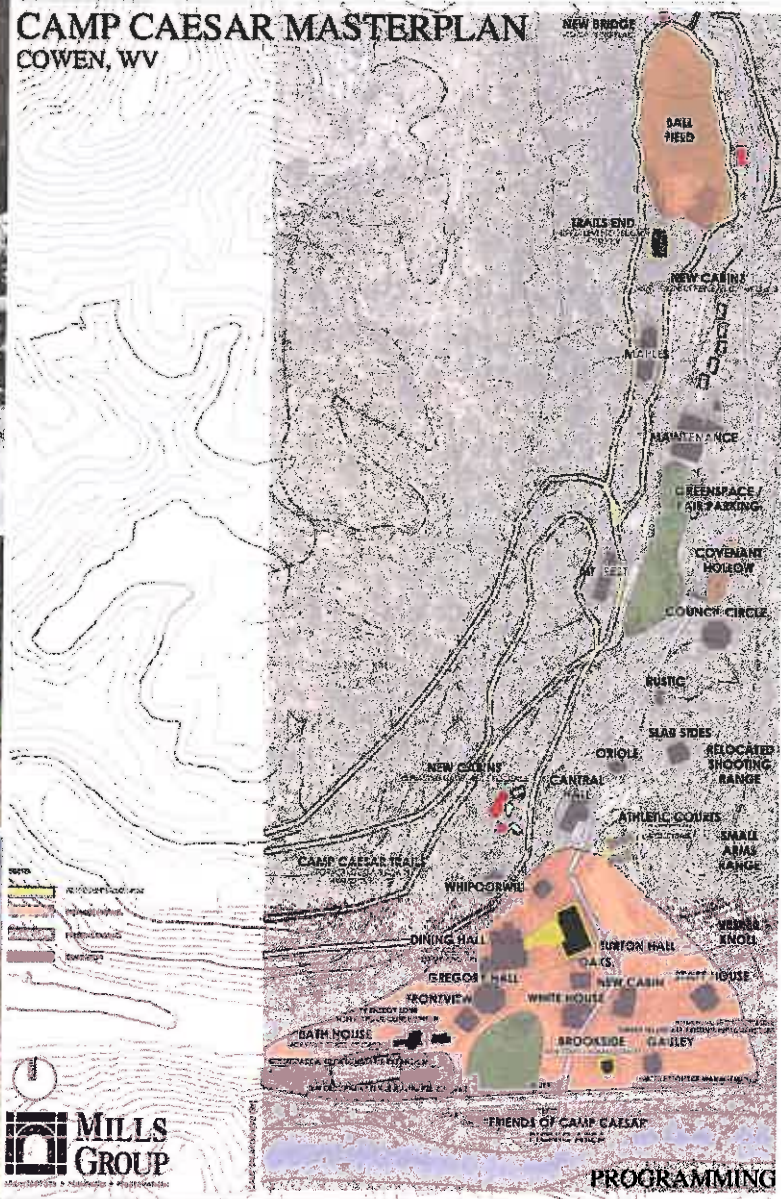
Mills Group lead the design and construction effort to develop a new hotel, retail and conference center in the Highlands Town Center Development of Triadelphia, West Virginia. The Fairfield Inn & Suites Hotel offers one hundred and five suites with varying guestroom types.

At ground level guest amenities include an enclosed pool and a fitness room, an expanded lobby area, food services and meeting rooms. While leading the architectural design, Mills Group coordinated the consultants necessary to complete the project including a team of structural, mechanical, electrical, plumbing and civil engineers, swimming pool and information technology consultants.

The hotel is unique as it is designed to fit within the context of the Highlands Town Center Development. The first level is designed to incorporate retail space as well as provide an outdoor seating area for the hotel. The four story structure is a combination of steel and wood framing. The exterior will be clad in EIFS and masonry selected to complement the existing Town Center buildings and to comply with the Marriott brand prototypes.



CAMP CAESAR MASTERPLAN COWEN, WV



Camp Caesar Master Plan

LOCATION: Cowen, WV

CLIENT: Betsy Morris

SERVICES: Master Planning

CONSTRUCTION VALUE: NA



Mills Group presented a looking-forward master plan to focus on the sustainability of the camp and its boundaries, both environmentally and economically. A first priority was to actively and adequately maintain the camp's existing gems; which include the dining hall, council circle, several log cabins, and many buildings constructed during the Works Progress Administration (WPA) and National Youth Administration (NYA) that serve as contributing building to its National Register of Historic Places nomination.

Secondly, Mills Group facilitated a desire of the camp's management to hose two camps concurrently, thus by providing complimentary buildings through both adaptive re-use and new construction from such planning.

Thirdly, the masterplan develops natural trails throughout the camp's vast acreage, some through the Monongahela National Forest, to better integrate the camp's three distinct areas and challenging topography.



Appalachian Trail Conservancy

LOCATION : Harpers Ferry, WV

CLIENT : Appalachian Trail
Conservancy

SERVICES : Space Plan, Construction
Documents and Administration

CONSTRUCTION VALUE :

Withheld per owners request

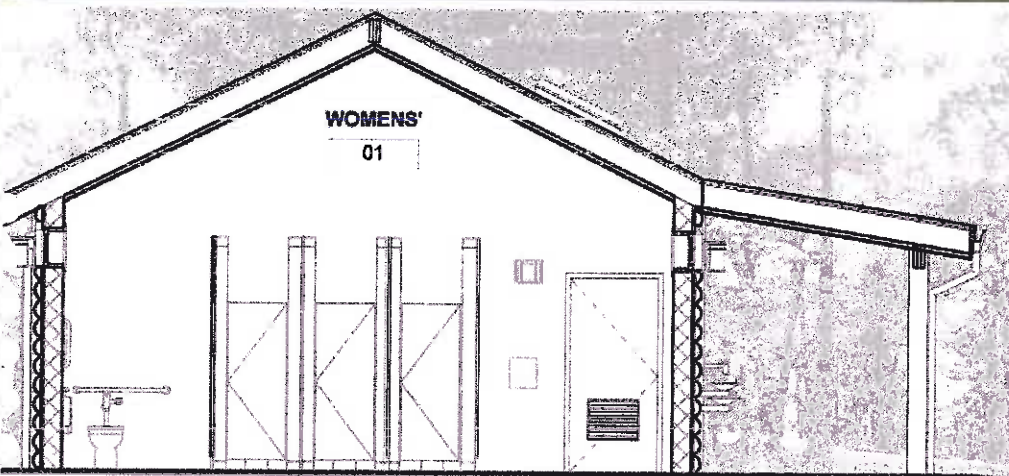
MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

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

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

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

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



Adventure West Virginia Restrooms

LOCATION : Morgantown, WV
CLIENT : West Virginia University
SERVICES : Design Development
CONSTRUCTION VALUE : NA

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

West Virginia University chose the Mills Group to design an easy to assemble building to serve as a restroom facility for their Adventure WV Outdoor Education Center. The new facility serves both men and women by offering restrooms and showers for visitors to the site while also providing storage for the maintenance crews. The water supply to the building is provided by storage tanks adjacent to the building while the wastewater treatment is addressed through a septic tank and leach field.

The Mills Group designed a turn-key facility which was ready for immediate use upon delivery to the site. Mills Group envisioned a building that incorporated natural-looking elements such as a log exterior with the durability of concrete fabrication.



AQUATIC CENTER
AT GRAND VUE PARK & RECREATION CENTER
MOUNDVILLE, WV



Grand Vue Aquatic Center

LOCATION: Moundville, WV

CLIENT: Marshall County
Commission

SERVICES: Construction Documents

CONSTRUCTION VALUE:
\$2 Million



The Mills Group developed renovation plans for the existing pool house building and filter building that were built in the 1970's. There was also need for a new building that would house the first aid station and ticketing office. The plans consisted of a new restaurant kitchen and dining area, an ADA restroom, update of existing restrooms, and extending the existing back deck on the second floor that would over look the new pool area. The renovation plans also included two ADA family restrooms, updating all existing restrooms, and new locker-room layouts on the first floor. The filter building had a second floor added for additional storage and access into the new filtration system for the pool. The Mills Group's main goal throughout the project was to make sure the additions and new buildings were in context with the other park buildings.

The entire aquatic center complex was shut down for one year due to pool maintenance and operation issues. With new facilities to open the season, including a new pool and pool center, the visitors can enjoy the full services of the region's only aquatic center. Additionally, the aquatic center will be financially sustainable, and funds will no longer be relied upon by the county commission.



Allegheny Design Services

OVERVIEW

LOCATIONS : WV/PA
SERVICES : Structural Engineering,
Mechanical, Electrical, and Plumbing
Engineering, Building Information
Modeling, System Engineering



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



H.F. Lenz Company

OVERVIEW

LOCATION: PA, OH, CT

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



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

Sandstone Visitors Center - Summers County, WV

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

West Virginia University - Morgantown, WV

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

NASA Langley Research Center - Hampton, Virginia

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



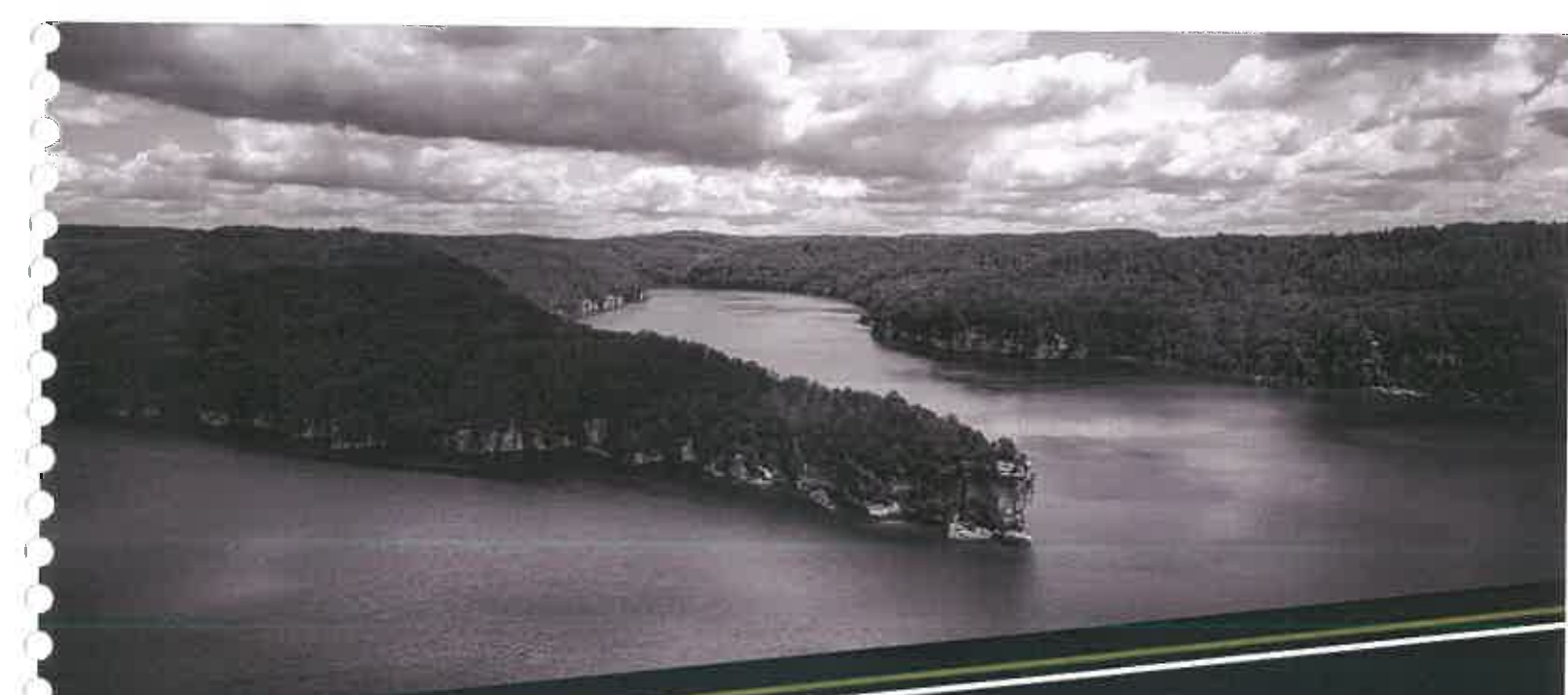
Potesta

OVERVIEW

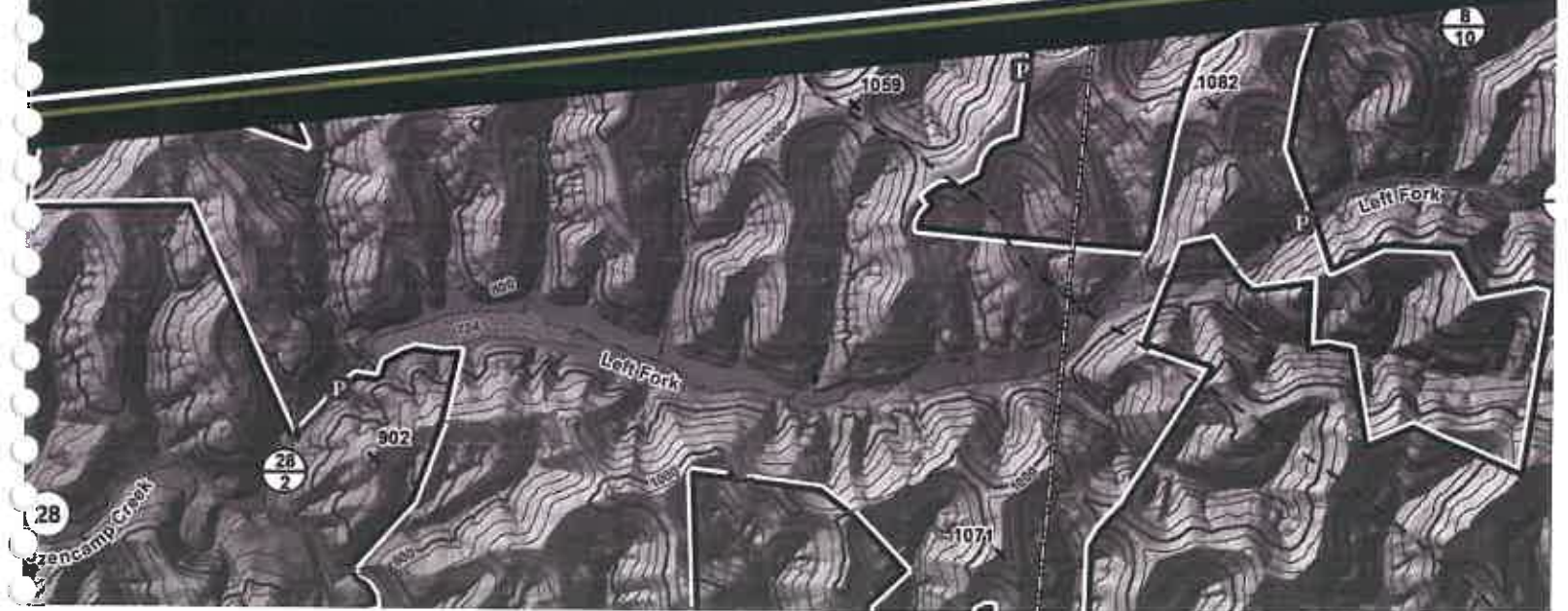
LOCATIONS: WV/VA
SERVICES: Engineering, Mining, Remediation, Oil & Natural Gas, Environmental



- Air
- Asbestos Abatement
- Biological and Toxicological
- Civil Engineering and Site Design
- Coal Supply and Procurement
- CADD
- Construction Monitoring
- Environmental Emergency Response
- Environmental Site Assessment
- Geographic Information Systems
- Geotechnical Engineering
- Groundwater
- Hydrology and Hydraulics
- Landfills and Solid Waste
- Litigation Support
- Marcellus Shale Natural Gas
- Mining
- Mixing Zone Analysis
- Occupational Safety and Health
- Oil and Natural Gas
- Permitting
- Remedial
- Roadway Engineering
- Stream Restoration
- Storage Tanks
- Surveying and Mapping
- Water Quality Studies
- Water and Wastewater
- Wetlands



REFERENCES





REFERENCES

James M. Pennington

President & CEO, The Health Plan

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

jpennington@healthplan.org

Project: The Health Plan

Charlie Baker

Director of Planning, Hampshire County

Hampshire County Planning Commission
90 North High St., PO Box 883
Romney, WV 26757

Ph: 304-822-7018
charlie@hampshirewv.com

Project: Six National Register Nominations

Kathy Mace

County Administrator

Preston County Commission
106 West Main Street
Room 202
Kingwood, WV 26537

Ph: 304-329-1805
kmace@prestoncountywv.gov

Project: Preston county Courthouse/Commission Improvements

Eriks Janelins

President & CEO - The Oglebay Foundation

465 Lodge Dr.
Wheeling, WV 26003

Ph: 304-243-4160
ejanelins@oglebay-resort.com

Project: Oglebay Survey

Don T. Rigby

Executive Director
Regional Economic Development Partnership

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

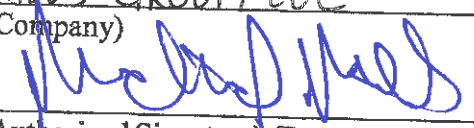
Ph: 304-232-7722
drigby@redp.org

Project: RED office building

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

MICHAEL MILLS, AIA MANAGING PRINCIPAL
(Name, Title)
MICHAEL MILLS, AIA MANAGING PRINCIPAL
(Printed Name and Title)
63 WHARF STREET, STE 300 MORGANTOWN, WV
(Address) 26501
304-296-1010 / 304-413-0120
(Phone Number) / (Fax Number)
MMILLS@MILLSGROUPONLINE.COM
(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

MILLS GROUP, LLC
(Company)

(Authorized Signature) (Representative Name, Title)

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

3-28-18
(Date)

304-296-1010 / 304-413-0120
(Phone Number) (Fax Number)

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: MILLS GROUP, LLC Address: 63 WHARF ST. STE 300
MORGANTOWN, WV 26501

Authorized Agent: MICHAEL MILLS, AIA Address: _____

Contract Number: DNR130000000 4 Contract Description: A/E SVC

Governmental agency awarding contract: DIV. OF NATURAL RESOURCES

Check here if this is a Supplemental Disclosure

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

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

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

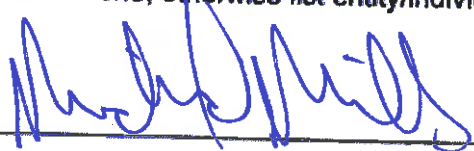
H.F. LENTZ
ALLEGHENY DESIGN SERVICES
POTESTA AND ASSOC.

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

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

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

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

Signature: 

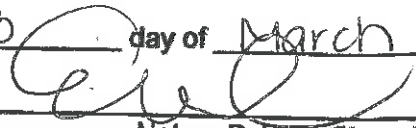
Date Signed: 3.28.13

Notary Verification

State of West Virginia, County of Monongalia:

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

Taken, sworn to and subscribed before me this 28 day of March, 2013



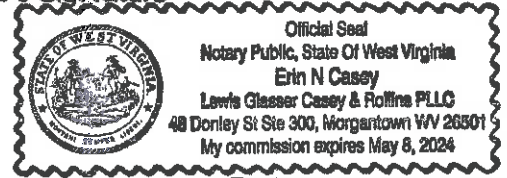
Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____



West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

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

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

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

"Interested party" or *"Interested parties"* means:

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

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

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

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

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: MILKS GROUP LLC

Authorized Signature: [Signature] Date: 3-28-19

State of West Virginia

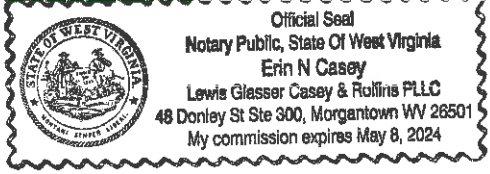
County of Monongalia, to-wit:

Taken, subscribed, and sworn to before me this 23 day of March, 2019

My Commission expires May 8, 2024

[Signature]

AFFIX SEAL HERE



NOTARY PUBLIC