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Purchasing Divison 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130 State of West Virginia
Centralized Expression of Interest
02 — Architect/Engr

01/25/18 11:26:56 Purchasina Division

P	roc Folder: 408420	•					
Doc Description: A&E EOI for Demolition, Reconstruction, and ADA Restrooms							
P	roc Type: Central Purch	ase Order					
Date Issued	Solicitation Closes	Solicitation No	Version				
2017-12-28	2018-01-25 13:30:00	CEOI 0403 DBS1800000001	1				

**BID CLERK** 

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION 2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

VENDOR
Vendor Name, Address and Telephone Number:

Alpha Associates, Inc 209 Prairie Ave. Morgantown, WV 26501

304-296-8216

FOR INFORMATION CONTACT THE BUYER

Michelle L Childers (304) 558-2063

michelle.l.childers@wv.gov

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

FEIN# 550516286

DATE

1/25/18

Page: 1

FORM ID: WV-PRC-CEOI-001

**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.

Richard A. Colebank Projectivet: Coo
(Name, Title)
Richard A. Colebank, President & COO
(Printed Name and Title)
209 Prairie Ave, Morgantown, WV 26501
(Address)
<u>304-296-8216/ 304-296-8245</u>
(Phone Number) / (Fax Number)
rick.colebank@thinkaiphafirst.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contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated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.

Alpha Associates, Inc
(Company)
belletel Yrond 600
(Authorized Signature) (Representative Name, Title)
Richard A. Colebank, President & COO
(Printed Name and Title of Authorized Representative)
1/25/18
(Date)
304-296-8216/ 304-296-8245
(Phone Number) (Fax Number)

WITNESS THE FOLLOWING SIGNATURE:

MOTARY PUBLIC
Kayla D Facemire
PO Box 1083
Buckharnon, WY 26201
My Commission Expires Sep. 19, 2023

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#### STATE OF WEST VIRGINIA Purchasing Division

# **PURCHASING AFFIDAVIT**

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

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

#### **DEFINITIONS:**

"Debt" means any assessment, premium, panalty, 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, ilmited flability 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 exceed five percent of the total contract amount.

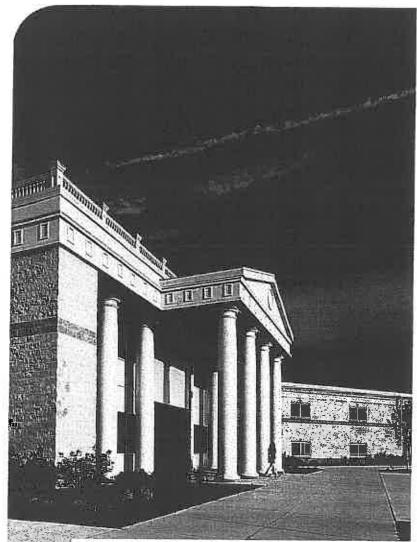
AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (*W. Va. Code* §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

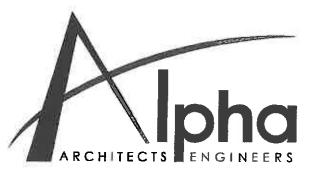
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# West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: Alpha Associates, Inc	_ Address: ,	209 Prairie Ave, Morgantown, WV 26501			
		Morgantown, WV 26501			
Authorized Agent: Richard A. Colebank	Address: _				
Contract Number: CEOI 0403DBS1800000001 Confu	act Descript	ion: A&E EOI for Demolition, Reconstruction, and ADA Restrooms			
Governmental agency awarding contract: Department of Administration, Purchasing Division					
Check here if this is a Supplemental Disclosure					
List the Names of Interested Parties to the contract which are known entity for each category below (attach additional pages if necessary)	m or reasona nry):	bly anticipated by the contracting business			
1. Subcontractors or other entities performing work or service (Check here if none, otherwise list entity/individual names be		e Contract			
2. Any person or entity who owns 25% or more of contracting Check here if none, otherwise list entity/individual names be		t applicable to publicly traded entities)			
Richard A. Colebank Richard W. Klein					
<ol> <li>Any person or entity that facilitated, or negotiated the services related to the negotiation or drafting of the application.</li> <li>         ☐ Check here if none, otherwise list entity/individual names be</li> </ol>	cable contra				
Signature: Melleluc	Date Signed	i: 1- 25-18-			
Notary Verification					
State of West Virginia , County of	r Upshur				
entity listed above, being duly sworn, acknowledge that the Discipenalty of perjury.	, the au osure herein	thorized agent of the contracting business is being made under oath and under the			
Taken, sworn to and subscribed before me this	day of	miony . 7018.			
To be completed by State Agency:  Date Received by State Agency:  Date submitted to Ethics Commission:  Governmental agency submitting Disclosure:	Notary Publ	OFFICIAL SEAL STATE OF WEST VIRGINIA NOTARY PUBLIC Kayla D Facemire PO Box 1083 Buckhannon, WV 26201 My Commission Expires Sep. 19, 2023			





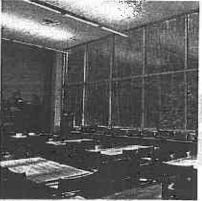
# The West Virginia School for the Deaf and the Blind

Statement of Qualification for Architectural/Engineering Services

January 25, 2018

**EXPRESSION OF INTEREST** 









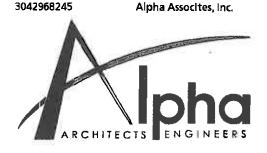
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January 25, 2018

The West Virginia School for the Deaf and Blind Michelle Childers, Senior Buyer 2019 Washington St, E Charleston, WV 25305

RE: A/E EOI for Demolition, Reconstruction, and ADA Restrooms CEOI: 0403 DBS1800000001

Dear Ms. Childers,

Alpha Associates, Incorporated is pleased to submit this Expression of Interest for Architectural/Engineering Services the Demolition, Reconstruction and ADA Restrooms for The West Virginia School for the Deaf and Blind.

Since 1969, Alpha has completed many projects for K-12 schools. All of these schools are subject to the current ADA requirements similar to the project that you are proposing. Several of the projects were restoration of aged facilities, some of which were historic structures and many were not. The key to all of the renovations is to utilize the space available to meet the current. In virtually every case the new configurations were able to be accomplished within the confines of the existing space while meeting the ADA Standards.

Two of our most relevant projects were the Mountaineer Middle Schools and the Cheat Lake Elementary in Monongalia County. We were able to convert these facilities into modern, state of the art facilities that meet the needs of the students while maintain affordable schools for the County. The Mountaineer Middle School was constructed in 1925 while Cheat Lake Elementary School was constructed in 1956.

Alpha provided architectural, structural and civil engineering, surveying, interior, landscape architectural, and construction administration services for these projects. Mountaineer Middle Schools were completed in 2009 and the Cheat Lake Elementary was completed in 2010.



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**Project Understanding** 

The WVSDB is looking to partner with an architectural and engineering firm to provide the necessary engineering, and other related professional services to design construction documents for four ADA accessible restrooms and shower rooms located at Keller Hall Dormitory. There will also be demolition and reconstruction at the Seaton Hall Dormitory bakery, as well as the four sided building wing that is attached to the Seaton Hall Cafeteria to include related walls, loading dock, roofing, HVAC, and sprinkler systems, and renovations to the Blue and Gold Cafeteria. Alpha will be committed to this project to ensure the design and specifications of all necessary improvements to the buildings by April 15, 2018.

Summary

Alpha's project team is excited for the opportunity to work with the WVSDB on their upcoming project that will exceed your expectations. Our team is prepared to begin work immediately. We look forward to sharing our experience and additional qualifications. If you have any questions or wish to further discuss our qualifications, please contact me at (304)296-8216 extension 102.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED

Richard A. Colebank, PE, PS

President and COO

rick.colebank@thinkalphafirst.com

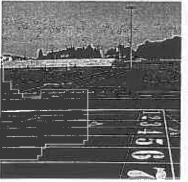


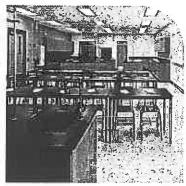
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# Firm Profile

FIRM NAME
Alpha Associates, Incorporated

OFFICE LOCATIONS
209 Prairie Avenue
Morgantown, West Virginia 26501

535 West King Street Martinsburg, West Virginia 25401

INCORPORATED 1969; Morgantown, WV

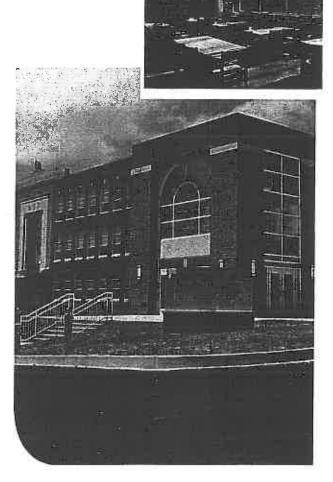
#### FIRM PRINCIPALS

Richard A. Colebank, PE, PS; President and COO Richard W. Klein, PE, PS; Chairman and CEO Charles B. Luttrell, PE; Principal Charles B. Branch, PE; Principal

# NUMBER OF EMPLOYEES 22 Employees

#### **SERVICES**

Architectural Design
Civil Engineering
Structural Engineering
Surveying
Interior Design
Landscape Architecture
Construction Administration



Alpha Associates, Incorporated was established in 1969 and since that time has completed hundreds of projects throughout Morgantown and the state of West Virginia. Alpha's Corporate Office is located in Morgantown with our Eastern Regional Office located in Martinsburg.





#### STATEMENT OF QUALIFICATIONS

Alpha Associates, Incorporated is a West Virginia-based architectural and engineering design firm that provides services in the areas of architectural design, interior design, construction administration, civil engineering, structural engineering, landscape design, project management, and surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technical tools, dedicated principals and highly skilled staff members.

Alpha's philosophy has always been to provide exemplary services for fair fees. We have always believed that the best way to succeed as a business is to go above and beyond the basic requirements of our contracts and do whatever is necessary to successfully complete the given project. What is best for the client is inevitably best for us too.

Everyone at Alpha, from the president to the administrative staff, works towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will provide frequent updates on the project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of 22 architects, engineers, surveyors and administrative personnel all work diligently towards producing the drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for 48 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each and every one of our projects the individual attention to detail that will make them successful projects for our clients.



Alpha Assocites, Inc.

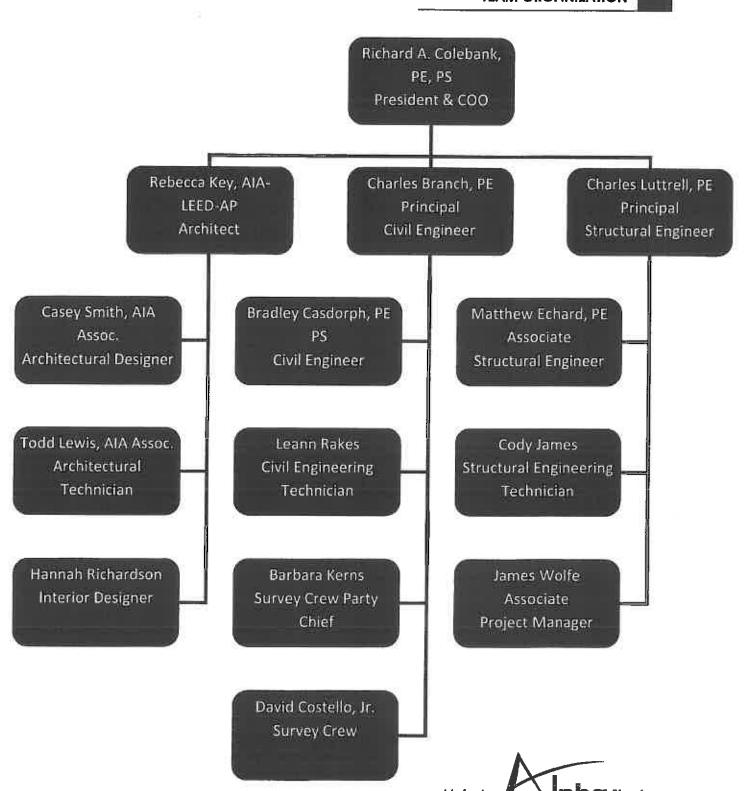
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#### **TEAM ORGANIZATION**



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Alpha Associate, Incorporated has an excellent record of budget control. Our inhouse cost estimators, combined with an excellent relationship with contractors throughout the area allow us to develop accurate estimates early in the design process. The Alpha estimators begin at the schematic design phase of the project and develop a line item estimate of probable construction costs that can be carried through each of the project phases. At each phase the project estimate is updated to include a more detailed estimate in order that the accuracy can be enhanced. During these updated estimates, specific increases or decreasing can be identified allowing the owner to make informed decisions moving forward on the important budget issues for the project.

Many projects employ the use of alternatives' to control the budget through obtaining actual contractor pricing during the bid process. This allows flexibility for the owner in determining the costs of portions of the project that may be optional and critical for budget control.

Below you find several examples where Alpha was able to execute projects successfully within a reasonable budget.

# **Jefferson County Emergency Services Agency**

Estimate: \$1,230,651.26 Bid Amount: \$1,219,000.00 Change Order: \$4,354.52 Final Budget: \$1,223,354.52

### Berkeley County Emergency Ambulance Authority

Estimate: \$345,463.30 Bid Amount: \$399,400.00 Change Order: \$23,859.91 Final Budget: \$423,259.91

#### Clear Mountain Bank - Oakland

Estimate: \$1,922,615.80 Bid Amount: \$1,925,948.00 Change Order: -\$37,405.00 Final Budget: \$1,888,543.00





#### **SCHEDULE CONTROL**

Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many A/E firms can claim the same successes, but the determining factor is the tools the firms utilize to

A project schedule is a dynamic, ever changing entity. Your project schedule depends on many factors including:

achieve the budgets, both in regard to funds and time. Alpha utilizes a number

of tools, both traditional and modern to exceed our clients' expectations.

- Preferred construction method
- Changes to project scope
- Unique construction elements

The Alpha Team has an excellent track record of meeting project design deadlines. Most recently, Alpha completed construction on a project in Morgantown that went from design to completion in just over 12 months. This project was completed for a private developer and had a construction cost in excess of \$20 million.

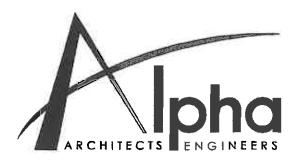
Successful project management depends upon consensus regarding work efforts, milestones and goals. The team has found that the development of detailed work plans, which delineate tasks and deliverables for each project phase, in concert with the client and full project team, is the most effective means of establishing expectations about efforts required by the respective disciplines. In addition to guiding the efforts of the design team, the work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals.

Developing an overall project schedule is a critical task that must take into account many factors: building type, owner's desire for occupancy, scope of work and level of documentation, whether contract(s) is bid or negotiated, available fee, and prior experiences on similar projects. Characteristic of the client, its organization, or the involvement of a construction manager and his responsibility for document review must also be considered.

This starts with a kick-off meeting which establishes ground rules, responsibilities,



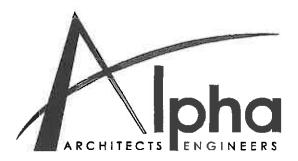
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and line of communication. We have found that a team visioning session is a great way to get everyone started off on the right track.

Determining a project schedule is a task that must be done with all parties involved in the process. Once the design process begins, a very detailed, realistic project schedule can be developed and communicated to all involved.





#### **RESOURCES AND SOFTWARE**



#### Resources

3042968245

Alpha Associates, Incorporated is prepared to commit staff resources to the West Virginia School for the Deaf and the Blind. Alpha has the qualified and experienced personnel, administrative support, along with the production equipment and resources to ensure the successful completion of the WVSDB Project. We are confident in our ability to provide you with a committed, dependable, and cohesive team.

#### <u>Software</u>

The project team incorporates the latest computer and software capabilities required to complete the working drawings and specifications for this project. Our cost accounting system is top-of-the-line and we have the ability to differentiate fees according to task. We have secure e-mail and internet capability to allow efficient transfer of information between Alpha and the client. We currently have the latest editions of the following software:

- AutoCAD 17
- ➤ REVIT (Editions up to 2018)
- ➤ Civil 3D
- ➤ RISA 3D
- ➤ RISA Floor
- > RISA Foundation
- ➤ MathCAD
- Autodesk Suite
- > Enercalc
- ➤ AutoTURN



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Alpha Assocites, inc.

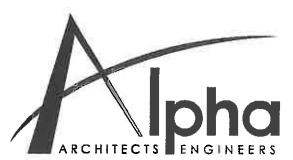
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**SUMMARY** 





#### **ALPHA RESUMES**



#### Richard A. Colebank, PE, PS

President and COO

Mr. Colebank is President and Chief Operating Officer of Alpha. He has been with Alpha Associates, Incorporated since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous other public and private clients. Since 1988, Mr. Colebank has been the Principal-in-Charge of the Civil Engineering projects developed at Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day to day operations of the company while continuing to manage projects.



#### **PROFILE**

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

#### PROFESSIONAL HIGHLIGHTS

#### Project Manager:

- WVU Research Park; Morgantown, WV
- Federal Bureau of Prisons Hazelton Medium Security Prison
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- North Fork Hughes River Recreation Facilities; Ritchie County, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- Ices Ferry Bridge; Morgantown, WV
- Monongalia General Hospital Expansion; Morgantown, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- West Virginia State Office Building; Clarksburg, WV
- WVU College of Physical Education and Sports Science/Student Health Center; Morgantown, WV

#### Indefinite Delivery/Indefinite Quantity Contracts:

- Morgantown Municipal Airport Open End Contract
- West Virginia Division of Highways Open End Contract
- National Energy Technology Laboratories Open End Contract
- West Virginia University Open End Contract
- United States Postal Service Open End Contract



Alpha Assocites, inc.

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Richard A. Colebank, PE, PS | President and COO



1985 - Current Alpha Associates, Incorporated

1983-1985

Charles Townes and Associates, P.C.

1983

**US Army Corps of Engineers** 



West Virginia University

Masters of Business Administration; 1999

Bachelor - Civil Engineering; 1982

#### **QUALIFICATIONS**

• License: Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia

Professional Surveyor: West Virginia

Certified Private Pilot

#### **AFFILIATIONS**

- Former NSPE/PEPP Governor of WV
- American Red Cross Regional Chairman
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman
- WVU College of Civil and Environmental Engineering Visiting

#### Committee

 WVU College of Business and Economics MBA Advisory Committee



Contact

Richard A. Colebank 304.296.8216 800.640.8216 rick.colebank@thinkalphafirst.com

Alpha Assocites, Inc.

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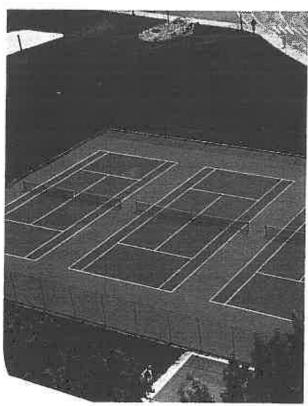




Charles Branch, PE | Principal, Civil Engineer

#### SUMMARY

As Chief Engineer for site development and planning projects, Mr. Branch is a vital part of the design process at Alpha. His involvement spans from strictly civil engineering projects, to the design of large scale educational projects and medical facilities. Mr. Branch acts as peer review for young engineers in the firm on issues ranging from storm water management to site design. Mr. Branch is also involved in commercial and residential development design, roadway and bridge design and utilities layout.



Broad-based responsibilities in the following areas:

- Highway Design
- Municipal Engineering
- Wastewater Collection
- Storm Sewer System Design
- Storm Water Management
- Site Engineering
- Project Management

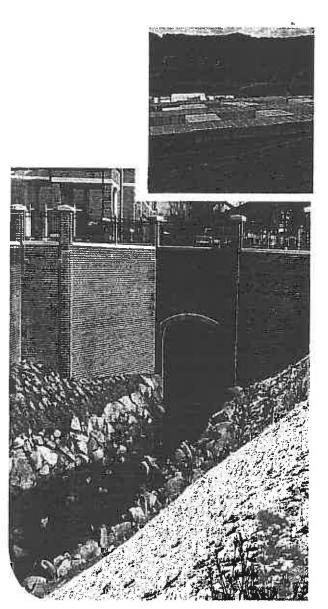
#### **PROFESSIONAL HIGHLIGHTS**

#### Civil Engineer/Project Manager:

- WVU Parking Lot 81 Renovations; Morgantown, WV
- WVU Doll's Run Burn Room; Morganiown, WV
- WVU Alumni Center Parking Lot; Morgantown, WV
- WVU Alumni Center Storm Water Management; Morgantown, WV
- WVU Evansdale Redevelopment; Morgantown, WV
- WVU Health Sciences Center Eastern Division; Martinsburg, WV
- Blackshere Bridge; Mannington, WV
- WVDOH I-77 Welcome Center, Williamstown, WV
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- Lewis County High School Bridge; Weston, WV
- Wyoming County Route 10 Relocation; Wyoming County, WV
- Fairmont Federal Credit Union; Bridgeport, WV











Charles Branch, PE

Principal, Civil Engineer

#### **EMPLOYMENT HISTORY**

1992 - Current Alpha Associates, Incorporated 1988-1992 Reimer, Muegge, & Associates, Inc.

#### **EDUCATION**

West Virginia University Bachelor - Civil Engineering; 2000 Fairmont State College Bachelor Architectural Engineering Technology: 1988

#### **QUALIFICATIONS**

• License: Professional Engineer: West Virginia

#### **AFFILIATIONS**

- WV Society of Professional Engineers
- National Society of Professional Engineers



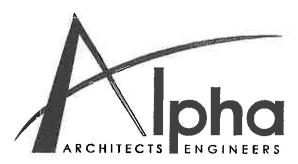
Contact

Charles B. Branch 304.296.8216 800.640.8216 chuck.branch@thinkalphafirst.com

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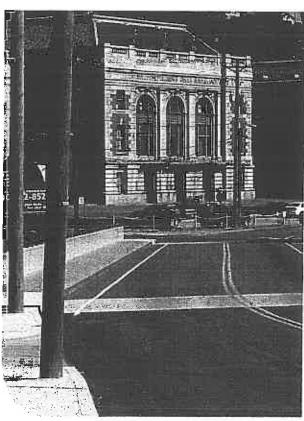
**ALPHA RESUMES** 

Principal, Structural Engineer



#### SUMMARY

Mr. Luttrell has worked with Alpha Associates, Inc. since 1996. He is the chief structural engineer on all projects at Alpha. Before coming to Alpha, Mr. Luttrell's graduate work resulted in several contributions to the cold-formed steel deck industry. His new method of analysis for non-uniform loads on composite concrete and cold formed steel decks has been made a permanent part of the Steel Deck Institute's design manual. Mr. Luttrell also worked on projects that involved pre-stressed timber bridge research with the WVU Constructed Facilities Center. Since coming to Alpha, Mr. Luttrell has had significant involvement in the effort to begin utilizing modern composite materials in practical bridge applications.



#### **PROFILE**

Broad-based responsibilities in the following areas:

Bridge Structural Design and Analysis

Charles B. Luffrell, PE

- Innovative Bridge Materials Applications
- Building Structural Design and Analysis
- Historical Restoration and Evaluations

#### PROFESSIONAL HIGHLIGHTS

#### Structural Engineer:

- Alumni Center Structural Framing and Foundation; WVU
- Engineering Science Building, East Wing Addition, WVU
- Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
- West Buckeye Bridge; Core, WV
- · Washington High School; Charles Town, WV
- WVU Coliseum Structural Inspection; Morgantown, WV
- WVU Coliseum Scoreboard Hoist Project; Morgantown, WV
- 🖲 Alderson Broaddus College, Rex Pyles Arena Deck; Philippi, WV
- Mountaineer Middle School Renovation; Morgantown, WV
- Salem International Building Inspections; Salem, WV
- Monongalia County Sheriff's Building; Morgantown, WV
- South High Street Bridge, Morgantown, WV
- Ices Ferry Bridge, Morgantown, WV



Alpha Assocites, Inc.

10:45:22 a.m.

01-25-2018

23 /49







Charles B. Luttrell, PE | Principal, Structural Engineer

#### **EMPLOYMENT HISTORY**

1996 - Current Alpha Associates, Incorporated

1995-1996 Larry D. Luttrell, PE, Ph D 1991-1994 West Virginia University

1990-1991 WVU Constructed Facilities Center

#### **EDUCATION**

West Virginia University Masters - Structural Engineering; 1995 Bachelor - Civil Engineering; 1993

#### **QUALIFICATIONS**

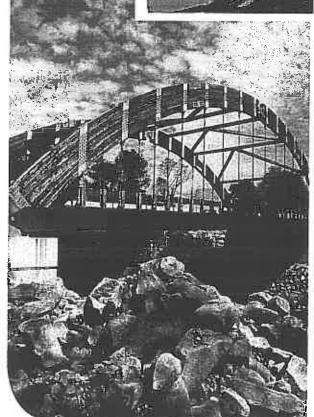
• License: Professional Engineer: West Virginia, Pennsylvania

#### **AFFILIATIONS**

- WV Society of Professional Engineers
- National Society of Professional Engineers
- Chi Epsilon; Member
- American Concrete Institute; Member

#### Research Experience

- Cold Formed Steel Deck Research
  - Fastener Failures
  - Edge conditions/failures
  - Buttoned overlap sheer failures
- Composite Cold Formed Steel and Concrete Deck Research
  - Line load behavior/failures
  - Concentrated load behavior/failures
  - Web crippling
  - Punch failures





Contact

Charles B. Luttrell 304.296.8216 800.640.8216 charlie.luttrell@thinkalphafirst.com

01-25-2018

24 /49





**ALPHA RESUMES** 



#### SUMMARY

Rebecca Key, AIA, LEED-AP Architect, Associate

Ms. Key has worked in the architectural field for over 35 years. She is the Charleston Regional Director in addition to her role as Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Incorporated, Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration.



#### **PROFILE**

#### Broad-based responsibilities in the following areas:

- Architectural Design
- Interior Design and Space Planning
- Feasibility Studies
- Water Infiltration Analysis
- Interior Space Planning
- Historic Renovation
- Project Management

#### PROFESSIONAL HIGHLIGHTS

#### Education

- Ridgedale Elementary; Morgantown, WV
- Mountaineer Middle School; Morgantown, WV
- · Pineville Elementary; Pineville, WV
- Huff Consolidated School; Hanover, WV

#### **Medical Facilities**

- Ruby Memorial Hospital ER Renovation; Morgantown, WV
- Camden Family Health; Lewis County, WV
- Camden Medical Center Lobby Renovation; Summersville, WV

#### Recreation

- Ruby McQuain Amphitheater, Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

#### **Dormitory and Multi-Family**

- Fairmont State University Prichard Hall Renovation; Fairmont, WV
- WVU Boreman Hall; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Grand Central Apartment

#### Municipal & State Government

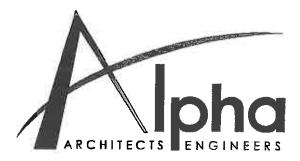
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriffs Department; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- WV State Office Building; Clarksburg, WV
- WV State Office Building; Parkersburg, WV



10:47:04 a.m.

01-25-2018

25 /49





Rebecca Key, AIA, LEED-AP

Architect, Associate



2000 - Current Alpha Associates, Incorporated 1983-1999 Alexander Key and Associates

1978-1983

Webster Clothes; Director of Store Planning



University of Maryland

Bachelor of Architecture: 1977 Maryland Institute College of Art

Coursework in Furniture Design; 1986-1987

#### QUALIFICATIONS

• License: Registered Architect: West Virginia, Maryland, Washington DC, New York, Virginia, Pennsylvania

- NCIDQ Certified
- Leadership In Energy and Environmental Design Accredited **Professional**

#### **AFFILIATIONS**

- American Institute of Architects
- West Virginia Society of Architects
- Fairmont, WV ICC Board of Appeal; Board Member
- U.S. Green Building Council
- AIA Liveable Communities
- Marion County Chamber of Commerce
- Leadership Kanawha Valley Class of 2014



Contact Rebecca Key 304.296.8216 800.640.8216 rebecca.key@thinkalphafirst.com









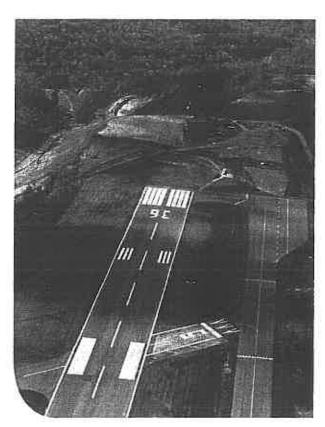
Bradley Casdorph, PE, PS

Civil Engineer

#### SUMMARY

3042968245

Mr. Casdorph joined the Alpha Associates, Incorporated team in 2004 and currently works as a project engineer in the Morgantown office. He has 36 years of professional experience with roadway design, storm sewer design, airport airside renovation and design, storm water management including conveyance and detention, environmental permitting, project administration supervision and inspection, as well as boundary and construction surveying.



#### **PROFILE**

Broad-based responsibilities in the following areas:

- Airport Planning and Design
- Highway Design
- Hydraulic and Hydrology Studies
- Site Plan Development
- Land Surveying

#### **PROFESSIONAL HIGHLIGHTS**

#### **Civil Engineering:**

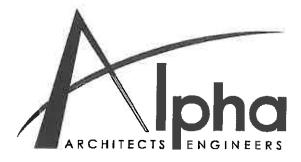
- Platinum Properties Waterfront Conference Center, Morgantown, WV
- Hart Field Runway Safety Area; Morgantown, WV
- Hart Field Ramp Renovation and Deicing Facility; Morgantown, WV
- Hart Field Signage and Lighting; Morgantown, WV
- Hart Field Airport Certification Manual; Morgantown, WV
- Hart Field Air Rescue and Fire Fighting Vehicle Procurement, WV
- WVU Lot 81 Parking Area Improvements; Morgantown, WV
- WVU Animal Facilities Annex, Engineering Retrofit; Morgantown, WV
- McKee Crossing 120 Acre Subdivision; Martinsburg, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Davisson Estates 60 Acre Subdivision; Morgantown, WV
- Mon General Hospital East Parking Area; Morgantown, WV
- Applebee's Restaurant, Site Plan; Morgantown, WV
- WVU CPASS/Student Health; Morgantown, WV
- WVU Research Park- 100 Acre ALTA/ACSM Survey; Morgantown, WV
- WVU Museum; Morgantown, WV



10:48:33 a.m.

01-25-2018

27 /49





Bradley Casdorph, PE, PS | Civil Engineer

#### **EMPLOYMENT HISTORY**

2004 – Current Alpha Associates, Incorporated 1979-2004 Triad Engineering, Incorporated

#### **EDUCATION**

West Virginia University

Masters - Soil Conditions and Foundation Design; 1982

Bachelor - Civil Engineering; 1979

#### QUALIFICATIONS

License: Professional Engineer: West Virginia
 Professional Surveyor: West Virginia
 Certified Private Pilot

#### **AFFILIATIONS**

- \* WV Society of Professional Engineers
- National Society of Professional Engineers
- WVSPS Mountain Regional Chapter; President
- Aircraft Owners and Pilots Association; Member





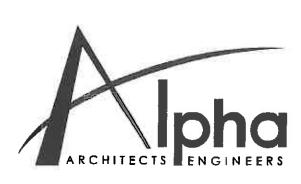


Alpha Assocites, Inc.

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01-25-2018







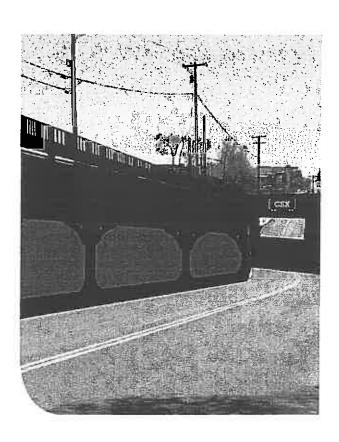




Matthew T. Echard, PE | Structural Engineer, Associate

#### SUMMARY

Mr. Echard joined Alpha Associates, Inc. in early 2016 with a strong belief that his clients deserve intelligent, performance-based and value-oriented solutions. Drawing on experience working across the United States, Europe, and the Middle East, Mr. Echard returned to West Virginia to provide world-class service in a historically underserved region while making positive contributions to the future growth of his home state. Mr. Echard places a large value on the collaborative work process, believing that a building's form and function are derived from many contexts.



#### **PROFILE**

Broad-based responsibilities in the following areas:

- Structural Engineering
- Structural Forensics
- Project Management

#### **PROFESSIONAL HIGHLIGHTS**

#### Structural Engineering:

- Grant County Bank; Petersburg, WV
- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- •WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Jane Lew Truck Stop: Jane Lew, WV
- Queen Street Streetscape Improvements; Martinsburg, WV
- Westover Goodwill Structural Design; Morgantown, WV
- Weyerhaeuser Roof Evaluation; Heaters, WV
- Weyerhaeuser OSB Facilities Alterations; Heaters, WV
- Weyerhaeuser Hazardous Material Transfer Encloser: Heaters, WV
- Mapletown High School Elevator; Mapletown, PA
- Knauf Insulation Melter Line Structural Supports; Inwood, WV
- Knauf Insulation Cooling Tower & Heat Exchanger Structure & Foundations: Inwood, WV
- •57 Middleway Pike Commercial Building; Inwood, WV
- GrafTech Fumace Structural Assessment; Grafton, WV
- FedEx Distribution Facility Structural Damage Assessment; Morgantown, WV
- Los Mariachis UTC; Morgantown, WV

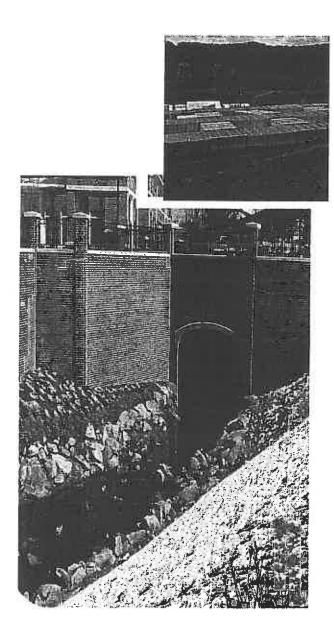


10:50:09 a.m.

01-25-2018

29 /49







Matthew T. Echard, PE | Structural Engineer

#### **EMPLOYMENT HISTORY**

2016-Current Alpha Associates, Incorporated 2010-2015 Echard ingenieurBüro

2006-2009 **Buro Happold Consulting Engineers** 

2003-2006 RISA Technologies, Inc. 2000-2003 Zaldastani Associates, Inc.

#### **EDUCATION**

Massachusetts Institute of Technology Masters - Engineering & Environmental Mechanics 2002 West Virginia University Bachelors of Science - Civil Engineering 2000

#### **QUALIFICATIONS**

- License: Professional Engineer: West Virginia, California
- California OES SAP Evalutor

#### **AFFILIATIONS**

American Concrete Institute (ACI) American Institute of Steel Construction (AISC) American Society of Civil Engineers (ASCE) American Wood Council (AWC)

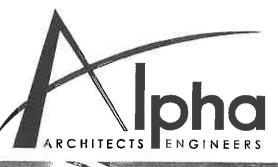
#### **Publications**

- Echard, M. and Tonis, D. Convergent Design Methodology for Bio-Science Labs: Architectonic and Performative Structural Considerations Using the Geilinger Composite Column Solution. Proceedings of ICSA2010 - First International Conference on Structures and Architecture Guimarães, Portugal, July 2010, Taylor & Francis.
- Echard, M. Structural Analysis and Design Within a BIM Framework. EASEC 10 - East Asia Structural Conference, Bangkok, Thailand, August 2006.

Contact

Matthew T. Echard 304.296.8216 800.640.8216 matthew.echard@thinkalphafirst.com













Hillsboro Elementary School 2014

# **Educational Case Study**

Hillsboro Elementary School

Hillsboro, WV

The main goal of this project was to move the existing outdated food service operations from a separate building into the main school building in an effort to improve efficiency of operations and increased the safety and comfort of the staff and students. The infill addition that followed served this purpose as well as providing a connecting link and lobby space to the existing detached gymnasium.

The entire schools outdated fire alarm system was upgraded and sprinklers were added throughout the entire complex as part of this endeavor.

What was once a campus comprised of disconnected buildings dating from the 1930's to the 1980's has now been integrated into cohesive whole that will continue to serve the students, staff and community for years to come.



**Project Contact:** Dr. Donald K. Bechtel 926 Fifth Avenue Marlinton, WV 24954 304-799-4505



## At a Glance

CLIENT: Pocahontas County

Board of Education

LOCATION: Hillsboro, WV

COMPLETION DATE: 2014

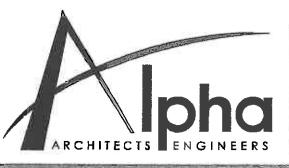
SIZE: 3600 sq ff

CONSTRUCTION COST: 1,250,000.00

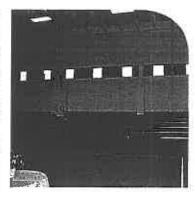
10:52:09 a.m.

01-25-2018

31 /49











Pinevilie Elementary School

2013

# **Educational Case Study**

#### Pineville Elementary School

Pineville, WV

Alpha was tasked with designing a new Pre-K through 4th grade school in Pineville to replace an existing facility that has been plagued by flooding in recent years. The football field adjacent to the existing Middle School was selected for the new school to allow a common bus drop-off and pick-up area. The design incorporates an entrance canopy featuring equiangular polygon shapes and crayon shaped columns, a cast stone panel featuring the school logo in relief on the outside of the art classroom.

Add alternates provide two additional classrooms bleachers in the and gymnasium. The overall planning concept was to separate the Pre-K and Kindergarten from the two primary-grade-level classroom "pods". The cafeteria and gymnasium feature a stage that opens to either space for flexibility in presentations.



**Project Contact:** Frank Blackwell PO Box 69 Pineville, WV 24874 304-732-6262



#### At a Glance

CLIENT: Wyoming County

Schools

LOCATION: Pineville, WV

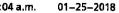
COMPLETION DATE: Summer 2013

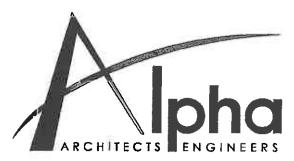
SIZE: 49,000 square feet

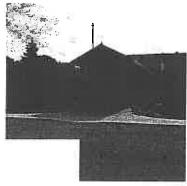
CONSTRUCTION COST: \$10.5 Million

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10:53:04 a.m.













Aurora Elementary

# **Educational Case Study**

**Aurora Elementary School** Addition/Renovation

Aurora, WV

When Alpha Associates initially designed the Aurora Elementary School in 1993, following a fire that destroyed the existing school, the building was conceived as a K-8 facility with multiple additive alternates for music, art, technology, locker room, and performance spaces. These alternates were not elected.

Since that time, the school has operated as a pre-K through 6th grade facility. This 5,720 square foot addition to the Aurora school completed the master plan for the facility to allow it to serve 7th and 8th grades. The 5th through 8th grades can now operate on a rotating class schedule for specialized instruction.

The addition included 2 classrooms, 2 lockers rooms (male and female) and a stage.

**Project Contact: Steve Wotring** 731 Preston Drive Kingwood, WV 26537 304-329-0580



## At a Glance

CLIENT: Preston County Schools

LOCATION: Aurora, WV

COMPLETION DATE: 2012

SIZE: 5,720 Sq. Ft.

CONSTRUCTION COST: \$1.3 Million

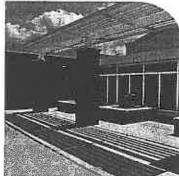
Alpha Assocites, Inc.

10:53:51 a.m.

01-25-2018

33 /49









Cheat Lake Elementary

2010

# **Educational Case Study**

**Cheat Lake Elementary School** 

Morgantown, WV

Alpha provided professional design services for the renovations at Cheat Lake Elementary School and the former Cheat Lake Middle School.

The project consisted of combining the elementary school and the middle school into one elementary facility. Alpha's work involved significant interior remodeling, complete re-roofing, asbestos abatement, MEP upgrades, and the design of a connecting skywalk between the schools. Work also included revising parking and traffic flow for the combined school.

In addition to the skywalk, other renovations and additions include a new computer lab, retooled classrooms for fourth and fifth grades and a stage for the gym.

Project Contact:
Ed McCabe
13 South High Street
Morgantown, WV 26505
304-291-9210



At a Glance

CLIENT: Mon County Schools

LOCATION: Morgantown, WV

COMPLETION DATE: 2010

SIZE: 42,000 Sq. Ft.

CONSTRUCTION COST: \$4.4 Million

Alpha Assocites, Inc.

10:54:49 a.m.

01-25-2018

34 /49









Mountaineer Middle School

2009

# **Educational Case Study**

Mountaineer Middle School

Morgantown, WV

This renovation project included the transformation of a high school into a middle school for Mon County Schools. The renovation included new interior finishes, new HVAC and sprinkler systems, new roof, new entryway, and the paving and redesign of parking lots and access road to comply with ADA regulations.

The project consisted of the demolition of the 80 year old boiler heating system, removing existing wall partitions and floor coverings, and the abatement of asbestos containing materials.

The renovation also included relocating the administrative offices adjacent to the buildings primary entrance.



Project Contact:
Frank Devono
13 South High Street
Morgantown, WV 26505
304-291-9210



#### At a Glance

CLIENT: Mon County Schools

LOCATION: Morgantown, WV

COMPLETION DATE: 2009

SIZE: 115,780 Sq. Ft.

CONSTRUCTION COST: \$8.4 Million

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Jan 25 2018 11:05am

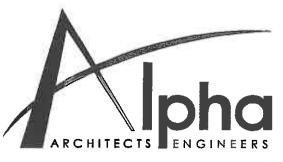
P035

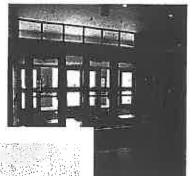
Alpha Assocites, inc.

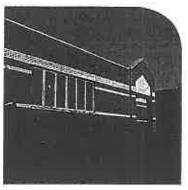
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35 /49











**School Access Safety** 

2009

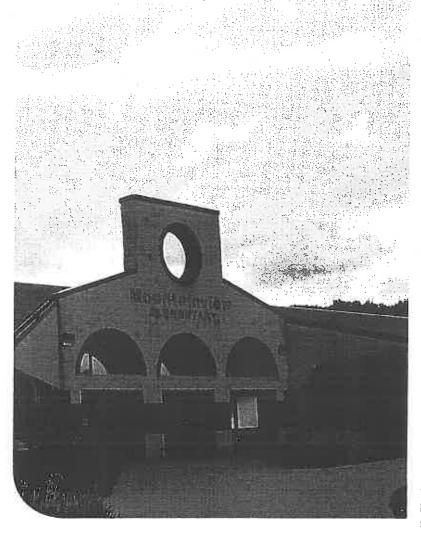
# **Educational Case Study**

**School Access Safety** 

Morgantown, WV

Alpha was contracted to design renovations to seven primary and middle schools within Monongalia County. The schools identified were Ridgedale Elementary, Brookhaven Elementary, Cheat Elementary, Lake Mason-Dixon Elementary, Mountainview Elementary, North Elementary, South Middle, and Westwood Middle. Partial funding was provided by the School Building Authority.

The primary task was to reconfigure the entrances to the buildings such that, during school hours, the public is required to enter the main office and sign-in before entering the rest of the building. This is accomplished by the use of electronic strikes for door hardware and intercom interfaces monitored at the main office desk. provides The concept additional protection against possible school violence and child abductions. By having a defined check-out point, office staff can more effectively track students that have been released for the day.



**Project Contact:** Dr. Frank Devono 13 S. High Street Morgantown, WV 26501 304-291-9210



At a Glance

CLIENT: Mon County Schools

LOCATION: Morgantown, WV

COMPLETION DATE: 2009

SIZE: Multiple Projects

CONSTRUCTION COST: Multiple Projects

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Jan 25 2018 11:06am

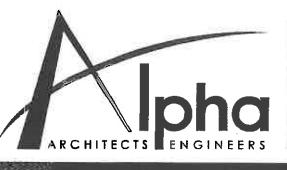
P036

3042968245 Alpha Assocites, Inc.

10:56:51 a.m.

01-25-2018

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WVU Potomac State College | 2008

# **Educational Case Study**

WVU Potomac State College Connectina Link

Keyser, WV

The main purpose of this project was to provide handicapped individuals access to two of the most utilized buildings on the Potomac State College campus, the Administration Building and Academy Hall. An addition constructed between these two buildings with differing floor elevations allowed this to occur.

Through the use of an elevator, multiple ramps, and new corridors, wheelchair access is available to all public areas of buildings. Renovations both classrooms and toilet rooms were also made to meet ADA regulations.

**Project Contact: Harlan Shreve** 101 Fort Avenue Keyser, WV 26726 304-788-6800



#### At a Glance

CLIENT: West Virginia University

LOCATION: Keyser, WV

COMPLETION DATE: 2008

SIZE: 3,600 SF Addition

11,200 SF Renovation

CONSTRUCTION COST: \$1.4 Million

Received: 3042968245

Jan 25 2018 11:07am

P037

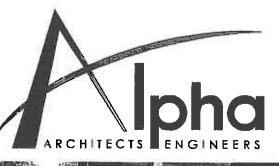
Alpha Assocites, Inc.

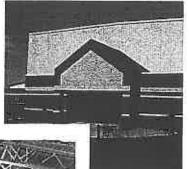
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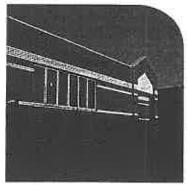
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01-25-2018

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**ALPHA EXPERIENCE** 



Ridgedale Elementary

2001

### **Educational Case Study**

**Ridgedale Elementary School** Morgantown, WV

Alpha provided architectural design, civil and structural engineering and surveying services for an 8,500 square feet addition of classrooms, a new sprinkler system for the entire building and miscellaneous renovation work.

Alpha also completed the design of a second phase under this contract which included a 7,000 square feet gymnasium expansion.

Project Contact:
Dr. Frank Devono
13 S. High Street
Morgantown, WV 26501
304-291-9210



### At a Glance

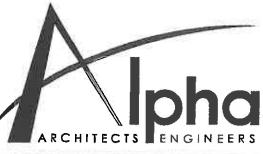
CLIENT: Mon County Schools

LOCATION: Morgantown, WV

COMPLETION DATE: 2001

SIZE: 20,300 Sq. Ft.

CONSTRUCTION COST: \$2.8 Million











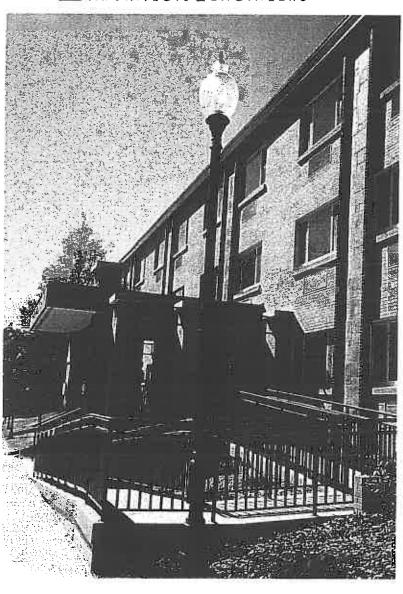
Prichard Hall 2001

### **Educational Case Study**

Fairmont State College - Prichard Hall Fairmont, WV

Alpha Associates, Incorporated provided Architectural and Engineering Services for Fairmont State College for the renovation of a 1963 Co-Ed Dormitory. Design of ADA compliant entrance ramp and main entrance into the building were included in this project. Interior renovations of the 1,466-SF space included lobby, vending area, computer lab, TV lounge, poolroom, and ADA compliant restroom facilities.

Alpha's design staff chose large format porcelain tile for the exterior finish material of the landings in the entry. Utilizing this format allows for a slip resistant surface and provides a contrast from the sidewalk and ramp surface to the entry area of the buildina.



**Project Contact: Larry Lawrence** 1201 Locust Avenue Fairmont, WV 26554 304-304-367-4295



### At a Glance

CLIENT: Fairmont State College

LOCATION: Fairmont, WV

COMPLETION DATE: 2001

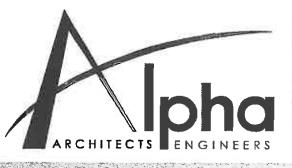
SIZE: 1,466 SF

CONSTRUCTION COST: \$240,000

11:00:31 a.m.

01-25-2018

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Roof Replacement Experience | Since 1969

### **Architectural Case Studies**

**Roof Replacement Experience** 

Various Locations

### Universities

- WVU Jackson's Mill 4-H Camp
- Kanawha Cottage and Mount Vernon Dining Hall
- The Robert C. Byrd Health Sciences Center - WVU
- WVU Agriculture Sciences Center
- WVU Admissions and Records
- WVU Fire Training Building

#### **Public Schools**

- Buchannon Upshur Middle School
- South Junior High School
- Cheat Lake School
- Ridgedale Elementary School
- Jakes Run Elementary School
- Buckhannon Upshur High School
- Morgantown High School
- Maysville Elementary School
- Tennerton Elementary School
- **Union Educational Complex**
- **Grafton High School**



P040

11:01:41 a.m. 01-25-2018



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PROJECT EXPERIENCE  B.1 KEY PERSONNEL  B.2 RELATED EXPERIENCE  SECTION D	<b>8-29</b> 8-19 20-29
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SECTION D	
REFERENCES	37

3042968245



The West Virginia State Board, of Registration for Professional Engineers having verified the person in responsible charge is registered in West Virginia as a professional engineer for the noted firm, hereby certifies

## ALPHA ASSOCIATES, INC. C00012-00

Engineer in Responsible Charge: RICHARD A COLEBANK - WV PE 010346

has complied with section \$30-13-17 of the West Virginia Code governing the issuance of a Certificate of Authorization. The Board hereby notifies you of its certification with issuance of this Certification of Authorization for the period of:

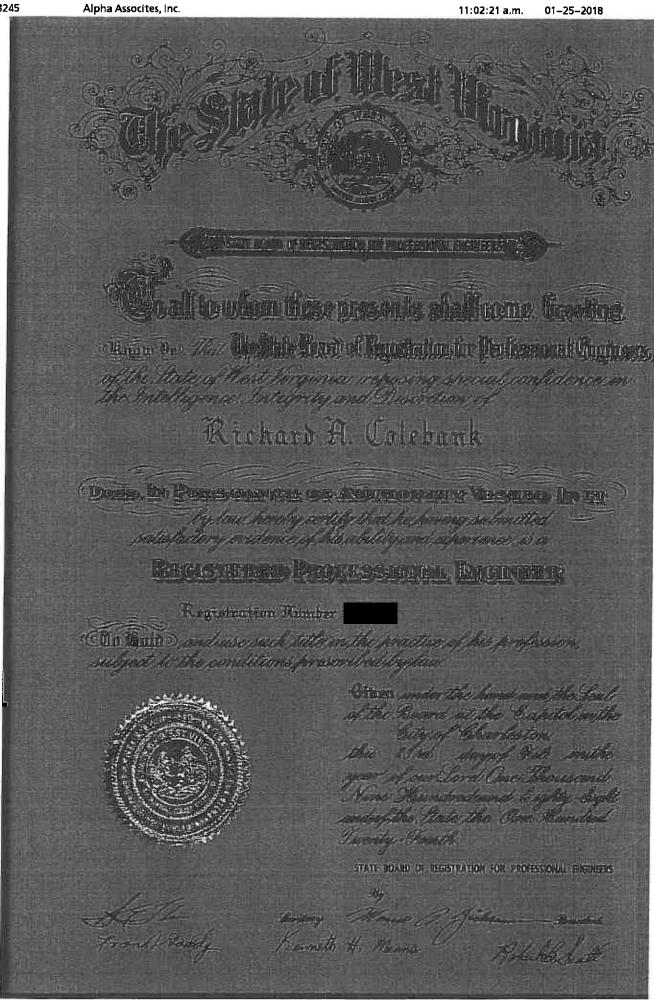
January 1, 2018 - December 31, 2019

providing for the practice of engineering services in the State of 11 est Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION

IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS CON UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD

BOARD PRESIDENT





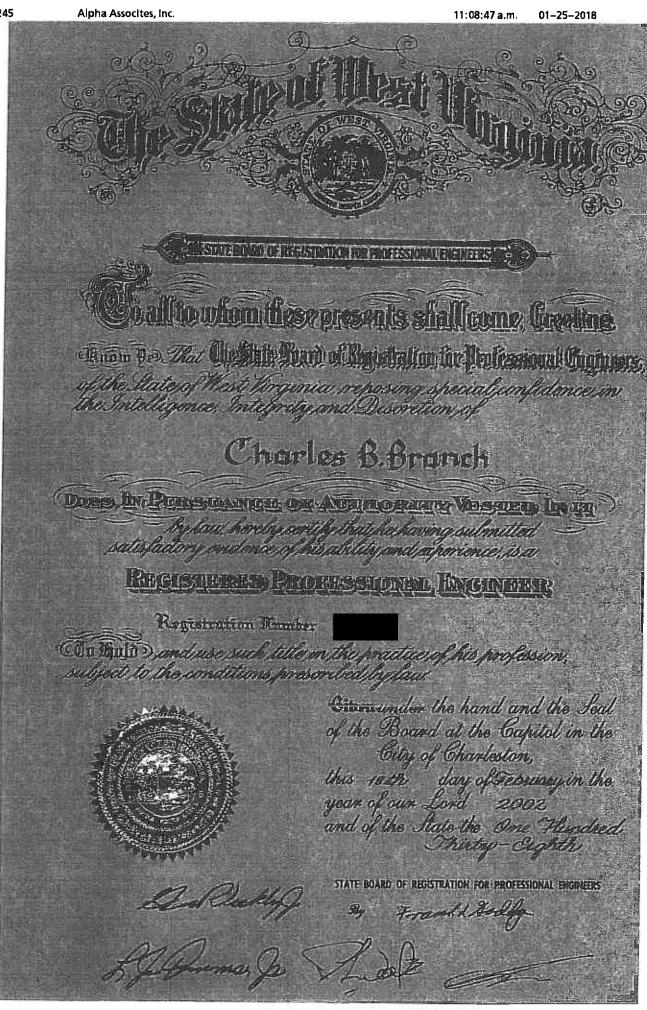
This Certifies that Revecta Jean Key of Baltimore in the State of Maryland, having successfully passed an examination before the Board of Architects of the State of West Virginia, and being otherwise qualified, is hereby authorized to practice Architecture in all its branches in the State of West Virginia.



Witness the signatures of the President and Secretary of the Board of Architects of West Virginia and the scal of said Board this 26th day of September 1994

Well Early	President
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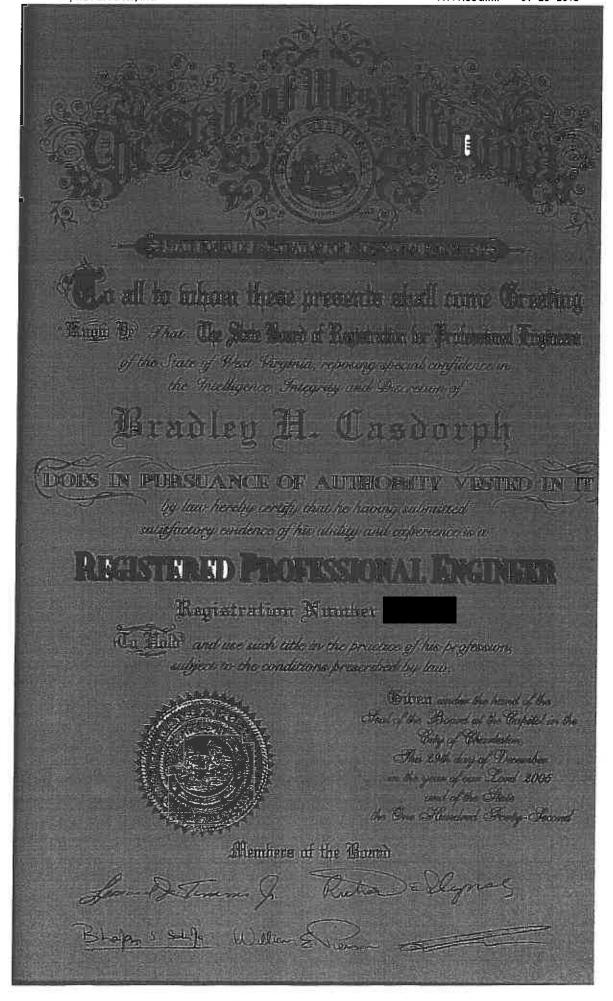




Alpha Assocites, Inc.

11:11:38 a.m.

01-25-2018



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01-25-2018

47 /49



to all to behom these presents shall come Greeting

"Kindin Up State Board of Regionation for Professional Engineers

of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Matthew T. Kchard

DOES IN PURSUANCE OF AUTHORITY VESTED IN

by law hereby certify that he having submitted satisfactory evidence of his ability and experience is a

## PROFESSIONAL ENGINEE

Registration Number

To Hald and use such title in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand of the Seal of the Board at the Capitol in the City of Charleston, This 17th day of August in the year of our Lord 2012 and of the State the One Hundred Forty-Ninth

Members of the Board

Slove J. Timms J. Richar Ellignas, Bhapa s. Salfa William Eliena



Alpha Assocites, inc.

11:14:35 a.m. 01-25-2018



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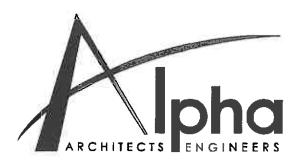
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Alpha Assocites, Inc.

11:14:46 a.m. 0

01-25-2018





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### **REFERENCES**

"Alpha Associates is one of the best architectural, engineering, and surveying firms we have dealt with. I commend them for their design excellence and professionalism. They are an easy company to work with, creative and innovative in their approach, and always available to answer questions."

### Frank Blackwell, Former Wyoming County Schools

"Their company (Alpha Associates) met the needs of the Marion County Schools very well in that their advice and counsel was given utilizing a data driven decision process, and they have a current and broad knowledge base of industry standards."

Dr. James B. Phares,
Former State Superintendent of
Schools

