



**H.F. LENZ  
COMPANY**

*Engineering*

1407 Scalp Avenue  
Johnstown, PA 15904  
Phone: 814-269-9300

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WV PURCHASING  
DIVISION

April 18, 2019

Ms. Linda B. Harper, Buyer Supervisor  
Department of Administration  
Purchasing Division  
2019 Washington ST E  
Charleston, WV 25305

Subject: Building 22 HVAC Renovations Design Project  
CEOI 0211 GSD1900000006

Dear Selection Committee Members:

H.F. Lenz Company is pleased to submit our qualifications for the Building 22 HVAC renovations design project. Our firm has the technical capabilities, qualified personnel, and similar project experience necessary to successfully accomplish the work. We are enthusiastic about this opportunity and feel confident that we can bring the following strengths and benefits to this project:

- Multi-discipline capability—Electrical Mechanical, Fire Protection/Life Safety, Communications and Structural Engineering all provided in-house without the use of subconsultants.
- Extensive experience office building renovation projects that required detailed phasing plans for facilities to remain operational during construction.
- High level involvement—A Senior Principal of the firm will remain involved with the Project throughout its duration
- Our Team includes LEED Accredited Professionals knowledgeable of the prerequisites and credits required to maintain LEED certification for buildings undergoing alterations.
- Stability of the firm. This is our 73rd year in business. We have one of the lowest employee turnover rates in our industry

We look forward to the next phase of the selection process, including presenting our qualifications during an interview. In the meantime, we would be happy to discuss with you any part of our submission for this important project.

Sincerely,

Joel C. Shumaker, P.E., LEED AP  
Principal

Enclosures



**H.F. LENZ  
COMPANY**

**Proposal**

for

**Building 22 HVAC Renovations Design Project**

**CEOI 0211 GSD1900000006**

for

**The Tax and Revenue Building**

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**Firm Profile**

## H.F. Lenz Company

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 staff consists of 150 individuals, including 50 Licensed Professional Engineers and 17 LEED Accredited Professionals. Our headquarters is in Johnstown, Pennsylvania with branch offices in Pittsburgh, PA, Conneaut, OH, and Middletown, CT.

### DISCIPLINES/SERVICES OFFERED IN-HOUSE INCLUDE:

- › Mechanical Engineering
- › Electrical Engineering
- › Data/Communications Engineering
- › Fire Protection / Life Safety Engineering
- › Structural Engineering
- › Civil Engineering
- › Surveying
- › GIS
- › Construction Phase Services
- › Commissioning and Training
- › 3D CADD with Full Visualization
- › Energy Modeling
- › Sustainable design/LEED Services
- › Building Information Modeling (BIM)

### LEED®

Our firm has been a member of the U.S. Green Building Council since 2000 and we currently have 17 LEED® Accredited Professionals on staff. Our experience includes 80+ projects that have attained various levels of LEED Certification and numerous additional projects designed for various levels of LEED Certification, in total over 16 million sq.ft. of facilities.

### WHY H.F. LENZ COMPANY?

Office buildings - both renovated and new, are the H.F. Lenz Company's forte. Our diverse experience includes numerous projects for corporate headquarters facilities. Evidence of this experience is demonstrated in the following overview of relevant office projects that have been awarded in the past five years. This list does not include our larger office building renovations and new construction projects. Over 85 percent of our work consists of repeat commissions from clients who appreciate our responsive, value-added service.

FIRM PROFILE



#### Johnstown Headquarters

1407 Scalp Avenue  
Johnstown, PA 15904  
Phone: 814-269-9300  
Fax: 814-269-9301

#### Pittsburgh Office

1051 Brinton Road  
Pittsburgh, PA 15221  
Phone: 412-371-9073

#### Ohio Office

322 State Street  
Conneaut, OH 44030  
Phone: 440-599-7800  
Fax: 440-599-7801

#### Connecticut Office

101 Centerpoint Drive  
Suite 237  
Middletown, CT 06457  
Phone: 860-316-2124



## Building Evaluations

### MECHANICAL/ELECTRICAL EVALUATIONS

The H.F. Lenz Company has been designing mechanical and electrical systems for all types of buildings for over 70 years. During this time, we have become extremely knowledgeable of almost every type of mechanical and electrical system that can be found in commercial and institutional buildings. It is this direct experience that has allowed our engineers to become experts in building evaluations. Almost all projects undertaken by the H.F. Lenz Company begin with a study or evaluation of present conditions. Only after this task is completed can a clear direction be defined for corrective action or new design. Our multi-discipline staff is highly experienced in conducting in-depth studies in a variety of engineering disciplines including HVAC, electrical, plumbing, fire protection/life safety, civil/structural, and architectural. We have performed these studies for both private-sector and governmental clients. Projects range from individual rooms to one million sq.ft. high-rise office buildings.

In a typical evaluation, our engineers thoroughly assess the condition and operating performance of heating systems, ventilating systems, air conditioning systems, automatic temperature controls, and plumbing systems. Also evaluated are electrical power distribution, lighting systems, emergency power systems, fire protection systems, fire alarm, security systems, and telecommunication systems. Close attention is given to code compliance and energy conservation efficiency.

Based upon the findings of the building survey, H.F. Lenz Company will evaluate the condition of the systems and the feasibility for reuse or reconfiguration for the renovated building. Our engineers will categorize the condition of the existing systems into three areas for action:

- Emergency
- Short-Term
- Long-Term

Emergency action items involve addressing systems, or system components, that pose a threat to the safe operation of the systems and/or building, or are in immediate danger for failure.

Short-term action items include repairs or upgrades that should be incorporated within 1 to 5 years.

Long-term actions include system repairs or upgrades that are not imminent and don't need to be accomplished for 5 years or longer.

### LIFE CYCLE COST ANALYSIS

Value engineering and life cycle costing are key components of the Design Team cost control program. These tools allow evaluation of design options using engineering economic analysis. The benefit to the client is a facility that has equal or more utility at reduced cost.





Value engineering is the continuous review of material to be supplied under the contract for the purpose of identifying and questioning constraints to achieving the required function or objective at the lowest overall cost consistent with the desired performance/appearance requirements. In addition, value engineering reviews are conducted at predetermined milestones in the design process.



Life cycle costing is the continuous review of material to be supplied under the contract for the purpose of evaluating construction costs (first costs) along with costs of operating and maintaining these materials for their expected usable life and finding those materials that have the lowest overall cost consistent with the desired performance requirements.

H.F. Lenz Company has completed life cycle cost analysis to determine the most effective mechanical and electrical systems for many private and governmental projects. In addition to life cycle cost, however, the client often has other criteria which the mechanical/electrical systems must meet. By using a matrix, we compare the priority ranking of the client's criteria with how well the various mechanical and electrical systems meet each criterion. This matrix has proven to be a useful tool in selection systems that meet all of the client's criteria, including life cycle costing. The Design Team applies the concepts of value engineering and life cycle costing to all projects for government agencies.



#### FINAL REPORT

The final report is delivered to the owner in an easy to understand format that outlines short-term and long-term improvements or modifications required to provide for both current and future needs. An implementation strategy is also included as well as associated cost estimates for each recommended project. For large or complex projects several alternate concepts are usually developed with the pros and cons of each evaluated in the report.

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**Relevant Experience**



## U.S. Department of Agriculture

*Morgantown, West Virginia*

### TENANT FIT-OUT

H.F. Lenz Company, as part of a Design-Build team provided the mechanical, electrical, plumbing, and fire protection engineering services for the tenant-fit out of approximately 40,000 sq.ft. of a GSA-leased building to be utilized by the U.S. Department of Agriculture. The fit-out space consists mainly of offices, conference areas, lobbies, mailroom, credit union, computer center, storage space and a loading dock.

Key features of the project included:

- › A central HVAC system with main and branch lines, VAV boxes, dampers, flex ducts, and diffusers for the office layout and commons areas. Separate HVAC units for the mail room and lobby spaces were provided in order to prevent contamination of other areas of the building in the event of a security threat. A separate computer room air-conditioning unit was also provided for the central computer center.
- › New 277/480 V and 120/208 V, 3 phase, 5-wire electrical distribution system serving panelboards located on each floor of the complex. Receptacles supplying power to sensitive equipment were provided with an isolated ground system to prevent unwanted noise from being passed through the electrical distribution system.
- › Energy Efficient Lighting with occupancy sensors for automatic control of the lighting fixtures.
- › The project is LEED® Certified

The \$2 million project was completed in 2009.



## Jones Lang LaSalle

Pittsburgh, Pennsylvania

### TENANT FIT-OUT IN TOWER TWO-SIXTY

H.F. Lenz Company provided the Mechanical, Electrical, Plumbing, Fire Protection, and Telecom engineering services along with the Construction Administration and Commissioning services for JLL's office space in the newly constructed 18-story Tower Two-Sixty high-rise located in Downtown Pittsburgh. The JLL space is approximately 54,000 sq.ft. and occupies floor levels 12, 13, and 14 of the office tower. The new tenant space consists of open offices with moveable partitions, some enclosed offices, conference rooms, and a café.

A key component to the engineering services included an emergency generator upgrade providing full-building generation at six of the structures on the main campus to support the trading operations and the development of trading floors in two of the buildings.

### The key features of the project include:

- › HVAC system consisting of fan powered boxes (FPB) with electric coils to serve the perimeter areas and variable volume boxes (VAV) to serve the interior spaces
- › VAV and FPB's equipped with DDC controls and connected to the base building automation system
- › A dedicated nominal 2-ton, DX supplemental cooling unit with remote condensing unit provides cooling to the server rooms located on each floor
- › Lighting and electric heat for the FPB's served by 480V panels located in electric closets on each floor
- › Receptacles, equipment, and furniture loads served by 208V panels located in electric closets
- › Lighting utilizing LED's for the light source are pendant mounted direct/indirect fixtures
- › Base building fire alarm system extended to serve the fit-out floors
- › Telecommunication pathways for the installation of Category 6 telecommunications wiring
- › Plumbing systems for sink, ice maker, water dispenser, and dishwasher in each of the two cafés
- › Fire protection system including new branch piping and sprinkler heads served off of the existing main risers in the stairwells

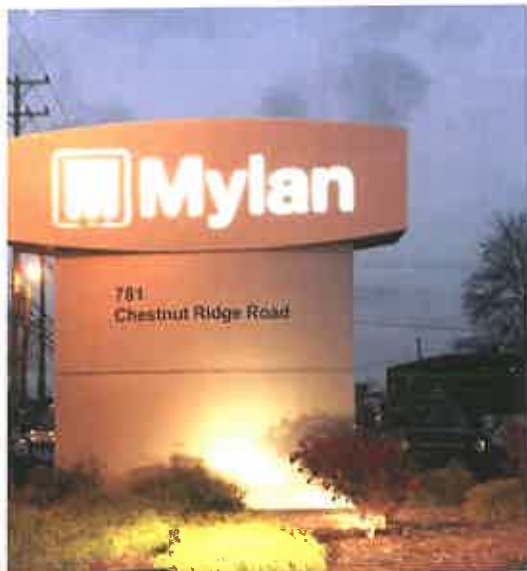
**The Project has achieved LEED CI Silver.**

The \$5.5 million project was completed in 2016.

H.F. LENZ COMPANY

RELEVANT EXPERIENCE





## Mylan Pharmaceuticals

Morgantown, West Virginia

### 74 ADDITION AREA

H.F. Lenz Company provided the engineering services for the renovation of the 74 Addition Area at the Mylan Chestnut Ridge Facility. The facility includes laboratories, clean rooms, offices and storage space.

The project was completed in a phased approach. The renovation consisted of demolition and the rebuild from the foundation to the roof decking of all utilities (mechanical, electrical and plumbing), equipment and infrastructure. Field verification of all utilities, equipment and infrastructure was required during the engineering design. A roof hatch was designed to be constructed during Phase 1 that would be used during all phases to remove materials and equipment from the facility during demolition.

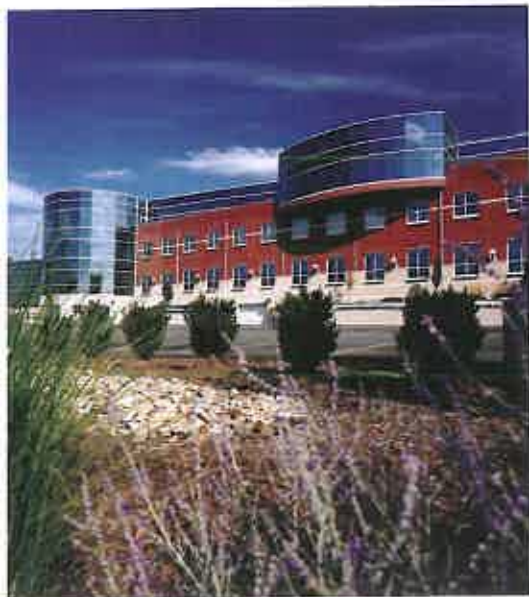
Phase 2 consisted of the qualification and relocation of production and facilities equipment. Utilities and equipment installed during Phase 1 were qualified. Existing facilities equipment remained in operation and have been modified to be re-balanced.

Phase 3 consisted of the demolition of seven rooms and construction of 11 rooms.

Design is complete and construction is currently on-going.

### THE RENOVATION OF EXISTING MANUFACTURING AREA INCLUDED:

- › Dust collector replacement with HEPA filtration and bag-in/bag-out
- › Installation of a new Compactor
- › Water chiller replacement
- › Fluid Bed with Gral
- › Coater replacement
- › Air-handler w/HEPA filtration replacement
- › Creation of Mid-potent rooms
- › Creation of controlled substance rooms
- › Installation of new blenders
- › Wastewater storage
- › Compressed air, nitrogen, pure water and process water distribution
- › Purified water system



## LAB RENOVATION

H.F. Lenz Company provided the engineering services for the renovation of an existing warehouse and office area, into a new research laboratory. The area is approximately 20,000 sq.ft. and is designed to be dedicated lab space. The first floor is used for existing warehouse space and mechanical equipment support space. The space is designed to maintain a very narrow band of temperature and humidity at all times throughout the year.

Renovation details include:

- › The lab area will house 60 HPLC stations complete with supporting work stations and setup stations
- › A drug storage room with a controlled drug area will be installed on this floor.
- › Balance room with vestibule entry
- › Bathrooms for personnel
- › Glassware wash room
- › Supporting utility space and storage
- › Balance room with vestibule entry
- › Glassware washroom
- › Bathrooms for personnel
- › Explosion proof bulk solvent room
- › Supporting utility space and storage
- › Training/Multipurpose Room
- › Bathrooms for personnel
- › Mechanical room (Boilers, Water System, Compressor)
- › Uninterruptable power system to serve the HPLC stations

### **The project also included:**

- › Field verification for all utilities, equipment and infrastructure
- › Demolition of current utilities
- › Run utility lines (HVAC and ductwork, potable water, sanitary drains, and purified water)
- › Factory Mutual approval for the design, layout, materials, equipment, systems, etc.

Construction was completed in February 2018.



## Various Additional Projects at Multiple buildings on the Morgantown Campus:

### STUDY OF HIGH DENSITY ARCHIVE ROOM

- › Study to bring existing paper storage into environmental requirements of FDA

### BULK SOLVENT STORAGE TANK REPLACEMENT

- › Installation of new 10,000 ethyl alcohol and acetone tanks, containment dikes and distribution piping

### CONDENSATION REMEDIATION

- › Study of existing masonry walls to determine the source, and remediation of, condensation issues in storage areas

### FLUID BED REPLACEMENT

- › Mechanical, electrical and structural design for the replacement of existing fluid bed, air-handling unit, chiller and dust collectors

### CLIMATE CONTROLLED WAREHOUSES

- › Design of a 19,000 s.f., a 16,000 s.f. two-story warehouse, and a 35,000 s.f. warehouse into multiple tightly controlled storage spaces
- › New deionized water system
- › Replacement of air-handling units
- › Security system design
- › Monitors to map temperature and humidity throughout the areas
- › (2) 600 kW Standby generators
- › Installation of stability chambers

### LAB EXPANSION

- › New 12,000 s.f. lab addition to an existing building
- › Purified water system
- › Creation of a Mass Spectrometer Lab
- › 300 kW standby generator
- › Lab exhaust system
- › Methanol and nitrogen storage and distribution system
- › Creation of a Capillary Electropherograph lab

### SECURITY HEADQUARTERS

- › Mechanical, electrical, plumbing and fire protection design of the security headquarters for the North American Operations



## GSA/FBI

Charleston, West Virginia

### NEW OFFICE BUILDING

H.F. Lenz Company provided the engineering services, as part of a Design-Build team, for the design of a new, two-story 19,427 sq.ft. office building in Charleston, West Virginia to house an agency of the intelligence community offices. The facility includes forensic evidence labs, investigators' work and technology spaces, and service bays to modify surveillance vehicles.

The building was designed with energy efficient systems and sustainable design criteria including water conservation, use of regionally manufactured materials, increased ventilation, use of renewable energy sources, and a pre-occupancy construction indoor air quality management plan. The project goal was to meet the requirements of LEED Silver (minimum) and attain an ENERGY STAR rating of 75 or above.

#### Features of the Project Included:

- › Variable air volume HVAC system consisting of gas-fired rooftop air-handling units with DX cooling and energy recovery, supplemental cooling for specialty areas such as server rooms and areas with concentrated high heat loads. A separate air-handling unit for the mailroom area will minimize any airborne threats. Another HVAC security measure includes the strategic placement of outdoor air intakes to minimize the risk of contaminants being entrained into the building through the outdoor air intake.
- › An electrical distribution system that will supply 10 watts/sq.ft. of power to the building, as well as an exterior 50kw standby/emergency generator that will serve the backup power needs.
- › A complete data/communications system which includes separate telecommunications closets for the internal system servers that will be used to meet the function of the building. The system features include category 6A horizontal cabling, incoming optical fiber cabling, wire racks and bridal rings for wire management.
- › A fire alarm system with a voice/alarm communication system
  - › An automatic sprinkler system designed to NFPA requirements
  - › The design of a wet lab area that includes a separate fume hood exhaust system.
  - › Garage bays that are used to modify/examine vehicles
  - › Building commissioning

The \$4.5 million project was completed in 2010.

H.F. LENZ COMPANY

PROJECT EXPERIENCE



## State of West Virginia

Clarksburg, West Virginia

### CLARKSBURG STATE OFFICE BUILDING

H.F. Lenz Company provided the mechanical, electrical, plumbing, fire protection, and telecommunications engineering services for the design of a new 85,250 sq.ft., five-story office building to house seven West Virginia state agencies.

The HVAC system utilizes a chilled water system with ice storage to save energy costs. The majority of the building is served by three VAV modular air handling units located in the building penthouse. A Direct Digital Control (DDC) System provides the control for the HVAC system. The system interfaces with the current system that the State of West Virginia uses to monitor its buildings from a remote location in Charleston, WV.

Lighting relay panels provide 24/7 control of the lighting in the larger areas on the various floors. Relay panels are installed on all floors except the basement. Vacancy (Occupancy) sensors are installed in all areas not described above to provide automatic shut off lights. In areas subject to larger amounts of natural light, daylight harvesting sensors are placed near windows to step-dim (reduce light output to 50%) local light fixtures in response to amount of sunlight present within the space and save energy.

A Main Telecommunications Room (MTR) is provided that houses all the service entrance equipment for signal system demarcation points as well as distribution equipment to provide the buildings signal infrastructure. Intermediate Telecommunications Rooms (ITR), feed from MTR, are constructed on each floor and contain equipment to distribute signal systems to the end user.

The project was designed to achieve LEED Silver Certification.

State agencies began moving into the new building in 2016.

### Meeting the Project Goals

An important goal of the project was to provide an energy efficient, state-of-the-art facility with sustainable design features capable of achieving LEED Silver Certification. H.F. Lenz Company helped meet this goal by designing an HVAC system that utilizes a chilled water system with ice storage to save energy costs. The lighting system design also contains several energy conserving elements.

## OFFICE PROJECT EXAMPLES (AWARDED 2013-2018)

### **Pittsburgh Technical Corporation** *Pittsburgh, PA*

- › 160,000 sq.ft. New Office Building, (Currently in design)

### **Confidential Client, RIDC** *O'Hara, PA*

- › Renovation of 16,000 sq.ft. Office

### **UPMC Magee** *Pittsburgh, PA*

- › Renovation of Administrative Offices

### **Plastek** *Erie, PA*

- › Corporate Office Renovations

### **Farm Show Complex** *Harrisburg, PA*

- › Upgrade Farm Show Complex Facilities & Modify/Construct Administrative Office Space

### **Bridgeside Point Building** *Pittsburgh, PA*

- › Aging Institute Fifth Floor Offices

### **Independence Center Realty L.P.** *Philadelphia, Pennsylvania*

- › The Lits Building, Brickstone Offices Street level "B" North

### **Southside Practice Facility, University of Pittsburgh**

*Pittsburgh, PA*

- › Renovation of HC offices

### **Franklin Building, University of Pennsylvania** *Philadelphia, PA*

- › 3rd Floor Office Renovation

### **JPMorgan Chase** *Columbus, OH*

- › Columbus Data Center/Office Building Infrastructure Upgrade

### **Fannie Mae** *Reston, VA*

- › 4th Floor Conversion to Offices, Technology Center

### **PNC Park Administration Building** *Pittsburgh, PA*

- › Pittsburgh Pirates Executive Offices Tenant Fit-out

### **University of Pennsylvania** *Philadelphia, PA*

- › Annenberg Directors Office

### **Highwoods Properties** *Pittsburgh, PA*

- › Ryan LLC MEP Fit-out of Office Space, PPG 28th Floor



**U.S. Department of Energy National Energy Technology Laboratory** *Pittsburgh, PA*

- › NETL/DOE Building 58 West Office Renovations

**Yale University** *New Haven, CT*

- › Dunham Lab 2nd Floor Office & Lab Renovation

**Pittsburgh Steelers Training Facility Office Building, Pittsburgh Steelers** *Pittsburgh, PA*

- › Office Expansion

**Farfield Company, Airport Road Facility Office** *Lititz, PA*

- › Office Building Addition

**Digital Reality** *Ashburn, VA*

- › Incorporate New Office Space into Flex Shell Space
- › Building K Suite 206 Customer Office Addition
- › Fit-out for Office Space and a New Network Operations Center

**RIDC – Westmoreland** *Mount Pleasant PA*

- › Aquion Energy Office Renovations Phase 1 Conference Room

**General Services Administration** *Williamsport, PA*

- › Social Security Administration Williamsport Office Renovation

**BFS Food Stores** *Morgantown, WV*

- › New 21,000 sq.ft. Office Building

**NIOSH, Buildings B41 and 172** *Pittsburgh, PA*

- › Interior Renovation of Two Buildings for Creating Office Space

**First Energy Corporation** *Fairmont, WV*

- › Mon Power Office Renovations

**Sheetz, Inc.** *Claysburg, PA*

- › Facilities Support Center - Interior Office Mezzanine Expansion

**Tower Two Sixty** *Pittsburgh, PA*

- › Tenant fitout of 54,000 square feet of office space







**North American Hoganas** *Hollsopple, PA*

- › Design EAF Control Room and Office Space

**Westmont High School** *Johnstown, PA*

- › New MEP for District Office in High School

**Progressive Casualty Insurance Company** *Cleveland, OH*

- › Progressive Campus I East - Security Office

**Chautauqua County Sheriff's Office** *Chautauqua, NY*

- › Office Addition

**Bald Eagle State Park, PA DCNR** *Howard, PA*

- › Renovate Park Office

**Wistar Institute** *Philadelphia, PA*

- › Office Fit-out

**Indiana University of Pennsylvania** *Indiana, PA*

- › IUP Zink Hall New ADA Restrooms and Office Space

**Statue of Liberty National Monument, National Park Service**  
*Liberty Island, NY*

- › Office Services - Generator Project

**Sproul State Forest Resource Management Center PA DCNR**  
*Renovo, PA*

- › State Forest Office Building Geothermal/Electrical Issues

**One Mellon Center, Bank of New York Mellon** *Pittsburgh, PA*

- › 26th Floor Trader Area / Office Upgrades

**Union Trust Building** *Pittsburgh, PA*

- › Renovations on Floors 49, 50 and 51 for Pepper Hamilton

**Letterkenny Army Depot** *Chambersburg, PA*

- › Odyssey Field Office
- › Theatre Readiness Monitoring Directorate (TRMD) Office Building

**Cook Forest State Park, PA DCNR** *Clarion, PA*

- › Replacement of Office/Visitor Center

**Kennametal Inc.** *Bedford, PA*

- › Office Building HVAC Upgrades



**GSA** *Harrisburg, PA*

- › Office Renovation to 5th Floor, Reagan Building, FHA

**Lackawanna State Park, PA DCNR** *Dalton, PA*

- › Forestry and Park Office Addition

**Kennametal, Inc.** *Latrobe, PA*

- › Office Expansion Study, Kennametal Technology Center

**Sheetz, Inc.** *Altoona, PA*

- › Sheetz Transportation Office

**Pittsburgh Parking Authority** *Pittsburgh, PA*

- › Offices HVAC Upgrades, PPA Wood/Allies Parking Garage

**Alcoa Business Center** *Pittsburgh, PA*

- › HVAC Design for Lincoln Office Expansion, Second Floor Conference Room

**Altoona Regional Health System** *Altoona, PA*

- › Relocation of the Security Offices and Renovation of E5 Med Room, E Building

**Yale University** *New Haven, CT*

- › Electron Accelerator Lab Suite 100 Office Renovation

**Vanguard Group, inc.** *Malvern, PA*

- › Second Floor Conference Room and Office Addition, Victory Building
- › Revisions to Offices and Sector Hub, Goliath Building
- › Corporate Campus Densification Project (18 buildings)

**Slippery Rock University** *Slippery Rock, PA*

- › Office Renovations, Morrow Field House

**Altoona Regional Health System** *Altoona, PA*

- › Renovation and Expansion of the Security Offices, Tower Building

**Conemaugh Health System** *Johnstown, PA*

- › Office Space Renovation

**Principle Development Limited** *Johnstown, PA*

- › Oakridge East Office Complex



**Ascender** *Pittsburgh, PA*

- › Study and fit-out of an older office building for use as a new modern incubator facility for tech companies, healthcare innovators, nonprofits, etc. The new space includes event space, open incubator lab space with moveable partitions, enclosed meeting rooms, conference rooms, small kitchen/gathering area and board room

**Five Below** *Philadelphia, PA*

- › Headquarters renovations

**Indiana University** *Indiana, PA*

- › Stabley Hall – renovation of office suite

**Penn State University** *University Park, PA*

- › Shields Building:
  - › Bursar Teller Area renovation
  - › Server Room 23A, B & C Air Conditioning
  - › Shields Building Server Room 23A, B & C Expansion
  - › ARC Flash Study
  - › 12 kV Service, Transformer and Switchgear Replacement



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3**

**Resumes**



## Joel C. Shumaker, P.E., CBIE, LEED AP

*Principal-in-Charge*

As Principal-in-Charge, Mr. Shumaker is responsible for client contact, project scheduling, preparation of reports and cost estimates, coordination and supervision of project design teams, and other project management functions. Mr. Shumaker is experienced in the design of electrical systems for both new buildings and building retrofits for educational, health care, commercial, government, industrial, residential, and utility-related facilities. He is experienced in the design of power distribution systems; emergency power systems and monitoring; uninterruptible power supplies; lighting and emergency lighting systems; fire alarm systems; nurse call; security; sound; and telephone systems.

### EDUCATION

Bachelor of Science, Electrical Engineering Technology 1993, University of Pittsburgh at Johnstown

### EXPERIENCE

H.F. Lenz Company 1985-Present

### PROFESSIONAL REGISTRATION / CERTIFICATION

Licensed Professional Engineer in Pennsylvania, Connecticut, Delaware, Maryland, New York, Vermont, Virginia and West Virginia

### PROFESSIONAL AFFILIATIONS

Pennsylvania Society of Professional Engineers, Johnstown Chapter Secretary • National Society of Professional Engineers • Keystone Chapter of Association of Physical Plant Administrators

### PROJECT EXPERIENCE

#### Clarksburg State Office Building – Clarksburg, West Virginia

- › New 85,250 sq.ft., five-story office building to house seven state agencies – designed to attain LEED Silver

#### U.S. General Services Administration – Charleston, West Virginia

- › New, two-story 19,427 sq.ft. office building to house offices for the Federal Bureau of Investigation; the building was designed to achieve LEED Silver

#### Jones Lang LaSalle (JLL) - Pittsburgh, Pennsylvania

- › Fit-out of 54,000 sq.ft. on three floors, of Tower Two-Sixty, the new space includes open offices with moveable partitions, some enclosed offices, conference rooms, and a café

#### Ascender – Pittsburgh, Pennsylvania

- › Fit-out of 15,000 sq.ft. of an existing building for a new incubator facility for tech companies, healthcare innovators, nonprofits, etc.

#### CDC/ National Institute for Occupational Safety and Health - Pittsburgh, Pennsylvania & Morgantown, West Virginia

- › Two consecutive Indefinite Delivery-Indefinite Quantity (IDIQ) contracts under which a variety of projects were completed, including building renovations, studies and utility upgrades.

#### Mylan Pharmaceuticals – Morgantown, West Virginia

- › Various renovations including office spaces, labs, clean rooms, warehouses, manufacturing facilities, etc.



## John M. Weiland, P.E., CEM, LEED AP

*Project Engineer and Lead Mechanical Engineer*

Mr. Weiland specializes in the design of HVAC systems for office buildings, colleges and universities and healthcare facilities. His responsibilities include client contact, project scheduling, preparation of reports and cost estimates, coordination and supervision of project design teams and other projects management functions. His duties include design calculations, equipment selection, schematic and construction document design, specification writing, and life cycle cost analyses.

### PROJECT EXPERIENCE

#### Clarksburg State Office Building – Clarksburg, West Virginia

- › Multi-discipline design of a new 85,250 SF, five-story office building to house seven West Virginia state agencies; sustainable design features include an HVAC system that utilizes a chilled water system with ice storage to save energy costs

#### West Virginia University – Morgantown, West Virginia

- › Phased renovation and life safety upgrade of the 95,500 SF White Hall including a 1,000 SF Computer Cluster Room with specialized cooling and conditioned power

#### U.S. General Services Administration – GSA Region 3

- › Term Contract for AE Design Services; projects involve alteration, renovations, and modernizations of federal buildings and courthouses in Region 3 North Service Sector

#### University of Pittsburgh – Pittsburgh, Pennsylvania

- › Renovation of 400,000 SF Benedum Hall; included the replacement of the existing mechanical, electrical, plumbing and fire protection systems on all 15 floors of the building over three project phases; the project has achieved LEED Gold

#### West Virginia University – Morgantown, West Virginia

- › Renovations to the basement level of the Engineering Sciences Building; replaced the existing mechanical system with a new system capable of meeting the HVAC requirements of new labs

#### University of Pittsburgh at Johnstown – Johnstown, Pennsylvania

- › Mechanical and electrical renovations to the 66,000 Engineering & Science Building that houses chemistry and engineering labs; due to the complex phasing and the desire to replace the majority of the infrastructure, temporary infrastructure services were designed to allow for continuous building occupancy

### EDUCATION

Bachelor of Architectural Engineering, 2002, Pennsylvania State University

### EXPERIENCE

H.F. Lenz Company 2002-Present

### PROFESSIONAL REGISTRATION / CERTIFICATION

Licensed Professional Engineer in Pennsylvania • Certified Energy Manager • LEED Accredited Professional

### PROFESSIONAL AFFILIATIONS

ASHRAE – Johnstown, PA Chapter



## Steven P. Mulhollen, P.E.

*Electrical Engineer*

Mr. Mulhollen is experienced in the design of power distribution systems, control systems, emergency power systems, lighting and emergency lighting systems, fire alarm systems, security, sound, and telecommunication systems for correctional, educational, institutional, industrial, health care, and commercial facilities.

### PROJECT EXPERIENCE

#### Social Security Administration – Woodlawn, Maryland

- › Renovations to a 1.2 million sq.ft. operations building Phase 2 project totaling \$125 million – LEED Certified

#### Carnegie Mellon University – Pittsburgh, Pennsylvania

- › Renovations to 300 Craig Street including University Police State – LEED Certified

#### Philadelphia Police Department – Philadelphia, Pennsylvania

- › Building assessment, energy analysis and operation cost analysis

#### Pennsylvania Turnpike Commission, Central Administration Building – Harrisburg, Pennsylvania

- › New three-story addition and renovation to the Central Administration Building which houses the Police Troop T Command Center including parking lot and exterior building lighting; LEED Certified Building

#### Fifth Third Center (Robinson & McElwee, LLP) - Charleston, West Virginia

- › New 66,000 sq.ft. D/B multi-tenant office building

#### Allegheny County Human Resources Development Commission Cumberland, Maryland

- › New 20,000 sq.ft. office building and community center – LEED Gold

#### U.S. Drug Enforcement Administration (DEA) – Pittsburgh, Pennsylvania

- › New 50,000 sq.ft. building with 24,000 sq.ft. of office space and lower level parking – LEED Certified

#### Pennsylvania State University - Erie, Pennsylvania

- › New 179,640 sq.ft. Research and Laboratory Building with multiple tenants

### EDUCATION

Bachelor of Science, Electrical Engineering, 1988, The Pennsylvania State University

### EXPERIENCE

H.F. Lenz Company 1999 – Present

- L. Robert Kimball & Associates 1996 – 1999
- Leach Wallace Associates, Inc. 1990 – 1996
- E.A. Mueller, Inc. 1988 - 1990

### PROFESSIONAL REGISTRATION / CERTIFICATION

Licensed Professional Engineer in Pennsylvania, Alabama, California, Florida, Iowa, Kansas, Kentucky, Louisiana, Massachusetts, Maryland, Missouri, Nebraska, Nevada, New Jersey, New Mexico, New York, North Carolina, Ohio, Rhode Island, Tennessee, West Virginia, DC

### PROFESSIONAL AFFILIATIONS

Institute of Electrical and Electronics Engineers, Inc.



## Gregory D. Rummel, CPD

*Plumbing/Fire Protection Designer*

Mr. Rummel has designed complete plumbing and fire protection systems for colleges, schools, office buildings, hospitals, prisons, laboratories, industrial facilities, and military installations. He is fully knowledgeable of NFPA codes and is experienced in the design of wet, dry, preaction, FM200, and deluge fire protection systems. He is responsible for plumbing and sprinkler system design, layout, and calculations; selection and sizing of equipment; cost estimates; and site survey work. Mr. Rummel supervises drafting personnel; coordinates the plumbing design with utility companies, with other trades, and with the Project Engineer and Project Architect; and is responsible for assembling complete and accurate plumbing bid documents which meet H.F. Lenz Company standards.

### EDUCATION

Bachelor of Science, Mechanical Engineering Technology, 2000, Point Park College

Associate in Specialized Technology 1984, Architectural Drafting and Construction with CAD Technology, Triangle Institute of Technology

### EXPERIENCE

H.F. Lenz Company 1989- Present • Newport News Ship Building 1984-1989

### PROFESSIONAL REGISTRATION / CERTIFICATION

Certified in Plumbing Design, ASPE

### PROJECT EXPERIENCE

#### Social Security Administration – Woodlawn, Maryland

- › Renovations to a 1.2 million sq.ft. operations building Phase 2 project totaling \$125 million – LEED Certified

#### Carnegie Mellon University – Pittsburgh, Pennsylvania

- › Renovations to 300 Craig Street including University Police State – LEED Certified

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**T**

**A**

**B**

**4**

**Attachments &  
Exceptions**

## Exception to the General Terms and Conditions

H.F. Lenz Company requests that the following change be made to the General Terms and Conditions.

Please change the first sentence of Article 36, Indemnification, to read: "The Vendor agrees to indemnify, defend (except for the defense of professional liability claims), and hold harmless the State and the ....."

**Reason:** While our Commercial General Liability insurance policy will pay for defense, Professional Liability Policies do not cover defense.

West Virginia Ethics Commission  
**Disclosure of Interested Parties to Contracts**

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: H.F. Lenz Co. Address: 1407 Scalp Avenue, Johnstown, PA 15904

Name of Authorized Agent: Joel C. Shumaker, P.E. Address: 1407 Scalp Avenue, Johnstown, PA 15904

Contract Number: CEOI 0211 GSD1900000006 Contract Description: Building 22 HVAC Renovations

Governmental agency awarding contract: State of West Virginia

**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):

**Subcontractors or other entities performing work or service under the Contract**

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

**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.

**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: 4/17/19

**Notary Verification**

State of Pennsylvania, County of Cambria:

Joel Shumaker, 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 17<sup>th</sup> day of April, 2019.



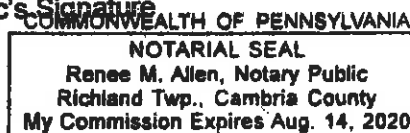
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_



MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

Revised June 8, 2018

# West Virginia Ethics Commission



## Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$1 million 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, but does not include publicly traded companies listed on a national or international stock exchange.

*"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](mailto:ethics@wv.gov); website: [www.ethics.wv.gov](http://www.ethics.wv.gov).*

**ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

*(Check the box next to each addendum received)*

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

H.F. Lenz Co.

Company



Authorized Signature

April 17, 2019

Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.

**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.

Joel C. Shumaker, P.E., LEED-AP, Principal-in-Charge

(Name, Title)

(Printed Name and Title)

1407 Scalp Avenue, Johnstown, PA 15904

(Address)

814-269-9342 / 814-269-9301

(Phone Number) / (Fax Number)

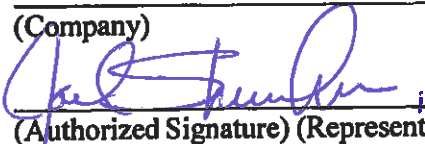
jshumaker@hflenz.com

(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.

H.F. Lenz Co.

(Company)

; PRINCIPAL

(Authorized Signature) (Representative Name, Title)

JOEL SHUMAKER, PRINCIPAL

(Printed Name and Title of Authorized Representative)

April 17, 2019

(Date)

814-269-9342 / 814-269-9301

(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA  
Purchasing Division

# PURCHASING AFFIDAVIT

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

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

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

**DEFINITIONS:**

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

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

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

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

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: H.F. Lenz Co.

Authorized Signature: *[Signature]* Date: 4/17/19

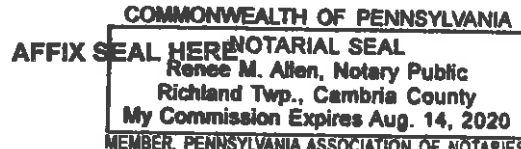
State of Pennsylvania

County of Cambria, to-wit:

Taken, subscribed, and sworn to before me this 17 day of April, 2019.

My Commission expires 8/14/20, 20    .

NOTARY PUBLIC *[Signature]*





LENZH-1

OP ID: DV

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/11/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
814-623-1111  
Todd N. Roadman  
Wertz & Roadman, Inc.  
P.O. Box 540  
Johnstown, PA 15522  
Todd N. Roadman

CONTACT NAME: Todd N. Roadman	
PHONE (A/C, No, Ext): 814-623-1111	FAX (A/C, No): 814-623-7798
E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE	
INSURER A: National Fire Ins.Co.of Hartfd	NAIC # 20478
INSURER B: Continental Ins Co - CNA	35289
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED H. F. Lenz Company  
1407 Scalp Avenue  
Johnstown, PA 15904

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  <input checked="" type="checkbox"/> Pollution  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			6043449742	09/10/2018	09/10/2019	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
						MED EXP (Any one person) \$ 10,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			6043297512	09/10/2018	09/10/2019	PRODUCTS - COMP/OP AGG \$ 2,000,000
						Emp Ben. \$ 1mil/2mil
						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			6043297543	09/10/2018	09/10/2019	PROPERTY DAMAGE (Per accident) \$
						EACH OCCURRENCE \$ 5,000,000
						AGGREGATE \$ 5,000,000
<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			6043297526 6043449742 (OH STOP GAP)	09/10/2018 09/10/2018	09/10/2019 09/10/2019	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER
						E.L. EACH ACCIDENT \$ 500,000
						E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
**Evidence of Coverage**

<b>CERTIFICATE HOLDER</b>  Evidence of Coverage	<b>CANCELLATION</b>  BLANK-0
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Dana M. Vent</i>





HFLENZC-01

KGODWIN

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/11/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**  
Ames & Gough  
100 Greensboro Drive  
Suite 980  
Falls Church, VA 22102

**CONTACT NAME:**  
**PHONE (A/C, No, Ext):** (703) 827-2277 **FAX (A/C, No):** (703) 827-2279  
**E-MAIL ADDRESS:** admin@amesgough.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: RLI Insurance Company A+, XI	13056
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

**INSURED**  
H.F. Lenz Company  
1407 Scalp Avenue  
Johnstown, PA 15904-3329

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
<b>Professional Liab.</b>			RDP0033252	07/15/2018	07/15/2019	Per Claim/Aggregate \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**      **CANCELLATION**

**EVIDENCE OF COVERAGE**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  
  
AUTHORIZED REPRESENTATIVE  
*Thomas J. Kelley*