



EXPRESSION OF INTEREST



Central Chiller Plant Ice Farm and Upgrades

Melissa K. Pettrey, Senior Buyer

CEOI 0211 GSD1900000008

May 15, 2019

1:30 PM | (304) 558-3970

Charleston, WV

www.PickeringUSA.com

Department of Administration, Purchasing Division
2019 Washington Street, East
Charleston, WV 25305-0130



Dear Review Committee:

Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering design services for the Central Chiller Plant Ice Farm and upgrades project in WV State Building #11. We feel confident our design team is uniquely qualified to provide design services for this project and feel a team approach between WV Department of Administration, General Services Division, and its engineers/architects is the key to the successful completion of your project.

Enclosed is our proposal outlining our technical expertise, management, staff capabilities and experience for providing high quality engineering and architectural services. The professional team at Pickering Associates delivers both single and multiple discipline projects ranging in size and scope. By providing the design for a project from within one company, we are able to maintain better communication, coordination and create a strong partnership with our clients.

We understand you have several objectives for the project and believe our design team presents the experience required to achieve those objectives. Additionally, this specific team has experience working together on several chiller plants, some of which are presented in this submittal. We have developed plants for efficiency, redundancy, and expansion. Our approach would be to perform site visits to document existing conditions and facilitate discussions with your staff on expectations and operations of the connected structures and systems utilizing chilled water. With the understanding that this is a multi-phased, occupied renovation, a presentation to stakeholders will be developed to ensure project expectations are met. This shall include recommendations for your consideration on construction phasing, energy reduction, and indicate any concerns for system outages during the project improvements.

Upon selection of design options presented, construction documents shall begin development with several phased milestone review packages. This will allow ample opportunity for review time, comments, revisions, and budgets to be fully developed prior to bidding and construction. The project specifications will identify materials and method(s) for the awarded contractor to limit disturbances of the occupants during construction. Pickering Associates' construction administration project manager is the design team project manager. This provides you peace of mind knowing there is no transition period for additional staff. I will oversee project execution from concept through closeout with close monitoring and control. Progress tracking, coordination, review and maintaining tight control of scope, schedule and budget are integral parts for design development and construction.

We look forward to personally discussing our qualifications to complete your goals, within budget and exceeding the standards of any firm you may have worked with previously. Should you have any questions regarding our company or qualifications presented please do not hesitate to contact us.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jeff Hosek", is located below the "Respectfully," text.

Jeff Hosek, PE, LEED AP (BD+C)
Mechanical Engineering Department Manager | Project Manager
304.464.5305 EXT: 2002
jhosek@pickeringusa.com



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Your Project

Your Project - Plan & Goals

Pickering Associates has experienced personnel available to complete the design and management for the upgrade and renovation designs for the Building #11 Central Chiller Ice Farm and Upgrades project for the West Virginia Department of Administration, General Services Division. We have all architectural and engineering services in-house with over 90 employees on staff ready to serve you and work on your project.

We will provide consistent communication with your project team during all phases of the project by having regular project meetings, providing weekly project updates and by communicating progress to all project stakeholders at regular intervals. The Project Manager assigned to your project will attend all meetings as well as any other project leads that may need to be involved during the design process.

Our firm has a history of making sure that we clearly understand our customer's project scope of work, goals, schedule, and available budget prior to beginning design. We typically prepare estimates of probable construction costs throughout the design process and at each phase deliverable to ensure the scope of work stays in line with the project budget and meets your expectations.

We also understand the importance of meeting a schedule for a project. We will meet with you in the beginning of the project to discuss your project schedule desires and goals and communicate any concerns that we may need to discuss early in the project so they can be properly addressed and planned out.

We will fully understand your project scope and align our project plan with your intended goals. Reviewing the targets currently outlined, we understand the primary goals for the project to be:

1. Conduct an evaluation of the Chiller Plant systems' existing capacity, focusing on energy efficiencies and reduction of electrical loads.
2. Provide an analysis of the existing facility for what improvements, upgrades and modifications needed in order to obtain optimal Energy Efficiencies.
3. Based on the results of the analysis, design an Ice Farm as a component of the Central Plant that will be incorporated into the plant's operation and control system. Site preparation, infrastructure of utilities, supplemental backup generator system and envelope protection of the structure will be included in the Ice Farm design.
4. Develop a cost budget.
5. Develop Construction Documents and a Phasing Plan to allow the Owner to keep servicing 2.1 million square feet of campus office space in six building on the Capitol Complex while upgrades and renovations are being completed.
6. Solicit bids from Contractors to complete the construction phase. Pickering has a Plan Room to manage all the documents in the bidding and construction phase of the project.

Pickering has a complete construction administration department that is involved throughout the project. This helps minimize issues during bidding as well as create clear instructions and improved communication during the construction phase.

Our Unique Qualities:

We believe that Pickering Associates has many unique qualities that set us apart from other firms. Below is a list of qualities that we feel are worth mentioning or calling attention to:

1) **Full Service Firm:** Pickering Associates is a Full-Service A/E firm. We have all architects and engineers in-house, including surveyors. Being a full-service design firm, we can effectively and efficiently communicate with our entire team thus ensuring a well-coordinated design effort. Being that this project covers a wide variety of services, our team is able to collaborate and achieve the necessary work all in house. With one essential contact person, we will handle everything for you so that you get the design you want, without the hassle.

2) **Our Experience:** We have completed other government projects for the General Services Division that are very similar to your project. Currently we are starting the Design and Exterior Building Envelope Evaluation of the Governors Mansion in Charleston, WV. We understand the needs of the renovations, the importance of creating a space that meets all of your needs and that our design will be accomplished in a multi-phased approach, so that the building may remain semi occupied during construction phases. We have done various phased, occupied renovations in the past and understand the requirements that are needed to achieve this goal.

3) **Our Technology:** Pickering Associates uses Building Information Modeling (BIM), 3D Scanning, Virtual Reality, 3D printing, thermal camera and drone technology in developing our project concepts and throughout the design process, as needed. These tools also allow for us to better communicate the final layout and look of the project with our clients and allows our Clients to experience what the project will look like prior to construction beginning. This technology will help reduce the number of on-site visits and save your project time and money overall.

4) **Our Communication:** Our Project Manager will provide consistent communication with all project stakeholders throughout the project design and make sure that the project scope and schedule are aligned with the project requirements, and the client's desires and expectations. With a multi-phased project communication is key to the project success. We will work closely with the General Services Division to ensure design and construction schedule meets your facilities needs.



Company Background & Project Team

Charleston

318 Lee Street W.
Charleston, WV 25302
(P) 304.345.1811
(F) 304.345.1813

Parkersburg

11283 Emerson Ave
Parkersburg, WV 26104
(P) 304.464.5305
(F) 304.464.4428



Fairmont

320 Adams Street
Suite 102 Fairmont, WV 26554
(P) 304.464.5305
(F) 304.464.4428

Marietta

326 3rd Street
Marietta, OH 45750
(P) 740.374.2396
(F) 740.374.5153

Athens

2099 East State Street, Suite B
Athens, OH 45701
(P) 740.593.3327
(F) 800.689.3755

www.PickeringUSA.com

Founded in 1988, Pickering Associates has been providing architectural, engineering and surveying services throughout West Virginia and Ohio for the past thirty years. Our company is the product of three generations and more than 75 years of construction experience. This experience plus state-of-the-art engineering practices create a full-service, multi-discipline, architectural, engineering and surveying firm serving a wide range of needs and featuring innovative, customized solutions.

Listed as one of West Virginia's Top Engineering Firms for 2018, our architectural, engineering and surveying firm consists of an exceptional balance of experience and the desire to provide our customers with a quality product at a fair price. Our highly qualified staff includes licensed professional engineers, professional surveyors, licensed architects, designers, and drafters as well as support personnel. The disciplines we cover include architecture, surveying, project management, civil engineering, structural engineering, mechanical engineering, electrical engineering, process engineering, automation and control, and construction administration. Pickering Associates specializes in the above listed disciplines with education, government, healthcare, industrial, oil & gas and private sector clients.

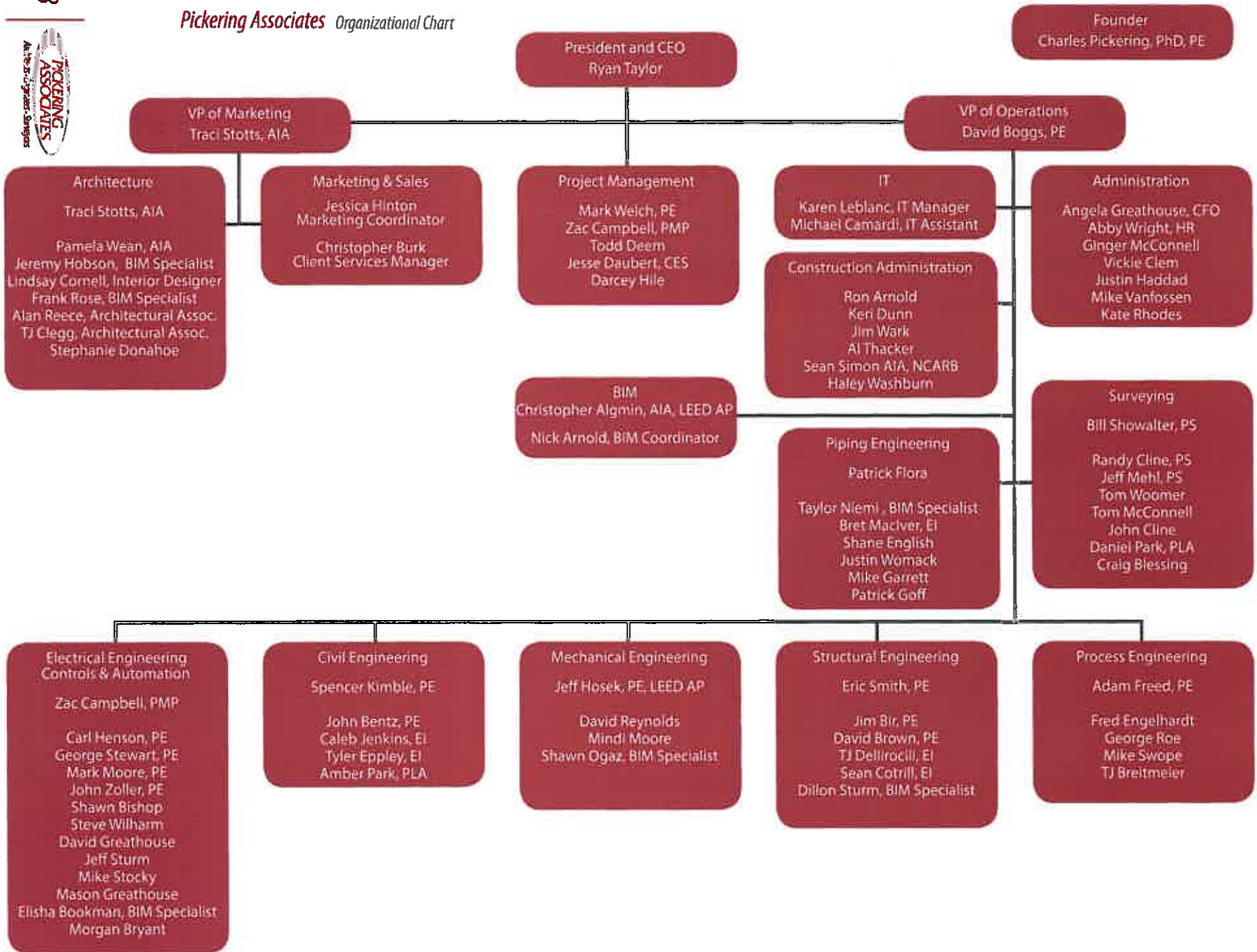
Successfully executing more than 10,000 projects in its history, the firm has built a tremendous wealth of experience gaining insight into what works for each of our client types. Those lessons learned add substance to our work and provide our clients with unparalleled value. Our objective is to partner with our clients improving their performance, flexibility, life-cycle cost, sustainability and ultimately well-being.

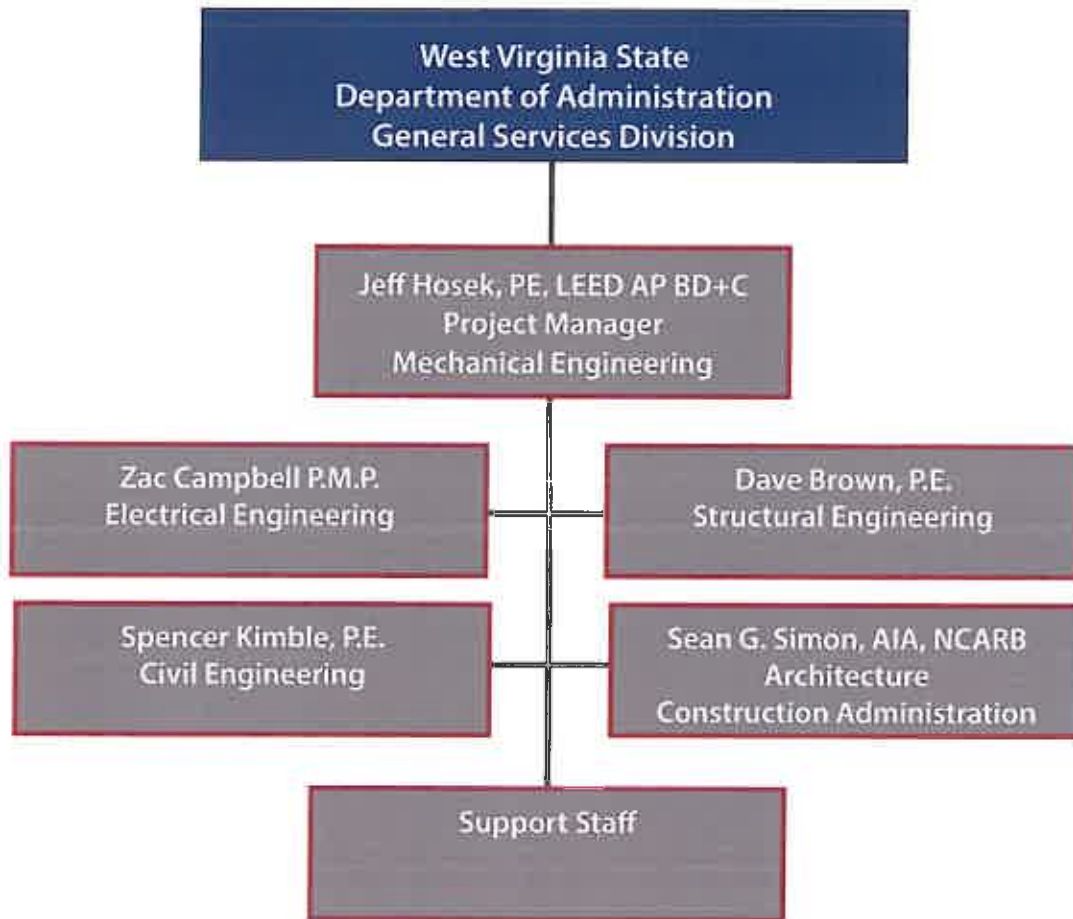
Our broad client base is representative of the area and includes education, healthcare, retail, utilities, municipal, chemicals and plastics, metals, and power generation among others. The types of projects we provide range from conceptualization and construction estimates to full turn-key design including construction management. Every project is unique and our approach to the solution is determined accordingly. Whether the project is a small electrical or mechanical modification, a larger multi-discipline new building or retrofit, or a green field installation, it receives all the attention and care required to make the project a success.

In choosing Pickering Associates, your project will be performed to your specifications with frequent meetings and status reports to keep you up-to-date on the status of the project. Our sole focus is your full satisfaction with the completed quality installation.



Pickering Associates Organizational Chart







Technical Expertise



Jeffrey D. Hosek, P.E.

Position/Title

*Mechanical Engineer
LEED Project Engineer
Mechanical Engineering Department Manager*

Duties

Mechanical Engineer

Education

*University of Akron
B.S., Mechanical Engineering*

Dr. Seuss

Licenses

Professional Engineer WV, OH, KY, PA

*Sometimes the questions are
complicated and the answers
are simple.*

Lead Mechanical Engineer for Emergency Department Consolidation and Patient Room Expansion project. Project scope includes providing design and engineering for the steam connection to the existing heating plant on the south tower with an underground feed to the new facility, coordinating heating tie-in, provide design and engineering for the heating piping distribution, provide design and engineering for the building's new chiller plant and piping distribution, provide design and engineering for the building's air moving equipment and distribution, provide design and engineering for the installation of miscellaneous equipment for the new floor plan arrangements.

Mechanical Engineer of record for the conversion of a multi-unit HVAC system into a more efficient single unit system at the Caperton Center on the campus of West Virginia University at Parkersburg. Added additional zones to allow for additional user control of set points.

Mechanical Engineer for a new FBI field office in Cleveland, Ohio. Energy efficient equipment and significant sound attenuation materials were used in this four-story building.

Lead Mechanical Engineer and Project Manager for OR Chilled Water project at Cabell-Huntington Hospital. Provided design options for reducing the levels of acceptable ranges, and implemented installing another chiller in series and replacing fan and coil components of the existing operating room air handling units.

Lead Mechanical Engineer for a new 5,400 SF medical office building located in Belpre, Ohio. This office is a satellite office for a previous client who wished to expand services. The new building is home to an Osteoporosis Clinic and DXA scanning suite which are capable of operating independently of each other.

Lead Mechanical Engineer for OB and pediatric department renovations. Project included re-routing existing portions of the supply, return and exhaust ductwork and modify/install new as necessary for the renovated spaces. Project also included relocated air devices and thermostats.

Lead Mechanical Engineer for Fifth Floor Medical/Surgical Nursing Unit Renovations. Project included removing two P-TAC units from each of the patient rooms on the north wing of the project area and replace with a 4-pipe heating-cooling unit in the ceiling space and new chilled and steam piping routed from the mechanical penthouse. Control for the units was connected to the existing facility automation system.

Lead Mechanical Engineer for a new Healthsouth suite on the fourth floor of the main hospital. Project included re-routing existing portions of the supply, return and exhaust ductwork and modify/ install new as necessary for the renovated spaces. Project also included relocated air devices and thermostats.

Lead Mechanical Engineer for the renovation of the first floor for Nursing and Dialysis. Project included design of new system for isolation rooms, re-routing existing portions of the supply, return and exhaust ductwork and modify/install new as necessary for the renovated spaces. Project also included relocated air devices and thermostats.

Lead Mechanical Engineer for the renovation of First East. Project included the renovation of over 11,000 SF of existing space on the first floor of the main hospital. Design included a medical/surgical nursing unit, dialysis and isolation area. The isolation rooms each required separate HEPA filter systems among other precautionary steps.

LEED project manager for converting a downtown Columbus, Ohio fire station into a local family health center. Replaced existing mechanical and electrical systems with updated energy-efficient systems. Existing equipment was recycled to limit construction waste and utilized local and regional materials to comply with LEED requirements.

Prepared plans for new VAV indoor steam and chilled water air handler with humidification for new surgery rooms. Reworked existing piping and ductwork to work with floor plan revisions.



Zac A. Campbell, P.M.P

Position/Title

*Electrical and Control System Engineering
Department Manager*

Duties

*Project Management
Electrical Engineering*

Education

*Fairmont State University
B.S., Electrical Engineering and Technology
Marshall University,
M.S., Engineering Management*

Licenses

*Project Management Professional,
Project Management Institute*

*The measure of true success is
the impact you have on others.*

Responsible for electrical design for several oil and gas production facilities, including design of site power services, distribution and control wiring. Extensive history producing electrical classification studies for industrial, chemical, process and oil/gas industries. Operations include natural gas and oil (natural gas condensate) production, separation, tank storage, compression, processing, and truck loading facilities, as well as chemicals and related production.

Lead Electrical Engineer for a the design and construction administration of a new 1200A, 480V electrical service and electrical distribution system in an existing building for West Virginia University at Parkersburg's new Downtown Center. The project includes a new main panel and subpanels throughout the building for future building loads.

Lead Electrical Engineer for a new elevator installation in an existing building for West Virginia University at Parkersburg's new Downtown Center. The project includes new electrical feeds to the elevator equipment disconnect, control panel and other associated equipment as well as a new fire alarm and detection equipment associated with the elevator hoist way and machine room.

Lead Electrical Engineer for an elevator modernization project at West Virginia University at Parkersburg's Main Campus. Controls were replaced in one 4-stop and two 2-stop elevators.

Provided electrical design for a new fire alarm system at the main building of West Virginia University at Parkersburg. Project included demolition of existing system, coordination of requirements with the WV Fire Marshall as well as all construction administrative duties through the project completion.

Lead Electrical Engineer for a Fire Department Annex in Vienna, WV. Responsibilities included power distribution, lighting, communications, fire protection and emergency power generation with automatic transfer switch.

Camden Clark Memorial Hospital Renovations - Fifth Floor, Third Floor, Medical Office Suite, First East, OB, Health South, Physical Therapy Each Renovation included a combination of lighting, electrical distribution, communication, fire alarm and nurse call replacement.

Lead Electrical Engineer for a new 60,000 sf emergency department and patient wing at a hospital in WV. Project included new receptacles, light fixtures, life safety, emergency power and lighting, fire alarm detection, telecommunication, nurse call and facility paging to fit the new floor plan. The project total was \$20MM.

Provided construction management services for the electrical renovation of an education center on a university campus in Athens, Ohio. Project included conducting all construction meetings, site inspections and coordinating changes in scope among clients and contractors.

Lead Electrical Engineer for a funeral home renovation/expansion project in Belpre, Ohio. Responsibilities included power, specialized interior lighting, exterior facade lighting and communication service designs as well as audio/PA design for streaming music.

Provided Electrical Design for the renovation of HVAC system in a campus building in Athens, Ohio. Project included replacement of air handling unit motors and specifying wiring of new Variable Frequency Drives.

Provided Electrical design for a New Fire Department Facility in Grayson, KY. Design included electrical service design, interior and exterior lighting and communication systems.

Designed fire alarm, protection, and access control systems for a complete renovation of a computer service center in Athens, Ohio. Project included construction administration, reconfiguration of incoming distribution system, connection to emergency power generator and generator connection cabinet as well as addition of power distribution units.



David A. Brown, P.E.

Position/Title

Senior Project Manager
Civil/Structural Engineer
Mechanical Engineer

Duties

Project Manager
Civil and Structural Engineer

Education

Youngstown State University
B.S.A.S., Civil Engineering Technology
- Construction and Structural Engineering
Specialization
Youngstown State University
A.A.S., Civil Engineering Technology

Licenses

Professional Engineer OH, WV, IN, VA

*From client concept to contractor con-
structability, our engineering details all
aspects of the project*

Project Manager and Structural Engineer of Record for North Walkway at Clippinger Laboratories at Ohio University in Athens, OH. Project included repairs to an existing egress walkway. The client requested an inspection of the area. The significance of deterioration required the egress walkway to be closed. Repair plans were developed, and a budget presented.

OFCC/ODOT FSMF Structural Engineer of Record for the specification and foundation design for two full service maintenance facilities in Monroe and Washington Counties, OH. Approximately 45,000 sf with an overhead crane and monorail. Estimated design of pre-engineered metal building for BIM and preliminary foundation design. Silica fume concrete specification development.

Project Manager and Structural Engineer of Record for Arts & Science Building, Masonry & Roof Inspection at Washington State Community College in Marietta, OH. Developed project scope and budget. Coordinated and oversaw inspection work. Prepared estimates to complete items of note.

Structural Engineer of Record for AXENS, North America at the Willow Island Facility in Willow Island, WV. The feasibility study of adding large mechanical equipment to the roof of an existing facility. The analysis resulted the equipment did not affect the load resisting system of the building, but did reveal overall structural reinforcements were required for stability. Detailed building structure reinforcement plans were prepared for a plant wide outage.

Structural Engineer of Record for AMP Willow Island at Willow Island, WV. Developed structural design for a 100T Lifting Beam to be used for maintenance of a run-of-the river Hydroelectric Facility. Witnessed full scale load testing.

Structural Engineer of Record for Welding Tower at West Virginia University at Parkersburg in Parkersburg, WV. The design of a 3-story steel framed tower to be used by students to learn safe rigging and lifting techniques. Design work included steel framing and concrete foundations.

Structural Engineer of Record for new duct & piping supports for a 3 story Pack-Out Tower at Kuraray Resin Drying Line 2. Strengthened existing framing, new steel framing design and new foundations.

Structural Engineer of Record for New South Green Catwalk, Structural Repairs, Phase 14. Structural safety upgrade of existing elevated walkway, continuation of multi-phase project. Completed in 2012.

Structural Engineer for PAZ Building in Davisville, WV. Pre-Engineering Plastics Processing Facility; contract document preparation for foundation, retaining walls, warehouse slab, interior office framing & canopy rolled tube framing designs. Completed 2011. The structure was 80,000 square foot.

Structural Engineer of Record Laboratory Building at Ohio Valley University in Vienna, WV. The project involved a 4,000 square foot single-story masonry veneer building. Foundation, concrete, masonry & steel framing design, 2007.

Structural Inspection and repair specifications/inspections for silicon alloy dust collectors and abatement ductwork at Elkem Metals Company in Marietta, OH. Management of civil & mechanical disciplines, bid package preparation, detailed design of dust collection system based on preliminary engineering provided by client. 1500 HP & 250 HP fan installations. \$10MM overall project budget.

Main Control Room Renovation for Chevron Chemical Company. Development of project scope, budget and schedule for an existing control room, project considerations include analysis and review of blast & fire resistant construction, conformance to process hazards and OBBC, upgrade of existing HVAC system, structural analysis & remedial fire resistant construction details. Part of \$5M DCS Upgrade Project.

DuPont, Washington Works, WV. D-1 Extruder Project, structural engineering for the addition of an extruder and related equipment, included extensive analysis of existing structures and strengthening as required (70% completed, project finished by others)



Spencer Kimble, P.E.

Position/Title

Civil Engineering Department Manager

Duties

*Civil Engineer
Project Manager*

Education

*West Virginia University
B.S., Civil Engineering*

Licenses

Professional Engineer WV, OH

*A ship in port is safe, but that is not
what ships are for. Sail out to sea and
do new things.*

Rear Admiral Grace Hopper

Civil Engineer for approximately 3,925 linear foot waterline and meter replacement in Devola, OH. Project included close coordination with Putnam Community Water personnel to replace approximately 3,925 linear feet of existing infrastructure with 6" line, and design tie-in connections to existing water mains to remain in place. Design duties include an on-site meeting, proposed waterline alignment and profiles, on-drawing specifications, and construction-related details.

Project Manager and Civil Engineer for over 40 horizontal drilling locations throughout WV and Ohio. Typical projects included a new access road, drill pad, production pad, above or in-ground water storage location, and sediment/erosion control measures. Work also includes coordinating with local highway departments and utility providers to obtain permission for proposed work.

Construction manager for multiple oil and gas projects throughout Ohio and West Virginia. Work includes checking for conformance of construction activities to the design drawings, holding weekly progress meetings, and handling change orders.

Civil Engineer for a new subdivision in Marletta, OH. Work included design of new City streets, storm water drainage, public utilities, lot separations, and sediment/erosion control measures. Work also included coordinating with City officials and utility providers about the upcoming project to obtain approvals.

Civil Engineer for a new retail business in Utica, OH. Project was located within the 100 yr. flood elevation and design had to incorporate compensatory storage in conjunction with elevating the floor slab to 2 feet above the base flood elevation. Work also included grading, storm water, utility design, and coordinating with authorities.

Civil Engineer for a new restaurant in Vienna, WV. Project was located within City limits and had to incorporate very strict storm water management practices. Design of an underground storm water retention system to capture the first 1" of rainfall. Design also included grading, site layout, utility design, and coordinating with authorities.

Lead Civil Engineer for the design of \$1.8M physical therapy administrative building on Parkersburg, West Virginia. The project was developed to consolidate all administrative services for a busy multiple office physical therapy practice. As a part of the project a large portion of square footage was dedicated to a Cross-Fit training center.

Civil Engineer for Phase 1 and 2 of the Larry Lang First Colony Development.

Lead Civil Engineer for the design of two medical office buildings totaling approximately 30,000 SF near the traffic circle in Parkersburg, WV.

Civil Engineer for two new \$8M full service maintenance facilities for state DOT operations. Project scope included a main office, truck storage, mechanics/welding bays, wash bay, salt storage building, cold storage building, and AST fuel island. Design included demo of existing facility, site grading, site layout, truck turning analysis, multiple construction phases, and stormwater permitting.

Lead Civil Engineer for construction of a new 4 story hotel in Parkersburg, WV. The project was located on a challenging site with a large grade change from the main roadway and soft soils. Design included site grading, earthwork, site layout, water retention/detention design, truck turning analysis, utility design, etc. The project also involved design of a new turn lane on the main WV state roadway which had to be designed and constructed according to WVDOH standards and specifications.



Sean G. Simon, AIA, NCARB

Position/Title

*Branch Manager
Senior Construction Administrator
Project Architect*

Duties

*Project Administration
Project Management
Project Architect
Cost Estimating
Quality Review of Final Bid Packages*

Education

*Construction Specifications Institute
Construction Document Technologist
University of Tennessee
Professional Bachelor of Architecture*

Licenses

Professional Architect - WV

*Quality is not an act, it is a
habit.*

Aristotle

Twenty-five years of experience in architectural programming, design, construction document production, and construction contract administration.

Previously the Director of Construction Services at Silling Architects. Duties included overseeing construction administration for over 120 projects totaling 2.3 MM sf and an estimated construction value of \$350,000,000. Projects included a \$40MM 5 level courthouse and a \$14MM 3 story courthouse, was also the Project Architect on the Marshall County Courthouse for exterior renovations, and also for the Hampton County Courthouse exterior renovation projects. The project scopes included cleaning, brick repointing, stone repair, and required working closely with the State Preservation Office.

Project Architect for South Branch Cinema 6. This project included a 6 screen movie theater, which included 3 different theater sizes and a total of 800 seats. Also designed provisions for 2 more screen theater additions to occur at a later time.

Project Architect for over 10 different banking facilities located throughout Virginia and West Virginia. The project designs included coordinating with the bank's equipment suppliers, furniture suppliers and bank branding requirements.

Project Architect for a one story facility for the Beckley State Police/ Department of Motor Vehicle. Project scope included 32,900 sf one story facility that housed both the State Police detachment as well as the local DMV.

Project Architect for a new Urgent Care facility. This project involved converting a retail space into a medical space. Project scope included working closely with the Fire Marshal to make sure that all code requirements were met. The facility was to be efficient for 2 doctors and 3 physician assistants. The center included X-Ray equipment and computer modems in each treatment room.

Project Architect for a Monumental sign for Robert C. Byrd Courthouse in Charleston, WV. Project scope included designing the sign to match the profiles and materials of the Courthouse. This involved working closely with the glass artist at Blenko to develop a mold to make the chisel point cast glass profile pieces.

Project Architect for a renovation project for the Social Security and Department of Labor Office in Parkersburg, WV. Project scope included removing all of the concrete block walls and installing new walls to accommodate a more open office plan and provide better security for the facility.

Project Architect for constructing a new clinic for the Lost River Vet Clinic. Project scope included a pull thru area for when large animals were being brought in a trailer could drop them off and the animals could be placed in a large animal stall.

Project Architect for the renovation of the Eastern Community College. Project scope for the renovation of the original 2 story 28,000 sf facility including classrooms, administrative offices, and library spaces.

Project Architect for the construction of an 8,400 sf facility for the Moorefield National Guard Armory. The project design included a 60' clear span bar joists. The interior layout of the facility included reception, a large multipurpose room with moveable partition, offices, toilets with showers, locker room, large walk-in gun safe, and a maintenance bay for servicing vehicles.

Project Architect for an office headquarter design that was 2 stories at 35,000 sf and designed for a future 3rd floor. The project scope included front features including a large section of curtain wall glazing and bands of green tinted glazing, while the rest of the red brick structure had a traditional masonry detailing. Interior features included polished granite and slate lobbies with cherry wainscot in the hallways. The building itself held office personnel from 7 different locations and custom designed desk were made for many of the mid-level management.



Our Services

Comprehensive Design

At Pickering Associates, we understand the importance of keeping the Client informed and engaged throughout the entire design and construction process. It is crucial to the project to get the Client involved early in the process along with other key stakeholders, in order to understand the needs of the facility. Our plan would be to engage the key stakeholders in regular design meetings to ensure expectations and schedules constraints are met.

Our design process will begin with **schematic design**. We feel that time spent with your staff to better understand the project, will allow us to be more efficient in completing the schematic design phase for this project and progress us to the next phase quicker than our competitors, therefore allowing us to meet your anticipated design schedule.

We always involve the authorities-having-jurisdiction during the schematic design to make certain that we address any and all concerns that they may have, thus reducing costly changes during design and/or construction. We have a close working relationship with agencies such as the West Virginia State Fire Marshal's Office and are familiar with the local and state requirements that need addressed for a wide range of projects. At the end of the schematic design phase Pickering will present rough sketches to the owner for approval. These sketches will provide the owner with the opportunity to verify that we have correctly interpreted your desired functional relationships between various activities and spaces. The sketches will also provide the client with a general indication of the exterior design and overall look of the addition. Once schematic design is complete, we will move into the design development phase for the project.

The **design development** phase is a transitional phase where the design team moves into developing the contract documents. In this phase, the architects and engineers prepare drawings and other presentation documents to crystallize the design concept and describe it in terms of architectural, electrical, mechanical, and structural systems. In addition, we will also prepare an estimate of probable construction costs so you will have a better indication of anticipated project costs. By preparing this estimate early in the design process, it will allow us to identify potential cost savings that may be required to keep the project within your anticipated budget. At the end of the design development phase, the architect will provide the client with drafted to-scale drawings that will illustrate the project as it would look when it's constructed. These drawings will specifically define the site plan, floor plans and exterior elevations. It is important that the client provide input to the architect at this time as the design development drawings are used as the basis for the construction drawings and used to further develop and refine the estimate of probable construction costs for the project.

Once the Owner has approved the design development phase, the Architect prepares detailed working drawings, thus progressing into the **construction document** phase of the project. During this time, final drawings and specifications are produced for the project. These documents will be used for bidding the project to contractors. These drawings and specifications become part of the construction contract. The construction documents will include all necessary information to ensure that the project will be constructed as conceived by the Owner and design team. Renderings and/ or a physical 3D model can also be prepared (if desired by the client) to accurately portray the final design and to use as a marketing tool.

Pickering Associates can handle the **bidding & negotiation** phase of the project with our experienced in-house construction administration team. We have systems in place, and are equipped to electronically distribute the bidding documents to contractors and equipment suppliers interested in bidding the project, as well as produce hard copies as required. We will assist in contacting contractors to get interest in bidding the project, answer requests for information during the bidding process, assemble addendums, schedule, coordinate and lead a pre-bid meeting, and assist the owner with bid opening and contractor evaluation.

During **construction administration** Pickering Associates can be an agent of the owner, overseeing construction to ensure conformity to construction drawings, specifications, and standards. Pickering will assist the owner in awarding the contract, lead and coordinate weekly construction meetings, produce meeting agendas and meeting minutes, answer RFI's from contractors, review submittals, process change orders and pay applications, perform regular site visits, complete a punch list at the end of the project, and keep the owner informed throughout the entire process. This closely monitored process helps to ensure that the final project represents the intended design as indicated in the construction documents.

Consensus Building

Consensus building is essentially mediation of a conflict which involves many parties and is usually carried out by a facilitator that moves through a series of steps.

In the beginning, our facilitator or project manager identifies all of the parties who should be involved, and recruits them into the process. We propose a process and an agenda for the meeting, but allow the participants to negotiate the details of the process and agenda - giving the participants a sense of control of the process. This process builds trust between the participants and the facilitator, between the participants themselves, and with the overall process.

Defining and often re-defining the conflict is usually the next step. The project manager will get the participants to define the issues in terms of interests, which are usually negotiable, rather than positions, values, or needs, which usually are not. The project manager will then get the participants to brainstorm alternative approaches to the problem. This is typically done as a group effort, in order to develop new, mutually advantageous approaches. After the participants generate a list of alternate solutions, these alternatives are carefully examined to determine the costs and benefits of each (from each party's point of view), and any barriers to implementation are documented. Eventually, the choice is narrowed down to one approach which is modified, until all the parties at the table agree to the solution. The project manager then takes the agreement back to the owner for discussion and approval.

Cost Control

Through the development of the project scope, number of units to be designed and site evaluations, we take into consideration the budget available or targeted to assure funds are accounted for early in project development. Once a preliminary site and building footprint is defined, we take the time to develop an estimate of probable project costs and alert our clients of any differences between project budget and the anticipated project costs.

Quality of Work

While a project budget may limit the use of traditionally expensive materials, Pickering still sees the importance of using proven materials which will provide a quality project while being cost effective. Importance is always placed on areas where small amounts of upcharge can create the largest impact to the future tenants and provide an inviting environment. As professionals, we are also tasked with finding cost effective solutions which still provide the building owners with years of excellent service. While every individual project we have designed is unique, there are common design elements and materials which have proven over the years to be best suited for similar projects.

Performance Schedule

With the selection of Pickering Associates, your organization gains the full depth of our organization. All projects are scheduled out through all phases of delivery by our resource manager and the project manager, assigning the necessary resources to perform to the schedule necessary for that project and highlight major milestones long before they could become an issue. With more than 90 professionals on staff, you can be confident that Pickering Associates has the resources to meet your project schedule.

Sustainable Design

Pickering Associates is a LEED affiliated firm. We have architects and engineers that are current with LEED registration and the firm has completed multiple projects ranging from the certified level to platinum. We use software and best engineering practices to provide the end user the most energy efficient building systems. When you combine this with providing architectural design that works with these systems for insulation and avoidance of solar heating, you end up with an energy efficient building.

Multi-discipline Team

We also believe that because we are a full-service firm, we are able to provide a better coordinated project than firms who are required to use outside consultants. We organize regular in-house project team coordination meetings throughout the design phases of a project to discuss and work-out any issues or concerns that may arise. We feel that this face-to-face coordination with our design team is more effective and efficient than coordinating via email or over the phone. Our close coordination efforts have proved valuable in many cases where the design schedule is accelerated and/or where there is equipment in the project that requires the effort and coordination of several disciplines.

Cost Estimation

In order to provide estimates for probable construction costs with accuracy, Pickering subscribes to and utilizes RS Means CostWorks On-Line. This tool provides comprehensive, localized, and up-to-date construction costs to help us create reliable estimates for our projects.

We know the importance of not only understanding our client's budget, but ensuring that the project is designed to fit into (and stay within) that budget. When an exterior addition is involved, we do our best to give our client a project that will not only look nice, but provide a design that will fit into the context of the existing facility by making it look like it belongs. We do not feel that it is appropriate to over-design a project to make a statement – thus increasing construction costs and making it difficult to stay within the client's project budget. We believe that it is more important to design features into the project that will allow for a better functioning project.

We utilize cost control methods to make sure that the overall project budget does not increase without the client's knowledge or prior approval. We typically provide an updated estimate of probable construction costs for each phase of design, thus monitoring and providing control for the project budget. If scope items are added to the project during the design phase we make certain that the client understands the implications and costs associated with each change or addition - prior to officially adding it to the project.

Building Information Modeling

Pickering Associates approaches Building Information Modeling as a very useful tool that can accomplish goals that extend beyond the typical design and construction phases of the project. Defining the specific project expectations is critical for the owner and designers. We work with the owner and start with their anticipated use of the BIM model once construction is complete. From there, we work through the design schedule incorporating all aspects of BIM that will enhance the owners understanding of the project. We will assign model management responsibilities, quality assurance responsibilities, and level of development criteria – all linked to specific schedule milestones. We incorporate clash detection, collaboration tools, visualization capabilities, and analytical studies throughout to benefit the project development process. We utilize these aspects of BIM and elevate them with in-house 3D printing services to provide exceptional professional services. Many of our architectural and engineering leads, designers, and drafters are trained, proficient, and up to date on BIM software. We even have an in-house BIM coordinator that routinely provides training and updates to our staff to ensure that everyone has the proper training to perform the work we do.

Cutting Edge Technology

Pickering Associates approaches Building information Modeling (BIM) as a tool for quick design concept generation that will continually add detail throughout the project and even beyond the construction phase. The ability to visualize a design early on via the 3D model allows high level decisions to be clearly identified and addressed during the beginning phases of the project – typically where potential impacts to project cost/schedule is greatest. Defining specific expectations is critical for key stakeholders and BIM allows our design teams to address those expectations much earlier in a project than a traditional 2D workflow.

Efficient visual communication and an in-depth design understanding are the greatest assets that BIM brings to the table at Pickering Associates. The composite model allows our team to accelerate project development and simplify conversations during design reviews. Having the capability to visualize all of the design models together in a single review session aides both inter- and intra-department collaboration like never before. Capturing all client and designer comments and feedback within a 3D model live during a review session saves countless hours of paging through “redlines” generated from traditional 2D physical paper reviews. The added capacity to search and export reports of these virtual comments allows our team to capture and track design communications more efficiently than ever before.

3D Scanner

Pickering Associates has invested in state-of-the-art 3D Scanning technologies to more quickly and accurately document existing site conditions. This helps our design teams capture existing site data in more detail and in a format that blends well with our 3D modeling and BIM workflows. This tool allows us to send a small scanning team into an existing building/space and virtually document the conditions of the area in three dimensions, including detailed color photographs throughout the scanned area for design teams to reference throughout the project. This data capture implementation is safer and more efficient for our designers. It reduces the time and equipment needed for traditional hand-measuring that our industry has been accustomed to throughout the years. Granting our designers the ability to virtually measure items directly on a 360 degree image to an accuracy within 1/8” right from their desk, where they have the greatest access to design tools is unprecedented in our region!



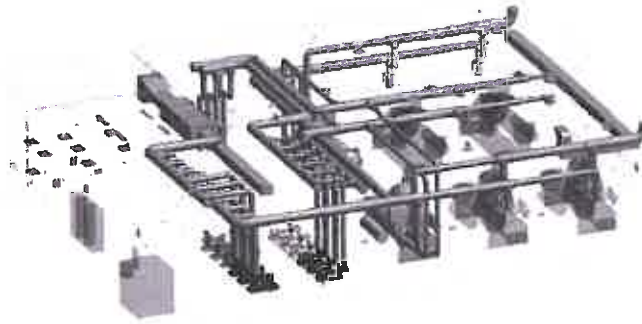
Related Prior Experience



- Type**
- Healthcare

- Services**
- Architectural
- Electrical
- Mechanical
- Plumbing
- Structural
- Construction Administration

- Project Management



As a part of a five year plan, Cabell Huntington Hospital requested that Pickering Associates perform a study for centralizing its chiller plant operations. This plan consisted of three (3) phases that concluded with the Central Chiller Plant to be completely operational at the end of year five. The phases will be broken out to include new building adjacent to the existing hospital, interconnecting of building chilled water systems (switch over), and finally redundancy.

Full service engineering and design services were used to develop construction documents for a stand alone facility. Utilizing surveying and GPRS for underground utilities, extensive research and methods to limit outages during tie-in, compressive load calculations of the entire facility for staged tie-in and redundancy, and final construction estimates. Total plant capacity (including future) was 3,900 Tons of cooling.

Design included two separate chilled water piping connections to incorporate existing piping loops and flexibility to add onto the plant for redundancy. The new facility also included some shop space for the hospital staff to store and work on maintenance projects.



Type

Healthcare

Services

Architectural
Civil
Electrical
Mechanical
Plumbing
Construction
Administration
Project
Management



Pickering Associates worked with Camden Clark Medical Center to design a 63,000 sf expansion to house their emergency department and new inpatient unit. The 44-bed emergency department was designed as a split-flow model where the most seriously ill patients are cared for at the ambulance entrance and high acuity patients utilize a walk-in section. The emergency department boasts of three new state-of-the-art trauma rooms, CT scanner, diagnostic room, digital x-ray facility, stat lab, and behavioral health wing.

On the floor above, a new 30-bed inpatient unit connects to the existing operating suite. The design includes 15 surgical beds and 15 advanced care beds and allows staff to move patients more quickly to the operating rooms if immediate surgery is required. All patient rooms are private and spacious, each with its own private toilet room with shower. Pickering Associates provided complete surveying, engineering, and architectural services, guided hospital leadership through the bidding process and oversaw the project throughout construction with full-time on-site representation.

As part of the design an alternate bid option, were plans to consolidate the hospital's two plant system into one variable primary system. The design included a reconfiguration of piping within the equipment room for both the cooling towers and chillers, as well as reduced the number of pumps. Total plant capacity 2,840 tons of cooling.

Type

Healthcare

Services

Electrical

Mechanical

Project
Management



The hospital desired flexibility/redundancy to switch from one of two plants in the event of maintenance or equipment failure. Chilled water pumps serving each side were separated with a cross connection between the existing 350 ton and 250 ton chiller plants at the Charleston Area Medical Center (CAMC) Women and Children's Facility.

The 350 ton unit is currently feeding 200 gallons per minute (GPM) to the 250 ton chiller loop. With the additional chilled water demand and the future cross over to the 250 ton chiller on the existing pumping system the existing duty/stand-by pumps were not sufficient. Both the duty and stand-by pumps will be upgraded to meet the new flow requirements. The pumps were designed operate in tandem to supply the total connected flow. The pumps were provided with VFD's for future modulating control of the future cross over piping system.

The intent of the future cross over piping is to remove the existing cross connection and abandon it in place and install a new cross connection sized for 100% of the current load served by the 250 ton chiller. The new cross connection will continually feed the 250 ton chiller loop and during emergency situations feed 100% of the demand on the 250 ton chiller plant.

Type

Healthcare

Services

Electrical

Mechanical

Project
Management



Cabell Huntington Hospital (CHH) is currently experiencing chilled water issues leading to cooling/humidity issues in the existing operating rooms. Pickering Associates has been contracted to investigate the root cause of the chilled water problems within the hospital and develop long-term solutions. To address the immediate needs of the hospital, Pickering Associates has been asked to create temporary cooling solutions for operating rooms #2 and #6.

Upon field work, and seeking a long term solution it was decided to rebuild two air handlers service all of the operating rooms. The supply fans, baffle section, cooling coils, and drain pans were completely removed from each unit and replaced. The fan was replaced with a fan array to add redundancy and provide easier maintenance. The cooling coils were replaced with a deeper row and fins per inch to increase cooling capacity. A sub-chiller was installed to allow cooler and ultimately drier air to the entire floor. The construction was strategically planned to limit down time to the occupied spaces to less than 2 days.

Type
Higher Education

Services
Architectural
Civil
Structural
Electrical
Mechanical
Plumbing
Construction
Administration



Pickering Associates provided mechanical and electrical engineering and design services for the replacement of a temporary rooftop chiller at the Konneker Research Laboratories Facility at Ohio University. The temporary rooftop chiller was replaced with the existing 300T McQuay Chiller that was located at grade level and adjacent to the facility. A new 300T Chiller was also installed to replace the existing McQuay chiller that was moved to the roof.

The Konneker Research Laboratories is a major research facility at Ohio University. The facility is named for Wilfred Konneker, an Ohio University alumnus with a distinguished record in research and entrepreneurship. He received his bachelor's degree in chemistry in 1943 and his master's degree in physics and astronomy in 1947. He received a doctoral degree in nuclear physics from Washington University in 1950. (REF: <https://www.ohio.edu/research/konneker.cfm>). The facility performs private research for cancer disease. Cooling to the building is critical and operates year-round. The research operations dictated the project schedule and sequencing.

Mechanical design included engineering for the removal of the existing mechanical equipment, piping, and valves associated with the chillers; engineering for the interconnection piping valves and accessories from the new chiller to the existing piping and new and existing chiller pumps; and design for a new primary chiller pump for the new 300T air-cooled chiller. To assist in expediting the project schedule Pickering Associates developed a Pre-Purchase specification for the new 300T air-cooled chiller. The basis of the purchase contract was not simply on lowest cost, but on best-value based on life-cycle costs. The life cycle costs accounted for: energy usage, maintenance costs, size, weight, sound levels and first costs. Once the 300T air-cooled chiller was purchased Pickering Associates refined their design to the specific equipment.

Electrical design included engineering for the removal of the existing electrical feeds and engineering to install the new feeds and associated over-current protection to the new and relocated chiller units. Pickering Associates coordinated all engineering, design, and construction documentation with Ohio University's Project Manager,

Note 1: David Brown, PE – now an employee at Pickering Associates acted as the project manager for Ohio University. He developed the project schedule including milestones that were related to research functions and predicted weather conditions. Mr. Brown developed the scope of the project. It was essential that HVAC cooling operations maintained continuity to the research facility. The project was delayed by internal funding issues. The project was initially planned to be constructed with state basic renovation funds. During the controlling board fund release process it was noted that the value of the private research of the facility far outweighed the limitations required by the intended use of state basic renovation funds. The work was eventually completed with local deferred maintenance funds. No interruption to the research activities occurred.

Type
Higher Education

Services

Civil
Structural
Mechanical
Electrical
Construction
Administration



Ohio University and Pickering Associates have been collaborating together for the last 12 years completing on average 10+ projects each year for University Planning and Implementation. Currently, our firm has six projects in Construction Administration.

In the last 12 years, we have touched all 180+ buildings on campus in some scope or manner. We have become their main source for electrical design and knowledge for their electrical campus infrastructure. A small portion of our previous projects include renovating 22 dormitories, 3 laboratories and some administrative areas. We have installed mass notification systems, renovated the elevated walkways, and other miscellaneous infrastructure projects. They consistently rely on us to provide quality construction design packages for their short construction season, typically over the summer months.

In 2003, Ohio University turned to Pickering Associates when their existing building Chilled Water System was underperforming due to maintenance issues with existing chillers. The project involved the installation of a new temporary 300 ton chiller to resolve the issues with the existing system. Pickering Associates performed Civil, Structural, Mechanical and Electrical engineering for the installation of the unit.

In 2011, Pickering Associates provided the necessary engineering and design services to replace the temporary rooftop chiller with the current grade-level 300-ton chiller as well as the installation of a new 300-ton chiller in place of the grade-level chiller which was relocated to the roof. Pickering Associates performed Civil, Structural, Mechanical and Electrical engineering for this phase of the project.

The team for this project consisted of Zac Campbell, PMP, Jeff Hosek, PE and David Boggs, PE.

Type

Healthcare

Services

Electrical

Mechanical

Plumbing

Structural

Construction
Administration

Project
Management



Cabell Huntington Hospital requested renovations to the central sterile processing area. Pickering Associates in coordination with Ed Tucker Architects and MIRC construction developed a plan to renovate sterile processing for the hospital by temporarily building a structure and minor renovations to corridors for access control. This allowed the hospital to maintain the necessary procedures and surgeries to their patients while the renovation occurred. The plans included 4 washers, 1 cart washer, 3 autoclave sterilizers for the renovations as well as plans for new sanitary holding tank and temporary compressed air, cold water, hot water, RO water, sanitary, power, controls, and HVAC to a mobile sterile unit and a site built temporary structure, also used the new equipment described, while the building was occupied. Other challenging portions included several pieces of equipment required modifications for power infrastructure, structural support, and ventilation for both the temporary location and permanent location. Construction/design began February 2018 and was completed June 2018. The processing units were down completely for less than 5 days.



References



Mayor
Randall C. Rapp

Recorder
Cathy Smith

City Council
Roger Bibbee
Jim Miracle
Bruce Rogers
Steve Stephens
Tom Azinger

April 18th, 2016

To whom it may concern,

Pickering Associates has worked with the City of Vienna on our Police Department Annex, Volunteer Fire Department, and Senior Center, as well as multiple other projects over the past several years, providing Architectural, Engineering and Surveying services for the city.

From initial project planning, design development and bidding, through contracting, construction administration and closeout, Pickering Associates has been beside the City of Vienna to provide any necessary support needed to make the project successful. Traci Stotts, Ron Arnold, and other Architects, Designers and Engineers, worked closely with our staff to make sure the design accommodated all of our needs.

Pickering Associates has consistently completed projects for us satisfactorily. Their team clearly exhibits a thorough understanding of the bidding and construction administration process, which makes for smooth-running projects.

We have enjoyed working with the staff at Pickering Associates and appreciate their work for the City of Vienna.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall C. Rapp", written over the word "Sincerely,".



CAMDEN CLARK MEDICAL CENTER

800 Garfield Avenue
P.O. Box 718
Parkersburg, WV 26102
304-424-2111

July 9th, 2018

To Whom It May Concern,

Pickering Associates has been involved in numerous projects at Camden Clark Medical Center over the years, including a new hospital expansion project to include emergency department and 30 bed inpatient unit, pharmacy relocation, catherization lab expansion and renovations, multiple patient room area renovations, imaging area renovations, and various other projects. The Architectural, Engineering, and Construction Administration services they provide have proven to be a wonderful complement to our own administrative professionals. Pickering Associates often provides initial project planning, design development, bidding, contracting, construction administration and closeout.

We like the fact that these professionals are a local company. They are aware of the community dynamics, and are in-tune to the users of our facility and most of all they are a true stakeholder in our success. Pickering's project managers and construction administrators are well experienced and provide professional overview of our projects.

Pickering Associates has consistently completed projects for us on time and within budget. Their team has provided us with quality bidding/construction drawings and specifications allowing us to receive accurate bids, which in turn, allows us to move ahead expeditiously from bidding to contracting.

It has been a pleasure working with the staff at Pickering Associates, and I would not hesitate to recommend them for projects of any type and magnitude. I continue to look forward to our future working relationship with their team.

Sincerely,

A handwritten signature in black ink that reads 'Barry K Justice'.

Barry K Justice
Director of Engineering
Camden Clark Medical Center
WVU Medicine



ENGINEERING DEPARTMENT
304 Putnam Street - Marietta, Ohio 45750
Phone (740) 373-5495 - Fax (740) 376-2006
www.mariettaoh.net

November 15, 2018

To Whom It May Concern:

Pickering Associates has worked with the City of Marietta on our City Hall Building Renovations, Armory Elevator Renovations, various Waste Water Treatment Plant Projects, as well as multiple other projects over the past several years, providing Architectural, Engineering and Surveying services for the City.

From initial project planning, design development and bidding, through contracting, construction administration and closeout, Pickering Associates has been beside the City of Marietta to provide any necessary support needed to make the project successful. Zac Campbell, Traci Stotts, Ron Arnold, and other Architects, Designers and Engineers have worked closely with our staff to run projects as efficiently as possible. Also Jim Wark with Pickering Associates has worked with the Engineering Department and City Staff for the past 3-years to provide Comprehensive Construction Administration Services from constructability review prior to bidding to final closeout of the project.

Their team has provided us with quality bidding/construction drawings and specifications, allowing us to receive accurate bids, which in turn, allows us to move ahead expeditiously from bidding to contracting. They have shown a clear understanding of the bidding and contract administration process, which truly helps make our job easier.

It has been a pleasure working with the staff at Pickering Associates, and I would not hesitate to recommend them for similar projects.

Sincerely,

A handwritten signature in cursive script that reads "Joseph R. Tucker".

Joseph R. Tucker, P.E.
City of Marietta

LARRY LANG EXCAVATING, INC.

19371 ST RT 60

BEVERLY, OH. 45715

Phone (740) 984-4750 Fax (740) 984-2871 doubledozer@lidozer.com

December 9, 2015

To Whom It May Concern:

We have worked with Pickering Associates for many years on many projects with great success and they are also a great customer for us. They work well with owners and contractors and if there are any issues that might arise they seek to find a solution that both parties can agree on.

We have had many opportunities for bid projects from Pickering and we would also recommend them to our clients when they need services for their Design and Building projects.

Their design teams are knowledgeable in Building Design, Engineering, and site work and communicate well with our staff and Superintendents.

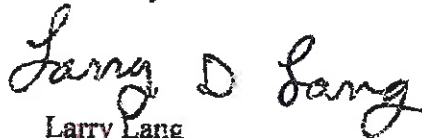
They now have a great way of communicating through their new and enhanced Web Portal. They can share the Owner Project so the contractors can see the projects that our available for bids. Online Plan room where you can find projects anytime or anywhere and View Drawings Order Prints or Upload Files are very useful tools for communication.

The quality and level of the advice and information that we receive from Pickering is superior to other firms.

We all know that good planning and design work is very important in any project. And we are impressed with both the attention to detail and their scheduling that Pickering shows with each new project.

We trust Pickering and Associates and look forward to working with them on future projects.

Sincerely


Larry Lang

President

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.

Traci Stotts, VP Marketing

(Name, Title)

Traci Stotts, VP Marketing

(Printed Name and Title)

11283 Emerson Avenue; Parkersburg, WV 26104

(Address)

Phone Number: 304-464-5305 Fax Number: 304-464-4428

(Phone Number) / (Fax Number)

tstotts@pickeringusa.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.

Pickering Associates

(Company)



VP Marketing

(Authorized Signature) (Representative Name, Title)

Traci L. Stotts, VP Marketing

(Printed Name and Title of Authorized Representative)

May 15th, 2019

(Date)

Phone Number: 304-464-5305 Fax Number: 304-464-4428

(Phone Number) (Fax Number)

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

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

Pickering Associates
Company



Authorized Signature

May 15, 2019

Date

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