PICKERING ASSOCIATES

Architects - Engineers - Surveyors

# EXPRESSION OF INTEREST


## A&E SVC's for Hawks State Park Museum & Pavilion Renovation Project

CEOI 0310 DNR 1900000007

Guy Nisbet | 304.558.3970

Fayette County, West Virginia

February 25th, 2019

www.PickeringUSA.com

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

PICKERING ASSOCIATES
Architects • Engineers • Surveyors

Mr. Nisbet,

Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering services for the Hawks Nest CCC Museum and Pavilion Restoration Project in Fayette County, West Virginia. We feel confident our design team is uniquely qualified to provide design services for this project.

The professional team at Pickering Associates provides 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 open communication, coordination and create a strong partnership with our clients.

We understand the importance of maintaining the historic look and feel of the old log buildings and fieldstone foundations but also understand the need to improve the structure and make it more viable. In order to meet those expectations Pickering would begin the project with an initial meeting with all project stakeholders. During this planning phase, our team would assist members and other stakeholders to define the project scope, determine budget, develop a schedule and identify any risks.

After this initial meeting, our Project Manager would review the requirements with our management team, develop a resource plan based on current workload, sequence activities to dedicate these resources, estimate costs, and provide the Division of Natural Resources with the assurance that we can meet project expectations. Our firm utilizes a full-time resource scheduler who utilizes proprietary software specifically designed for A/E firms to maintain scheduled work-flow for each employee. This allows our team to plan projects without overbooking and scheduling deadlines we can't meet.

Next, the Project Manager would oversee project execution through close monitoring and control. Progress tracking, coordination, review and maintaining tight control of the scope, schedule and budget are integral parts of the design development phase, as well as continuous communication with the Owner and other stakeholders. The Project Manager would conduct several phase gates and reviews during the project and highlight major milestones, ensuring potential issues will be identified early and addressed.

Once the Division of Natural Resources and the project team have finalized the design for the project, Pickering Associates would assist with bidding, negotiating, and contracting. Clear instructions and control of the bidding process will allow contractors to provide accurate pricing and reduce the number of contractor requested change orders.

The attached statement of qualifications will offer you a small glimpse of our company and professional employees. We look forward to personally discussing our qualifications to complete this project on time, within budget and exceeding the standards of any firm you may have worked with previously. Should you have any questions regarding this proposal, please do not hesitate to contact us.

Respectfully submitted,

Jesse Daubert

Project Manager

jdaubert@pickeringusa.com | 304.464.5305 EXT: 1304

# Contents

# Your Project

## Your Project - Plan & Goals

Pickering Associates has experienced personnel available to complete the design and management for the repairs and renovations to the CCC Museum and CCC Pavilion at Hawks Nest State Park.. 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 sit down 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: Review existing plans and conditions as well as the operation of the park and evaluate while communicating effectively with the owner to determine a plan that can be implemented in a manner that will minimize disruption to concurrent operation of the facility.

Pickering has a great deal of experience with recreation and historical projects that require minimal disruption to the daily activities or a phased approach to take advantage of slower or down times, while also maintain the historical facade and appeal throughout the museum.

2: As a portion of this process outlined in Objective 1, provide all necessary services to design the facilities that is consistent with the Division of Natural Resources needs, objectives, current law and current code; while following the plan to design and execute the project within the project budget.

We will review the desired programming needs for the facilities and compare those to the existing conditions and budget to create the scope for the designs. Pickering has completed several renovations and additions to historic facilities. We understand the challenges involved and importance and remaining true to the original look and feel.

3: Provide Construction Contract Administration Services with competent professionals that ensures the project is constructed and functions as designed.

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.

2) **Our Experience:** We have completed other historical projects that are very similar to your project. We understand the needs of the renovations, the importance of creating a space that is inviting and accessible for all users, and are familiar in working with committees and state agencies who are typically very involved in these types of projects.

3) **Our Technology:** Pickering Associates uses Building Information Modeling (BIM), 3D Scanning, Virtual Reality, and 3D printing 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.

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.

# 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

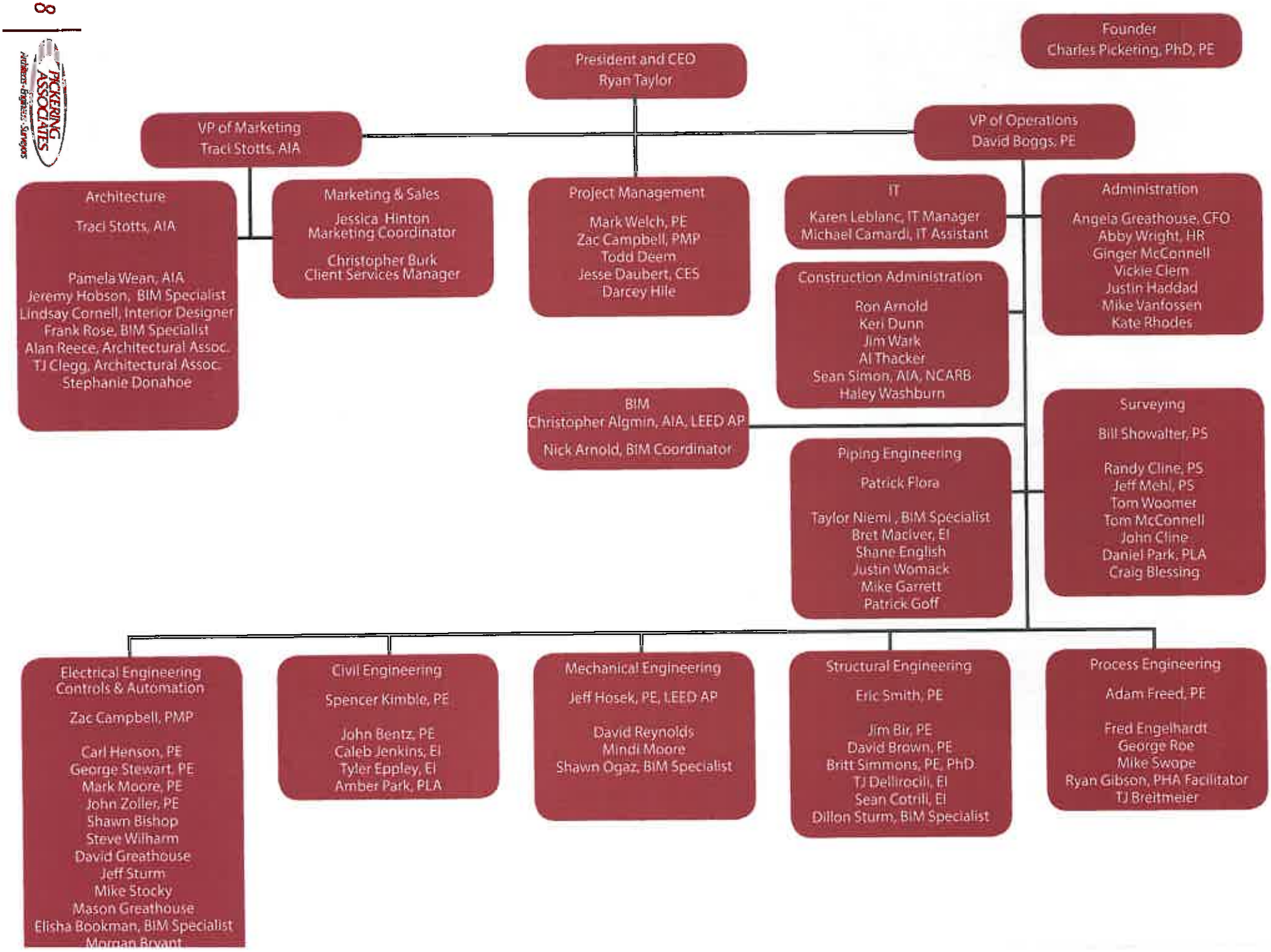

Founded in 1988, Pickering Associates has been providing architectural, engineering and surveying services throughout West Virginia and Ohio for the past thirty years. Our company is the product of three generations and more than 75 years of construction experience. This experience plus state-of-the-art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

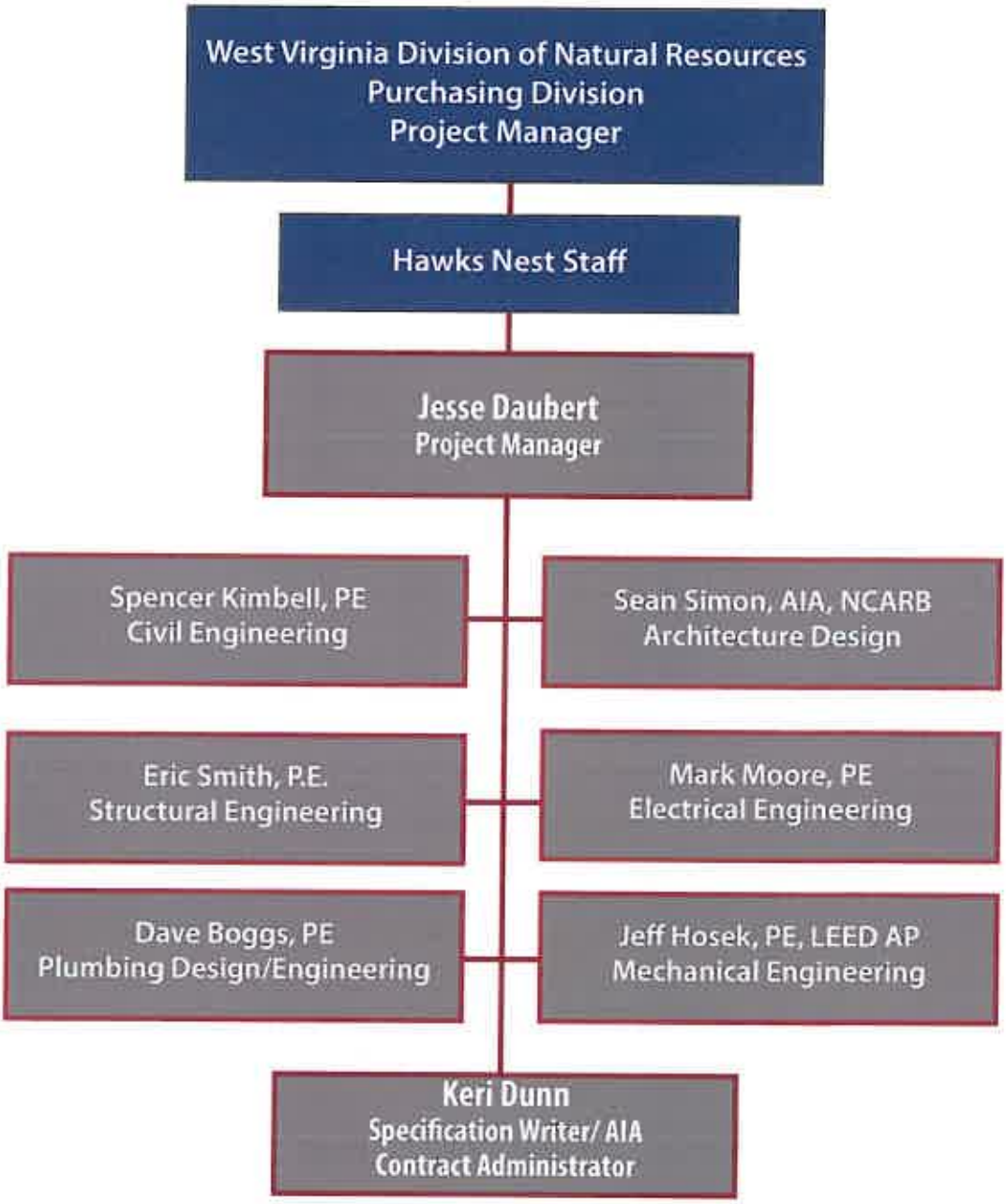
Listed as one of West Virginia's Top Engineering Firms for 2018. Our architectural, engineering and surveying firm consists of an exceptional balance of experience and the desire to provide our customers with a quality product at a fair price. Our highly qualified staff includes licensed professional 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.


Founder
Charles Pickering, PhD, PE
President and CEO
Ryan Taylor
VP of Marketing
Traci Stotts, AIA
VP of Operations
David Boggs, PE
Architecture
Traci Stotts, AIA
Pamela Wean, AIA
Jeremy Hobson, BIM Specialist
Lindsay Cornell, Interior Designer
Frank Rose, BIM Specialist
Alan Reece, Architectural Assoc.
TJ Clegg, Architectural Assoc.
Stephanie Donahoe
Marketing & Sales
Jessica Hinton
Marketing Coordinator
Christopher Burk
Client Services Manager
Project Management
Mark Welch, PE
Zac Campbell, PMP
Todd Deem
Jesse Daubert, CES
Darcey Hile
IT
Karen Leblanc, IT Manager
Michael Camardi, IT Assistant
Administration
Angela Greathouse, CFO
Abby Wright, HR
Ginger McConnell
Vickie Clem
Justin Haddad
Mike Vanfossen
Kate Rhodes
Construction Administration
Ron Arnold
Keri Dunn
Jim Wark
Al Thacker
Sean Simon, AIA, NCARB
Haley Washburn
BIM
Christopher Algmin, AIA, LEED AP
Nick Arnold, BIM Coordinator
Piping Engineering
Patrick Flora
Taylor Niemi , BIM Specialist
Bret MacIver, EI
Shane English
Justin Womack
Mike Garrett
Patrick Goff
Surveying
Bill Showalter, PS
Randy Cline, PS
Jeff Mehl, PS
Tom Woomer
Tom McConnell
John Cline
Daniel Park, PLA
Craig Blessing
Electrical Engineering
Controls & Automation
Zac Campbell, PMP
Carl Henson, PE
George Stewart, PE
Mark Moore, PE
John Zoller, PE
Shawn Bishop
Steve Wilharm
David Greathouse
Jeff Sturm
Mike Stocky
Mason Greathouse
Elisha Bookman, BIM Specialist
Morgan Bryant
Civil Engineering
Spencer Kimble, PE
John Bentz, PE
Caleb Jenkins, EI
Tyler Eppley, EI
Amber Park, PLA
Mechanical Engineering
Jeff Hosek, PE, LEED AP
David Reynolds
Mindi Moore
Shawn Ogaz, BIM Specialist
Structural Engineering
Eric Smith, PE
Jim Bir, PE
David Brown, PE
Britt Simmons, PE, PhD
TJ Dellirocili, EI
Sean Cotrill, EI
Dillon Sturm, BIM Specialist
Process Engineering
Adam Freed, PE
Fred Engelhardt
George Roe
Mike Swope
Ryan Gibson, PHA Facilitator
TJ Breitmeier


West Virginia Division of Natural Resources
Purchasing Division
Project Manager
Hawks Nest Staff
Jesse Daubert
Project Manager
Spencer Kimbell, PE
Civil Engineering
Sean Simon, AIA, NCARB
Architecture Design
Eric Smith, P.E.
Structural Engineering
Mark Moore, PE
Electrical Engineering
Dave Boggs, PE
Plumbing Design/Engineering
Jeff Hosek, PE, LEED AP
Mechanical Engineering
Keri Dunn
Specification Writer/ AIA
Contract Administrator

# Technical Expertise

*Engineering is the art of directing the great sources of power in nature for the use and convenience of man.*

*Thomas Tredgold*

# Jesse Daubert

## Position/Title

*Project Manager*
*Environmental Scientist*

## Duties

*Multi-discipline project management*
*Environmental Investigations and permitting*

## Education

*Marietta College,*
*B.S., Environmental Science*

**Project Manager for renovations to Saint Francis Xavier Catholic Church's Parish Center in Parkersburg, WV.** Project included approximately 10,000 SF of interior renovations on a historic building that was originally constructed in the early 1900's.

**Project Manager and Client Relations Manager** for capital and non-capital projects at Kuraray America, Inc., a global leader in specialty chemical, fiber, resin, and film production.

**Project Manager for Master Planning efforts for City Park and Southwood Park in Parkersburg, WV.** Lead the team that conducted 3D scanning, Drone footage, and BIM Design efforts to provide marketing and analysis materials for the city of Parkersburg. This allowed for the City of Parkersburg to apply for various grants and funding opportunities to make the design vision that Pickering Associates provided, into a reality.

**Project Manager for conceptual planning designs for Muskingum Park and monument revitalization for the City of Marietta in Ohio.** Managed the team in putting together a conceptual design layout of the park and the area around the monument. This project included the efforts from our BIM specialist team including, Drone footage, 3D Scanner, and the design team. The project is currently in the process of getting funding, and with Pickering Associates help, was able to have marketing materials and design ideas to submit for grants and funding opportunities.

**Project Manager and on-site Supervisor for an Industrial Client in the Mid-Ohio Valley.** Managed and supervised document controls staffing and workload coordination for the Client at the Plant. Oversaw various smaller grade projects and coordinated with the client to ensure projects met the facilities needs.

**Project Manager for the As-Built documentation for over 250 Piping and Instrumentation Diagram drawings at MarkWest facility in Cadiz, OH.**

**Project Manager and Environmental Lead** for a Phase II Environmental Site Assessment of anew commercial facility in Lore City, Ohio. Managed drilling crew, soil sampling, laboratory analysis, etc.

**Design Construction Liaison** for a $28 million industrial design build project adding a new product line at Kuraray America, Inc.

**Project Manager and Environmental Lead** for cleanup of contaminated soils from a site previously utilized as a scrap metal recycling facility. Directed excavation of soils, soil sampling, laboratory analysis and disposal of the contaminated soils.

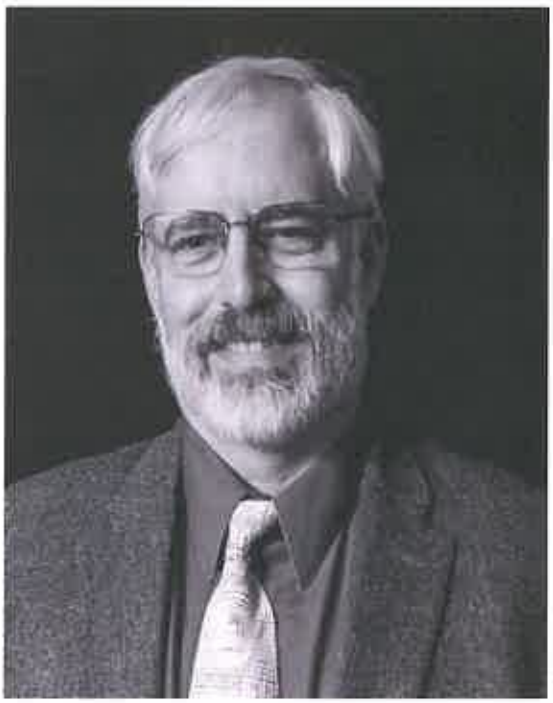
**Manage all Environmental projects at Pickering Associates.** This includes stream and wetland delineations, Phase 1 Environmental Site Assessments, Environmental Due Diligence investigations, Threatened and Endangered Species Surveys, Clean Water Act Section 404 and 401 permitting, Erosion and Sediment Control Reviews, and Mitigation Planning.

**ArcGIS Cartography.** Utilize ESRI's ArcGIS software for numerous purposes including:

- Producing various site maps for all reports necessary
- Using land use data, Digital Elevation Models, topography and data from the National Wetlands Inventory to provide an early review for customers wanting to develop projects within areas that may have potential environmental concerns
- Working with the Civil Engineers to conduct floodplain modeling.

**Ohio Department of Natural Resources**

Through a grant from the Ohio Department of Natural Resources, developed the Southern Watershed Action Plan for the Muskingham River, this plan was fully endorsed by the State of Ohio.



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

*Aristotle*

# Sean G. Simon, AIA, NCARB

## Position/Title

*Senior Construction Administrator*
*Project Architect*

## Duties

*Project Administration*
*Project Management*

## Education

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

## Licenses

*Professional Architect - WV*

**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 Bienko 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 movable 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.

# Spencer Kimble, P.E.

## Position/Title

Civil Engineering Department Manager

## Duties

Civil Engineer
Project Manager

## Education

Marshall University
M.S. Engineering Management
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 40 acres of Marina Development in Williamstown, WV.** Project included roadway design, stormwater management, environmental permitting, utility extensions and a layout for site development of a commercial complex.

**Civil Engineer for Edison Hill Subdivision in Parkersburg, WV.** Subdivision included seven houses, four townhouse buildings, a clubhouse and a playground. Project included more than 2,000 ft. of city streets and utilities. Project required team to obtain 8 different permits prior to construction; all permits were successfully obtained during design prior to the client issuing bidding drawings.

**Civil Engineer for Phase 1 and Phase 2 of the Larry Lang First Colony Development.** Phase 1 included roadway design, site development for two hotels, two restaurants and a retail store, stormwater management, landscape design, environmental permitting, and surveying.

**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 Marietta, 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.

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

**Civil Engineer for approximately 3,925 linear foot waterline 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.

# Eric S. Smith, P.E.

*Perfection is not attainable, but if we chase perfection we can catch excellence.*

*Vince Lombardi*

## Position/Title
Structural Engineer
Department Manager

## Duties
Structural Engineering
Department Manager

## Education
West Virginia University
B.S.C.E., Civil Engineering

## Licenses
Professional Engineer WV, OH

**Structual Engineer on Eureka Hunter Pipeline, L.L.C. Low Water Crossing.** Duties included designing substructure (consisting of a concrete capped pile abutment with vertical and battered piles). Coordinated with the superstructure design engineer for bridge reactions and necessary abutment details to incorporate the superstructure bearing. Also, assisted with the construction drawing package.

**Civil Engineer on several projects for the City of Marietta including the Gilman Avenue Slip, Rathbone Area Drainage Study and Storm sewer assessment, Lancaster Street improvements, Sixth Street Area Mitigation flood control, and Water Treatment Plant slip repair, and Wastewater Treatment Plant improvements.**

**Generated detailed engineering drawings, quantities, and material estimates for bridge replacements for the following counties in Ohio:** Meigs County (County Roads 1, 8, 10, 14, 22, 35, 43, 52, and 82), Morgan County (County Roads 16, 53, 62, and 66 and Township Roads 48 and 106), and Washington County (County Road 354, several Township Roads, and Veto Lake)

**Reviewed drawing designed for The Point Commercial Park for Lawrence Economic Development Corporation.** Responsible for foundation and column design. Modeled the structure using STAAD and performed wind load, connection, and foundation calculations.

**Reviewed structural drawings for a new addition of the Holzer Clinic and evaluated adequacy of the structural members and connections.**

**Collected field data, created a roof model, calculated loads and generated drawings and recommendations for roof repairs at First Congregational Church.**

**Professional experience also includes providing accurate field notes and sketches, development of drawing layouts, details, and section drawings; providing calculations, and writing investigation and observation reports.**

**Extensive technical experience with civil, structural, and geospatial software packages including STAAD Pro, Presto, Enercalc, AutoCAD, AutoDesk Land Desktop, AutoDesck Civil 3D, and Topo USA.**

**Senior Project Manager and Structural Engineer of Record for Catwalk repairs at Ohio University in Athens, OH.** Project included the reconstruction of a deteriorated portion of the elevated concrete walk in front of Crawford Hall & Brown Hall. Involved inspection, design and construction administration.

**Structural Engineer of Record for NESHAP Improvements at Eramet Marrietta, Inc.** Projects included the additions and modifications to the fume capturing structures and equipment. Structures consisted of foundations for a baghouse and fan, multiple large duct supports and building modifications.

**Structural Engineer of Record for the Ohio Department of Transportation Facility of Washington County, Ohio.** Project included per-engineerd metal building, tensioned fabric structures.

**City of Marietta City Hall Renovations, Marietta, OH.** Prepared structural plans while working closely with multiple disciplines, for the renovation of the existing city hall; which included the addition of an elevator for handicap access.

**City of Marietta Wastewater Treatment Plant Renovations, Marietta, OH.** Prepared structural plans for the renovation of the existing treatment plant, which included the addition of buildings and heavy modifications to the existing administration building.

**Marietta City Armory Renovations, Marietta, OH.** Worked closely with the project Architect for the renovation of the historical building. The renovations required calculations of heavy structural timber and the preparation of structural plans.

**Bridge Project for Orion.** Performed annual bridge safety inspections and verified structural capacity of a three span prestressed, post -tensioned T-beam bridge. Assisted in the structural calculations for the emergency repair of a 334' tall stack supported by a truss tower and also several rehabilitation repair projects.

**Roof and Elevator Project for Christ United Methodist Church Marietta, OH.** Assisted with structural plans and collected field measurements for the addition of an elevator for handicap access.

# Mark Moore, P.E.

## Position/Title
Electrical Engineer

## Duties
Electrical Engineer

## Education
West Virginia University Institute of Technology
B.S. in Electrical Engineering

## Licenses
WV, MD

*Success is no accident. It is hard work, perseverance, learning, studying, sacrifice and most of all, love of what you are doing or learning to do*

Pele

**Electrical Engineer for Randolph County Development Authority at Armstrong Manufacturing in Beverly, WV.** Project scope included coordinating with utility companies, review existing distribution and make the needed adjustments, update documentation for new additions. Upgrade equipment and specifications for plant electrical distribution and changes, develop site layout and assist with construction negotiations and specifications.

**Electrical Engineer for a Commercialization Station for the City of Bluefield, WV.** Project scope included demolition of all existing power panels, receptacles, lighting, conduits, cable ducts, wiring, and data communication outlets. Additionally designs were made for all of the renovations needed in place for the project. Upgrades included LED fixtures, switching, mounts, the main distribution panel, receptacles and garage door motors.

**Electrical Engineer for upgrades and installation of a new building complex that allows for Fermentation, Chiller Relocation in Maxwelton, West Virginia.** Project Scope included electrical installation and distribution, demolition, location, and installation of new electrical equipment and fire alarm system. Design plan development, coordination with providing utility companies, Interior lighting design for office space. As well as code requirements and upgrades.

**Electrical Engineer for HVAC renovations for Cabell Huntington Hospital located in Huntington, WV.** Project scope included design services for a new supplemental HVAC system to service the Pack/Prep and Decontamination center of the Hospital. This included outside air units and installation of new exhaust fans to help maintain pressure relationships. Additionally the team managed all coordination with the WV state fire marshall office and OHFLAC to obtain all the proper permits and approvals needed for the project.

**Electrical Engineer for Ona Transmitting Station Electrical Study for WSAZ television station located in Charleston, WV.** Project scope included electrical study and site survey of existing facilities to catalog the amounts remaining that were relocated. Additionally the team oversaw and made recommendations for the existing equipment so that it could be brought up to code standards.

**Electrical Engineer for renovations made at the Memorial EP Lab Charleston Area Medical Center in Charleston, WV.** Project scope included evaluation of existing equipment and distribution, demolition, and installation of new equipment. Developing installation plans for lighting adjustments, power conduit and wiring requirements, control cable raceways and fire alarm system upgrades. The team managed all coordination with Philips Healthcare to ensure all equipment requirements and specifications were met and up to date.

**Electrical Engineer for renovations performed in the Wound Care Clinic at Cabell Huntington Hospital in conjunction with Ed Tucker Architects, in Huntington WV.** Project included removal of existing electrical systems, developing a plan for new electrical layout and power installations. The team had to ensure that all life safety and emergency lighting requirements were met and up to date.

**Electrical Engineer for phase 2 renovations for the new Music Therapy program facility at Marietta College in Marietta, OH.** Project included removal of exiting light fixtures and set ups, designs and layout for new lighting specs and fixtures. The team had to ensure safety and fire alarm requirements were met and up to date , and design a new receptacle layout system for the building. Additionally the team had to handle and manage all coordination between Pickering and the Campus IT department to ensure designs and layout were capable for the campus's system.

**Prior to joining Pickering Associates was an Electrical Engineer for Boiler replacement and renovations project for the West Virginia Capital Complex.** Project Scope included design and layout, engineering studies, equipment specifications, and overseeing installation.

**Prior to joining Pickering Associates was an Electrical Engineer for various electrical upgrades at the Mercer County Courthouse in Princeton West Virginia.**

**Prior to joining Pickering Associates was an Electrical Engineer for Medium Voltage Loop Upgrades project at Concord University in Athens, West Virginia.**

**Prior to joining Pickering Associates was an Electrical Engineer for a Keephills Coal Handling Project at Epcor in West Virginia.**

# David A. Boggs, P.E.

## Position/Title

Senior Mechanical Engineer, Plumbing Engineer
Vice President of Operations

## Duties

Mechanical and Plumbing Engineer

## Education

Virginia Tech,
B.S., Mechanical Engineering
Marshall University,
M.S., Engineering Management

## Licenses

Professional Engineer WV, OH

*Determine that the thing can and shall be done, and then we shall find the way.*

Abraham Lincoln

**Project Manager for NGL Truck Loading/ Unloading Storage Facility in Napoleonville, LA.** Managed team of process, civil, structural, electrical and mechanical engineers. Total project $11MM.

**Mechanical Engineer lead for Oil & Gas Production Facilities throughout the Mid-Ohio Valley.** Lead team of civil, process, mechanical and electrical engineers to develop production pad facilities at five different locations that included both Marcellus and Utica wells. Assisted client with development of process and instrument diagrams, piping specifications, site equipment layout and piping design. Coordinated setting up process hazard reviews (PHA) with client. Assisted with construction administration.

**Lead Mechanical Engineer for design of a second dryer line to an existing manufacturing facility in Parkersburg, WV.** Pickering Associates is working with Kuraray America at their Washington Works Facilities to design a second dryer line to their existing operations. The project site is land-locked and will be constructed within the footprints of existing buildings and active production areas. Construction activities will occur in over 30,000 sf of the plant. Pickering Associates has utilized several 3D design tools and techniques to help coordinate the design with existing conditions. Focused demolition has begun and startup is scheduled for early 2018.

**Fifteen years of progressive design services to Industrial Clients throughout the Mid-Ohio Valley.**

**Lead Mechanical Engineer for a greenfield mineral wood manufacturing facility in Millwood, WV.** Design included cooling water systems, compressed air services and building utilities.

**Lead Mechanical Engineer of record for a new $30MM plastics manufacturing facility in Mineral Wells, WV.** Design included plant process utilities including cooling water, plant air and natural gas piping systems.

**Lead Mechanical Engineer for $8MM quality control laboratory and administrative building at a chemical facility in Belpre, Ohio.** Design included compressed air, vacuum and bench-top lab gases. Assisted with selection of bench-top hoods and lab HVAC system.

**Shutdown Schedule Coordinator for a plastics manufacturing plant in Marietta, OH.** Coordinated and planned an entire plant shutdown schedule using Microsoft Project Software from information collected during multiple meetings with project engineers and plant maintenance staff.

**Lead Mechanical Engineer of record on a new steam plant for an industrial client in Willow Island, West Virginia.** Project included the design of a new steam line header using CAEPIPE stress analysis program.

**Mechanical Engineer for the development of multiple construction bid packages to convert large existing dust collectors to a new technology at a metals manufacturing facility near Charleston, WV.** Duties included performing heavy ductwork design and detailing support structure.

**Lead Mechanical Engineer of record for the design of utility piping systems in an industrial plastics facility in Davisville, WV.** Systems included steam, sanitary water, domestic water, as well as all utility plumbing.

**Lead Plumbing Engineer and Mechanical Engineer for Emergency Department Consolidation and Patient Room Expansion project.** Plumbing and mechanical scope included review existing conditions for medical gas tie-ins to existing systems in South Tower, reviewing and evaluating water source requirements for proposed addition with CCMC Engineering Department, reviewing existing drawings and work to determining underground sanitary tie-in location, providing design and engineering for the medical gas distribution systems for the expansion, etc.

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

*Dr. Seuss*

# Jeffrey D. Hosek, P.E.. LEED AP

## Position/Title

*Mechanical Engineer*
*LEED Project Engineer*
*Mechanical Engineering Department Manager*

## Duties

*Mechanical Engineer*

## Education

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

## Licenses

*LEED AP (BD&C)*
*Professional Engineer WV, OH, KY, PA, LA, VA, MN*

**Commissioning Agent and LEED Manager for new LEED certified building for Washington Electric Coop.** Project included a new 30,000 SF office and warehouse building, and was successful in obtaining LEED Silver certification.

**Mechanical Engineer of record for the design of a new $25M high-rise dormitory at Glenville State College, in Glenville, WV.** Project included water source heat pumps with local thermostats. An automated and integrated control system was interfaced into the existing system for central control.

**Lead Mechanical Engineer and Project Manager for the renovation of an existing HVAC system at a primary and middle school in Elizabeth, WV.** Assisted school in assessment of existing HVAC, determining scope of work, creating a probable construction budget and preparing a report to request funding. Also, provided mechanical engineering for the design including replacement of multiple HVAC units, towers, pumps, and boilers, as well as, new building automation controls for the middle and primary schools.

**Project Manager performing an intense study to assess redundant cooling to Ohio University's Computer Center in Athens, OH, which houses their main servers.** Proposed several options, potential impacts to the installation time, and provided cost estimates for each option.

**Project Manager and Mechanical Engineer for the revision of exhaust duct system around multiple welding stations, replacing exhaust fans and balancing make-up air in the Welding Shop of Wood County Technical Center.**

**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 in Parkersburg, in Parkersburg, WV.** Added additional zones to allow for additional user control of set points.

**Project Manager and Lead Mechanical Engineer for the demolition of existing equipment and installation of new sterilization equipment for Ohio University 'The Ridges' Konneker Research Lab.** Project scope included preparing demolition drawings of water, steam and waste piping, as well as the exhaust hood. Other task include preparing the construction plans for new exhaust hood and new tie-in locations for water, steam, and waste piping.

**Project Manager and Mechanical Engineer for a new Career Center in Groveport, Ohio.** Design included a body shop, paint spray booth, vehicle exhaust systems and radiant tube heating.

**Lead Mechanical Engineer for the renovation of an existing office building for National College.** The 20,000 sf renovation included a new layout if classrooms and office areas to meet the needs of the college. The project included design and engineering for a VAV HVAC system utilizing gas fired electric cooling rooftop units. Other task included providing design and engineering for building exhaust on the bathrooms, janitor rooms, and the building's entries to use an auxiliary wall for a floor mounted electric heater.

**Project Manager for the design of a Mass Notification System at Ohio University in Athens, Ohio.** Project included multiple speaker arrays placed campus-wide to act as an alarm and provided instructions to the students and faculty in case of emergency.

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

**Project Manager and Mechanical Engineer for Olentangy School District in Columbus, Ohio for three new elementary schools, one new middle school and one new high school.** Design included hot water heating system with DX indoor air handlers.

# Keri L. Dunn

## Position/Title

Specification Writer
AIA Contract Administrator

## Duties

Specification Writer, Bid Administration and Contract Administration

## Education

Washington State Community College
A.S., Industrial Technology

*If you want to be creative in your company, your career, your life, all it takes is one easy step ... the extra one.*

Dale Dauten

Bidding Coordinator and Construction Contract Administrator. Bid duties include preparation of front end specifications required for procurement, addressing bidding questions, preparing addenda, receiving and tabulation of bids, and issuing letter of intent. Contract Administration duties include preparing and executing contract documents, change proposal requests, change orders, change directives, receiving bonds and insurance from contractors, processing pay applications and closeout documentation. Familiar with WV School Building Authority Requirements and various grant requirements including the American Recovery and Reinvestment Act. Projects have included:

**Recent projects include:**

- Roof Replacement at Parkersburg High School Field House.
- Roof Replacement at Camden Clark Medical Center.
- Roof Replacement for the Washington County Public Library.
- Facade Renovations at West Virginia University at Parkersburg's Downtown Center.
- New Elevator Installation at West Virginia University at Parkersburg's Downtown Center.
- Electrical Service and Distribution at West Virginia University at Parkersburg's Downtown Center.
- Roof Replacement at West Virginia University at Parkersburg's Downtown Center.
- Asbestos Abatement at West Virginia University at Parkersburg's Downtown Center.
- Chiller Replacement at West Virginia University at Parkersburg's main campus.
- Salt and Motorcycle Storage Building at West Virginia University at Parkersburg's main campus.
- HVAC Upgrade project at West Virginia University at Parkersburg's Caperton Center.
- Fire Alarm Upgrades at West Virginia University at Parkersburg's main campus.
- Elevator Control Modernization at West Virginia University at Parkersburg's main campus.
- New Spec Process Building in Davisville, WV - multiple prime contracts.
- New Industrial Plant in Millwood, WV - multiple prime contracts.
- Energy Saving Implementation for Wood County Commission - multiple prime contracts.
- Access Safety at all Wood County School locations.
- Structural Repairs at Wood County Board of Education.
- Brick Repairs at an elementary school for Wood Co. Schools
- Boiler Replacement at an Elementary School in Wood County, WV.
- Welding Shop Ventilation replacement at the Wood County Technical Center.
- Access Safety renovations at all Wirt County School locations.
- Access Safety renovations at several addition entrances for Wood County Schools.
- Access Safety and Main Entrance Renovations for Wood County Schools - four phases of implementation.
- Electrical Upgrades at two elementary schools for Wood County Schools.
- HVAC Renovations at the Wood County Courthouse for the Wood County Commission.
- Fifth Floor Renovations at Camden Clark Medical Center - Memorial Campus.
- Third Floor Renovations at Camden Clark Medical Center - Memorial Campus.
- Roof Replacement at the Polymer Alliance Zone in Davisville, WV.

# 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 or 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 the 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!

## Aerial Mapping

Pickering Associates has recently obtained certification through the FAA's Part 107 Remote Pilot process to operate Unmanned Aircraft Systems (UAS) commercially. As cutting edge technology continues to evolve, Pickering Associates is able to fulfill client needs further by providing high-quality aerial imagery and three-dimensional aerial mapping.

Currently, Pickering Associates is capable of employing the use of two UAS: the Yuneec Typhoon 4K and/or the DJI Mavic Pro to fulfill client needs of high quality imagery and 4K video. In addition to imagery and video, the DJI Mavic Pro allows for the capturing of 3D point cloud data to be incorporated into CAD design files. In addition, the data obtained by the DJI Mavic Pro has the capability of being integrated with the Faro 3D scanning system, and ultimately be intertwined with our firm's ability to 3D print models. The functions of these images and videos can range from Pre-Construction documentation of large scale projects to construction progress documentation to As-Built documentation. They can also be used as marketing and inspection tools.

# Related Prior Experience

## Type

Government

## Services

Civil

Environmental

BIM Technology

3D Renderings

Project Management

Pickering Associates was contacted by the City of Marietta to help them develop a plan to enhance Muskingum Park. The goal was to use the materials that Pickering created as marketing materials when applying for grants to get funding for the projects. So Pickering donated a portion of the cost for the project and developed the plan. The team took Aeriel Drone footage as well as 3D scans, and recreated the park in the 3D world. From there they developed Renderings for various additions and developments to the park. For example a ADA compliant ramp on to the gazebo, and a few other updated structures and landscape development to clean up the park.

With Pickering's marketing materials, the City was able to receive a $50,000 grant to put the plans in place. The park is hoped to beginning designing renovations in the coming year.

## Type

Government

## Services

Architecture

Civil

3D Renderings

Project Management



Pickering Associates was contacted by the City of Parkersburg to help them develop a conceptual design for two of the city's parks, Southwood and City park. Pickering Associates donated their time and resources to help the City come up with conceptual drawings as well as an overall Master Plan for the city. The plans designed for City Park contained a Boardwalk, Upgraded Tennis Courts, Baseball Stadium, Concession Stand, Rec-Center and Ice Rink, and a Outdoor Fitness Area. For Southwood Park, the designs include a Dog Park, New Restroom, Restored Wetland, Boardwalk and Fishing Pier, Ticket Booth, New Water Slide, Concession Stand, Amphitheater and Stage House, and a Baseball Field.

The plan is still in progress and is in the early stages of design and planning.

## Type

Private

## Services

Architecture
Mechanical
Electrical
Plumbing
Structural
Project Management
Cost Estimating


Pickering Associates was hired by Saint Francis Xavier Catholic Church to help with developing a master plan for renovation work at the Parish Center in downtown Parkersburg. The facility was built in the early 1900's and it was last renovated in the 1990's, in need of upgrades and improvements to celebrate the Parish Anniversary in 2020. Though the clients original hopes was to Include addition of an elevator to better utilize the basement and rent out the partial second floor. The facility was scanned since no existing drawings were available. Interview with the main users and analysis of a owner-provided use survey determined the design program for the plan.

Due to the project's limited budget it will be divided into two phases. Phase one will address the interior renovations for the first floor. Phase 2 will address renovations to the staircases, the 2nd floor, and the basement level renovations including the possibility for adding an elevator and dumbwaiter. The Parish is currently in the stages of fundraising for the project and is hoped to be completed in 2020 before their 150th celebration.

## Type

Government

## Services

Architecture

Project Management

Construction Administration

The Washington County Public Library contacted Pickering Associates after discovering the need to replace the existing clay tile roof and tin lingering in the existing built-in gutter at the Main Branch Library in Marietta, Ohio. The building was built in 1918 and expanded in 1997 to include a second floor and mezzanine. Several repairs have taken place over the years in an effort to extend the life-span of the existing roof and tin lined gutter.

Pickering Associates provided the design services to replace the clay tile roof and tin lining in the built-in gutters in order to provide a long term solution for the Washington County Public Library's roof issues. Additionally, Pickering Associates provided project management, bidding and construction administration services.

Pickering Associates' team performed the field surveying of the existing roof area and recorded relevant information for design purposes, documented the existing conditions required for new design, and inspected the wood roof framing and decking for water damage.

Pickering Associates' architectural team created bid and construction documents. The construction documents consisted of the demolition roof plan and coded notes, new roof plan and coded notes, and roof details pertaining to new roof materials, existing roof materials to remain, built in gutters, roof penetrations, and flashings to convey work to be completed within project scope.

Pickering Associates' project manager and construction administrator reviewed the existing project area and discussed the conditions (known and visible) with the owner. Our project manager/construction administrator created both the AIA front end documents and the roof specifications for bidding the project. Our team distributed the bid packages, scheduled and lead the pre-bid meeting, handled RFI's, scheduled and lead a public bid opening, assisted the owner with contractor selection, scheduled and lead a pre-construction meeting at the site with all involved parties, and scheduled and managed a contract signing/negotiating meeting.

This project was completed on time and on budget.


## Type

Private

## Services

Architectural
Mechanical
Electrical
Structural

Peoples Bank in Marietta renovated several areas of its main office branch building complex and contracted with Pickering Associates to provide the architectural, mechanical, plumbing and electrical design for the project. The areas of renovation were designed in two phases and bid as two separate packages with multiple construction phases to ensure employees were not significantly inconvenienced by the renovations.

The first bid package and phase one design included renovating approximately 2,300 square feet of vacant storage areas on the south side of the building into new staff offices and 5,580 square feet of renovation area on the first floor for offices.

Phase two design included renovations to approximately 6,800 square feet of space on the north side of the second floor. The area was occupied by staff offices/areas and now features the company's executive suite, wire transfer, accounts payable, deposit operations and document scan. This phase also featured renovations on the first floor of approximately 4,280 square feet for training, consumer credit and user support. An area encompassing approximately 5,600 square feet of the fourth floor was also renovated for items processing, credit, special assets collections and the statement rendering group. Lastly, 1,660 square feet of the first floor was renovated the marketing department.

## Type

Government

## Services

Electrical

Mechanical

Plumbing

Construction Administration

Pickering Associates worked in conjunction with Associated Architects on this state of the art recreation center, which is located on entrance road approaching Chief Logan Lodge and Conference Center.

This stand-alone facility features an aquatic center with Olympic-style 25-meter / 8-lane competition swimming pool; climate controlled fitness center; professional sports shop with equipment and accessories; multi-purpose areas for indoor soccer, volleyball, and basketball; three indoor tennis courts; elevated walking track; and locker rooms with amenities, showers and daily-use lockers.

Extensive design was necessary for the aquatic center in order to control the humidity associated with the indoor pool. The fitness center's climate control system allows users to work out in a comfortable environment.

Lighting for the tennis courts was designed to be tournament approved.

This project has become a valuable attraction for the Chief Logan State Park Lodge and Conference Center.

Pickering Associates and Associated Architects were both hired by, and worked for, E.L. Robinson Engineering for this project. Design was completed on 12/21/09.

## Type

Private

## Services

Architectural
Electrical
Mechanical
Plumbing
Structural
Construction Administration

Pickering Associates was hired by the Historic Colony Theatre Association to provide engineering and architectural design services for the historical renovation of the theatre, working closely with the Theatre Association and grant funding sources as well as the State Historic Review Board to ensure that the project was being designed to meet all necessary requirements.

Our services included architectural, mechanical, electrical, plumbing, structural design and construction administration. Architectural design included design for a new concession area in the main lobby, modifications to the second floor lobby and restrooms, a new pump room, and coordination with Copperleaf Interiors for material and color selections.

The project was partially funded through Ohio Historic Tax Credits as well as private donors. The theatre is a cornerstone of Marietta's downtown community and recently was chosen as the location for Governor Kasich's State of the State Address.

Contact: Hunt Brawley | 740.373.0894

## Type

Government

## Services

Architectural
Civil
Survey
Structural
Mechanical
Electrical
Construction Administrator

Pickering Associates completed a major renovation project at the Marietta City Hall and Fire Department Building on Putnam Street in Downtown Marietta, Ohio. The new building design provided upgrades for the City that would gain the most impact with the least amount of construction dollars. Upgrades were made to City offices, police department and the fire department. The renovation was essential to alleviate space deficiencies and included many upgrades that were necessary for building code and ADA compliance.

Scope of work for the project included upgrades to the Mayor's office suite, relocation of the Auditor's office and Treasurer's Office, relocation of the Police department to provide a more functional space out of the flood plain, and upgrades for the fire department. Some of the major goals that were accomplished for this project include: Addition of a new three-stop elevator that provided ADA access to all levels of the building, new ADA compliant toilet facilities, consolidation of Police department operations for a more functional program, upgrades to all mechanical, electrical , and plumbing systems, a new EPDM roof and exterior upgrades, as well as a new training and meeting room for the current fire department.

Pickering Associates provided conceptual design services and overall master planning for the project, and worked with the various City departments to fully understand the needs of each group. Our architects and engineers also assisted the City with many presentations to City Council and various City committees, in order to provide an understanding of the project scope and anticipated construction budget. These presentations were important for the project to gain City and Community acceptance and approval before progressing into construction. Once approved, construction drawings were prepared, and Pickering provided full Bidding and Construction Administration services for the project - including constructability reviews and project inspections for the City throughout the duration of the project.

Design was completed December 20, 2013. Construction was complete by October 2014.

Contact: Joe Tucker, City Engineer | 740.373.5495 | JoeTucker@mariettaoh.net

## Type

Government

## Services

Mechanical

Electrical

The Wood County Commission replaced the aging air handlers in the courthouse in two phases. The first phase replaced the units serving the first and second floors. Pickering Associates was involved in the second phase of the project, which replaced the air handling units serving the third and fourth floors.

Pickering Associates provided limited engineering services in order to bid and replace four new packaged 10-ton indoor air-handling units with hot water coil option in the attic space of the courthouse, two new outdoor 20-ton air cooled condensing units and boilers for supplying hot water to coils in air-handling units.

Construction was difficult due to the location of the equipment, and the necessary routing though old chases in this historic facility.

Due to the current weather conditions at the time of construction, it was necessary to keep the existing units in operation until the last possible moment. Changeover was coordinated for unoccupied periods.

## Type

Recreation

## Services

Architecture
Project Management
Construction Administration


Prior to merging with Pickering Associates in 2016, Associated Architects was hired to design a new trailhead recreational facility for the Hatfield - McCoy trail system in Boone County, WV. The new building was designed to provide trail riders with a central location to purchase trail permits, restroom facilities and parking. The building is the showpiece for all south-bound trail riders.

The total project cost was approximately $1 million.

# References

City of Marietta

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,

Joseph R. Tucker

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

WVU Medicine

# 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,

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

Polymer Alliance Zone of West Virginia

*Come grow with us!*

May 19, 2016

To Whom It May Concern:

Pickering Associates worked with Polymer Alliance Zone, Inc. on our 80,000 square foot pre-engineered warehouse building at Polymer Technology Park in Davisville, WV. The project was funded through WV Economic Development Administration (WVEDA) and the Infrastructure Joint Development Council (IJDC).

From initial project planning, design development and bidding, through contracting, construction administration and closeout, Pickering Associates was beside PAZ to provide any necessary support needed to make this project successful. Their professional team of Architects, Designers and Engineers, worked closely with our staff to make sure the design accommodated all of our needs.

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,

Karen L Facemyer

Karen Facemyer
President/CEO
Polymer Alliance Zone, Inc.

Mark Mondo
Building and Excavating Inc.

June 1, 2018

To Whom It May Concern:

I am writing to recommend the professional services we receive from Pickering Associates.

Mark Mondo Building and Excavating has worked with Pickering Associates for many years.

We have always received prompt, professional, collaboration, and insight when working with them. From simple phone call Q & A, to full service project management, and the myriad of negotiations and regulations of a project, Pickering Associates delivers the services that keep us building projects, year after year. As complicated as a project can be, it is good to know that so many disciplines are so well represented in one firm.

As a regular user of their output, I find that their construction documents to be second to none. Their attention to detail and clarity of presentation is so important when trying to convey the design of a project. Better drawings mean better projects. Simple as that.

John H. Anderson
Project Manger | Business Development
Mark Mondo Building and Excavating
740-376-9396
740-236-6006 Mobile
john@mondobuilding.com

**Physical Plant Department**
**Wood County Schools Maintenance**
**4701 Camden Avenue**
**Parkersburg, WV 26101**

**Phone: 304-420-9568**
**Fax: 304-420-9570**

January 10, 2019

To: Whom It May Concern

Subject: Customer Reference – Pickering Associates

Wood County Schools continues to contract with Pickering Associates in 2019 as they have for the past several years. Pickering Associates continues to deliver a quality product with excellent results.

In 2018 Pickering Associates continued to support the Williamstown Elementary construction project which is currently on schedule to be completed in 2020.

In 2018, the firm designed and oversaw the completion of 300,000 square feet of Wood County Board of Education roofing projects.

In 2019 Pickering Associates designed and will oversee the completion of 200,000 square feet of Wood County Board of Education roofing projects.

In 2018 Pickering Associates also completed the design of handicapped accessible bathrooms for Jackson Middle School and will assist with the oversight of the addition in 2019.

In 2018 Pickering Associates also completed the design and will assist in the oversight of the addition to Erickson Field Sports Facility bathrooms and concessions in 2019.

It has been a pleasure to work with Pickering Associates. I would not hesitate to recommend the Pickering Associates team to provide excellent design and oversight to any level of construction project.

Sincerely,

Martin Best

Physical Plant Director

❖ WASHINGTON COUNTY PUBLIC LIBRARY ❖
615 Fifth Street Marietta, OH 45750 Voice: (740) 373-1057 Fax: (740) 376-2171 Web: www.wcplib.info

January 14th, 2016

To Whom It May Concern:

The Washington County Public Library hired Pickering Associates to provide design and construction administration services for the replacement of our clay tile roof in 2013. From initial project planning, design development and bidding, through contracting, construction administration and closeout, Pickering Associates made the process easy and removed the burden from our staff.

Ron Arnold and his project team did an exemplary job carrying out their contract responsibilities. We were pleased with the new roof and all contract deadlines were met in a timely manner.

It has been a pleasure to work with Ron and his team, I would recommend Pickering Associates for projects of any type and magnitude.

Sincerely,
Justin Mayo

Justin Mayo

Library Director
Washington County Public Library

arlow Branch
P.O. Box 175
rlow, OH 45712
e: (740) 678-0103
a (740) 678-0046

Belpre Branch
2012 Washington Blvd.
Belpre, OH 45714
Voice: (740) 423-8381
Fax: (740) 423-8305

Local History & Genealogy
418 Washington Street
Marietta, OH 45750
Voice: (740) 376-2172
Fax: (740) 376-2175

Beverly Branch
P.O. Box 728
Beverly, OH 45715
Voice: (740) 984-4060
Fax: (740) 984-2083

New Matamoras Branch
P.O. Box 279
New Matamoras, OH 45767
Voice: (740) 865-3386
Fax: (740) 865-2054

# 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)*

- ☐ Addendum No. 1
- ☐ Addendum No. 2
- ☐ Addendum No. 3
- ☐ Addendum No. 4
- ☐ Addendum No. 5
- ☐ Addendum No. 6
- ☐ Addendum No. 7
- ☐ Addendum No. 8
- ☐ Addendum No. 9
- ☐ 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.

Dickering Associates
Company

Marci L Stotte
Authorized Signature

02/25/19
Date

NOTE: This addendum acknowledgement 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.

Traci L. Stotts, architect
(Name, Title)
Traci L. Stotts, Architect
(Printed Name and Title)
11283 Emerson Ave Parkersburg WV 26104
(Address)
(304) 464-5305 / (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)

Traci L. Stotts, architect
(Authorized Signature) (Representative Name, Title)

Traci L. Stotts, Architect
(Printed Name and Title of Authorized Representative)

02/25/19
(Date)

(304) 464-5305 / (304) 464-4428
(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 exceed five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (*W. Va. Code* §61-5-3) that: (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: Pickering Associates

Authorized Signature: Traci L Stotts Date: 02/25/19

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 25th day of February, 2019.

My Commission expires March 15th, 2021.

AFFIX SEAL HERE

NOTARY PUBLIC OFFICIAL SEAL
STEPHANIE L DONAHOE
State of West Virginia
My Commission Expires
March 15, 2021
232 Henson Ave Charleston, WV 25303

NOTARY PUBLIC Stephanie L. Donahoe

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

(Required by *W. Va. Code* § 6D-1-2)

Name of Contracting Business Entity: Pickering Associates Address: 1283 Emerson Ave Parkersburg, WV 26104

Name of Authorized Agent: Traci Stotts Address: Same

Contract Number: CEOT0310DNR1900000007 Contract Description: _____

Governmental agency awarding contract: Division of Natural Resources

☐ Check here if this is a Supplemental Disclosure

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

1. **Subcontractors or other entities performing work or service under the Contract**
   ☑ Check here if none, otherwise list entity/individual names below.

2. **Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**
   ☐ Check here if none, otherwise list entity/individual names below.
   Ryan Taylor

3. **Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**
   ☑ Check here if none, otherwise list entity/individual names below.

Signature: Traci L Stotts Date Signed: 02/25/19

***Notary Verification***

State of West Virginia, County of Kanawha County:

I, Traci Stotts, 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 25th day of February, 2019.

Stephanie L. Donahoe
Notary Public's Signature

NOTARY PUBLIC OFFICIAL SEAL
STEPHANIE L DONAHOE
State of West Virginia
My Commission Expires
March 15, 2021
232 Henson Ave Charleston, WV 25303

***To be completed by State Agency:***

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____