

EXPRESSION OF INTEREST

RECEIVED
2019 APR 30 AM 10:36
WV PURCHASING
DIVISION



A/E Services for South Charleston Boat Ramp Improvements
Buyer: Brittany Ingraham
CEOI DNR190000009
Charleston, West Virginia
April 30th, 2019
1:30 pm | 304.558.3970

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



Dear Ms. Ingraham,

Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering/Surveying services for the City of South Charleston's Kanawha River Boat Ramp Improvements project. We are a full-service A/E Design Firm and will be managing your project under one company.

Through the years, Pickering has taken pride in finding unique solutions to some of the most challenging problems. From a very short delivery/need based schedule for emergency work to limited and stretched budgets/funds. You will find a growing list of repeat clients who come back to Pickering because of the importance we place on each and every job we work on as well as every single client we interact with.

Pickering Associates begins each project with an initial meeting with project stakeholders, who outline the project's goals. During this planning phase, our team will assist the Owner and other stakeholders to define the project scope, determine budget, develop a schedule and identify any risks. After this initial meeting, our Project Manager will 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 Architecture and Engineering Section with the assurance that we can meet project expectations. Our firm employs 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 will 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 will conduct several phase gates and reviews during the project and highlight major milestones, ensuring potential issues will be identified early and addressed.

Once the team in West Virginia Department of Natural Resources and the project team have finalized the design for the project, Pickering Associates will 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,

A handwritten signature in blue ink, appearing to read "Spencer Kimble", is located below the "Respectfully submitted," text.

Spencer Kimble, P.E.

Project Manager, Department Manager

skimble@pickeringusa.com | 304-464-5305 EXT:



Contents

- 1** Your Project
- 5** Our Company
- 11** Our Services
- 17** Technical Expertise
- 33** Related Experience
- 37** References



Your Project

Your Project - Plan & Goals

Pickering Associates has experienced personnel available to complete the design and management for upgrades and improvements to the South Charleston Boat Ramp. 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 and evaluate the potential for boating access while communicating effectively with the owner to determine a plan that can be implemented in a manner that will minimize disruption and meet all objectives.

Pickering has a great deal of experience working on a variety of project. The first step in any project is to review all existing conditions including record drawings, as-builts, and any other historical documentation. In addition, we can utilize our in-house surveying crews to obtain topographic survey of the project area to document the existing conditions. With effective communication with all project stakeholders, concerns about maintaining operations during construction, project constraints, and any possible conflicts can be voiced and incorporated into the project planning.

2: As a portion of this process outlined in Objective 1, provide all necessary services to design the facilities described in this EOI in a manner 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 understand how important it is to meet project objectives while also ensuring compliance with all applicable codes, specifications, and regulations. These project requirements will be evaluated in the early stages of the project to ensure that all of the project objectives can be accomplished. Additionally, project budget is always an important aspect. Through clear communication and opinions of probable construction costs at every phase gate, project budget is known and this helps to avoid budget surprises at the end of the project.

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:** Pickering Associates has a great deal of experience working with government agencies and marina renovations and improvement projects. We understand the importance of understanding the project and the site before designing, and working with the community to ensure this project meets all regulations and requirements needed. In the past we led the renovations and development for Marina along the Ohio River in Boaz, WV. We designed all of the electrical Infrastructure, boat slips, office space, etc. Please review our project sections for more details.
- 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

Founded in 1988, Pickering Associates has been providing architectural, engineering and surveying services to the Mid-Ohio Valley for over twenty-five 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.

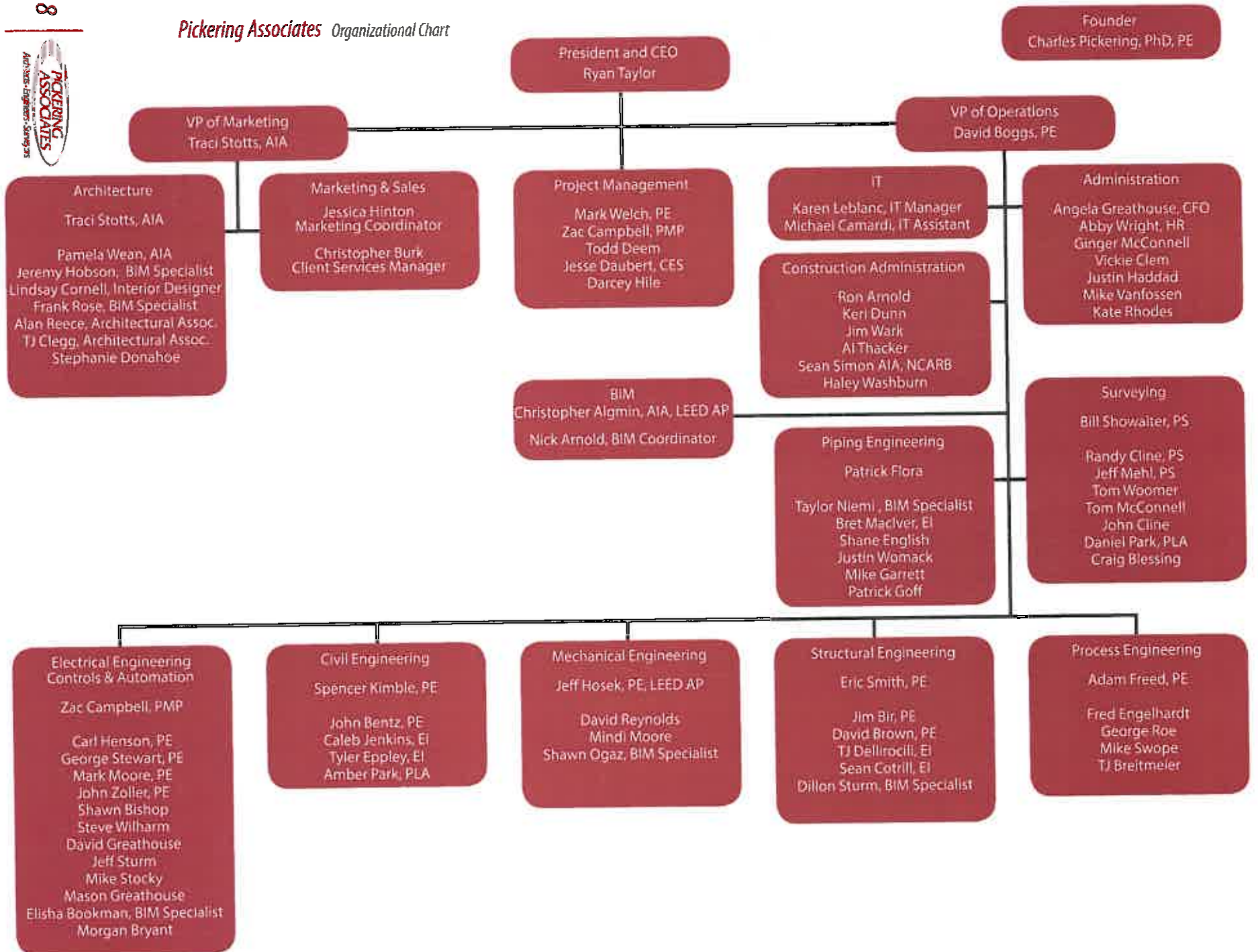
Our broad client base is representative of the area and includes education, healthcare, retail, utilities, municipal, chemicals and plastics, metals, and power generation among others. The types of projects we provide range from conceptualization and construction estimates to full turn-key design including 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.

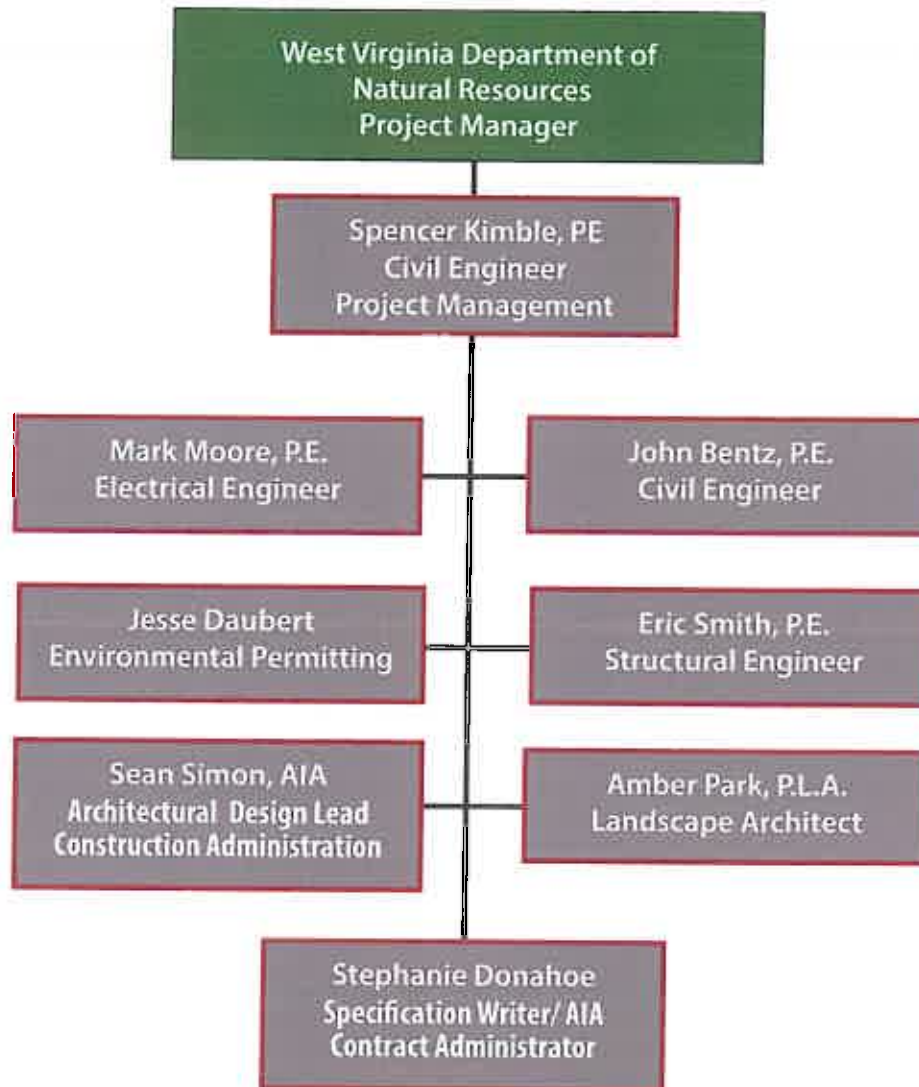
In choosing Pickering Associates, your project will be performed to your specifications with frequent meetings and status reports to keep you up-to-date on the status of the project. Our sole focus is your full satisfaction with the completed quality installation.

www.PickeringUSA.com



Pickering Associates Organizational Chart







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 addendum, 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 up charge can create the largest impact to the future tenants and provide an inviting environment. As professionals, we are also tasked with finding cost effective solutions which still provide the building owners with years of excellent service. While every individual project we have designed is unique, there are common design elements and materials which have proven over the years to be best suited for similar projects.

Performance Schedule

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

Sustainable Design

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

Multi-discipline Team

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

Cost Estimation

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

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

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

Building Information Modeling

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

Cutting Edge Technology

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

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

3D Scanner

Pickering Associates has invested in state-of-the-art 3D Scanning technologies to more quickly and accurately document existing site conditions. This helps our design teams capture existing site data in more detail and in a format that blends well with our 3D modeling and BIM work flows. 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.





Technical Expertise



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 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.

Civil Engineer and Project Manager for waterline replacement at Hadley & Sherry Drive in Marietta, OH. The City of Marietta is replacing approximately 1,750 ft of existing waterline in Sherry Drive and 2,800 feet of existing waterline in Hadley Lane. Responsibilities include creating utility drawings, designing profiles, developing construction drawings and construction quantities, reviewing submittals and providing construction administration services.

Civil Engineer for approximately 2 miles of new waterline and sewer line installation in Williamstown, WV.

Civil Engineer for approximately 4,600 linear foot of waterline and meter replacement in Marietta, OH.

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 approximately 4,000 linear ft of new water and sewer lines to extend the main line utilities from the City of Williamstown to a new commercial development. The project also includes the design of two sanitary sewer lift stations.

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 renovation and reconstruction of a caustic tank loading/unloading facility at a local chemical plant. Project included construction of cast in place concrete dike wall to ensure compliance with regulations. Design also included multiple utility relocations, layout of new pipe racks and retaining walls, etc.

Lead Civil Engineer for construction of an mobile tank farm at a local chemical plant. The tank farm was equipped with heating hookups for a portion of the trailers. Design included site grading and layout, utility design and routing, sediment and erosion control, truck turning analysis, etc.



John Bentz, P.E.

Position/Title

Civil Engineer

Duties

*Civil Engineer
Project Manager
Senior BIM Specialist*

Education

*Marshall University
M.S. Engineering Management
Ohio University
B.S., Civil Engineering*

Licenses

Professional Engineer WV, OH

*Engineering is a form of art and has
filled the world with things of obvious
visual beauty but also subtle forms.*

Louis Brown

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

Civil Engineer for approximately 2 miles of new waterline and sewer line installation in Williamstown, WV.

Civil Engineer for approximately 4,600 linear foot of waterline and meter replacement in Marietta, OH.

Performed design services for commercial clients including conceptual design, grading, utility coordination, storm water system design, permitting, sediment and erosion control, and cost estimating.

Civil engineer for numerous horizontal drilling locations throughout West Virginia and Ohio. Projects typically included all facets of design from conceptual planning through final design/construction of new access roads, drill pads, production pads, and sediment/erosion control measures. Other services included quantity takeoff/estimating, coordination with geotechnical firms, value engineering, coordination of utility providers, and design of any future reclamation efforts.

Performed design associated with roadway improvement projects to assist clients in obtaining Road Use and Maintenance Agreements (RUMAs) in Ohio. Responsibilities include initial roadway assessment, accommodation of movement requirements for well traffic (vehicle tracking, horizontal and vertical design constraints, sight distances, etc), design of drainage improvements and temporary traffic control measure, and close coordination with other engineers for the design/implementation of new stream crossings.

Civil Engineer 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 the addition of a new Emergency Department to a hospital in Parkersburg, WV. Project was located within City limits and had to incorporate storm water management practices. Design of multiple utility relocations including an underground diesel storage tank. Design also included grading, site layout, parking flow and layout, and multiple construction phases which had to be coordinated with the hospital and City.

Prepared construction documents in adherence to Ohio Department of Natural Resources Horizontal Well Site Construction (OAC 1501:9-2-02) regulations. Performed all necessary calculations, documentation, and analyses to gain permit acceptance for construction under new ODNR regulations. Calculations and documentation include slope stability modeling, Stormwater channel/conveyance sizing, drill pad containment sizing to accommodate prescribed rainfall events, emergency release conveyance mapping, and stabilization measures.

Performed construction administration for multiple oil and gas projects in Ohio and West Virginia. Responsibilities included close communication with owner, preparation of agendas, attending/leading weekly progress meetings, reviewing and approving Applications for Payment, initiating and reviewing necessary Change Order documentation, performing routine site inspections, and reviewing construction-related reports.

Performed multiple hydraulic analyses, using HEC-RAS and Civil3D, to provide access to new Drill Site Locations throughout Ohio and West Virginia. Project included communication with environmental group to assist in permitting, performing necessary hydraulic calculations and modeling, and providing determination of impacts of new structures, along with design of temporary traffic control measures required for construction. Assisted clients with hydraulic analyses required for the West Virginia Department of Environmental Protection (WVDEP) Centralized Impoundments/Pit Application.

Performed HEC-RAS analyses to serve as impact studies for water crossing infrastructure for various clients.

Assisted with annual bridge inspections, collected necessary measurements of each bridge and performed load rating services.



Jesse Daubert

Position/Title
Environmental Scientist

Duties
Environmental Science

Education
Marietta College,
B.S., Environmental Science

Thomas Edison

Certification
Certified Environmental Scientist – National
Registry of Environmental Professionals
Ohio EPA Credible Data Program: Level 2 – Habitat
Assessment – QHEI
Ohio EPA Credible Data Program: Level 2- Benthic
Macroinvertebrate Assessment- Sample
Collection, Identification and Data Evaluation
Wetland Professional in Training

Genius is 1% inspiration
and 99% perspiration.

Erosion and Sediment Control Site Reviews. Conducted on site field reviews of post construction erosion and sediment control BMP's at four (4) separate horizontal well pads. For each site I reviewed and documented the following along both the well pads and the access roads to the pads:

- approximate amount of permanent vegetation growth on site
- any erosion rills or land slips that had formed on the cut/fill slopes
- effectiveness and functionality of diversion ditches, sediment traps, and riprap channels
- effectiveness and functionality of all other erosion and sediment control structures such as silt fence and erosion control matting

Stream and Wetland Delineations. Conducted field reconnaissance of three (3) project sites to determine where streams and wetlands existed so that those sites could be avoided, if possible, by the Civil Department during the design phase of those projects. This was completed by documenting the delineated streams and wetlands in the field with the use of a Topcon GRS1 GPS receiver. Official reports detailing all of the streams and wetlands that were delineated on each site were then generated and provided to the clients.

Permitting, USACE Nationwide Permits and State 401 Water Quality Certification.

- Put together three (3) separate United States Army Corps of Engineers (USACE) Nationwide Permit applications (which also include the State 401 Certification) for customers wanting to develop a site that would impact either streams and/or wetlands. These permit applications were based on the Stream and Wetland field delineations discussed earlier.
- Conducted a Historical Significance Review for one of our project sites that is awaiting approval of their permit. This was done to provide more detail for the project and to show that the proposed project would not have an impact on any structures or areas of historical significance.
- Have reviewed the details of an approved Individual State of Ohio 401 Water Quality Certification for one of our customers and have planned a strategy for fulfilling the monitoring requirements of this certification after construction of the project is complete.

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

Friends of Lower Muskingum River. Southern Watershed Action Plan

- Through a grant from the Ohio Department of Natural Resources, developed a Watershed Action Plan that was fully endorsed by the State of Ohio
- Assisted the Ohio EPA TMDL program in inventorying surface water resources (i.e. benthic macroinvertebrates, habitat, and water chemistry assessments) in the basin

Mitigation Planning. Identified potential projects that could be used for mitigation within the local area and presented those projects to representatives of Pickering Associates for one of their clients. Then worked with Pickering's Civil Engineering department to conduct a stream and wetland delineation of a potential mitigation site to aid in getting that site approved. The site was approved by the USACE and Ohio EPA for mitigation. This mitigation project consisted of Pickering's client purchasing a 46 acre tract of land and then donating that land to the Friends of Lower Muskingum River (FLMR) for protection in perpetuity through FLMR's Land Trust.



Amber Park, P.L.A.

Position/Title

*Landscape Design
Civil Engineering Designer*

Duties

*Landscape Design
Civil Engineering Design*

Education

*West Virginia University
B.S., Landscape Architecture*

Albert Einstein

Licenses

Professional Landscape Architect

*Follow your curiosity.
Perseverance is priceless.*

Landscape Designer for a new commercial building in Marietta, Ohio. Project included multiple designs with different options for screenings around parking lot areas. Coordinating with local city codes and meeting with building commissioners to insure the design would meet the city codes requirements as well as provide esthetics to the new building and surrounding community.

Landscape Designer for new library in Parkersburg, WV. Project included providing an outdoor space for events as well as everyday use and function. The landscape design uses both the materials and plantings to tie the indoors with the out and establishing an area where people want to be. Parking lot plantings provide both shade in the summer and visual interest year round with both deciduous and evergreen plantings.

Landscape Designer for renovations to existing parking lots for a hospital in Parkersburg, WV. The project consisted of multiple phases and changes to the existing traffic flow. Design included site layout and grading

Landscape Designer and Civil Engineer for a townhouse development by the Miller Valentine Company in Parkersburg, WV. Project scope included interacting one on one with the client about initial layout as well as redesign of the site. Project included site grading and stormwater management, as well as coordinating with the client and the City of Parkersburg on the design and landscape layout. Also provided coordination with local nurseries and the client to ensure landscaping was completed within budget limits.

Assisted in the design for proper grading and drainage around a school building addition. Project included adding a driveway option and improving existing drainage to flow away for the existing building and addition by providing swales around the structure.

Assisted in the preliminary layout for commercial lots in Marietta, Ohio. Project included establishing entrance and exit points for the new development and creating generalized lot sizes by taking into consideration the existing environmental factors and city codes.

Assisted in landscape design for multiple residential projects in and around the Baltimore, MD area. Projects included everything from small scale plantings to locating pool houses and pools connected with flowing walkways and areas for visitors to sit and socialize. 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.



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

Pete

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

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.



Eric S. Smith, P.E.

Position/Title
Structural Engineer
Department Manager

Duties
Structural Engineering
Department Manager

Education
West Virginia University
B.S. Civil Engineering
Marshall University,
M.S., Engineering Management

Licenses
Professional Engineer WV, OH

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

Vince Lombardi

Structural 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, AutoDesk 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 Marietta, 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 pre-engineered 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.

General Projects for Local Industrial Plants. Performed structural inspections, prepared renovations plans and designs for new equipment additions. Inspected and prepared repair designs of accidental damage of structural members.

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.



Sean G. Simon, AIA, NCARB

Position/Title

*Branch Manager
Senior Construction Administrator
Project Architect*

Duties

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

Education

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

Licenses

Professional Architect - WV

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

Aristotle

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

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

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

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

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

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

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

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

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

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

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

Project Architect for an office headquarters 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.



Related Prior Experience

Type

Private

Services

Architectural

Civil

Mechanical

Electrical

Construction

Administration

Project Management



Mondo Building and Construction requested that Pickering Associates provide them with detailed Electrical Engineering and Design services for the Marina Sales Office and Boat Slip Area in Boaz, WV. This project was a part of the continuing development of the site which included four condo buildings, restaurants and retail, and the new boating marina including a concrete ramp and docks.

Pickering assisted in coordinating with the local utility company (MonPower) lighting and power design for the Marina Sales Office, and electrical distribution to eighty boat slips, two 40HP irrigation pumps, and fifteen golf cart charging station units. Additionally the team completed all site design, utility design, grading layouts and design, stormwater management design, and concrete and paving design.

Pickering's team also coordinated and obtained all of the necessary code requirements needed, since the project was located along the Ohio River, the team worked with the EPA and the Army Corp. of Engineers for permitting. The planned development will include four condo buildings, restaurants and retail, and a new boating marina including a concrete ramp and docks.

Pickering Associates completed all site design, utility design, grading layouts and design, stormwater management design, and concrete and paving design. The marina and new concrete boat ramp have been constructed, the docks are currently under construction.

As the project is located along the Ohio River, the team worked with the EPA and the Army Corp. of Engineers for permitting.

The project was completed in 2017.

Type

Government

Services

Architectural

B.I.M. Design

Project Management



Pickering Associates worked with the West Virginia Division of Natural Resources (WVDNR) to preform conceptual design services for developing a 64 acre site along Emerson Avenue in Parkersburg, WV. The land is currently undeveloped and is mainly comprised of wooded areas with varying elevations. The WVDNR wished to determine the feasibility for and probable construction costs that would be associated with developing the site for their District 6 operations. Pickering performed conceptual design services to assist the Client in obtaining funding for the project.

The conceptual design included development of 2 buildings, a new 6,480 SF office building and a new 7,000 SF building for labs, storage and shop space. The office building included a lobby, reception area, twenty offices for both Wildlife and Law, a large conference room, an evidence room, storage, restrooms, and miscellaneous support spaces. Pickering Associates provided a topographical survey of the property, a high-level conceptual site/grading plan, conceptual floor plans for each building, an exterior rendering of the proposed main office building, and a high-level opinion of probable construction costs. Utility companies were also contacted to obtain preliminary information regarding utility coordination and to better understand challenges and issues that may need to be addressed for the project.

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.

Reference: Eric Coberly | 304.776.7473



References



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.

A handwritten signature in black ink that reads 'John H. Anderson'.

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



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, P.E.
City of Marietta

LARRY LANG EXCAVATING, INC.

19371 ST RT 60

BEVERLY, OH. 45715

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

December 9, 2015

To Whom It May Concern:

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

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

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

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

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

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

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

Sincerely


Larry Lang

President

Come grow with us!

May 19, 2016

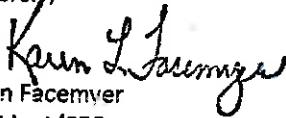
To Whom It May Concern:

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 Facemver
President/CEO
Polymer Alliance Zone, Inc.



Mayor
Randall C. Rapp

Recorder
Cathy Smith

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

April 18th, 2016

To whom it may concern,

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

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

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

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

Sincerely,

609 29th Street, P.O. Box 5097, Vienna, WV 26105 *Phone:* 304.295.4541 *Fax:* 304.295.0737



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

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, AIA, VP Marketing
 (Name, Title)
Traci L. Stotts, AIA, VP Marketing
 (Printed Name and Title)
11283 Emerson Ave. Parkersburg, WV 26104
 (Address)
(304) 464-5305 / (304) 464-4428
 (Phone Number) / (Fax Number)
tstotts@plekeringusa.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.

Plekering Associates
 (Company)
Traci L. Stotts, AIA, VP Marketing
 (Authorized Signature) (Representative Name, Title)
Traci L. Stotts, AIA, VP Marketing
 (Printed Name and Title of Authorized Representative)
4/30/19
 (Date)
(304) 464-5305 / (304) 464-4428
 (Phone Number) (Fax Number)

West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Pickering Association Address: 11283 Emerson Ave
Parkersburg, WV 26104

Name of Authorized Agent: Traci L. Stotts Address: Same

Contract Number: COI 0310 DNR 190000009 Contract Description: Architectural/Engineering Service

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: 04/30/19

Notary Verification

State of West Virginia, County of Kanawha:

I, Traci L. 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 30th day of April, 2019

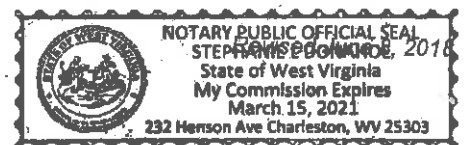
Stephanie W. Donahoe
Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____



STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Pickering Associates

Authorized Signature: [Signature] Date: 4/30/19

State of West Virginia

County of Canawha, to-wit:

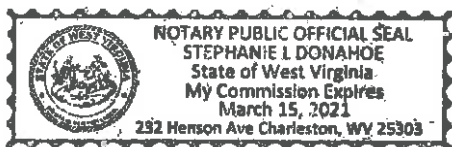
Taken, subscribed, and sworn to before me this 30th day of April, 2019.

My Commission expires March 15th, 2021.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]

Purchasing Affidavit (Revised 01/19/2018)



ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI DNR19*09

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

Piebering Associates
Company

Lucia L. Stotts

Authorized Signature

04/30/19

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012