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

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WV PURCHASING
DIVISION

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Dear Ms. Childers:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess Architect, Inc. team is pleased to submit information regarding our experience. We will provide the services necessary to accomplish the building evaluation and renovation design at 337 Industrial Drive, Oak Hill Office of Miners Health, Safety and Training. Our team will work with the State of WV and the WVMHS&T to ensure that everyone's vision for the project is achieved.

I will be your architect and will be the person-in-charge for all aspects of the project. Our consultants include E.L. Robinson for structural engineering, along with Harper Engineering who will be providing mechanical/electrical/plumbing engineering. Our team is familiar with the challenges associated with renovation projects and the possible issues that could arise during the demolition and construction process. We believe we offer the service, knowledge and experience you will need to successfully accomplish the proposed project with as little disruption to the daily operations of the WVMHS&T as possible.

ETB emphasizes a client-centered design approach, incorporating mutually defined project objectives. Through this focus, we can assure the State of West Virginia and the WVMHS&T that needs and project issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and with a passion towards project success.

We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Todd Boggess'.

Todd Boggess, AIA, NCARB, Architect
President

Cover Letter

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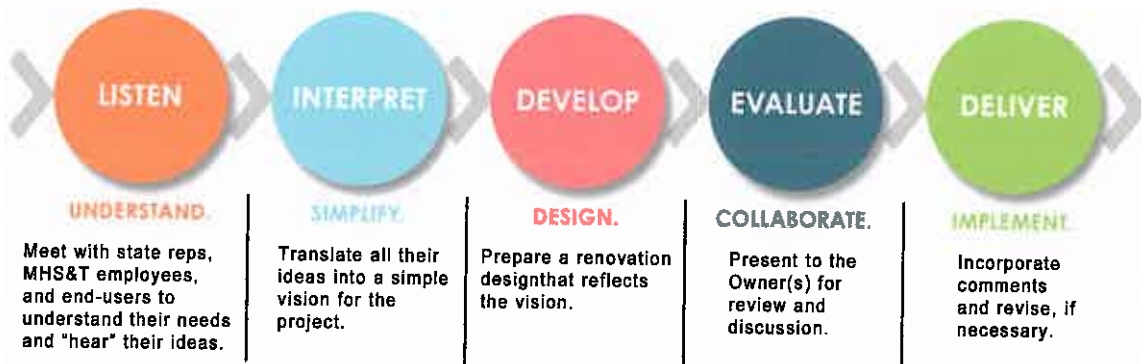
INTRODUCTION

The focus on “fiscal responsibility” (or lack thereof) by government agencies is definitely in the headlines these days. Ensuring that the renovations to the Oak Hill building works efficiently, operates cost effectively, and is code compliant is in the long-term best interests of our state. The investment made in renovating the 15,000 square feet of office and warehouse space should be a fraction of the cost of designing and building a totally new facility. Our evaluation and subsequent renovation design will address issues of concern, recommend the most productive use of space, and phase the renovations so that the employees experience as little disruption to their daily routine as possible.

In recent years, ETB has worked on a number of renovations for various governmental agencies in our area. We understand the unique requirements associated with renovations and the importance of being prepared for any surprises that may be encountered. One of our historic renovation/adaptive re-use projects, the Princeton Public Library, received the WVAIA’s Honor Award. The project involved transforming the vacant former USPO into a vital downtown center of activity. The interior renovations included a total re-design, while preserving some of the historical architectural details. New MEP systems were installed and existing windows were either restored or replaced. The exterior renovations included a thorough cleaning of the limestone and the creation of code compliant access to the building. Many interesting details were uncovered and incorporated into the design, including a skylight that had been hidden during a previous renovation. Additional renovations have been accomplished with emphasis on energy upgrades, access, and security for the Mercer County Courthouse and the Mercer County War Memorial Building. Our current renovation project is the adaptive reuse of a former wood processing facility for the City of Princeton. All city departments are being relocated onto a single “campus” setting, including administration, police, fire, public works and recreation. The work is being accomplished in phases, with the first phase (administration offices) currently under construction.

PHILOSOPHY

Communication, collaboration, and consensus are the three elements we feel are essential to the planning, design and building process. The architect is responsible for the finished product, but the design process must include guidance and review by the State of West Virginia and representatives from the MHS&T. Our goal is to develop a “partnership” with our clients – a relationship that includes a long-term commitment, trust, and shared vision. Our approach is not only about us and our ideas . . . it is about *you and your ideas*.



ETB believes architectural design should be an interactive process. We work closely with you to identify and define all your project goals, objectives, functions, responsibilities, and relationships. This interactive approach enables us to develop facilities that meet your requirements, as well as being aesthetically distinctive. Design cannot be mass produced or provided in a "cookie cutter" fashion, it must be developed from scratch with the unique attributes of each individual project in mind. Renovation projects, in particular, require a design that is tailor made for that specific building.

The Integrated Design Process and the implementation of high performance design require both efficiency and innovation. In our role with this team as the design leader and project organizer, ETB will be responsible for coordinating and orchestrating the work throughout the design, documentation, and administrative functions of the project. ETB will emphasize the following throughout your project:

- **Understanding goals.** We review your established goals and provide input into areas as needed.
- **Brainstorming ideas.** We investigate opportunities for greater service through value engineering, strategic partnering, or an alternative delivery method.
- **Assuring timelines.** We generate a management plan to fulfill deliverables and meet milestones on schedule.
- **Maintaining client contact.** We are accessible, convenient, and committed to success from the beginning through the design process, and after completion.
- **Inviting performance feedback.** We welcome Owner input at closeout and review how well time, cost, and design goals were met.

RENOVATIONS

In order to successfully accomplish the renovation of 337 Industrial Drive, Oak Hill for the WV MHS&T, we will approach the project by emphasizing the following procedure:

- Establish goals and objectives
- Review building condition, uses and evaluate space needs
- Recommend building interior/exterior restoration/remodeling
- List mechanical improvements
- Ensure compliance with all applicable codes
- Estimate the timing, phasing and projected costs for the project
- Establish project priorities for recommended remodeling
- Project schedule and final plan

Project Goals and Objectives 2.1 – “General: The successful firm must provide architectural, mechanical, electrical, structural and other engineering design services to evaluate, redesign, renovate and otherwise enhance the building purchased by Miner’s Health, Safety and Training at 337 Industrial Drive, Oak Hill, WV 25901. The use of specialized consultants is encouraged to achieve optimum results. The firm should have prior experience in commercial interior renovations projects and be able to demonstrate experience with renovation projects of similar size and type of building.”

Architectural - E. T. Boggess Architect, Inc. has been developing architectural designs, plans, specifications, estimates and other construction/bidding documents for projects for over 50 years. ETB will evaluate the building and present the most appropriate renovation design options to the Owner. In many ways, renovation projects are more challenging than new construction. Existing drawings will be reviewed and field verified. Building envelope, materials, systems and existing equipment must be examined and all potential issues addressed as soon as possible. Some of our renovation projects have gone smoothly, but it is the ones that have presented their own unique circumstances that has better prepared us for your project.

Todd Boggess, President of ETB, serves on the WV Board of Architects and is active in verifying that all architects provide professional services within the state’s laws and codes. He is, therefore, one of the first to be notified of any changes to any laws and codes that apply to the architectural profession. Todd will be *your architect* and point-of-contact in order to ensure the needs and objectives of the WV Miners Health Safety and Training are fully addressed to your satisfaction.

MEP - Harper Engineering will be providing the mechanical / electrical / plumbing design renovations and upgrades. Harper Engineering will be responsible for examining systems and equipment to determine if it will accommodate a new configuration. Based in Charleston, HE has worked on a variety of renovation projects at state facilities and will ensure the mechanical system complies with current building codes and is cost effective.

Structural - E.L. Robinson Engineering will be providing the structural engineering services. ELR is a multi-disciplined engineering and planning firm with a staff of over 135 fulltime professionals and support personnel located in nine offices. Over the last 39 years, they have grown to be one of the most respected firms in the region, offering realistic project solutions. Their expertise will be very beneficial as we determine if the structural integrity can withstand all proposed renovations.

ETB’s experience with reports and evaluations includes the following:

EDA Preliminary Engineering Report on the Rahall Technology & Business Center for the Greenbrier Valley Economic Development Corporation – used to apply for grants to assist with the cost of renovations

WV Community and Technical College System Facilities Plan – used to evaluate and recommend how to move forward with new construction, renovations and additions to each of the campuses

Shanklin’s Grand Theater Phase One Evaluation – used to apply for grants to assist with the cost of restoration

Comprehensive Educational Facilities Plans (2010) for the Mercer County Board of Education and the Greenbrier County Board of Education – submitted to WV School Building Authority as required every ten years

Mercer Health Facility Viability Report – used to document major deficiencies and ultimately led to funding support for a new health facility

Appalachian Power Company Office Building – One of our recent renovation/ re-use projects is the renovation of the 1923 Appalachian Power Company Office Building in downtown Bluefield, WV (shown below). It was purchased by an individual in 2013 with aspirations to convert the less-than-maintained 5-story building into a thriving restaurant and bar on the lower level, banquet hall / venue space on the second, leasable office space on the third and apartments above with a direct access to a roof terrace / garden. ETB, working in conjunction with the State Historic Preservation Office and National Park Service, has prepared the required Part One and Part Two submissions, including design and construction documents for the work being performed. The renovations were appropriately documented and the Owner has been able to utilize historical tax credits to off-set the cost of renovation work.



Interior Graphic of bar area – The Railyards (former AEP Building)

The following pages contain the **City of Princeton Municipal Complex Eight Year Development Plan**. This plan is the basis for the \$11 million adaptive re-use of the former Dean Company Wood Manufacturing Plant and will be phased in over a number of years. Once completed, the 272,902 sf space will contain city administration offices, police department, fire department, public works and recreation department. Plans are also being considered that will develop the surrounding 30+ acres for a new pool, soccer and baseball/softball playing fields, and walking paths.



CITY OF PRINCETON MUNICIPAL COMPLEX

EIGHT YEAR DEVELOPMENT PLAN



EXECUTIVE SUMMARY

The Eight-year Development Plan shall establish a roadmap for Princeton's consolidation of city services in a new municipal complex and the development of public sports and recreational grounds and facilities on the property formerly occupied by the Dean Company.

Concurrent Strategic Planning Efforts

The milestones established in the Eight Year Development Plan primarily involve the planning, design and construction/renovation activities for the development of Tracts 1-4 of the property formerly occupied by the Dean Company. In addition to the property development tasks and objectives defined in the Plan, strategic planning efforts have been initiated and will continue and evolve concurrent with development. The City's strategic planning efforts include:

- **Vision and Planning**
 - Short Term
 - Long Term
- **Branding / Marketing**
 - Short Term Strategies
 - Long Term Strategies
- **Leasing opportunities**
 - Initial Market Assessment
 - Establish Relationship with Commercial Brokers
 - Financial and Tax Incentives
- **Business Plan**
 - For the Reinvestment of Leased Property
- **Feasibility Studies**
 - Recreational Opportunities
 - Regional Recreational Demands / Trends





CITY OF PRINCETON MUNICIPAL COMPLEX

EIGHT YEAR DEVELOPMENT PLAN

YEAR ONE

1.1 Planning and Programming

a. **Building and Property Condition Assessment: Tracts 1-4**

Inspection and documentation of the property and building systems with the use of photographs, note taking, drawings and information provided by the City and Donor.

Analysis and Identification of functional opportunities and challenges including; building materials, finishes and systems, site utilities, site access and circulation, topography, drainage and floodplain management.

b. **Building and Property Needs Assessment: Tracts 1-4**

The Architect will meet with City and Departmental representatives to determine design objectives, spatial requirements, special equipment, special systems, and specific site requirements. A Needs Assessment Report will be created to guide Project Programming.

c. **Project Programming: Tracts 1-4**

Based upon the Needs Assessment Report a Program Statement will be developed for approval by the City. This document will consolidate assessed needs in hierarchical format with supplemental diagrams and tables that document potential building space and site component relationships for the project. The Program Statement and Needs Assessment Report will guide Conceptual Design.

d. **Budget Analysis: Tracts 1-4**

The stated project goals identified in the Needs Assessment Report and Program Statement will be compared to the proposed project budget hard costs and soft costs to assess if the budget is adequate to complete the project.

e. **Code Compliance Analysis: Tracts 1-4**

Conduct comprehensive study of applicable National, State and Local regulations governing project use, design and construction. This Code Analysis will become part of the final Project Documents and will be referenced throughout the planning and design process.

f. **Project Phase Planning: Tracts 1-4**

Develop graphical documents illustrating the logical and planned evolution of the project through distinct construction phases consistent with project milestones established in the Eight-Year Plan.





CITY OF PRINCETON MUNICIPAL COMPLEX

EIGHT YEAR DEVELOPMENT PLAN



1.2 Design and Documentation

- a. **Conceptual Design Documents (30% Progress): Tracts 1-4**
Based upon the Program Statement, conceptual design concepts will be developed and documented with graphical illustrations of the project which can include floor plans, building elevations and renderings showing spatial relationships between rooms, program and/or spaces. Conceptual Design drawings, where applicable, will include locations for special equipment and diagrammatic relationships including common, shared and flexible spaces, and future expansion.
- b. **Design Development Documents (60% Progress): Tract 1**
Conceptual Design concepts will be refined to incorporate City comments / directives and extended to include, where applicable, material, equipment and furnishings selection/placement, outline specifications and 60% construction drawings.
- c. **Construction Permit Documents (100% Complete): Tract 1 - City Administrative Offices**
Design Development documents will be revised to incorporate City comments / directives and extended to include 100% complete drawings and specifications necessary for construction permit application.
- d. **Marketing Images/ Graphics: Tracts 1-4**
Development of graphical documents of the proposed project illustrating site and/or floor plans, elevations and 3D renderings for City use for project marketing, advertising or fund raising.

1.3 Construction

- a. **Construction Substantial Completion: Tract 1 - City Administrative Offices**
Substantial completion of construction of interior up-fit, building shell and site improvements for City Administrative Offices.

1.4 Third Party Lease of Excess Space

- a. **Marketing efforts will be ongoing**
- b. **Construction Permit Documents (100% Complete): Tract 1 - Third Party Lease of Excess Space**
Upon the execution of a commercial lease agreement for Tract 1 Excess Space between the City and a Third-Party, Design Development documents will be revised and extended to include 100% complete drawings and specifications necessary for construction permit application. *(Note: The specific scope and schedule for the work included under this item will be defined in the commercial lease agreements between the City and Third Parties.)*



CITY OF PRINCETON MUNICIPAL COMPLEX

EIGHT YEAR DEVELOPMENT PLAN

YEAR TWO



2.1 Design and Documentation

a. **Construction Permit Documents (100% Complete): Tract 1 - Police, Fire and Public Works Departments**

Design Development Documents will be revised to incorporate City comments / directives and extended to include 100% complete drawings and specifications necessary for construction permit application for at least two of the following three departments: Police Department, Fire Department, and Public Works Department. *Should Construction Permit Documents for one of these three departments be postponed, they will be included under Item 2.1c.*



b. **Design Development Documents Design Development Documents (60% Progress): Tracts 2, 3 & 4 - Recreational Grounds and Facilities**

Conceptual Design concepts will be refined to incorporate City comments / directives and extended to include, where applicable, material, equipment and furnishings selection/placement, outline specifications and 60% construction drawings for public sports and recreational grounds and facilities on Tracts 2, 3 & 4.



2.2 Construction

a. **Substantial Completion of Construction: Tract 1 - Police, Fire and Public Works Departments**

Substantial completion of construction of interior up-fit, building shell and site improvements for at least two of the following three departments: Police Department, Fire Department, and Public Works Department. *Should Construction Permit Documents for one of these three departments be postponed, they will be included under Item 3-2b.*





CITY OF PRINCETON MUNICIPAL COMPLEX

EIGHT YEAR DEVELOPMENT PLAN

YEAR THREE



3.1 Design and Documentation

a. **Construction Permit Documents (100% Complete): Tract 1 - Additional City Staff or Departments**

Design Development Documents will be revised to incorporate City comments / directives and extended to include 100% complete drawings and specifications necessary for construction permit application. *Should Construction Permit Documents under this item include the Parks and Recreation Department, they will substitute for one of the three departments identified in Item 2.1a.*

b. **Construction Permit Documents (100% Complete): Tracts 2, 3 & 4 - Recreational Grounds and Facilities**

Design Development documents will be revised to incorporate City comments / directives and extended to include 100% complete drawings and specifications necessary for permit application for public sports and recreational grounds and facilities on Tracts 2, 3 & 4. *(Note: Extent of work under this item may not include all improvements for each tract or concurrent development of all three tracts. The specific scope and schedule of work planned for Tracts 2,3 & 4 will be determined at a future date.)*



3.2 Construction

a. **Substantial Completion of Construction: Tract 1 - Additional City Staff or Departments**

Substantial completion of construction of interior up-fit, building shell and site improvements for at least two of the following three departments: Police Department, Fire Department, and Public Works Department. *Should Construction Permit Documents under this item include the Parks and Recreation Department, they will substitute for one of the three departments identified in Item 2.2a.*

b. **Initiation of Construction Activities: Tracts 2, 3 & 4 - Recreational Grounds and Facilities**

Construction activities will be initiated for public sports and recreational grounds and facilities on Tracts 2, 3 & 4. *(Note: Extent of work under this item may not include all improvements for each tract or concurrent development of all three tracts. The specific scope and schedule of work planned for Tracts 2,3 & 4 will be determined at a future date.)*





CITY OF PRINCETON MUNICIPAL COMPLEX

EIGHT YEAR DEVELOPMENT PLAN

YEAR FOUR - EIGHT



4.1 Construction

a. *Continuation of Construction Activities: Tracts 2, 3 & 4 - Recreational Grounds and Facilities*

Progress completion of construction of public sports and recreational grounds and facilities on Tracts 2, 3 & 4. (Note: Extent of work under this item may not include all improvements for each tract or concurrent development of all three tracts. The specific scope and schedule of work planned for Tracts 2,3 & 4 will be determined at a future date.)

4.2 Third Party Lease of Excess Space

a. *Marketing efforts will be ongoing*

b. *Construction Permit Documents (100% Complete): Tract 1 - Third Party Lease of Excess Space*

Upon the execution of a commercial lease agreement for Tract 1 Excess Space between the City and a Third-Party Design Development documents will be revised and extended to include 100% complete drawings and specifications necessary for construction permit application. (Note: The specific scope and schedule for the work included under this item will be defined in the commercial lease agreements between the City and Third Parties.)

Project Goals and Objectives 2.2 – “Design Description: In addition to producing a complete evaluation in report form and a set (or multiple sets) of construction (bidding) documents, the successful firm will be responsible for verifying, coordinating and documenting building components.”

Typically, ETB renovation projects involve 4 phases:

- Investigation, evaluation and report preparation for existing systems and structure.
- Preparation of Preliminary Design Documentation and Preliminary Estimate of Probable Construction Costs.
- Preparation of Construction Documents and Final Estimate of Probable Construction Costs.
- Bidding and Construction Administration Services.

Investigation and Evaluation Phase (One):

- Upon receipt of Notice to Proceed, ETB will review all available original plans, specifications and other relevant data documenting existing systems and structures.
- Conduct a thorough evaluation and inspection of the interior and exterior of the existing building, as necessary
- Perform engineering analysis to establish design criteria including structural loading/uplift capacities, fire resistance ratings, thermal resistance ratings, drainage capacities and other relevant data for evaluation of suitability for renovations
- Meet with representatives from the WV MHS&T to present our report and discuss preliminary findings, including preliminary budget amounts for renovations.

Preliminary Design Phase (Two):

- Prepare preliminary design drawings including plans and typical sections and details.
- Prepare Outline Specifications and Preliminary Estimate of Probable Construction Costs.
- Meet with representatives from the WV MHS&T to review preliminary design drawings, proposed scope of work, proposed system product selections and alternatives, and Preliminary Estimate of Probable Construction Cost.

Construction Document Phase (Three):

- Prepare Construction Documents including detailed drawings and specifications commensurate with established scope of work.
- Prepare Final Estimate of Probable Construction Costs.
- Assist with coordination/preparation of non-technical provisions of the contract documents. (Bid Advertisement, safety/security compliance, temporary facilities, utility access, etc.)
- Meet with representatives the WV MHS&T to review progress, discuss proposed design and budget refinements, value engineering proposals and other general coordination issues.
- Assist with review, selection and pre-approval of Contractors, if required

Bidding and Construction Phase:

ETB will provide general administrative assistance to the WV MHS&T and the contractor(s) during the Bidding and Construction Phases including:

- Distribution of Construction Bid Documents
- Attendance at pre-bid meeting
- Preparation of addenda
- Review of contractor submittals
- Review/approval of contractor's applications for payment
- Review/response to RFI and construction change order requests.
- Regular on-site construction observation and reporting
- Assistance/coordination with governmental/ regulatory agencies
- Preparation of project punch list
- Review of project close-out documents / compliance

E.T. Boggess Architect, Inc., E.L. Robinson and Harper Engineering will work together to identify the best course of action to create a functional, cost effective, safe, and code compliant working environment. We understand the challenges and opportunities that are associated with renovation projects of this caliber. Our past experiences have required us to "get creative" with our solutions and we are ready to apply our vast knowledge to your project. While every renovation project is unique, our experiences have helped us know what "surprises" to expect thereby allowing us to be better prepared to deal with the unexpected.

HISTORY

E. T. Boggess Architect, Inc. was established in Princeton, West Virginia, by Ted Boggess in 1966. ETB has been a successful architectural firm primarily because of a team approach and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/apprentice and partners has been both exciting and rewarding as the practice continues to flourish and evolve.



REPUTATION

Our firm lives or dies by its reputation. We have cultivated a team that strives to deliver the highest level of project management, service, and design. Our approach is client and site specific, and questions conventional assumptions. The greatest testament to the success of ETB's work goes beyond the organizational, operation and business stewardship we provide; it is in our enduring client relationships.

The architects at ETB are well-respected for their high ethical standards, as well as professional and civic activities. They have been asked to serve as expert witnesses and arbitrators in legal disputes. They have also been selected to serve on various local, state and national committees. These committees cover areas from determining local zoning ordinances to reviewing and developing educational requirements for future architects, to preserving West Virginia's historic architecture. In 2014, Todd was appointed to the WV Board of Architects by Governor Tomblin. The Board of Architects protects the life, health, and property of the people of the State of West Virginia by ensuring that proper architecture practices are used in the state.

SIZE

Bigger is not always better. ETB has purposely controlled size in order to maintain personal involvement and quality control. We feel that it is important to maintain close client contact so we can respond to your needs and questions, as well as address any situations that may arise in a timely manner. Our talented staff is ready to accommodate the needs of your project and ensure the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

TEAMWORK

Our projects and design services are dependent on both our abilities as architects and our commitment to perform and implement a set of standards in order to create a design that responds to the needs of our client. In house, ETB actually functions as a team of consultants with individual strengths and abilities emphasized by each employee's role within the team. In addition to being a strong design oriented firm, we offer expertise in communication, construction documentation, construction administration, and quality control.

Throughout our state, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the Office of the State Fire Marshal in Charleston at regular intervals during the design process, as well as on-site inspections during construction.

EXPERIENCE

Over the past 50+ years, ETB has accomplished many different types of buildings in 12 different states and 1 foreign country. We have not limited ourselves by focusing on one particular type of project or a single location. Instead, we choose to maintain a diverse practice which allows us to begin each project with renewed enthusiasm.

ETB was one of the first architectural firms in the state to implement the use of computer-aided design and drafting into the everyday practice of architecture more than thirty-five years ago. Today we continue to implement current technology as we have become very efficient with photorealistic imagery through computer modeling and digital photography. The building 3-D model and associated imagery can be developed early in the design process for presentations. This helps everyone better understand design approaches and project contextual relationships within a setting.

SCHEDULES & BUDGETS

ETB understands the importance of ensuring that all schedules and budgets are met. Our strength is in the delivery of appropriate and analytical solutions for complex buildings and doing so within restricted budgets and time constraints. Some of our most recent projects, especially for state agencies, have presented us with very rigorous scheduling goals. Our projects for the West Virginia School Building Authority have penalties built in if schedules and established budgets are not adhered to as an added incentive to meet the deadlines.



QUALITY

Quality Assurance - We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client's needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction.

To that end, we have set the following goals for ourselves:

- Promote teamwork
- Quality management throughout entire project – *Website*
- Prompt response to client's requests – *Availability*
- Creation of quality construction documents – *Purpose Driven*
- Error *prevention*, not error catching – *Standard Practices*
- Personal pride in our work - *Motivation*
- Education and Training in-house (staff mentoring) – *Continuing Education*
- Go the extra mile whenever necessary – *Service Oriented*

Quality Control - Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled through a third-party agency. Quality control should flow seamlessly from one phase to another. The "partnership" we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project's best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality. ETB normally follows the plan as outlined below:

- Keep the lines of communication open and consistent between all team members
- Share lessons learned from recent similar projects, include value engineering
- Perform periodic in-house reviews to address issues with constructability and budget restraints
- Utilize past experiences related to construction administration
- Provide post construction administration services to be utilized on future projects

Our team will do everything within our power to ensure the project stays within budget and on schedule. We will work with the general contractor to provide him with the information he needs as quickly as possible. As mentioned earlier, the key to addressing any issues or problems during construction will be **communication, collaboration, and consensus**.



Mechanical, Electrical, and Plumbing Engineering

Harper Engineering, PLLC has the talent and resources to provide quality mechanical, electrical, and plumbing design. Our staff utilizes the latest building information modeling (BIM) software to provide the accurate system designs with minimal change orders during construction.

Our goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs.

The staff at Harper Engineering, PLLC has over 100 years of experience working with clients in a variety of fields including, but not limited to, K-12 schools, hospitals, offices, airports, manufacturing, multi-family housing, and Design/Build.

Services:

HVAC Design

Heating and Cooling load calculations
Ductwork sizing
Hydronic pipe sizing
Equipment selection

Plumbing Design

Pipe Sizing
Fixture Selection
Sprinkler design
Site Utilities

Electrical Design

Electrical load calculations
Panel and switch gear selection
Lighting
Fire alarm
Site Utilities
Emergency Generators
Security and communications

Drafting

Specifications

Project Management

Construction Documents

OVERVIEW



We come from humble beginnings and were founded and named after our president, Edward L. Robinson, P.E., P.S., in 1978. The company began as a small surveying firm with only four employees and has grown exponentially to what it is today – a highly diversified engineering and surveying firm with over 135 full time, experienced professionals and support personnel located in ten offices throughout West Virginia (Charleston, Beckley, Bridgeport, and Chapmanville), Kentucky, Ohio and North Carolina. Over the past four decades, E.L. Robinson has grown to be one of the most respected firms in the region, offering a diverse scope of services. E.L. Robinson provides a full range of quality engineering services, from planning and analysis to design and implementation.

We attribute much of our continued success to our commitment to complete customer service, unwavering quality, and innovative solutions. ELR prides itself on overcoming obstacles and adapting to changing times. The firm uses diligence and a dedicated work ethic to complete every project on time, on or under budget.

E.L. Robinson Engineering boasts of a highly skilled and professional staff. We know that in order to take care of our clients, we must also take care of our own employees. The firm maintains an unheard of employee retention rate. ELR pairs its past experience with the technology of the future to provide the most thorough and advanced engineering knowledge and skills.

The use of technology has allowed the firm to expand engineering capabilities and make use of new resources such as satellite imagery and digital mapping. In addition to the use of technology, E.L. Robinson also continues to strive to invent new and more effective ways to serve our clients. One of these ways is to provide a thorough pre-analysis of every project, saving the client time, money, and legal exposure. When the client is educated on every phase of the job and every challenge, the reputation of the firm grows stronger and attracts business from a larger marketplace.

Our Services

- Utilities Engineering
- Land Planning
- Transportation Engineering
- Landscape Architecture
- Construction Management
- Site Development
- Geotechnical Engineering
- Oil and Natural Gas
- Surveying and Technology



E.L. Robinson has a strong background in site facility development and renovations. Our team has over 39 years of experience working with various communities, developing a diverse range of capabilities to handle the most complex development projects. From the initial planning and layout through the construction phase, the team at ELR provides clients with top quality site development services. Our areas of expertise include community and public facilities, business parks, recreational areas, residential neighborhoods, urban planning and streetscape design, planned unit and community development, park and recreation design, and campus planning.

E.L. Robinson has over 135 staff members including 57 degreed engineers, 37 of which are registered professional engineers; 15 construction inspectors and a support team of administrative and technical personnel. Our firm's office in Charleston will provide the identified scope of services. This team of professional engineers, funding specialists, surveyors and construction inspectors has been specifically assembled for this project because of their experience relating to your project and for preparing solutions that are realistic.

ELR's team has been fortunate to assist other clients with various types of site design projects including numerous building facilities and centers to serve various communities.

- Greenfield Cabinetry Building Expansion
- Putnam PSD Maintenance Facility
- Mingo County 911 Center
- Putnam County 911 Command Center and EMS Garage
- Mason County 911 Center
- Wetzel County 911 Center
- Chief Logan State Park Recreational Facility
- Aldersgate United Methodist Church Recreation Facility
- Logan County Airport Business and Industrial Park
- Williamson DHHR Building
- Mingo County Memorial Building Handicap Accessibility
- Williamson Coal House
- Williamson City Hall Exterior Updates
- Williamson Fire-Police Station
- Logan County Courthouse ADA Upgrades

Project Information

E.T. Boggess Architect, Inc.

<i>Project</i>	<i>Type</i>	<i>Goals</i>	<i>Size</i>	<i>Cost</i>	<i>Comp.</i>
<p>Municipal Complex for the City of Princeton</p> <p>Location: Princeton, WV</p> <p>Project Manager for the City: Eric Gatchel - 304-888-9855</p>	<p>New</p>	<p><i>Provide renovation design of former wood processing facility in order to accommodate all city offices - administration, police, fire department, public works & recreation.</i></p> <p><i>Projects to be accomplished in phases.</i></p>	<p>272,902 sf</p>	<p>\$11 mil</p>	<p>TBD</p>
<p><i>Goals were met by as a result of diligent research, planning/programming and coordination between team members and city officials.</i></p>					
<p>Princeton Public Library</p> <p>Location: Princeton</p> <p>Proj Mgr for the City of Princeton: former Librarian Connie Shumate - 304-384-5366</p>	<p>New</p>	<p><i>Renovated former USPO to serve as new public library. Preserve historical atmosphere. Install new technology. Ensure code compliance.</i></p>	<p>13,300 sf</p>	<p>\$3.8 mil</p>	<p>2010</p>
<p><i>Goals were met by identifying areas to improve/enlarge, restoring historical architectural elements, and ensuring code compliance.</i></p>					
<p>Hatfield-McCoy Trail Regional Authority</p> <p>Location: Lyburn, WV</p> <p>Executive Director: Jeffery Lusk - 304-752-3255</p>	<p>Reno.</p>	<p><i>Renovated former restaurant to serve as main authority offices, conference rooms, & storage.</i></p> <p><i>Included display area for retail sales.</i></p>	<p>6,200 sf</p>	<p>550,000</p>	<p>2011</p>
<p><i>Goals were met by as a result of coordination with owner to identify specific needs and adapt existing structure for compliance.</i></p>					

MUNICIPAL COMPLEX

Princeton, WV

PROJECT DETAILS

owner/district:
City of Princeton

year:
2018

size:
272,902 sf
37.5 acres



Existing Structures



The former Dean Company Property is being considered as the new location for a multi-functional governmental complex. ETB designed a master plan that incorporated administrative offices, fire department, police department, public works, a recreational center and nautical center. This new hub will also be home to maker spaces, leasable space for large business ventures and a multi-sport outdoor facility for travel sports - baseball, softball and soccer. Outdoor amenities may include a skate park, family pavilions and running / walking paths.

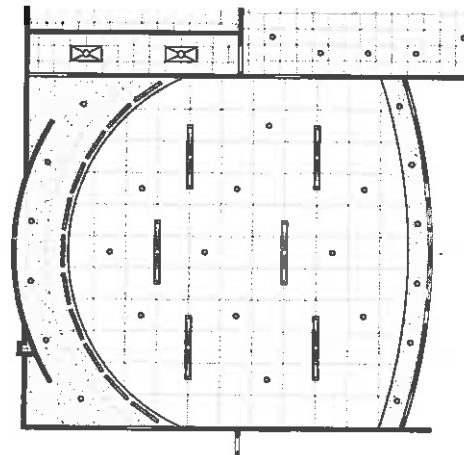
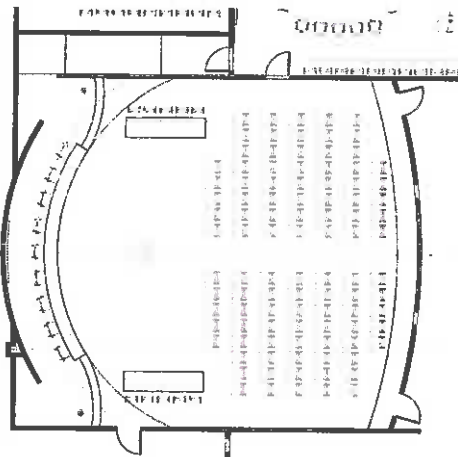


MUNICIPAL COMPLEX
Princeton, WV





Council Chambers & Entrance





- 
CITY
 Administration Offices
 Operations, Meeting Room
 Classroom
 Reception - 3,800 sf
 New Classroom - 7,200 sf
 Total - 11,000 sf
 Sit-down space - 2,200 sf
 Stand-up space - 4,200 sf
- 
FIRE DEPT.
 Utility EIS Station
 Storage Vehicle Shop
 Hot Zone Office, Staging
 Department, Warehouse
 Bay - 10,500 sf
 Office - 10,200 sf
 Total - 21,300 sf
- 
POLICE DEPT.
 Police Daily Shift, Holding Cell
 Office, Interview Station
 Garage - 3,200 sf
 Office - 11,000 sf
 Total - 14,300 sf
- 
PUBLIC WORKS
 Office, Storage Space
 Warehouse Area
 Interview Vehicle Storage
 24,700 sf
- 
REC CENTER
 2 Recreational Basketball Courts
 Lockers, Restrooms
 Food Concessions Area
 Event - Rental Space
 Brunch House Party Room
 Office - 11,000 sf
 Office - 23,000 sf
 Total - 34,000 sf (plus 4 classrooms)
- 
SPORTS COMPLEX
 2 Recreational Basketball Courts
 2000 sq ft rest area
 Office - 20,275 sf
 Rest Area - 21,700 sf
 Office - 12,500 sf
 Total - 54,475 sf
- TENANT SPACE**
 89,200 sq ft available
 28,250 sq ft available / Access
 Master suite/Multi vehicle



PRINCETON PUBLIC LIBRARY

Princeton, WV



PROJECT DETAILS

owner/district:
City of Princeton

year:
2010

size:
13,331 sf (Two Story)

This renovation/adaptive re-use project involved a total interior renovation and exterior restoration that transformed the abandoned former USPO building into a new focal point for Mercer Street. In addition to providing much needed space for books, this design enabled the library to have designated spaces for audio/visual, and an exclusive West Virginia Room. Activities associated with the operation of the library are easily maintained from the custom designed control desk. Rooms in the basement are dedicated to three specific age groups, and include an open computer area. Public meeting /conference rooms with state-of-the-art technology equipment are also located on the lower basement level.



PRINCETON PUBLIC LIBRARY

Princeton, WV



PRINCETON PUBLIC LIBRARY

Princeton, WV

PROJECT DETAILS

owner/district:
City of Princeton

year:
2010

size:
13,331 sf (Two Story)

Exterior work involved the restoration of the cut stone and brick, total roof replacement and improved access. Existing windows were either restored/refurbished or replaced.

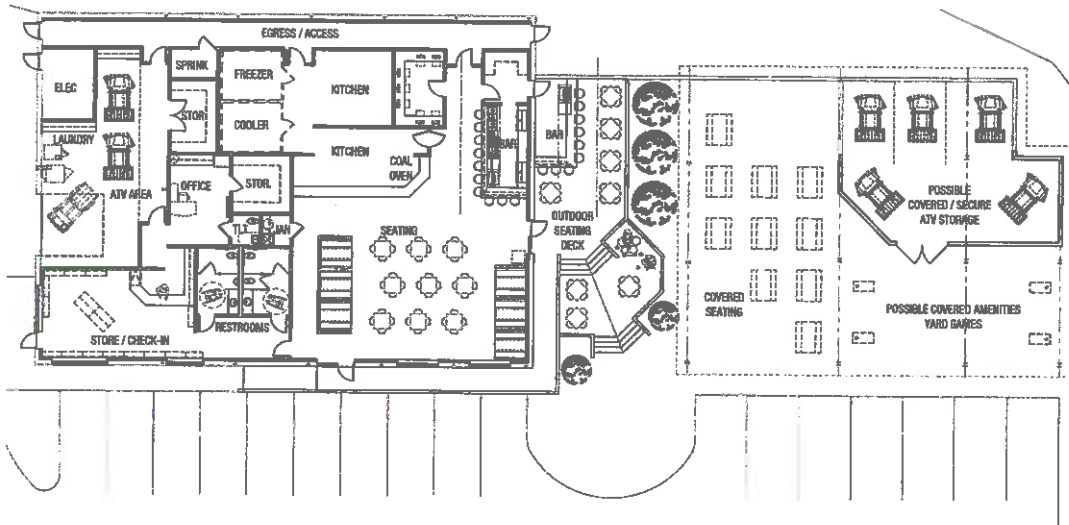


ATV OUTPOST

Coaldale, WV



METAL BUILDING
RENOVATION
CONCEPTS



WV DOH DISTRICT COMPLEXES

Statewide

PROJECT DETAILS

owner/district:
WV DOH

year:
on-going

size:
various



DISTRICT 6 MAINTENANCE BUILDING



DISTRICT 7 EQUIPMENT SHOP

ETB provided the original complex design for District Ten, which included an office building, a maintenance building (now called the equipment shop), a bridge/sign shop, and a lab building. The buildings have been modified over the years to satisfy the needs of the DOH and each specific site. The design brings together a variety of services and functions that were previously scattered throughout the district onto a single, campus-like setting. This lay-out has been very effective and is being repeated throughout the state.

District Six has completed all but the lab building. District Nine has completed only the main office building. The office building for District One was completed in 2014 and District 8 Equipment Shop was completed in 2015. District 7 Office Building and Equipment Shop were completed in August, 2018.

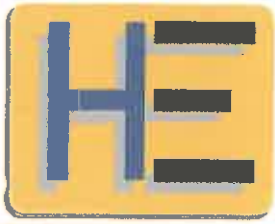
These pictures represent the maintenance and/or equipment shops that have utilized a metal building design.



DISTRICT 10 MAINTENANCE BUILDING



DISTRICT 8 EQUIPMENT SHOP



Recent Public Works Buildings

New Bus Garage

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for a new 5,900 sq. ft. bus garage in West Union, WV.

Public Works Building

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for a new 4,500 sq. ft. bus garage in Romney, WV.

Energy Corporation of America

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 60,000 sq. ft. office located in Charleston, WV.

St. Albans Armory Storage Building

HVAC, Plumbing, Electrical and Fire Alarm design for a 3,000 sq. ft. storage building.

WV Veterans Home Barboursville

Electrical design for a new 1,000 sq. ft. storage building.

WV DOH Weigh Station

HVAC, Plumbing and Electrical design for a new 885 sq. ft. weigh stations to replace existing weigh stations in Putnam County.

Dominion Gas Office Building

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,000 sq. ft. office located in Clarksburg, WV.

Beckley VA Parking Garage

HVAC, Plumbing, Electrical and Fire Alarm design for a new 4-story parking garage.

W. Kent Carper Justice and Public Safety Complex

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a renovations to a 62,400 sq. ft. Justice and Public Safety Complex.

WV Department of Highways SRC Office Building

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a renovations to a 39,400 sq. ft. addition and renovation to existing office building in Charleston, WV.



Recent Public Works Buildings (continued)

Office Addition to Boone County Courthouse Annex

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,400 sq. ft. addition and renovation to Boone County Courthouse Annex.

Fayette County 911 Emergency Communication Center

Provided mechanical, electrical, and plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lightings to reduce screen glare, diesel emergency generator and automatic transfer switch, and a dual action sprinkler system.

Wayne County 911 Emergency Communication Center

Mechanical, Electrical and Plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lighting to reduce screen glare, diesel emergency generator and automatic transfer switch, and dual action sprinkler system.

South Charleston Fire Station #1

Mechanical, Electrical, and Plumbing services for the new 10,000 sq. ft. Fire Station located in downtown South Charleston, WV.

Charleston Fire Station #3

Mechanical, Electrical, and Plumbing services for the new 6,400 sq. ft. Fire Station located in Oakwood Road in Charleston, WV.

Mingo County 911 Center



CLIENT:

Mingo County Commission

COMPLETION DATE:

2000

PROJECT COST:

\$500,000

OUR ROLE:

Planning, design, and construction management

ELR served as the prime design consultant providing the following services:

Our team converted an existing garage with limited office space at Mingo County Airport into new office space for the new county 911 center.

Provided specifications for all the required 911 equipment and electronics.

Updated 3 tower sites within the county with new antennas and equipment.

ELR attended construction meetings for a pre-bid meeting, a bid-opening meeting, pre-construction meeting, two construction observation visits per month during construction, one substantial completion observation, punch list development and final inspection.

Prepared all the necessary permitting for project construction.

Putnam County 911 Command Center and EMS Garage



CLIENT:
Putnam County Commission

COMPLETION DATE:
2009

PROJECT COST:
\$3.4 Million

OUR ROLE:
Topography survey, geo-technical, structural, site/civil engineering, construction observation and administration

ELR served as the prime design consultant providing the following services:


Provided field visitations as necessary to complete preliminary sit/civil engineering and the preparation of bid documents which included a site layout, grading, storm drainage plan, and utilities plan.

Provided structural plans and construction documents for architectural floor plans, building elevations, and sections for the proposed facility. Plumbing, Mechanical, and Electrical were also provided as a part of subconsultants' role.

Provided construction specifications for the proposed facilities including architectural, plumbing, sprinkler, HVAC, electrical, fire alarm, security, data and telephone (rough-in only) and associated electrical systems, structural, and civil specifications as a part of the project.

Reviewed required contractor shop drawings and provide coordination for the contractor in answering any design clarification questions during construction.

Attended construction meetings for a pre-bid meeting, a bid-opening meeting, pre-construction meeting, two construction observation visits per month during construction, one substantial completion observation, punch list development and final inspection.



Prepared all the necessary permitting for project construction

Mason County 911 Center



CLIENT:

Mason County Commission

COMPLETION DATE:

2008

PROJECT COST:

\$1.7 Million

OUR ROLE:

Environmental assessment, topography and boundary survey, geo-technical, structural, site/civil engineering, construction observation and administration

ELR served as the prime design consultant providing the following services:

Provided field visitations as necessary to complete preliminary sit/civil engineering and the preparation of bid documents which included a site layout, grading, storm drainage plan, and utilities plan.

Provided structural plans and construction documents for architectural floor plans, building elevations, and sections for the proposed facility

Provided construction specifications for the proposed facilities including architectural, plumbing, sprinkler, HVAC, electrical, fire alarm, security, data and telephone (rough-in only) and associated electrical systems, structural, and civil specifications as a part of the project.

Reviewed required contractor shop drawings and provide coordination for the contractor in answering any design clarification questions during construction.

Attended construction meetings for a pre-bid meeting, a bid-opening meeting, pre-construction meeting, two construction observation visits per month during construction, one substantial completion observation, punch list development and final inspection.

 Prepared all the necessary permitting for project construction.

Wetzel County 911 Center



CLIENT:

Wetzel County Commission

COMPLETION DATE:

2009

PROJECT COST:

\$3 Million

OUR ROLE:

Environmental assessment, topography and boundary survey, geo-technical, structural, site/civil engineering, construction observation and administration

ELR served as the prime design consultant providing the following services:

Provided boundary and topographical mapping for the proposed one acre site. Completed exploratory borings and soil samples for a geotechnical report

Provided field visitations as necessary to complete preliminary sit/civil engineering and the preparation of bid documents which included a site layout, grading, storm drainage plan, utilities plan and structural plan

Provided construction documents for architectural floor plans, building elevations, and sections for the proposed facility. Plumbing, Mechanical, and Electrical were also provided as a part of subconsultants' role.

Provided construction specifications for the proposed facilities including architectural, plumbing, sprinkler, HVAC, electrical, fire alarm, security, data and telephone (rough-in only) and associated electrical systems, structural, and civil specifications as a part of the project.

Reviewed required contractor shop drawings and provide coordination for the contractor in answering any design clarification questions during construction.



Williamson City Hall Exterior Updates



CLIENT:
City of Williamson

COMPLETION DATE:
2012

PROJECT COST:
\$60,000

OUR ROLE:
Structural design

ELR was contracted to provide the exterior updates to the Williamson City Hall allowing it to become ADA compliant. By providing the three main entrances to the building with handicap accessible ramps, repairing several sections of sidewalk and developing adequate handicap parking for the structure the city hall will then meet ADA standard.

The improvements to the three main entrances provide an open 3' handicap ramp along with the adequate 5' wide platform at the top of each ramp. A railing is provided on each side for safety and follows the guidelines set by the Department of Justice.

New sections on sidewalk are to be replaced, fixing issues such as cracking and weathered deterioration that has taken place over time. Also this will correct any uneven pavement and provide the correct 2% cross slope for proper rain water drainage.

Also three handicap parking spaces will be added to the current lot along with the appropriate curb ramps to provide easy access to the sidewalk. The parking lot is currently an uneven pavement of brick that will be corrected with asphalt to allow for an even surface.

Williamson Fire-Police Station



CLIENT:
City of Williamson

COMPLETION DATE:
2011

PROJECT COST:
\$148,856

OUR ROLE:
Project Design

E.L. Robinson Engineering teamed with Associated Architects to evaluate the existing roof system at the Williamson Fire-Police Station. After the evaluation was completed, plans and specifications for a new roof system were developed. The project was bid and awarded. ELR prepared advertisements, assisted in receipt and opening of bids. ELR performed final inspection and developed a punch list when the contract was substantially completed. The project was final in the fall of 2011.

Management & Staffing Capabilities

Todd Boggess is President of E.T. Boggess Architect, Inc., and will serve as the design team leader. Todd will be the architect-of-record and will be assisted by . . .

Stephen Mackey is responsible for design, code review, project programming, and research standards review.

Nathan Turner will be the project manager responsible for coordinating all project information amongst the team.

Dale East will be managing the construction documentation and, along with Mr. Mackey, they will be generating the design and construction approach to realize the project.

Chris Canterbury is ETB's construction contract administration manager. With over 19 years of CA experience, Chris' knowledge and background of all building systems has been an invaluable asset to our team. Nathan Turner, as project manager, and Todd Boggess also remain very active during the CA phase to help ensure the design intent is realized.

A component of our management approach is the development of an individual strategy for each project, focused on the specific problems to be solved. This strategy considers the staff members assigned to the project, the scheduling and duration of work phases, the use of special consultants or specialized studies. Our Project Management Plan (PMP) will document key management and oversight tasks and is updated throughout the project as changes occur. The plan will include a definition of your program goals, technical requirements, schedules, resources, budgets, and management programs.

As we gain a better understanding of your scheduling targets, we will be able to determine exactly what resources we will need to dedicate to the project. Regardless of the schedule, we are confident that our manpower and skill level will remain more than adequate, even in the early, labor intensive phases. Our projected workloads and the depth of personnel available are such that staffing projects of this size and complexity will have no adverse impact on any current or future projects in our office. We experience in planning, designing and managing similar renovation projects for various state and local agencies and will be able to meet your program objectives within the time schedule agreed to.

Resumes for our design team can be found on the following pages.

Todd Boggess, AIA, NCARB, Architect
President



EDUCATION

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture

RESPONSIBILITIES

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President.

Todd is responsible for . . .

- architectural design and development
- project management and coordination
- computer aided design and visualization
- interior design
- site planning

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

COMMITTEES

West Virginia Board of Architects (since 2014) – Governor Tomblin recently appointed Todd to this board which is responsible for protecting the life, health and property of the people of the State of WV by ensuring that proper architecture practices are used in the state.

Princeton Zoning Board of Appeals (since 2000) – Todd has been asked to serve on this local committee for the past 17 years. He currently serves as vice-chair. The board is responsible for reviewing and ruling on appeals to the existing Princeton Zoning Laws.

PROJECTS – New Construction / Additions

- WVARNG Readiness Center, Elkins, WV
- Princeton Rescue Squad Multi-use Building, Princeton, WV
- Pipestem Conference Center (*Addition*), Pipestem State Park
- WVDOH (Office buildings, equipment shop, bridge & sign shop, lab building)
 - District 10 Headquarters Complex (all four buildings)
 - District 6 Headquarters Complex (three buildings)
 - District 9 Office Building
 - District 1 Office Building
 - District 8 Equipment Shop
 - District 7 Office Building & Equipment Shop

PROJECTS – Renovations / Adaptive Re-use

- Municipal Complex for the City of Princeton (adaptive re-use), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- WVARNG Coonskin Joint Facilities Exterior Renovation, Charleston, WV
- Princeton Public Library (former USPO), Princeton, WV
- New River Community & Technical College (former Bank Building), Princeton, WV
- New River Community & Technical College Arts & Sciences (former DOH), Lewisburg, WV
- Hatfield/McCoy Regional Authority Offices, Lyburn, WV
- The Railyard and Clover Club (*Adaptive Reuse*), Bluefield

AWARDS

- WVAIA "Honor Award" for Renovation Design of the Princeton Public Library – April 2012
- Princeton/Mercer County Chamber of Commerce "Excel Award" – January, 2011
- *West Virginia Executive Magazine's* "Young Guns" - Fall, 2003
- Princeton/Mercer County Chamber of Commerce "Citizen of the Year - 2000"
- Princeton Elks Club "Citizen of the Year - 2000"

Stephen Mackey
Planning & Design



EDUCATION

- Bachelor of Arts Degree in Design, Clemson University School of Architecture
- Master of Architecture, Clemson University School of Architecture

RESPONSIBILITIES

With over 30 years of experience in all phases of design and construction, Mr. Mackey brought strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of a number of large educational projects. Specific project responsibilities include:

- code review and analysis
- program development
- conceptual design
- design visualization
- project coordination
- construction specifications

PROJECTS

Mr. Mackey rejoined ETB Architects in 2009 after serving as Executive Vice President for two architectural firms in Florida. During his absence, Mr. Mackey also served as project manager on several large school projects in the state of Florida and has been focused on education projects since his return to ETB.

- Municipal Complex for the City of Princeton (adaptive re-use), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- Princeton Rescue Squad Multi-use Building, Princeton, WV
- Courthouse Square Commercial Development, Princeton, WV

Nathan Turner, LEED G.A.
Project Manager



EDUCATION

- Bachelor of Science, Engineering – Architecture, Fairmont State University
- Master of Architecture (May, 2009), Boston Architectural College

RESPONSIBILITIES

Mr. Turner joined ETB in 2009 and brought with him a wealth of experience in architectural design, as well as construction methods and practices. His prior experience with educational facilities has already proven extremely valuable as we have several elementary, middle, and high school projects at various stages of completion. Nathan has obtained LEED certification and will assist in our efforts to provide a "green" approach to as many projects as possible.

Specific project responsibilities include:

- architectural programming
- construction documentation
- project management
- project coordination
- construction specifications
- construction administration

PROJECTS

- Municipal Complex for the City of Princeton (*Adaptive re-use*), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- Princeton Rescue Squad Multi-use Building, Princeton, WV
- New River CTC Arts & Sciences (*Adaptive re-use*), Lewisburg, WV
- New River Community & Technical College (*Adaptive re-use*), Princeton, WV
- Princeton Public Library (*Adaptive re-use*), Princeton, WV

Dale East
Production Management



EDUCATION

- Bachelor of Science - Architectural Engineering
 Bluefield State College

RESPONSIBILITIES

Mr. East is an architectural intern with 10 years of experience who joined ETB in November of 2013. Prior to returning to Princeton, his work at architectural firms in Tennessee allowed him to manage projects from New Jersey to Atlanta, ranging from educational facilities to zoological exhibits. Dale is involved in all phases of design documentation and production and is eager to handle any task needed to ensure a smooth project flow from start to finish.

Specific project responsibilities include:

- 3D modeling
- graphics/imagery
- construction documentation
- project coordination

PROJECTS

- WVARNG Coonskin Joint Facilities (*Exterior Renovation*), Charleston, WV
- Municipal Complex for the City of Princeton (*Adaptive re-use*), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- Princeton Rescue Squad Multi-use Building, Princeton, WV
- WVDOH D7 Office Building and Equipment Shop, Lewis County
- Bill Cole Automall Used Cars (*Renovations*), Green Valley, WV
- Ramey Chevy & Toyota (*Renovations*), Green Valley, WV
- The Railyard and Clover Club (*Adaptive Reuse*), Bluefield

Chris Canterbury, Associate AIA
Construction Administration Manager



EDUCATION

- Bachelor of Science Engineering Technology/Architecture, Fairmont State University

RESPONSIBILITIES

Chris joined ETB in 2000 as a CADD Technician. His focus in recent years has been project administration and his current position of Construction Administration Manager reflects that area of expertise. Your project will benefit from his superb organizational skills. He attends meetings and keeps track of your needs and wishes through notes and minutes. His timely response to submittals will ensure that your project stays on its construction schedule.

Chris is responsible for . . .

- construction administration
- organizing and attending meetings
- contacting material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/observations

PROJECTS

- WVDOH Buildings – multiple types/locations
 - District 9 Office Building, Lewisburg, WV
 - District 1 Office Building, Charleston, WV
 - District 8 Equipment Shop, Elkins, WV
 - District 7 Office Building & Equipment Shop, Weston, WV
- Bill Cole Automall Used Cars (*Renovations*), Green Valley, WV
- Ramey Chevy & Toyota (*Renovations*), Green Valley, WV
- Princeton Public Library (*Adaptive re-use*), Princeton, WV
- New River Community & Technical College (*Adaptive re-use*), Princeton, WV
- New River C&TC Arts & Sciences (*Adaptive re-use*), Lewisburg, WV
- Hatfield/McCoy Regional Authority Offices, Lyburn, WV
- Municipal Complex for the City of Princeton (*Adaptive re-use*), Princeton, WV



Experience

Mr. Harper brings 16 years of design experience to the firm. He has expertise with HVAC, electrical, plumbing, sprinkler and fire alarm system designs. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Mr. Harper's role with the firm includes, but is not limited to, office manager, project manager, draftsman, and Building Information Modeling coordinator. He oversees projects from the early design phase through construction administration to post construction. He assists the project architect and design team with valuable mechanical, electrical, and plumbing information early in the project to ensure it is adequately designed to handle the client's needs.

Projects

HVAC Additions to Taylor County Middle School
Poca High School Elevator Addition
Chapmanville Intermediate School
Burch PK-8 School
Lewis County Transportation Facility
HVAC Renovations to Tucker County High School
South Preston PK8 School
Arnoldsburg Elementary School
Additions and Renovation to Geary School
Tunnelton Denver Elementary School
HVAC Systems Renovations to
Upshur County Elementary Schools
Additions and Renovations to Flinn Elementary



Registration/Professional Affiliations

Professional Engineer WV - [REDACTED]
American Society of Heating, Refrigeration and Air-
Conditioning Engineers - [REDACTED]
National Fire Protection Association - [REDACTED]

Education

West Virginia University Institute of Technology
Bachelor of Science - Mechanical Engineering



Experience

Mr. King brings 14 years of electrical design experience and over 11 years of electrical construction/maintenance experience to the firm. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, government buildings, and industrial projects.

Mr. King's role with the firm includes, but is not limited to, project manager, draftsman, specification writer and construction administration. He oversees projects from the early design phase to post construction. He assists the project architect and design team with valuable electrical information early in the project to ensure it is adequately designed to handle the client's needs.



Projects

- FedEx Freight - 32 Bay Expansion
- Arnoldsburg Elementary School
- Chapmanville Intermediate School
- South Charleston Fire Station
- Geary Elementary School
- Holden Elementary School
- Hurricane High School Batting Facility
- Marshfork Elementary School
- Tudor's/Gino's Restaurants (Various Location)
- Additions and Renovations to Flinn Elementary

Registration/Professional Affiliations

- Professional Engineer WV - [REDACTED]
- Professional Engineer KY - [REDACTED]
- Professional Engineer PA - [REDACTED]
- Professional Engineer OH - [REDACTED]
- Professional Engineer VA - [REDACTED]
- Professional Engineer MI - [REDACTED]
- Professional Engineer SC - [REDACTED]
- Professional Engineer IN - [REDACTED]
- West Virginia Master Electrician - [REDACTED]
- American Society of Heating, Refrigeration and Air-Conditioning Engineers - [REDACTED]
- National Fire Protection Association - [REDACTED]

Education

- West Virginia University Institute of Technology
Bachelor of Science - Electrical Engineering
- Bluefield State College
Bachelors of Science - Computer Science

Tim Cart, P.E.
SITE CIVIL ENGINEER



Education

B.S. Civil Engineering, West Virginia University, 1981, Magna Cum Laude

Registrations

Registered Professional Engineer West Virginia (1986)

Registered Professional Surveyor in West Virginia (1995)



Professional Memberships

American Society of Civil Engineers (ASCE)

Professional Experience

Mr. Cart has over 35 years of experience in providing consulting engineering services. Clients served have included Industrial, Public and Private Institutions and State and Federal Agencies. He has served as Project Engineer on numerous geotechnical investigations over the years. These projects have included highways, bridges, industrial sites, buildings and various developments.

Mr. Cart has been the lead engineer for the design of structures including garage maintenance facilities, 911 centers, student resident housing additions, building renovations including additions of elevations and stairways. The projects vary in complexity to single story slab on grade structures to multi-story 911 centers.

Additionally, Mr. Cart has also provided clients with evaluation of existing structures to determine the modifications required for proposed changes in the structural loading. He has worked with architects and the fire marshal's office to provide structures designed to the latest code requirements.

Representative Projects

Mr. Cart has served as senior project engineer for numerous structural projects including the following:

- Buckwheat Express Bus Garage- Kingwood, WV
- Mason County 911 Center and Garage- Point Pleasant, WV
- Putnam County 911 Center and Maintenance Garage- Winfield, WV
- Mingo County 911 Center- Williamson, WV
- Wetzel County 911 Center- New Martinsville, WV
- CAMC General Student Resident Housing- Charleston, WV
- State Credit Union Building Addition- Charleston, WV



Tim Cart, P.E.
(continued)



- Chief Logan Recreational Center- Logan, WV
- Aldersgate United Methodist church Gym and Fellowship Building- Sissionville, WV
- Lincoln County Courthouse File Room Modifications- Hamlin, WV
- Logan County Commission Building Elevator and Stairway Project- Logan, WV
- Logan County Courthouse Annex, Elevator and Stairway Project- Logan, WV
- Logan Welcome Center- Logan, WV
- Historic Coal House Restoration- Williamson, WV
- Flatwoods Canoe Rune PSD Maintenance & Treatment Building- Sutton, WV
- Putnam County Pre-Sed Basin and Building- Teays Valley, WV
- Delbarton Sewage Treatment Plant & Facility Buildings- Delbarton, WV
- Putnam County PSD Maintenance Garage- Teays Valley, WV



J.D. KINDER, P.E.
GEOTECHNICAL ENGINEER



Education

B.S. Civil Engineering, West Virginia Institute of Technology, 2008

Registrations

Registered Professional Engineer West Virginia

Professional Experience

Mr. Kinder has over 8 years of experience in many areas of civil engineering including roadway design projects, site development projects, geotechnical investigations, natural gas projects and retain structure design. Additionally, Mr. Kinder has experience in performing slope stability analysis for various roadway fills and bridges.

Prior to joining E.L. Robinson Engineering, Mr. Kinder gained experience in the manufacturing industry supervising various products. His duties included QA/QC testing, product development, estimating, on site installation assistance, inventory, production scheduling, oversight and site layout and design for more than 140 retaining wall projects throughout West Virginia, Ohio and Kentucky.

Representative Projects

Mr. Kinder has served as a project engineer for numerous structural projects including the following:

WVDOT Landslide Repairs- Lincoln County (20 sites)

WVDOT Landslide Repairs- Logan County (6 sites)

WVDOT Landslide Repairs- Mingo County (8 sites)

WVDOT WV 4 Clendenin Slip and Slide Repair (11 sites)

WVDOT Corridor H Kerens to U.S. 219 Connector (Geotechnical) - Randolph & Tucker Counties

WVDOT Laurel Creek Girder Bridge (Geotechnical) - Mingo County, WV

WVDOT Arnettsville Arch Bridge (Geotechnical) - Monongalia County, WV

FEMA - Town of Logan - Storm Damage Investigation

Crestwood Pipeline Projects- Doddridge County, WV

City of Williamson Water Treatment Plant Inlet Modification

Tracy Vickers Community Complex

West Edge Warehouse - Huntington, WV



TODD GARNES
PROJECT DESIGNER



Education

A.A.S. Architectural Drafting Technology
West Virginia State College, 1999

A.A.S. Computer Aided Drafting and Design
West Virginia State College, 1999

Computer Skills

Civil 3-D, ArcMap 10.1, AutoCAD Map, AutoCAD, MicroStation, Microsoft Office



Professional Experience

Mr. Garnes has more than 19 years of experience as a civil draftsman and designer. He is proficient in numerous drafting and mapping software platforms. His proficiency spans multiple areas such as Civil 3D, GIS, construction inspection, waterline planning and design, sanitary sewer planning and design, site development, cathodic protection planning, county-wide planning, infrastructure cataloging, and document preparation.

Representative Projects

WVDOH:

- City of Charleston - Lee Street Sidewalk Enhancements
- Town of Davis - Tucker County Rocks 2014

Village of Rio Grande Wastewater System Improvements and Wastewater Treatment Plant

Camp Caesar Infrastructure Improvements Project

Doddridge County PSD 2015 County Wide Water Study

Pocahontas County PSD

- Cheat Mountain Water Acquisition
- Dominion Waterline Extension

Village of Cadiz Water System Improvements Project

WVDNR:

- Watoga State Park Wastewater Treatment Plant Replacement Project
- North Bend State Park Waterline Extension
- Greenbrier State Forest Waterline Extension

Bluefield Commercialization Station

 Rahall Transportation Institute Land Use Master Plans – Boone, Clay, Fayette, Lincoln, Logan, McDowell,

Mercer, Wayne, Wyoming, Raleigh, Upshur, Webster, and Marshall Counties

Webster County PSD Bergoo Wastewater System and Wastewater Treatment Plant Improvements

GIS – Marshall County 10 Year Comprehensive Water and Sewer Study

Town of Gilbert:

- Slabtown, Tamcliff and Paynter Bottom Waterline Extension Project
- Horsepen, Gilbert Creek and Browning Fork Waterline Extension
- River Bend Road Waterline Extension
- Upper Gilbert Creek Waterline Extension

Logan County PSD:

- Upper Little Harts Creek Waterline Extension
- Big Harts Creek Waterline Extension
- Marsh Fork Waterline Extension
- Hidden Valley/Airport Road Waterline Extension
- Ridgeview Sewer – Railroad Permits

Lincoln PSD McCorkle Railroad Crossing

Lincoln EDA Lower Mud River Waterline Extension

Queen Shoals PSD Waterline Extension

Town of Chapmanville Water Upgrade Project

West Virginia American Water:

- Sanderson/Dutch Ridge Waterline Extension
- Miller Mountain Waterline Extension
- Upper Winifrede Waterline Extension

Mingo County Redevelopment Authority:

- King Coal Highway Water and Sewer Project
- Mingo Central High School Water and Sewer Project
- Mingo County Airport Water and Sewer Project

Putnam County Business Park Utilities Extension Project

Norton Harding Jimtown PSD Scott Run/Findley Road Waterline Extension Project

Town of Matewan Red Jacket Sanitary Sewer Upgrade Project



South Charleston Sanitary PSD Corridor G Sanitary Sewer Study

Education

Drafting CADD Certificate (Microstation),
Ben Franklin Career and Technical Center, 2000

CADD Certificate (Autocad),
Carver Career and Technical Center, 1999

CADD Certificate (Civil 3D)




Professional Experience

Mr. Fore has over 18 years of experience as a CAD Designer in numerous areas of civil engineering. His representative experience includes civil site development, water and wastewater line treatment plants, abandoned mine lands reclamation, highway design, bridge inspection, utility location and mapping, hydrographic surveying, land surveying, environmental, wind energy, water sampling, GPS and RTK.

He is adept in AutoCad Civil 3D (Version 2006 thru 2015). Further proficiency includes Autocad Land Desktop, Microstation, Inroads, Autodesk Vault Explorer, Eagle Point, TGO, Pathfinder Office, Hydro-Pro, Microsoft Access, Excel and Word. He provides training/support and workstation configuration, as well as data management of CAD and GIS related material.

Representative Projects

- Green Valley Glenwood PSD Raw Water System Upgrade
- Village of Cadiz South and Center Collection System Improvements
- City of Catlettsburg Wastewater Treatment Plant Upgrade
- Kanawha Falls PSD Wastewater Treatment Plant Improvements
- Kanawha Falls PSD Wastewater Collection System Improvements
- Kanawha Falls PSD Gauley River Waterline Crossing Replacement
- Village of Woodsfield Long Term Control Plan Phase 3
- City of Salem Stormwater Elimination Project
- Logan County PSD Holden Wastewater System Extension and Upgrade
- Logan County PSD Mud Fork Wastewater System Extension and Upgrade
- Excelsa Westmoreland Hospital Secondary Disinfection System
- Buffalo Creek PSD Wastewater System Improvements
- Lincoln County PSD Alum Creek Sewer
-  McDowell County PSD Elkhorn Creek Clean Stream and Trout Habitat Initiative

Princeton Municipal Complex - Renovations / Adaptive Re-use

Mr. Mike Webb, City Manager
City of Princeton
100 Courthouse Road
Princeton, WV 24740
304-487-5093

Princeton Public Library - Renovations / Adaptive Re-use

Ms. Connie Shumate, Librarian
Concord University
PO Box 1000
Athens, WV 24712
304-384-5366
Connie was the Princeton Public Librarian during the project

Hatfield McCoy Trail Authority Offices - Renovations
Ashland Trailhead - New

Mr. Jeffery Lusk, Executive Director
Hatfield McCoy Trail Regional Authority
PO Box 146
Man, WV 25635
304-752-3255



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Expression of Interest
 02 – Architect/Engr

Proc Folder: 484717

Doc Description: Renovation of Miners Health, Safety, & Training Bldg.

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2018-08-21	2018-09-20 13:30:00	CEOI 0314 HST1900000001	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.

PO Box 727


Princeton, WV 24740

101 Rockledge Avenue


304-425-4491

FOR INFORMATION CONTACT THE BUYER

Michelle L Childers
 (304) 558-2063
 michelle.l.childers@wv.gov

Signature  FEIN # 55-0515917 DATE September 18, 2018
 All offers subject to all terms and conditions contained in this solicitation

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.



(Name, Title) Todd Boggess, President

(Printed Name and Title) PO Box 727, Princeton, WV 24740

(Address) (P) 304-425-4491 / (F) 304-425-2028

(Phone Number) / (Fax Number) etb@etbarchitects.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.

E.T. Boggess Architect, Inc.

(Company)



(Authorized Signature) (Representative Name, Title) Todd Boggess, President

Todd Boggess, President

(Printed Name and Title of Authorized Representative)

September 18, 2018

(Date)

(P) 304-425-4491 / (F) 304-425-2028

(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: E.T. Boggess Architect, Inc. Address: PO Box 727, 101 Rockledge Avenue Princeton, WV 24740

Name of Authorized Agent: Todd Boggess Address: 101 Rockledge Ave., Princeton, WV

Contract Number: HST1900000001 Contract Description: Renovations at Oak Hill

Governmental agency awarding contract: Miners Health Safety & Training

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.
Harper Engineering (St. Albans) and EL Robinson (Charleston)
- 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.
Todd Boggess
- 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:  Date Signed: September 18, 2018

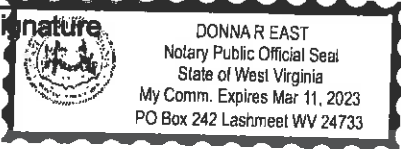
Notary Verification

State of West Virginia, County of Mercer:

I,  (Todd Boggess), 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 18th day of September, 2018


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: E. T. Boggess Architect, Inc.

Authorized Signature: *[Signature]* Date: September 18, 2018

State of West Virginia

County of Mercer, to-wit:

Taken, subscribed, and sworn to before me this 18 day of September, 2018.

My Commission expires March 11, 2023

AFFIX SEAL HERE

NOTARY PUBLIC *[Signature]*

