



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: 528243

Doc Description: A&E EOI for Existing Projects at the WV Schools for the Deaf

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No
2019-01-29	2019-02-22 13:30:00	CEOI 0403 DBS1900000002

RECEIVED

2019 FEB 21 AM 10:05

WV PURCHASING  
 DIVISION

**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:

Alpha Associates, Inc

209 Prairie Ave.

Morgantown, WV 26051

304-296-8216

**FOR INFORMATION CONTACT THE BUYER**

Stephanie L Gale

(304) 558-8801

stephanie.l.gale@wv.gov

Signature X

FEIN # 550516286

DATE 2/20/19

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.

Richard A. Colebank, President & COO

(Name, Title)



(Printed Name and Title)

209 Prairie Ave, Morgantown, WV 26501

(Address)

304-296-8216/ 304-296-8245

(Phone Number) / (Fax Number)

rick.colebank@thinkalphafirst.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contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated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.

Alpha Associates, Inc

(Company)



(Authorized Signature) (Representative Name, Title)

Richard A. Colebank, President & COO

(Printed Name and Title of Authorized Representative)

2/20/19

(Date)

304-296-8216/ 304-296-8245

(Phone Number) (Fax Number)

**ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:**

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

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

**Addendum Numbers Received:**


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

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

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

Alpha Associates, Inc

Company

  
Authorized Signature

2/20/19

Date

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

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: Alpha Associates, Inc

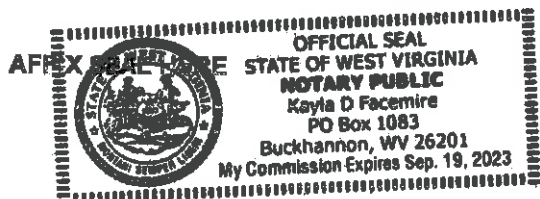
Authorized Signature: *[Signature]* Date: 2/20/19

State of West Virginia

County of Upshur, to-wit:

Taken, subscribed, and sworn to before me this 20 day of February, 2019

My Commission expires September 19, 2023.



NOTARY PUBLIC

*[Signature]*

Purchasing Affidavit (Revised 01/19/2018)

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

(Required by W. Va. Code § 6D-1-2)

**Contracting Business Entity:** Alpha Associates, Inc **Address:** 209 Prairie Ave, Morgantown, WV 26501

**Authorized Agent:** Richard A. Colebank **Address:** \_\_\_\_\_

**Contract Number:** CEOI 0403 DBS1900000002 **Contract Description:** Existing projects at WV

**Governmental agency awarding contract:** West Virginia Purchasing Division School for the Deaf

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.

Cooperative Strategies- Scott Leopold

**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.

Richard A. Colebank  
Richard W. Klein

**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.

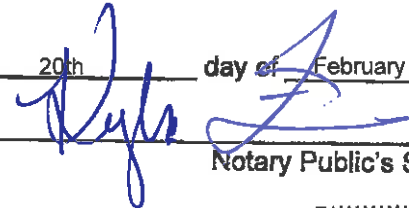
Signature:  Date Signed: 2/20/19

**Notary Verification**

State of West Virginia, County of Upshur:

I, Kayla Facemire, 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 20th day of February, 2019.

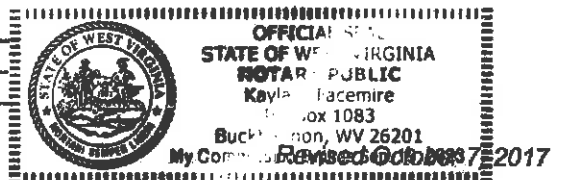
  
Notary Public's Signature

**To be completed by State Agency:**

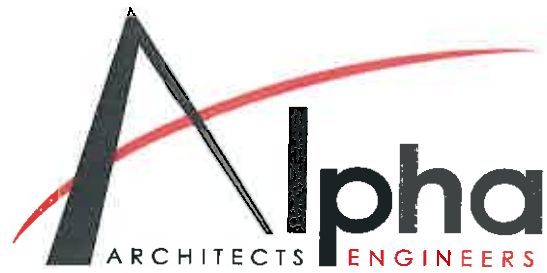
Date Received by State Agency: \_\_\_\_\_

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

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







## WV Schools for the Deaf and Blind

### Existing Projects at WV School for the Deaf and Blind

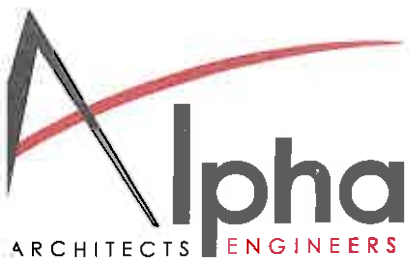
February 22, 2019

1:30PM

CEOI 0403 DBS1900000002

**EXPRESSION OF INTEREST**





February 22, 2019

Department of Administration  
Purchasing Division  
2019 Washington St. E.  
Charleston, WV 25305

Attn: Stephanie Gale

**RE: CEOI 0403 DBS1900000002**  
**A/E Services for Existing Projects at the WV Schools for the Deaf and Blind**

Dear Ms. Gale,

Alpha Associates, Incorporated is pleased to submit this expression of interest for the existing projects at the WV Schools for the Deaf and Blind. Alpha's decades of experience with K-12 facilities, our highly skilled staff and our existing relationship with the General Services Division make us the perfect partner on these important projects at 301 E Main St., Romney, WV.

Alpha has extensive expertise and understanding when it comes to the design and renovation of school facilities having completed numerous school projects across the State of West Virginia from Jefferson County to Wyoming County including new schools as well as partial and complete renovations. Our staff is committed to ensuring that each project designed exceeds our clients' expectations. We will accomplish this by setting and achieving the programmatic goals for the project while insuring that both budget and schedule are met. We have experience in not only the design and administration of K-12 schools but also in bond planning, CEFP development, SBA Funding and all aspects that are required to effectively fund a program that includes the design of new schools and the renovation of existing facilities.

Alpha has completed the design of more than \$150 million in K-12 projects, which include renovations, additions and new construction. In the past 10 years alone, Alpha has worked on more than 10 SBA funded projects and is very familiar with the SBA and Department of Education requirements and has an excellent working relationship with the staff of both agencies. In addition, we have completed CEFP's for several counties including Wyoming and Monongalia

Counties. In both cases we utilized the services of Cooperative Strategies (Known as DeJong and Associates at the time) for the educational planning aspects of the project.

### **Design Team**

Alpha is a West Virginia owned and operated architectural and engineering design firm with locations in Morgantown and Martinsburg. Our professional staff includes architects, civil and structural engineers, surveyors, cost estimators, field service representatives, landscape designers, interior designers, and technicians. We are well equipped to effectively and efficiently manage and produce your proposed project. Alpha's in-house combination of architectural design and civil and structural engineering will prove to be beneficial to your project. Cooperative Strategies will also be assisting us as an Educational Consultant for this project.

### **Project Understanding**

The General Services Division is looking to partner with a firm to provide services for the roof replacement at the WV School for the Deaf, Elementary Deaf Multi-Sensory wing and the Instructional Resource Center. Entry repairs will be made to the Administration Building and Instructional Resource Center, as well as lead and assist in the completion of the 2020-2030 Comprehensive Educational Facilities Plan. The assessment to the deteriorating brick and potentially sinking foundation at the Administration Building as well as a campus-wide electronic door access upgrades and additions will also be included. ADA and related renovations including bathrooms, egress concrete landings, ramps with guards and handrails will be made to the Physical Education Building. All work must comply with IBC and ADA regulations. Fire and exterior door replacement and related work will be included with this project.

### **Summary**

Alpha is committed to providing the General Services Division a design team that will surpass your every expectation. We will work with the GSD to provide assistance for the comprehensive educational facilities plan as well as the various upgrades and renovations needed. If you have any questions or wish to further discuss this project, please contact me at (304) 296-8216 ext. 102. We look forward to presenting our qualifications to you in a formal interview.

Sincerely,

**ALPHA ASSOCIATES, INCORPORATED**



Richard A. Colebank, PE, PS  
President and COO  
rick.colebank@thinkalphafirst.com





## FIRM PROFILE

### Firm Profile

#### FIRM NAME

Alpha Associates, Incorporated

#### OFFICE LOCATIONS

209 Prairie Avenue  
Morgantown, West Virginia 26501

535 West King Street  
Martinsburg, West Virginia 25401

#### INCORPORATED

1969; Morgantown, WV

#### FIRM PRINCIPALS

Richard A. Colebank, PE, PS; President and COO  
Richard W. Klein, PE, PS; Chairman and CEO  
Charles B. Luttrell, PE; Principal  
Charles B. Branch, PE; Principal

#### NUMBER OF EMPLOYEES

24 Employees

#### SERVICES

Architectural Design  
Civil Engineering  
Structural Engineering  
Surveying  
Interior Design  
Landscape Architecture  
Construction Administration

Alpha Associates, Incorporated was established in 1969 and since that time has completed hundreds of projects throughout Morgantown and the state of West Virginia. Alpha's Corporate Office is located in Morgantown with our Eastern Regional Office located in Martinsburg.

# FIRM OVERVIEW

## About Us:

Cooperative Strategies was formed to offer premier consulting services to LEAs across the nation and has been aiding school districts in providing quality facilities for their students for over 25 years. In just the past few years, we've grown from a California-based company to a nationwide firm, with 50 professionals seated in three (3) locations in California, Colorado, and Ohio.

As our firm grows, we strive to continually expand our resources and offer fresh approaches to our clients with improved scale and capabilities. This includes a commitment to embrace technological advances and build efficiencies so we can offer cost-effective consulting to school districts all over the country, regardless of their distance from our offices.

Having served more than 2,000 educational clients across 47 states and several countries, we provide our clients a unique level of service that is based on the best practices in the industry. We focus on building long-term relationships, which means our services are not concentrated on a one-time transaction, but rather on the specific characteristics and future goals of our clients.

## Our Services:

Our professionals are dedicated to providing school districts with unique planning solutions from an experienced perspective. We pride ourselves on focused expertise while maintaining the ability to offer a broad spectrum of customized services in the areas of facilities planning/demographics, financial advisory, program implementation and special tax/assessment services.

Our comprehensive services allow us to serve as the voice of a school district from initial planning to final construction while taking on a pivotal role in ensuring the overall educational vision is understood and accounted for at all times. By truly becoming a partner with our clients, we become an extension of the school district itself, effectively freeing up time and effort to allow administration to focus on their core mission of educating and serving students.





## STATEMENT OF QUALIFICATIONS

Alpha Associates, Incorporated is an Architectural and Engineering design firm that provides services in the areas of Architectural Design, Interior Design, Construction Administration, Civil Engineering, Structural Engineering, Landscape Design, Project Management, and Surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technical tools, dedicated principals and highly skilled staff members.

Since 1969, Alpha has provided architectural and engineering design services for numerous boards of education throughout the state of West Virginia from Wyoming County to Jefferson County. We have also provided professional design services for several Higher Education Institutions including West Virginia University, Fairmont State University, Shepherd University, Alderson Broaddus and Potomac State College. Alpha has performed multiple renovations, additions and new construction for these clients that have proven to be successful and long lasting for the educational institutions as well as their students.

Alpha's philosophy has always been to provide exemplary services for fair fees. We have always believed that the best way to succeed as a business is by going above and beyond the basic requirements of our contracts doing whatever is necessary to successfully complete the given project. What is best for the client is inevitably best for us too.

Everyone at Alpha, from the President to the administrative staff, works towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will consistently update you on your project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of 24 architects, engineers, surveyors and administrative personnel works diligently towards producing the drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for 50 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each project the individual attention to detail that will make them successful projects for our clients.



## STAFFING PLAN

All work to be performed for the General Services Division will be managed out of Alpha's Morgantown office. In addition to your dedicated Project Team, Alpha's staff of 24 includes engineers, architects, architectural designers, interior designers, landscape designers, technicians, and support staff that is available to assist with any potential project need.







## ALPHA RESUMES

**Richard A. Colebank, PE, PS** | President and COO

### SUMMARY

Mr. Colebank is President and Chief Operating Officer of Alpha. He has been with Alpha Associates, Incorporated since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous other public and private clients. Since 1988, Mr. Colebank has been the Principal-In-Charge of the Civil Engineering projects developed at Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day to day operations of the company while continuing to manage projects.



### PROFILE

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

### PROFESSIONAL HIGHLIGHTS

#### Project Manager:

- WVU Research Park; Morgantown, WV
- Federal Bureau of Prisons Hazelton Medium Security Prison
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- North Fork Hughes River Recreation Facilities; Ritchie County, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- Ices Ferry Bridge; Morgantown, WV
- Monongalia General Hospital Expansion; Morgantown, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- West Virginia State Office Building; Clarksburg, WV
- WVU College of Physical Education and Sports Science/Student Health Center; Morgantown, WV

#### Indefinite Delivery/Indefinite Quantity Contracts:

- Morgantown Municipal Airport Open End Contract
- West Virginia Division of Highways Open End Contract
- National Energy Technology Laboratories Open End Contract
- West Virginia University Open End Contract
- United States Postal Service Open End Contract





## ALPHA RESUMES

**Richard A. Colebank, PE, PS** | President and COO

### EMPLOYMENT HISTORY

1985 – Current    Alpha Associates, Incorporated  
1983-1985        Charles Townes and Associates, P.C.  
1983                US Army Corps of Engineers

### EDUCATION

West Virginia University  
Masters of Business Administration; 1999  
Bachelor - Civil Engineering; 1982

### QUALIFICATIONS

• **License:** Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia  
Professional Surveyor: West Virginia  
Certified Private Pilot

### AFFILIATIONS

- Former NSPE/PEPP Governor of WV
- American Red Cross - Regional Chairman
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman
- WVU College of Civil and Environmental Engineering Visiting Committee
- WVU College of Business and Economics MBA Advisory Committee

think  **Alpha** first.com

Contact

Richard A. Colebank

304.296.8216

800.640.8216

[rick.colebank@thinkalphafirst.com](mailto:rick.colebank@thinkalphafirst.com)



## ALPHA RESUMES

**Charles Branch, PE** | Principal, Civil Engineer

### SUMMARY

As Chief Engineer for site development and planning projects, Mr. Branch is a vital part of the design process at Alpha. His involvement spans from strictly civil engineering projects, to the design of large scale educational projects and medical facilities. Mr. Branch acts as peer review for young engineers in the firm on issues ranging from storm water management to site design. Mr. Branch is also involved in commercial and residential development design, roadway and bridge design and utilities layout.



### PROFILE

Broad-based responsibilities in the following areas:

- Highway Design
- Municipal Engineering
- Wastewater Collection
- Storm Sewer System Design
- Storm Water Management
- Site Engineering
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Civil Engineer/Project Manager:

- Jane Lew Truck Stop; Jane Lew, WV
- Clarksburg State Office Building; Clarksburg, WV
- WVU Reedsville Farm Redevelopment; Morgantown, WV
- Freedom Automotive Group Dealerships; Morgantown, WV
- Freedom Kia; Clarksburg, WV
- WVU Parking Lot 81 Renovations; Morgantown, WV
- WVU Doll's Run Burn Room; Morgantown, WV
- WVU Alumni Center Parking Lot; Morgantown, WV
- WVU Alumni Center Storm Water Management; Morgantown, WV
- WVU Evansdale Redevelopment; Morgantown, WV
- WVU Health Sciences Center Eastern Division; Martinsburg, WV
- Blackshere Bridge; Mannington, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- Lewis County High School Bridge; Weston, WV
- Wyoming County Route 10 Relocation; Wyoming County, WV
- Fairmont Federal Credit Union; Bridgeport, WV



## ALPHA RESUMES

**Charles Branch, PE** | Principal, Civil Engineer

### EMPLOYMENT HISTORY

1992 – Current    Alpha Associates, Incorporated  
1988-1992        Reimer, Muegge, & Associates, Inc.

### EDUCATION

West Virginia University  
Bachelor - Civil Engineering; 2000  
Fairmont State College  
Bachelor Architectural Engineering Technology; 1988

### QUALIFICATIONS

• **License:** Professional Engineer: West Virginia

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers

think  Alpha first.com

Contact

Charles B. Branch

304.296.8216

800.640.8216

[chuck.branch@thinkalphafirst.com](mailto:chuck.branch@thinkalphafirst.com)





## ALPHA RESUMES

### SUMMARY

Mr. Luttrell has worked with Alpha Associates, Inc. since 1996. He is the chief structural engineer on all projects at Alpha. Before coming to Alpha, Mr. Luttrell's graduate work resulted in several contributions to the cold-formed steel deck industry. His new method of analysis for non-uniform loads on composite concrete and cold formed steel decks has been made a permanent part of the Steel Deck Institute's design manual. Mr. Luttrell also worked on projects that involved pre-stressed timber bridge research with the WVU Constructed Facilities Center. Since coming to Alpha, Mr. Luttrell has had significant involvement in the effort to begin utilizing modern composite materials in practical bridge applications.

**Charles B. Luttrell, PE** | Principal, Structural Engineer



### PROFILE

Broad-based responsibilities in the following areas:

- Bridge Structural Design and Analysis
- Innovative Bridge Materials Applications
- Building Structural Design and Analysis
- Historical Restoration and Evaluations

### PROFESSIONAL HIGHLIGHTS

#### Structural Engineer:

- Freedom Automotive Group 3 Dealerships; Morgantown, WV
- Hazel Ruby McQuain Equine Education & Resource Center; WVU
- WVDOH Arnettsville Replacement Bridge; Morgantown, WV
- Clarksburg State Office Building; Morgantown, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV
- Alumni Center Structural Framing and Foundation; WVU
- Engineering Science Building, East Wing Addition, WVU
- Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
- West Buckeye Bridge; Core, WV
- Washington High School; Charles Town, WV
- WVU Coliseum Structural Inspection; Morgantown, WV
- WVU Coliseum Scoreboard Hoist Project; Morgantown, WV
- Alderson Broaddus College, Rex Pyles Arena Deck; Philippi, WV
- Mountaineer Middle School Renovation; Morgantown, WV
- Salem International Building Inspections; Salem, WV
- Monongalia County Sheriff's Building; Morgantown, WV
- South High Street Bridge, Morgantown, WV
- Ices Ferry Bridge, Morgantown, WV



## ALPHA RESUMES

**Charles B. Luttrell, PE** | Principal, Structural Engineer

### EMPLOYMENT HISTORY

1996 – Current	Alpha Associates, Incorporated
1995-1996	Larry D. Luttrell, PE, Ph D
1991-1994	West Virginia University
1990-1991	WVU Constructed Facilities Center

### EDUCATION

West Virginia University  
 Masters - Structural Engineering; 1995  
 Bachelor - Civil Engineering; 1993

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Pennsylvania

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- Chi Epsilon; Member
- American Concrete Institute; Member

### Research Experience

- Cold Formed Steel Deck Research
  - ✓ Fastener Failures
  - ✓ Edge conditions/failures
  - ✓ Buttoned overlap shear failures
- Composite Cold Formed Steel and Concrete Deck Research
  - ✓ Line load behavior/failures
  - ✓ Concentrated load behavior/failures
  - ✓ Web crippling
  - ✓ Punch failures

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Contact

Charles B. Luttrell

304.296.8216

800.640.8216

charlie.luttrell@thinkalphafirst.com





## ALPHA RESUMES

**Rebecca Key, AIA, LEED-AP** | Architect, Associate

### SUMMARY

Ms. Key has worked in the architectural field for over 35 years. She serves as Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Incorporated. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration. Having been with Alpha since 2000, Ms. Key has provided design services on numerous projects that have contributed to the ever-growing skyline of Morgantown, Charleston, Bridgeport, and other areas around the state.

### PROFILE

#### Broad-based responsibilities in the following areas:

- Architectural Design
- Interior Design and Space Planning
- Feasibility Studies
- Water Infiltration Analysis
- Interior Space Planning
- Historic Renovation
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Education

- Ridgedale Elementary; Morgantown, WV
- Mountaineer Middle School; Morgantown, WV
- Pineville Elementary; Pineville, WV
- Huff Consolidated School; Hanover, WV

#### Historic Renovations

- Cass Scenic Railroad - Clubhouse Renovation; Cass, WV
- Berkeley Springs Bathhouse; Berkeley Springs, WV
- Hawks Nest State Park Picnic Pavilion; Anstead, WV
- Hawks Nest State Park CCC Museum; Anstead, WV

#### Recreation

- Ruby McQuain Amphitheater; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

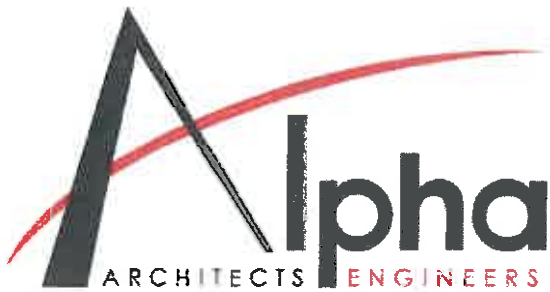
#### Dormitory and Multi-Family

- Fairmont State University Prichard Hall Renovation; Fairmont, WV
- WVU Boreman Hall; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Grand Central Apartment

#### Municipal & State Government

- WV State Office Building; Clarksburg, WV
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Department; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- WV State Office Building; Parkersburg, WV





## ALPHA RESUMES

Rebecca Key, AIA, LEED-AP | Architect, Associate



### EMPLOYMENT HISTORY

2000 – Current	Alpha Associates, Incorporated
1983-1999	Alexander Key and Associates
1978-1983	Webster Clothes; Director of Store Planning

### EDUCATION

University of Maryland  
 Bachelor of Architecture; 1977  
 Maryland Institute College of Art  
 Coursework in Furniture Design; 1986-1987

### QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Maryland, Washington DC, New York, Virginia, Pennsylvania
- NCIDQ Certified (Interior Design)
- Leadership In Energy and Environmental Design Accredited Professional
- Meet Standards of Secretary of the Interior for historic architecture

### AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Fairmont, WV ICC Board of Appeal; Board Member
- U.S. Green Building Council
- AIA Liveable Communities
- Marion County Chamber of Commerce
- Leadership Kanawha Valley Class of 2014



think  first.com

### Contact

Rebecca Key  
 304.296.8216  
 800.640.8216

[rebecca.key@thinkalphafirst.com](mailto:rebecca.key@thinkalphafirst.com)



## ALPHA RESUMES

**Bradley Casdorff, PE, PS** | Civil Engineer

### SUMMARY

Mr. Casdorff joined the Alpha Associates, Incorporated team in 2004 and currently works as a project engineer in the Morgantown office. He has 36 years of professional experience with roadway design, storm sewer design, airport airside renovation and design, storm water management including conveyance and detention, environmental permitting, project administration supervision and inspection, as well as boundary and construction surveying.



### PROFILE

Broad-based responsibilities in the following areas:

- Airport Planning and Design
- Highway Design
- Hydraulic and Hydrology Studies
- Site Plan Development
- Land Surveying

### PROFESSIONAL HIGHLIGHTS

#### Civil Engineering:

- Platinum Properties - Waterfront Conference Center; Morgantown, WV
- Hart Field - Runway Safety Area; Morgantown, WV
- Hart Field - Ramp Renovation and Deicing Facility; Morgantown, WV
- Hart Field - Signage and Lighting; Morgantown, WV
- Hart Field - Airport Certification Manual; Morgantown, WV
- Hart Field - Air Rescue and Fire Fighting Vehicle Procurement, WV
- WVU - Lot 81 Parking Area Improvements; Morgantown, WV
- WVU Animal Facilities Annex, Engineering Retrofit; Morgantown, WV
- McKee Crossing - 120 Acre Subdivision; Martinsburg, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Davisson Estates - 60 Acre Subdivision; Morgantown, WV
- Mon General Hospital - East Parking Area; Morgantown, WV
- Applebee's Restaurant, Site Plan; Morgantown, WV
- WVU CPASS/Student Health; Morgantown, WV
- WVU Research Park- 100 Acre ALTA/ACSM Survey; Morgantown, WV
- WVU Museum; Morgantown, WV



## ALPHA RESUMES

**Bradley Casdorff, PE, PS** | Civil Engineer

### EMPLOYMENT HISTORY

2004 – Current    Alpha Associates, Incorporated  
1979-2004        Triad Engineering, Incorporated

### EDUCATION

West Virginia University  
Masters - Soil Conditions and Foundation Design; 1982  
Bachelor - Civil Engineering; 1979

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia  
Professional Surveyor: West Virginia  
Certified Private Pilot

### AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- WVSPS - Mountain Regional Chapter; President
- Aircraft Owners and Pilots Association; Member





## ALPHA RESUMES

**Matthew T. Echard, PE** | Structural Engineer, Associate

### SUMMARY

Matthew Echard joined Alpha Associates, Inc. in early 2016 with a strong belief that his clients deserve intelligent, performance-based and value-oriented solutions. Drawing on experience working across the United States, Europe, and the Middle East, Mr. Echard returned to West Virginia to provide world-class service in a historically underserved market while making positive contributions to the future growth of his home state. Mr. Echard places a large value on the collaborative work process, believing that a building's form and function are derived from many contexts. Mr. Echard's office is located in the corporate office in Morgantown, WV.



### PROFILE

Broad-based responsibilities in the following areas:

- Structural Engineering
- Structural Forensics
- Project Management

### PROFESSIONAL HIGHLIGHTS

#### Structural Engineering:

- Grant County Bank; Petersburg, WV
- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Queen Street Underpass; Martinsburg, WV
- Westover Goodwill Structural Design; Morgantown, WV
- Weyerhaeuser Roof Evaluation; Heaters, WV
- Weyerhaeuser OSB Facilities Alterations; Heaters, WV
- Weyerhaeuser Hazardous Material Transfer Encloser; Heaters, WV
- Mapletown High School Elevator; Mapletown, PA
- Knauf Insulation Melter Line Structural Supports ; Inwood, WV
- Knauf Insulation Cooling Tower & Heat Exchanger Structure & Foundations; Inwood, WV
- 57 Middleway Pike Commercial Building; Inwood, WV
- GraftTech Furnace Structural Assessment; Grafton, WV
- FedEx Distribution Facility Structural Damage Assessment; Morgantown, WV
- Los Mariachis UTC; Morgantown, WV





## ALPHA RESUMES

**Matthew T. Echard, PE** | Structural Engineer

### EMPLOYMENT HISTORY

2016-Current	Alpha Associates, Incorporated
2010-2015	Echard ingenieurBüro
2006-2009	Buro Happold Consulting Engineers
2003-2006	RISA Technologies, Inc.
2000-2003	Zaldastani Associates, Inc.

### EDUCATION

Massachusetts Institute of Technology  
 Masters - Engineering & Environmental Mechanics 2002  
 West Virginia University  
 Bachelors of Science - Civil Engineering 2000

### QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, California
- California OES SAP Evaluator

### AFFILIATIONS

American Concrete Institute (ACI)  
 American Institute of Steel Construction (AISC)  
 American Society of Civil Engineers (ASCE)  
 American Wood Council (AWC)

### Publications

- Echard, M. and Tonis, D. Convergent Design Methodology for Bio-Science Labs: Architectonic and Performative Structural Considerations Using the Geilinger Composite Column Solution. Proceedings of ICSEA2010 - First International Conference on Structures and Architecture Guimarães, Portugal, July 2010, Taylor & Francis.
- Echard, M. Structural Analysis and Design Within a BIM Framework. EASEC 10 - East Asia Structural Conference, Bangkok, Thailand, August 2006.



**TRACY RICHTER, REFP**  
President, Partner

Tracy Richter has a combined 20 years of educational experience as a teacher and planner. Tracy has coordinated and directed facility planning and educational specifications efforts for school districts of all sizes throughout the nation. He knows firsthand that the educational planning process must be driven by a motivated team of knowledgeable problem solvers who demonstrate expertise, guidance, and direction that come from many years in the industry.

He has helped more than 1,000 school districts develop outstanding learning environments through a systematic process that combines key data analysis with community participation and feedback.

**Education:**

- B.A., History, Purdue University

**Areas of Expertise:**

- Facilities Master Planning
- Demographic Analyses
- Enrollment Projections
- Educational Specifications
- Community Engagement

**Notable Accomplishments:**

- Recognized Educational Facility Planner
- Member, Association for Learning Environments ("A4LE")
- Member, Florida Educational Facility Planners Association

**SAMPLE PLANNING EXPERIENCE:**

**Arlington Independent School District, TX**  
*Facilities Master Plan; Elementary Educational Specifications*

**Auburn City Schools, AL**  
*Enrollment Projections; GIS Mapping; Community Engagement*

**Austin Independent School District, TX**  
*Facilities Master Plan*

**Broward County Public Schools, FL**  
*Facilities Master Plan*

**Cincinnati Public Schools, OH**  
*Facilities Master Plan; Educational Specifications*

**Decatur City Schools, AL**  
*Facilities Master Plan; Educational Specifications*

**District of Columbia**  
*A Study of Enrollment Projections for D.C.'s Public Schools*

**District of Columbia Public Schools, DC**  
*Facilities Master Plan; Educational Specifications*

**Duval County Public Schools, FL**  
*Facilities Master Plan; Educational Specifications*

**Fort Bend Independent School District, TX**  
*Facilities Master Plan; Boundary Planning*

**Goochland County Public Schools, VA**  
*Facilities Master Plan (In Progress)*

**Huntsville City Schools, AL**  
*Enrollment Projections; Capacity Analyses*

**Leavenworth Unified School District, KS**  
*Facilities Master Plan*

**Midland Independent School District, TX**  
*Enrollment Projections*

**Norfolk Public Schools, VA**  
*Facilities Master Plan; Educational Specifications*

**Shenandoah County Public Schools, VA**  
*Facilities Master Plan*

**Virginia Beach City Public Schools, VA**  
*Facilities Master Plan; Educational Specifications*



**SCOTT LEOPOLD**  
Partner

Scott Leopold has been with the firm since 2005 and coordinated and directed facility planning, capacity analysis, educational adequacy assessments, and GIS efforts for

school districts of all sizes throughout the United States.

He provides school districts with the technology tools they need for successful planning. Not only does he produce report-quality maps for facility master planning, redistricting, and build-out scenarios, he also assists district officials with implementation of their own GIS programs.

**Education:**

- B.S., Geography, The Ohio State University

**Areas of Expertise:**

- Enrollment Projections
- Capacity Analyses
- Boundary Planning
- Facilities Master Plan
- Geographic Information Systems (GIS)
- Demographic Analyses
- Educational Adequacy Assessments

**Notable Accomplishments:**

- Developed unique space utilization methodology that displays room use, allocation, and enrollment by period for facilities based on master schedules
- Toured over 250 schools within last five years to determine programmatic capacity and adequacy

**SAMPLE PLANNING EXPERIENCE:**

**Bridgeport Public Schools, CT**

*Boundary Planning; Facilities Master Plan Update; GIS Training*

**Champaign Unit 4 School District, IL**

*High School Site Selection; Community Engagement*

**Cleveland Heights – University Heights City Schools, OH**

*Capacity Analyses; Boundary Planning*

**Columbia Public Schools, MO**

*Enrollment Projections; Boundary Planning (In Progress)*

**District of Columbia**

*A Study of Enrollment Projections for D.C.'s Public Schools*

**Duval County Public Schools, FL**

*Facilities Master Plan; Community Engagement; Boundary Planning*

**Fort Bend Independent School District, TX**

*Boundary Planning; Facilities Master Plan; Feeder Alignment*

**Howard County Public Schools, MD**

*Enrollment Projections & Redistricting Tools Review*

**Huntsville City Schools, AL**

*Capacity Analyses, Unitary Status*

**Montgomery City Schools, AL**

*Facilities Master Plan*

**Olentangy Local Schools, OH**

*Enrollment Projections; GIS Training and Implementation; Boundary Planning; Build-Out Study*

**Pittsburgh Public Schools, PA**

*Facilities Master Plan*

**Portland Public Schools, OR**

*Facilities Master Plan*

**School District of Philadelphia, PA**

*Facilities Master Plan*

**Warren County School District, OH**

*High School Feasibility Study*

**Webster Groves School District, MO**

*Facilities Master Plan (In Progress)*



**ASHTON SABER, AICP**

Associate

Prior to joining Cooperative Strategies in August 2015, Ashton Saber was an assistant planner for the Town of Babylon, New York. She also interned with the United Nations in the Office of the Capital Master Plan and with the New York State Assembly. In these positions, Ashton worked on projects involving legal drafting, administration, and community engagement.

In her master's program, Ashton led the writing of a Parks Network Plan for Belize City, Belize and a Long-Term Mobility Plan for Pataskala, Ohio. She also worked on an independent study focusing on Systems Thinking relating to urban issues.

Ashton has volunteered with the World Association of Girl Guides and Girl Scouts, the Make-A-Wish Foundation, and a tenants' rights advocacy group in Columbus, Ohio.

**Education:**

- B.A., Economics, Binghamton University, State University of New York
- Master's, City & Regional Planning, The Ohio State University

**Areas of Expertise:**

- Facilities Master Planning
- Research
- Community Engagement

**Notable Accomplishments:**

- LEED Green Associate
- Member, American Institute of Certified Planners
- Member, American Planning Association
- Member, Association for Learning Environments ("A4LE")

**SAMPLE PLANNING EXPERIENCE:**

**Arlington Public Schools, TX**  
*Space Study*

**Athens City Schools, TN**  
*Facilities Master Plan*

**Bellevue School District, NE**  
*Facilities Master Plan*

**Boise Public Schools, ID**  
*Facilities Master Plan*

**Caroline County Public Schools, MD**  
*Space Study*

**Chicago Public Schools, IL**  
*Facilities Master Plan*

**Columbus City Schools, OH**  
*Facilities Master Plan*

**Duval County Public Schools, FL**  
*Redistricting Plan*

**Fort Bend Independent School District, TX**  
*Facilities Master Plan*

**Fulton County Schools, GA**  
*Facilities Master Plan*

**Hawaii Department of Education, HI**  
*Facilities Master Plan*

**Oakland Unified School District, CA**  
*Facilities Master Plan*

**Olentangy Local Schools, OH**  
*Redistricting*

**Rhode Island Department of Education, RI**  
*Facilities Master Plan*

**Rochester Public Schools, NY**  
*Facilities Master Plan*

**Triway Local Schools, OH**  
*Facilities Master Plan*



## KEY PERSONNEL

### **Richard Colebank, PE, PS (10%)**

**Alpha Associates, Inc**

Project Principal

#### **Education**

*West Virginia University*

Bachelor of Science in Civil Engineering; 1982

Master of Business Administration; 1999

#### **Certifications**

Professional Engineer License: WV, MD, PA, VA

Professional Surveyor License: WV

### **Rebecca Key, AIA, LEED-AP (30%)**

**Alpha Associates, Inc**

Project Architect

#### **Education**

*University of Maryland*

Bachelor of Architecture; 1977

*Maryland Institute College of Art*

Coursework in Furniture Design; 1986-1987

#### **Certifications**

Registered Architect: WV, MD, DC, NY, VA, PA

National Council for Interior Design Qualifications Certified

Leadership in Energy and Environmental Design Accredited Professional

### **Casey Smith, AIA. Associate (15%)**

**Alpha Associates, Inc**

Architectural Designer

#### **Education**

*Fairmont University*

Bachelor of Architecture; 2009

*Boston Architectural College*

Master of Architecture; 2014

### **Tracy Richter, REFP (5%)**

**Cooperative Strategies**

Educational Consultant

#### **Education**

*Purdue University, B.A., History*

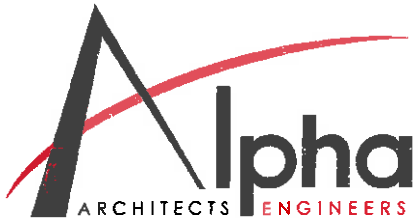
#### **Certifications**

Recognized Educational Facility Planner

Member, Association for Learning Environments ("A4LE")

Member, Florida Educational Facility Planners Association





**Scott Leopold (30%)**  
**Cooperative Strategies**  
Educational Consultant  
**Education**

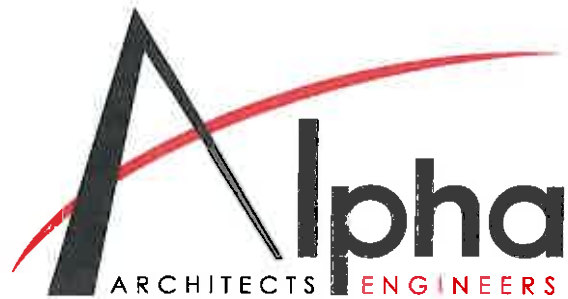
*The Ohio State University, B.S., Geography*

**Ashton Saber, AICP (10%)**  
**Cooperative Strategies**  
Educational Consultant  
**Education**

*Binghamton University, State University of New York, B.A., Economics  
City & Regional Planning, The Ohio State University, Master's*

**Certifications**

LEED Green Associate  
Member, American Institute of Certified Planners  
Member, American Planning Association  
Member, Association for Learning Environments ("A4LE")



## PROJECT APPROACH

WV School for the Deaf and Blind CEFP Planning and renovations related to future local funding will be for the development of designs appropriate to meet the needs of the County and the accompanying construction administration services. All work will comply with the requirements of Policy 6200 in the design and construction of the school. Based on current SBA policy, the SBA and the School will undergo the initial planning process for all the school projects. In order to properly design this project, Alpha will adhere to the following approach:

- Recommend development of a building/bond committee with diverse members for the administration and staff, Board of Education, teachers and community members as appropriate for each project.
- Participate with the SBA and Programming for the schools.
- Assist the Board in developing a schedule for implementation of the bond including all elements.
- Prepare various Schematic Designs for the project in order to determine the most appropriate design for the program, integrating the constraints of the site. Upon obtaining an acceptable schematic design, a design complete budget will be reviewed and project modified as necessary to meet the funding constraints of the project. Throughout the remaining design process, we will continue to meet with the Board of Education Building Committee and make adjustments as necessary to meet all project requirements including budget before moving on the Design Development.
- Throughout the project, we will provide the SBA with plans and specifications for the required reviews. The SBA reviews will be scheduled into the project in order to not cause delays.
- Follow the same process throughout the Design Development and Construction Document Phases including multiple reviews with the building committee. At each stage of the project, the estimate will be updated in order to verify the budget and to ensure that adequate funds are available for the project. Adjustments can then be made in scope and quality to address any budget shortfalls prior to the project going to bid.



The CEFP Planning process will comply in all ways with the requirements of the SBA and SBE in completing the CEFP including evaluation of all facilities, conducting all evaluations and making all projections. Said work shall be accomplished within the required timeframes and shall include necessary public input in both the planning and the research for the CEFP. Alpha will adhere to the following approach:

- Goals and Objectives
- Community Analysis
- Population and Enrollment Study
- Education Plan
- Evaluation and Inventory of existing facilities
- Major improvement plan for existing facilities
- Inter-county facility feasibility study
- Translating educational needs into facility needs
- Financing Plan
- Synopsis of comments from public hearings
- Evaluation and objective of implementation

Alpha's services during the bidding and construction are crucial to the ultimate success of the project. During the bid phase we will conduct the mandatory pre-bid meeting on all projects and will issue the minutes. During the bid phase of the process we will answer contractor's questions and issue addendums as necessary. After receipt of bids we will assist the board in evaluating the bids received and vetting the successful contractor.

The professional services during the construction phase of the project are very important. Alpha utilizes a professional who is responsible for receiving all information regarding the project, including RFI's, shop drawings, pay applications, etc. and reviewing and distributing the information to the necessary personnel for action. The design professionals responsible for the design will review the appropriate submittal to ensure the continuity of the designs. The construction representative will track and follow the processes and will return the completed item to the appropriate



individual. A log is maintained of all activities and is immediately available for review by project personnel. The Project Architects and Engineers will remain with the project throughout the construction and will attend construction progress meetings as appropriate to the stage of construction.

Alpha's design quality control program consists of having internal project reviews at each of the design phases by personnel not directly involved with the project. In addition, the Construction Field Representative for the project will perform a final constructability review prior to the project going to bid. These processes are ongoing and will not result in delays to the project schedule.



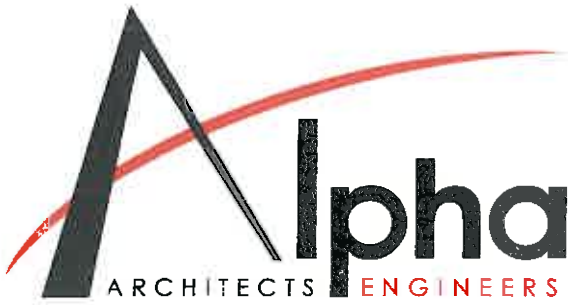


## SBA EXPERIENCE

Alpha Associates, Incorporated has worked with the School Building Authority (SBA) since its inception and just recently completed two schools for the Wyoming County Board of Education that was funded primarily through the SBA. Both Pineville Elementary and Huff Consolidated Elementary and Middle School were projects funded through the SBA in the past few years. Alpha worked alongside SBA personnel and the State Fire Marshal's office to implement the policies of the SBA, Department of Education, and the State Fire Marshal's Office.

Alpha is well versed in the policies of the SBA and the State Department of Education, including Policy 6200 and has included all necessary requirements in all schools that we have designed.

Alpha is willing to review any previous designs that the SBA and Board of Education deem appropriate in the design of the new schools, allowing us to successfully collaborate with both organizations to provide the best school design for the administration, community, and students for generations to come.



### ALPHA EXPERIENCE

## Comprehensive Educational Facilities Plans

### Comprehensive Educational Facilities Plan (CEFP)

- Taylor County Schools
- Grant County Schools
- Monongalia County Schools
- Wyoming County Schools

Alpha Associates, Incorporated has provided architectural and engineering services to prepare a ten year CEFP for the above listed Boards of Education.

Each CEFP includes the following:

- Goals and Objectives
- Community Analysis
- Population and Enrollment Study
- Education Plan
- Evaluation and Inventory of existing facilities
- Major Improvement plan for existing facilities
- Inter-county facility feasibility study
- Translating educational needs into facility needs
- Financing Plan
- Synopsis of comments from public hearings
- Evaluation and objective of implementation

Alpha provides a complete building evaluation and analysis of each school in the county, and then makes recommendations for renovations or upgrades that need to be made. Alpha works with the Boards of Education to gain community support by establishing building committees and holding public meetings. Once a decision to renovate or upgrade is made, Alpha provides complete design services and construction administration services.



#### At a Glance

CLIENT: Various BOE's

LOCATION: Various Locations in WV

COMPLETION DATE: N/A

SIZE: N/A

CONSTRUCTION COST: N/A



## ALPHA EXPERIENCE

Hillsboro Elementary School | 2014

### Educational Case Study

**Hillsboro Elementary School**  
Hillsboro, WV

The main goal of this project was to move the existing outdated food service operations from a separate building into the main school building in an effort to improve efficiency of operations and increased the safety and comfort of the staff and students. The infill addition that followed served this purpose as well as providing a connecting link and lobby space to the existing detached gymnasium.

The entire schools outdated fire alarm system was upgraded, and sprinklers were added throughout the entire complex as part of this endeavor.

What was once a campus comprised of disconnected buildings dating from the 1930's to the 1980's has now been integrated into cohesive whole that will continue to serve the students, staff and community for years to come.

**Project Contact:**  
Mr. Donald K. Bechtel  
16 Fifth Avenue  
Martinsburg, WV 24954  
703-799-4505

#### At a Glance

**CLIENT:** Pocahontas County  
Board of Education

**LOCATION:** Hillsboro, WV

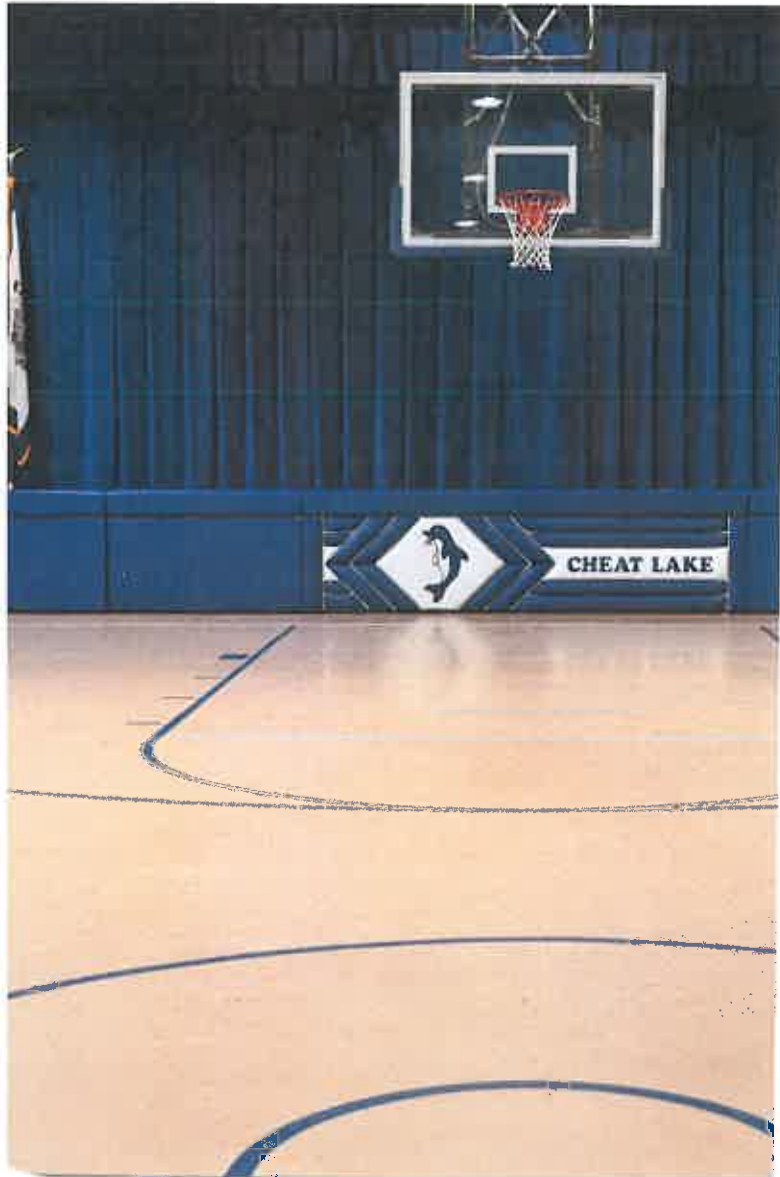
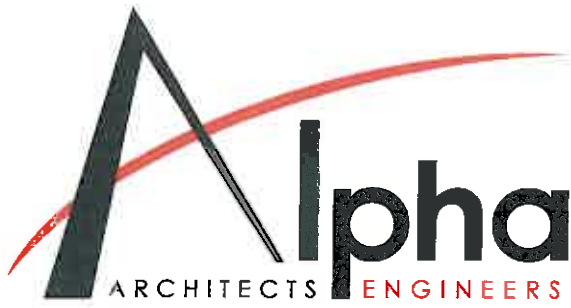
**COMPLETION DATE:** 2014

**SIZE:** 3600 sq ft

**CONSTRUCTION COST:** 1,250,000.00

think  **Alpha** first.com





### ALPHA EXPERIENCE

Cheat Lake Elementary | 2010

## Educational Case Study

**Cheat Lake Elementary School**  
Morgantown, WV

Alpha provided professional design services for the renovations at Cheat Lake Elementary School and the former Cheat Lake Middle School.

The project consisted of combining the elementary school and the middle school into one elementary facility. Alpha's work involved significant interior remodeling, complete re-roofing, asbestos abatement, MEP upgrades, and the design of a connecting skywalk between the schools. Work also included revising parking and traffic flow for the combined school.

In addition to the skywalk, other renovations and additions include a new computer lab, retrooled classrooms for fourth and fifth grades and a stage for the gym.

**Project Contact:**  
David McCabe  
133 South High Street  
Morgantown, WV 26505  
304-291-9210

### At a Glance

**CLIENT:** Mon County Schools  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2010  
**SIZE:** 42,000 Sq. Ft.  
**CONSTRUCTION COST:** \$4.4 Million







### ALPHA EXPERIENCE

**Mountaineer Middle School** | 2009

## Educational Case Study

**Mountaineer Middle School**  
Morgantown, WV

This renovation project included the transformation of a high school into a middle school for Mon County Schools. The renovation included new interior finishes, new HVAC and sprinkler systems, new roof, new entryway, and the paving and redesign of parking lots and access road to comply with ADA regulations.

The project consisted of the demolition of the 80 year old boiler heating system, removing existing wall partitions and floor coverings, and the abatement of asbestos containing materials.

The renovation also included relocating the administrative offices adjacent to the buildings primary entrance.

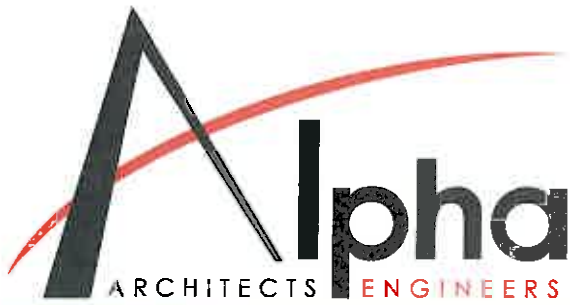
### Project Contact:

Frank Devono  
33 South High Street  
Morgantown, WV 26505  
304-291-9210

### At a Glance

**CLIENT:** Mon County Schools  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2009  
**SIZE:** 115,780 Sq. Ft.  
**CONSTRUCTION COST:** \$8.4 Million





**ALPHA EXPERIENCE**

**Ridgedale Elementary** | 2009

**Educational Case Study**

**Ridgedale Elementary School**

**Addition/Renovation**

**Morgantown, WV**

Alpha Associates, Incorporated provided architectural and engineering design for a 4,864 square foot addition to Ridgedale Elementary School. The addition replaced an existing courtyard and consists of five classrooms, two ADA compliant toilet rooms and a storage area.

This is the third project Alpha has completed at Ridgedale Elementary for Monongalia County Schools.

**Project Contact:**  
**Frank Devono**  
**1 S. High Street**  
**Morgantown, WV 26501**  
**304-291-9210**

**At a Glance**

**CLIENT:** Mon County Schools  
**LOCATION:** Morgantown, WV  
**COMPLETION DATE:** 2009  
**SIZE:** 4,864 Sq. Ft.  
**CONSTRUCTION COST:** \$769,100





# COLUMBUS CITY SCHOOLS Columbus, OH



In the fall of 2015, Columbus City Schools ("CCS") contracted Cooperative Strategies, formerly DeJONG-RICHTER, to update their 2002 facilities master plan to address remaining facilities that needed attention. Throughout the process, over 5,000 community members were engaged through a series of seven (7) community meetings and related online questionnaires.

Our team used enrollment, facility, community data, and feedback from an initial survey in order to create options that would be viable. Using this data, the team along with CCS personnel and an Ad Hoc Committee made up of parents, community members and community officials, created options which were presented to the community at five (5) different locations throughout the city. All of the data used by the Ad Hoc Committee was available on a project website for the community to view.

Through paper surveys at the meeting and an online survey made available for a few weeks after the meeting, the Committee was able to collect feedback regarding the options, which was then used to develop recommendations. These recommendations were presented at two (2) additional community meetings, where feedback was again solicited via paper and online survey.

After reviewing this feedback, the Ad Hoc Committee voted unanimously to proceed with the recommendations and present them to the Board of Education. The Board voted to amend the 2002 Facilities Master Plan and adopt the 2016 Facilities Master Plan Update in June of 2016. As of the fall of 2016, CCS has completed 46 new or fully-renovated facilities in Segments 1 through 3A of the Ohio School Facilities ("OSFC") Program since 2002.

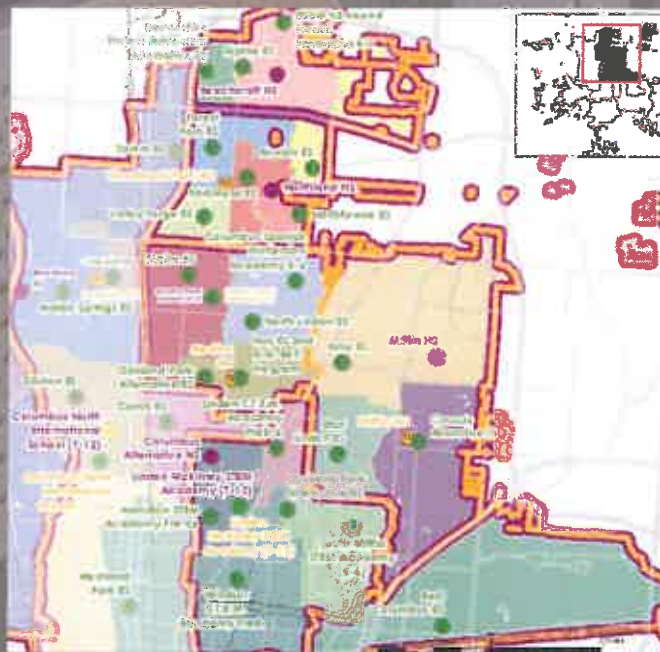
## Project Contact:

Alex Trevino

Director of Capital Improvements

614.365.8790 x 248

atrevino3260@columbus.k12.oh.us



# TRIWAY LOCAL SCHOOL DISTRICT Wooster, OH



Cooperative Strategies was contracted to conduct a facilities master planning process for Triway Local School District ("TLSD") in the summer of 2017. The goal of this process was to improve aging facilities with funding assistance from the Ohio Facilities Construction Commission ("OFCC"). Another objective was to streamline TLSD's overall operations.

A steering committee composed of parents and other community members assisted in the development of options which were shared with the community for feedback. Four (4) packages were developed with a wide range of capital costs, consolidations, new facilities, and operational savings. The committee narrowed the field of options down to two (2), which were then presented to the board for action.

A challenging factor in this process was the construction of a 12-mile natural gas pipeline in the area during the planning phases. This created major implications for funding and community support as TLSD could not anticipate the new tax revenue the pipeline would generate.

TLSD has plans to put a 30+ million dollar bond issue on the ballot for its voters in 2019. If successful, this will lead to the consolidation of at least one (1) elementary school and one (1) middle school, and the construction of a new middle/high school as well as an additional elementary school.

**Project Contact:**  
Nathan Schindewolf  
Superintendent  
330-264-9491  
trwy\_schinde@tccsa.net

**MOVING FORWARD**

• Please share your level of support for each option based on feedback (From Committee Members @ 4/9 Meeting)

Option	Support	Oppose	Abstain
Option 1: Preserve @ 100% @ 100% - Addition @ 100% @ 100% - 10	0	10	1
Option 2: Replace @ 100% @ 100% - 100% @ 100% - 100%	1	10	0
Option 3: New @ 100% @ 100% - 100%	10	0	0
Option 4: New @ 100% @ 100% - 100%	10	10	0
Include A Facilities IP	10	0	0







# SHENANDOAH COUNTY PUBLIC SCHOOLS

## Woodstock, VA



Cooperative Strategies was retained by Shenandoah County Public Schools ("SCPS") to perform attendance boundary redistricting and complete a facilities master plan. SCPS is a rural, county-wide school district in northern Virginia, with approximately 6,100 students. The challenges included aging facilities and an imbalance of utilization across the district. The goal of the first phase of the project (redistricting) was to lower utilization in the northern and central campuses, and increase utilization in the southern campus. In the second phase, we developed a plan that would modernize SCPS facilities over the next 15-20 years. To execute the facilities master plan, the following tasks were performed, with the resulting recommendations below:

- Geocoding students
- Enrollment projections
- Capacity assessments
- Condition assessments
- Educational adequacy assessments
- Community engagement

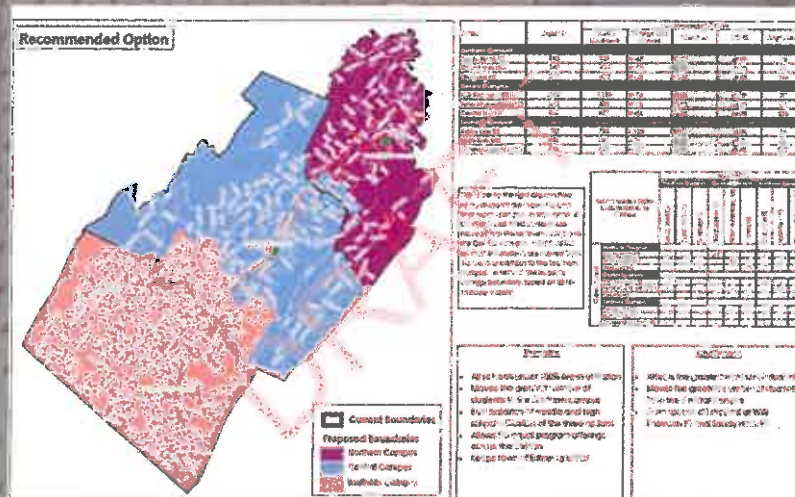
**Boundary Changes:** Short-term boundary changes were made to solve over and under-crowding issues.

**School Construction / Consolidation and Renovations:** Proposed construction of a new high school and conversion of current high school for district-wide career and technical education, and performing arts and aquatics center. Renovation, additions, grade level conversions, and general maintenance to all facilities across the district.

### Project Contact:

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Superintendent  
540.459.6222

mjohnston@shenandoah.k12.va.us





# The Board of Architects



of West Virginia.

No. [REDACTED]

This Certifies that Rebecca Jean Key of Baltimore  
in the State of Maryland, having successfully passed an examination  
before the Board of Architects of the State of West Virginia, and being  
otherwise qualified, is hereby authorized to practice Architecture in all its  
branches in the State of West Virginia.



Witness the signatures of the President and Secretary of the Board of  
Architects of West Virginia and the seal of said Board, this 26th  
day of September 1924.

[Signature] President.  
[Signature] Secretary.



## REFERENCES

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"Alpha Associates is one of the best architectural, engineering, and surveying firms we have dealt with. I commend them for their design excellence and professionalism. They are an easy company to work with, creative and innovative in their approach, and always available to answer questions."

**Frank Blackwell,**  
**Former Wyoming County Schools**

"Their company (Alpha Associates) met the needs of the Marion County Schools very well in that their advice and counsel was given utilizing a data driven decision process, and they have a current and broad knowledge base of industry standards."

**Dr. James B. Phares,**  
**Former State Superintendent of Schools**