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# Expression of Interest for West Virginia Army National Guard Martinsburg Facility

November 27, 2018



**ADDENDUM ACKNOWLEDGEMENT FORM**

**SOLICITATION NO.:** 0603 ADT190000011

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

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

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1<br>(11-22-18) | <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.

Buskey Feight Moin Architects  
Company *Inc*

Amela J. [Signature]  
Authorized Signature

November 26, 2018  
Date

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



**BUSHEY FEIGHT MORIN ARCHITECTS**

473 NORTH POTOMAC STREET  
HAGERSTOWN, MARYLAND 21740  
301.733.5600  
www.bfmarchitects.com

BRENT A. FEIGHT, AIA  
PRESIDENT

AARON K. HOUSE, AIA  
VICE PRESIDENT

NORMAN E. MORIN, JR., R.A  
PRINCIPAL

November 26, 2018

Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-013

Attention: Stephanie L. Gale

Email: Stephanie.L.Gale@wv.gov

Re: Expression of Interest for Martinsburg Facility

File: P18-097/DP-1

Dear Stephanie:

Bushey Feight Morin Architects Inc. (BFM) is pleased to present our Expression of Interest for alterations and complete renovations for the West Virginia Army National Guard Construction and Facilities Management Office.

BFM Architects is a full-service architectural firm and our mechanical, electrical, and plumbing (MEP) engineers, along with our structural engineers have worked on many renovation projects over the past fifty (50) years. BFM will fully coordinate all design tasks—from preliminary design through the construction document phase. Numerous design review meetings will be conducted with your facility's personnel in order to identify all design objectives required for the project work.

A specialty consultant has been identified in the project specification and BFM Architects will utilize the services of the Baxter Group, Inc. for hazardous material investigation and testing. The Electrical Engineers from LS Grim will conduct a survey of existing electrical systems and provide a power load assessment.

BFM Architects will coordinate with a roofing manufacturer representative to have core samples taken from various roof locations to determine the existing roof conditions and to make recommendations for possible roof replacements. A new roofing system will be provided with new insulation system, meeting the minimum attributes of the 2015 IECC International Energy Conservation Code.

The design improvements for the building shell will include replacement windows and doors meeting IECC Insulation Values from Table C402.13 thermal insulation component minimum requirements R-Value Method.

BFM Architects will conduct a survey of the existing building conditions, verifying all dimensions and spaces and provide a report on the existing conditions on the building shell and design building improvements for new energy standards. The new mechanical systems will be designed based on the thermal improvements for the building shell.

New interior and exterior LED lighting will be provided to improve electrical energy efficiency.

Exterior improvements will include evaluation of existing pavement conditions and recommendation noted where deficiencies are identified. A Civil Engineer will be a part of the design team to conduct a survey of existing conditions and to design site improvements in accordance with the base standards of the West Virginia Army National Guard.

Re: Expression of Interest for Martinsburg Facility  
Attn: Stephanie L Gale  
November 26, 2018  
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BFM Architects and our consulting engineers are familiar with the 2015 IBC International Building Codes, the NFPA 101 Life Safety Code, the 2010 ADA Standards for Accessibility Codes and will coordinate with the base facilities for all other military code requirements.

Our Structural Engineer will conduct a building survey and report any structural deficiencies for detailing repairs where identified. The Structural Engineer will coordinate with the Civil Engineer in the investigation of site conditions including underground utilities, existing roads, parking lots site lighting, landscaping and all other existing site conditions identified as part of the work for this project.

During the design process, BFM Architects and our consulting engineers will conduct a thorough investigation of all existing conditions and obtain all existing available drawings and complete field verification of all existing conditions. An initial meeting with the Army Facilities Department Building Representatives will establish the schedule for programing needs and to establish design progress meetings. BFM Architects will provide 10% conceptual drawing for review and following review comments and approvals, BFM will continue to develop the design.

Drawings and specification will be submitted for: 35%, 50%, 90%, and 100% reviews. In addition, cost estimates will be submitted with each submittal at 35%, 50%, 90%, and 100%.

During the bidding phase, BFM Architects will conduct a pre-bid meeting and issue addendums during the bidding process to the bidding contractors. Construction observation will also be provided if required.

BFM Architects and our engineers appreciate the opportunity to submit this Expression of Interest and look forward to formally introduce our firm and staff at oral presentations and interviews. As a former CW-2 Warrant Officer and helicopter pilot, I personally look forward to working with the Army National Guard to upgrade your Army facility.

Sincerely,

BUSHEY FEIGHT MORIN ARCHITECTS INC.



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Norman E. Morin, Jr., R.A.

NM/aem

cc: BFM – P. Tetlow

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  - d. MS & A

# Firm Overview

## Manager Responsible for this Project:

Managing Principals: Brent A. Feight, AIA [bfeight@bfmarchitects.com](mailto:bfeight@bfmarchitects.com)  
Norman E. Morin, Jr., R.A. [nmorin@bfmarchitects.com](mailto:nmorin@bfmarchitects.com)  
Business Address: 473 North Potomac Street  
Hagerstown, MD 21740  
Business Telephone No: 301-733-5600  
Business Fax No: 301-733-5612

Other Principals: Aaron K. House, AIA [ahouse@bfmarchitects.com](mailto:ahouse@bfmarchitects.com)  
Michael L. Gehr, AIA [mgehr@bfmarchitects.com](mailto:mgehr@bfmarchitects.com)

Years in Business: 50 Years (1968 - 2018)

## Firm Management Structure:

President: Brent A. Feight, AIA  
Vice President: Aaron K. House, AIA  
Secretary/Treasurer: Pamela J. Tetlow  
Associate Principals: Norman E. Morin, Jr., R.A. and Michael L. Gehr, AIA

Principals manage their projects, sub-consultants, and staff resources. QA/QC is performed by Principals who are not involved in the day to day management of the project to provide an independent review process.

Size of Firm: Seventeen (17) Registered Principal Architects (4)  
Registered Project Architects (2)  
Interior Designer, Maryland Registered (1)  
Project Managers and Technical Staff (6)  
Administration/Marketing (4)

Type of Ownership: S-Corporation, State of Maryland, 1978

Distance from WV National Guard Facilities: 27 Miles



# BFM Design Basis

**Bushey Feight Morin Architects Inc. (BFM)** is a full-service architectural firm located in Central Maryland. Our client base spans the four-state region, including Maryland, West Virginia, Virginia, and Pennsylvania. BFM Architects routinely work in Martinsburg, Shepherdstown, Berkley Springs, and throughout Morgan and Berkeley Counties, West Virginia.

**We are located twenty-seven (27) miles from Martinsburg, WV** and provide continuing architectural/engineering services for the Potomac Edison Company, along with many other private and corporate clients within the region.

Our client base in these communities require upgrades to their daily business operations due to additional personnel or expansion to their facilities. Renovations to existing buildings or additions are a common practice to expanding industrial and commercial clients. We have a wide range of design experience in the industrial, manufacturing, vehicle maintenance, warehousing, food and beverage storage, commercial, medical, and dentistry industries. We also specialize in housing and municipal building designs.

One of our recent renovations in Martinsburg, WV was a design we completed for Save-A-Lot Grocery store. A previous food service operation in a local shopping center was demolished and reconstructed according to our design. The design and permitting was closely coordinated through the Berkeley County Health Department. BFM also has completed numerous projects for the Martinsburg Housing Authority in Martinsburg, WV.

BFM Architects has a thorough understanding and requirements for the permitting process throughout the State of West Virginia. We routinely coordinate the building permit application forms through Charleston, West Virginia, and issue the construction documents for review and approvals.

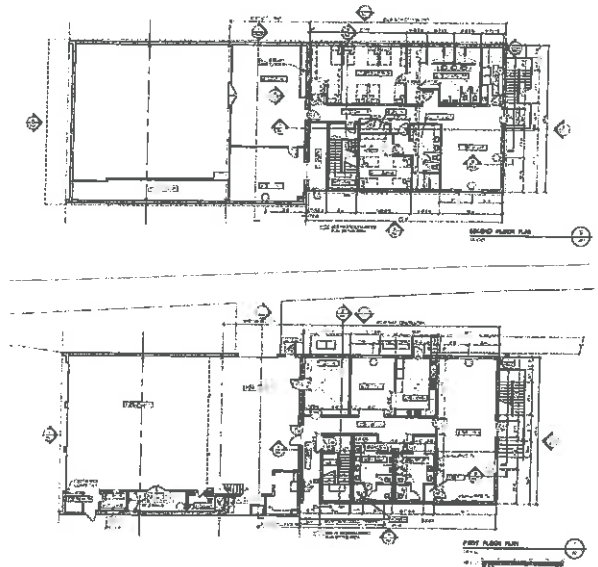
Success, for any project, is based upon understanding and communications with the Owner and Contractor, and the Project Team accessibility to the project. These three (3) points have been the foundation that BFM has built upon during their history. The reward for this practice has been repeat clients and low change order ratio for the many projects.

**Statement of Insurance:** BFM Architects maintains \$3,000,000 of Professional Liability Insurance and General Liability. A certificate of insurance confirming these policy limits, carrier, claims made, or occurrence is attached.

# Renovation Experience

## Longmeadow Volunteer Fire Company Hagerstown, MD

BFM Architects Inc. provided A/E Design Services for the Longmeadow Volunteer Fire Company. The design provided a two-story 5,500 sf addition to an existing 3,750 gsf fire station with a 1,150 sf second floor conference room and staff lounge. The first-floor addition includes: a large meeting room; commercial kitchen and appliances; dining room; public ADA toilet room; and a gear room and stairway, opening into a central corridor with an entrance into the existing apparatus bays. An ADA accessible ramp entrance is provided on the West side of the building and separate entrances provided for the kitchen and meeting room.



The second-floor 2,750 sf addition includes: male and female bunkrooms, with individual shower and toilet facilities; an exercise room; a laundry room; and file room. The existing second-floor meeting room and lounge were completely renovated to provide a new and larger lounge and administrative office space. An interior corridor provides access to the new STMR enclosure openings into the first-floor corridor, gear room, and apparatus bays.

The two-story building is constructed with concrete masonry walls with epoxy painted finish; polished concrete floors; ceramic tile in toilet and shower room; carpet in sleeping, lounge and administration areas and rubbered flooring in exercise room. The central second-floor corridors connect the lounge and administration areas to the exercise room with the second-floor exit onto an open landing and exterior stair to the first-floor landing.

Continuous insulation on the exterior of the masonry bearing walls is covered with metal siding providing an efficient energy saving wall assembly. A stair is provided to access the roof area walk-pads for the Fire Company personal training.

The existing apparatus bay roof was removed and replaced with new standing seam roof and improved blanket insulation over new roof purlins. The entire building is provided with an automatic fire suppression sprinkler system and new fire alarm system activating emergency listing in the new bunk rooms.

New efficient LED lighting is provided through the new additions and the existing apparatus bays. Exterior improvements include new concrete slab entrances, ramps and landings. Exterior stair and railings are finished with powder coated painted finishes for durability. An emergency generator provides power for all critical operational equipment and lighting. Energy efficiency has been provided for all mechanical and electrical systems contained within an energy efficient structural enclosure.

Construction Completed: 2018



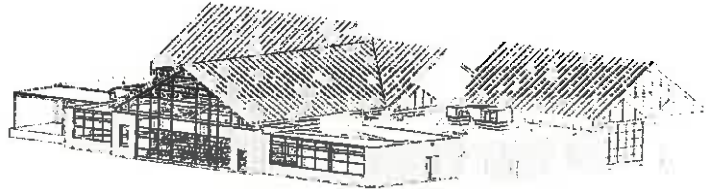


# Renovation Experience

## Hagerstown Regional Airport Terminal Building Addition

Hagerstown, MD

The terminal building at the Hagerstown Regional Airport designed in 1989, with an addition in 2005, has an existing floor area of 18,360 sf. The alterations and additions, currently in the design phase, will add 5,550 sf to the building—yielding a structure of 23,910 sf.



Building additions will provide a larger hold room of approximately 4,000 sf with a new café area, public toilet rooms, TSA security screening, and an interior ramp structure to access a new jet bridge for aircraft loading. The expanded hold room will provide seating capacity on the secured side for 287 occupants. The public waiting room, outside of security, will provide space for approximately 150 occupants with a lobby area for additional seating.

Structural components for the new addition will emulate the original design, utilizing large steel tube trusses with an exposed roof deck. The new roof deck ceiling system combines a structural element, a finished ceiling, and acoustical control. The architectural ceiling, structural components, exposed spiral ductwork, sprinkler system piping, and exposed conduits will be painted. Large north facing windows will provide natural day lighting to the interior space.

The hold room will provide many amenities for passenger comfort and usefulness while waiting to board. Display monitors will be located for easy viewing from the seating areas with plug-in power outlets for charging of passenger electronic devices. Food service will be provided by a local vendor in a café area with commercial food service equipment behind the open bar seating. The café bar, along with high top table sitting will be available for made to order sandwiches while observing the airfield and runways.

Floor finishes in the new areas will be a combination of porcelain tile floor & wall covering, epoxy terrazzo flooring, and carpet in the new seating areas. The existing ceramic floor tile throughout the concourse will be removed and replaced with thin epoxy terrazzo flooring. The new seamless flooring is provided for lasting durability and aesthetics over time. All wall and ceiling finishes will be coordinated through the BFM interior design staff.

New LED lighting will be provided throughout the new and existing building along with upgrades to the fire alarm system and new audio/visual displays. New mechanical systems will provide floor heating in the new high ceiling hold room areas, and air distribution through exposed painted spiral ductwork. Large ceiling fans will be located in the new and existing bays of the tubular truss ceilings.

Passengers will board the larger airline jets via a jet bridge that is a new amenity to the terminal building, BFM architects have designed the new terminal building to be practical, energy efficient, and representative of twenty-first century airport terminal buildings.

Construction Completed: 2018



# Renovation Experience

## Shepherd University Shepherdstown, West Virginia



Miscellaneous Projects at Shepherd University  
completed through Open-End Contracts:

- Cordts Hall
  - Exterior Stair Replacement
  - Gymnasium - Leake Hospitality Suite
- Frank Arts Center Roof Replacement
- Butcher Center
  - Emergency Generator
  - Fire Alarm Replacement
  - Weight Room Feasibility Study
- Center for Performing Arts
  - Phase I – ITT HVAC
  - Phase II – Inspections
- Dining Hall
  - HVAC Replacement
  - Electric Upgrades (w/ Kibart)
- Energy Audit
- Frank Arts Center
  - AHU Replacement Study
- Crosswalk
- Gardner Hall Roof Replacement
- HR Ramp Study
- Ikenberry Hall
  - Entrance Study
  - IT Office/HVAC Replacement
- IT Renovation – Lower Level
- Keller Residence
- Knutti Hall
  - HVAC Replacement
  - Production Studio
  - Foundation Repair
- Miller Hall - HVAC Replacement
- Scarborough Library Carpet Replacement
- Snyder Hall – HVAC Replacement
- Soccer Field Training Facility
- Shaw Hall Roof Replacement
- Student Center
  - HVAC Replacement
  - Elevator Replacement
  - Roof Replacement (designed)
- Stutzman/Slonaker Hall – Cooking Lab Renovations
- Thatcher Hall (Dormitory) Roof Replacement
- Turner Hall – Structural Repairs
- Wellness Center Café Expansion Concepts
- West campus Entrance & Signage
- White Hall HVAC Replacement
  - HVAC Replacement
  - Classroom Building, Roof Replacement

Construction Completed: Continuing contracts since 1995

# Renovation Experience

## **Washington County Administration Complex Interior Renovations/Exterior Accessibility Improvements Hagerstown, MD**

Exterior accessibility improvements project consisted of creation of new entrance from north parking lot, including steps, loading dock, wheelchair accessible ramp, dumpster enclosure, sidewalk replacement, and parking configuration.



The new entrance provides a public access on axis with the existing entrance to the south (W. Washington Street) for security observation of staff and public alike.

The interior renovations included phased construction to 19,680 gsf. Phase 1 consisted of reconfiguration of vacated bank and office space to create offices and support spaces for the Economic Development and Business Development departments along with systemic renovations to the sprinkler and fire alarm systems, new air handling units, and roof replacement.

Phase 2 consisted of renovation to the vacant branch bank to create the Commissioner's Meeting Room, Conference Room, Commissioners and County Administrator Offices, work spaces, reception and County Attorney offices. The Commissioner's Meeting Room is located adjacent to the main lobby to permit access by the public after hours. This room is fully wired with audio/visual equipment to facilitate live streaming of the Commissioner's meetings and digital archiving of past meetings. The patterned wall to the south permits natural lighting while blocking direct visual access from the exterior. A large image of the Washington County logo illuminates to the exterior in the evenings.

The exterior of the building received new aluminum curtainwall framing, insulated glazing, and woven roller shades.

Construction Completed: 2017

# Renovation Experience

## **Fixed Base Operations (FBO)**

**Hagerstown, Maryland**

The Fixed Base Operations Center construction in 2014 provides aviation related services in a two-story, 26,580 sf building. The 13,290 sf first-floor contains the Rider Jet center FBO administrative staff, and reception lobby connected to public entrance and private pilot entry vestibule on the runway side of the building.



The building is organized around the central lobby with aviation services on one side and public related services on the opposite side.

Aviation services include: pilot reception area, pilot lounge, computerized weather briefing room, snooze rooms, satellite lounge conference room, pilot flight planning rooms, employee lounge, and airfield fueling line office. The luxurious central lobby provides public toilets access, a center sales area, and waiting area for incoming flights and entrance to a restaurant viewing the airfield. The "Runways" restaurant is a full-service 100 seat public restaurant with a large bar and comfortable seating arrangement.



Passenger jets are received under a large 40' x 80' cantilevered canopy visible from the FBO lobby and restaurant seating. The restaurant has become a local meeting place for the public to view airport activity.

The second floor is open to the two-story lobby and visible from private offices, large conference room, law office suite, and other business operations for the Rider Jet Center and David Rider's construction company.

Construction Completed: 2014

# Renovation Experience

## **The Alice Virginia & David W. Fletcher Library Branch of the Washington County Free Library Hagerstown, MD**

The Washington County Central Library project consisted of a full renovation to the existing 46,233 gsf three-story facility. The existing building was demolished to expose the building structure and floor slabs. New building additions were constructed on the east, south, and west portions for a building area of 84,758 gsf total.

The final design of the exterior complements the historical architectural fabric of the downtown Hagerstown area, while highlighting the modern technology of a library. An enlarged patron parking lot was provided to the south east of the building on the Massey property purchased by the County as part of the project. Entrance to the building from the parking lot can be accessed via a plaza at the lower level. A central atrium, with a large skylight, provides vertical access through the building while introducing natural light to the central hub of the building. Patrons may also enter from South Potomac East Antietam Street at the main level adjacent to the main circulation desk and children's area.

The main level contains the Young Adult, Fiction, and Periodical collections. The Western Maryland Room and Community Room are located on the upper level, in addition to the Reference and Non-Fiction collections. The Library administration and Western Maryland Regional Library staff are located on the lower level along with the bookmobile, maintenance, and other support spaces.

This LEED Silver rated building is themed around Hagerstown's rich transportation heritage as the "Hub City", featuring murals and design components related to the rail, automobile, aircraft, and canal industry through history and have become a major focal point for the revitalization of the downtown area.

Construction Completed: 2013



# Renovation Experience

## **Hagerstown Regional Airport (HGR) Complete A/E Services Hagerstown, MD**

Final designs for the alterations to the 18,360 sf terminal building was completed in early 2012 to expand passenger services. Working as a team member with ACDI BFM provided architectural design services to expand the hold room and enlarge the baggage handling area.

Expansions of the hold room were necessary to comply with FAA requirements to provide sufficient space for aircraft seating capacities. This was accomplished by opening an existing conference room with large double doors into the existing hold room and relocating a glass wall to further increase the size of the room.

The new glazing system incorporated sloped glazing system to enclose the space for security while maintaining day lighting from high windows above. The previous conference room was modified as a multi-purpose room providing space for secured passenger waiting and swing space as a conference meeting room. Large double doors provide a wide opening for visual connection to the original hold room while serving as additional seating in the secured waiting space.

Luggage expansion was provided by demolishing the small shelf pick up with a large "L" shape luggage carousel. Removal of under-utilized counter space provided maneuvering space for passengers to circulate around the new baggage handling equipment. The new baggage system provided eight times the amount of space for passengers to retrieve their luggage in a larger open space.

New interior finishes were provided for flooring, walls, and ceilings. BFM interior designer incorporated new finishes to complement the existing finishes of space

Construction Completed: 2013



# Renovation Experience

## **Western Operations Center Maryland State Police Barrack 'O' Hagerstown, MD**

Bushey Feight Morin Architects was commissioned by the Maryland Department of General Services to design a new 25,747 gsf, two-story masonry and steel structure to replace a cramped, worn-out barrack that was built in 1973. The project required that the existing Barrack and Garage remain in use, 24/7 while the new barrack and garage was constructed. The project required that the new construction for the Barrack and Garage be situated on the existing facilities campus. Intricate phasing plans (demolition and construction) for vehicular circulation and installation of new utilities were developed by BFM to permit existing State Police operations to be maintained and provide access to the existing facilities during the construction of the replacement facilities.



The Maryland State Police Operations are assigned to the first floor of the Barrack. Space assignments include meeting rooms that can be made available to the community, MSP staff offices, secure detainee holding areas with monitoring capabilities, secured storage for evidence, trooper report and miscellaneous support spaces. The second floor of the barrack provides trooper sleeping areas and laboratories for the Western Maryland Crime Lab. The various laboratories are designed for Chemistry, DNA Testing, and Latent Finger printing with associated evidence storage. Also included on the second floor are the suites for the State Fire Marshal's Office, training/seminar facilities for training of state personnel, and offices for the DNR Police. Special features that are included within the Barrack are the State Police Dispatch Center with operator consoles for Maryland State Police dispatching. Special function spaces were designed to include a new certified Laboratory environmental system, complete with temperature, humidity, and pressurization control and monitoring. Venting of the laboratory fume hoods were contained within the structures of the false chimneys to avoid conflict with the architectural design.

A separate 7,148 gsf garage was constructed for the maintenance and repairs to the MSP vehicles. Also included is the State Fire Marshal's bomb-squad trailer storage bay and a 2,100 sf MSP Disaster Data-Recovery Center that serves as a back-up for the Central Data Center at State Police Headquarters in Pikesville, MD. Included with this project were a Fueling facility, a new reconfigured parking lot, access roads, and related site utilities. The main building was to retain the architectural style of the recently constructed Maryland State Police Barracks throughout the state. The project included relocation of existing fiber optic communication cabling between the barrack and the state highway radio tower without disrupting operations. Detailed electrical design was provided for fiber optic communications, card access, fire alarm, CCTV, and security systems. Power systems include emergency generator and UPS backup of critical functions which includes the entire operations are of the MSP and Data Center.

Construction Completed: 2012

# Renovation Experience

## **New Aircraft Rescue Fire Fighting Hagerstown Regional Airport Hagerstown, MD**

Bushey Feight Morin Architects, in conjunction with URS and ADCI, provided architectural and engineer design and construction management services for a 9,150 sf aircraft and rescue and along with providing a firefighting station. The apparatus bay allows two fire trucks and a mass casualty trailer in a 3,530 sf space.

Located next to the terminal building, the station is designed to complement the terminal with matching material of brick, flush metal panels, standing seam metal roofing, and tinted glazing in aluminum framing.

Along with the 3,530 sf apparatus bay, the building also has a 470 sf mezzanine, a 4,340 sf office/dorm area, as well as a 1,280 sf truck canopy. The office/dorm area includes a full-service kitchen, a combined training and sleeping room, dormitory, toilet and shower facilities, IT room with connection to county communications, a watch room with airport surveillance camera monitoring, and associated mechanical and electrical rooms.

Fire fighting vehicles and equipment are maintained in a three-bay-high apparatus room with three high-speed overhead doors. A seamless epoxy floor finish with linear trench drains and epoxy coatings on walls and exposed structural steel which provides a clean environment.

Construction Completed: 2010





# Renovation Experience

## **Downsville Center Hagerstown, MD**

The Downsville Center was officially dedicated in June 2003 as a Medical and Professional Office Center. Major renovations were required to convert the former 24,000 square foot Moose Lodge into a modern office and medical facility.

Initial work involved extensive demolition to remove interior walls, finishes, and systems in preparation for the adaptive reuse of the remaining steel structure. Working closely with the developer, Bushey Feight Morin Architects designed several concepts for a new exterior appearance. The concepts were closely scrutinized resulting in a final elevation study with new windows, walls and a sloping standing seam metal roof. The building transformation also included replacement of electrical and mechanical systems. A 60-ton variable air volume (VAV) system provides for simultaneous heating and air conditioning with seventy (70) separate comfort zones provided the diversity of building uses.

The major tenant occupying 15,000 sf is a medical facility for specialized occupational medicine departments. Meritus Health Services' "Health @ Work" fills a gap for the workplace injuries and rehabilitation. The three components of "Health @ Work" are Occupational Medicine (treatment for on the job injuries, physicals and drug screenings); Occupational Rehabilitation; and the Employee Assistance Program. During 2017, BFM designed two suites to move into vacated spaces within the center. A business office tenant, Associated Radiologist was designed during the Fall of 2017 with occupancy in January 2018. The 2,860 sf tenant build-out utilized existing mechanical systems with new LED lighting and modern finishes throughout. New partitions, walls, floor, and ceiling finishes were provided.

In 2018, a 4,450 sf dental suite was designed in coordination with Henry Schein Dental Equipment for Dr. Byron Byrd, DDS. BFM also coordinated closely with Belinda McClure interiors for elaborate interior finishes. The open dental floor plan provides 10 chairs, 5 Hygienist chairs, and 5 treatment chairs. The dental stations are separated by dental equipment cabinetry and articulated ceiling finishes with dropped bulkheads, wood trim, and moldings. The interior is a contemporary blend of materials with specialty lighting, artwork, vinyl wall coverings, and a variety of floor finishes, along with specialty built-in book cases and a reception counter with stone and solid surface work surfaces.

Construction Completed: 2003-2018



# Renovation Experience

## **Potomac Edison- A FirstEnergy Company** Berkeley Springs, WV & Oakland, MD

BFM has provided architecture/Engineering Design Services for First Energy and Locally the Potomac Edison Company for over a 30-year period. The electrical power distribution company has many locations throughout Maryland, West Virginia and Virginia, in which BFM has provided designs for new construction and renovations to existing buildings.



### **Berkeley Springs**

The service center is a complex of buildings and site storage for electrical utility equipment and supplies on an 8.10 acre site on US 522 South of Berkeley Springs, WV. This regional service center is a base of operations providing daily and emergency services to maintain the power distribution system. BFM Architects provided architecture/engineering services for the site design, civil engineering, and architectural/engineering services for the entire complex. The two major structures include a 13,830 gsf main operations building and 1,600 sf high bay service garage.



The main operations building includes a 3,715 sf office area for design engineers and service technicians; a 10,115 sf truck port for lineman truck parking around a control storeroom. The building was designed as an energy efficient structure with emphasis on LEED design criteria. The maintenance on the lineman work trucks is provided in a 1,600 sf, 24-ft high bay maintenance garage with a 40,000-lb capacity vehicle lift. This structure is also designed on energy efficiency and green technology.

### **Oakland**

BFM most recently designed alterations to buildings in Western Maryland to accommodate the large Line Operations service trucks used by Potomac Edison. These service trucks require large openings to accommodate boom lift attachments. Additional height was necessary for the large overhead doors and a design was provided to add onto existing vehicle storage structures providing the necessary height clearance for the vertical openings of 14'-6".

Design of service garage buildings are extensive due to the vehicular lifts, maintenance equipment including: lubrication hose reels, air compresses, air tools, specialty lighting, liquid spill containment, radio and electrical controls. The building shell enclosure are designed for maximum energy efficiency and all structures meet or exceed the 2015 IECC International Energy Conservation Core Requirements. New LED lighting is provided in all new and existing buildings for energy efficiency and now a trademark for the electrical utility company.

Construction Completed: 2009-2018



**Brent A. Feight, AIA**  
President

**Name of Firm with which associated:**



Years of experience with BFM 41  
Total years of experience 44

**Education: Degree(s)/Year/Specialization**

Bachelor of Architecture/1974  
Penn State University

**Active Registration: Year first Registered/Discipline**

1994 West Virginia [REDACTED]  
1978 Pennsylvania [REDACTED]  
1989 Maryland Registered [REDACTED]  
1997 Virginia [REDACTED]  
NCARB / BOCA [REDACTED]

**Other Experience and Qualifications relevant to the proposed project:**

Mr. Feight has been involved in the General Practice of Architecture since 1974. In 1977, Mr. Feight joined Bushey Associates Inc. and in 1994 purchased the firm from Mr. Bushey. Mr. Feight is a 'working' principal of the firm, maintaining an active role throughout his project assignments.

His involvement includes all phases from programming/design, construction documents, and construction supervision. He has been personally responsible for the BFM open-end projects recently completed for the Allegany College of Maryland, Frederick Community College, Hagerstown Community College, Frostburg State University, Shepherd University, Maryland Department of Public Safety, and Corrections and the Maryland Department of General Services in Baltimore, Maryland.

**Shepherd University, Shepherdstown, West Virginia**

- Creative Arts Center Phases 1 & 2
- Dining Hall HVAC, Roof, & Modifications
- Ikenberry Hall Roof Replacement & IT Office/HVAC Replacement
- Knutti Hall Foundation & Roof Replacement
- Maintenance Facility
- Ruth Scarborough Library Renovations
- Soccer Field Training Facility
- Student Center HVAC

**FedEx, Hagerstown, MD**

The Fed-Ex Freight Service Center consists of a developed 69 acre secured perimeter site occupied by three (3) buildings totaling 182,825-gsf. The Administration/Terminal Facility consists of an 8,218-sf office area adjacent to a 157,831-sf terminal that is 1,777 feet long (approximately ¼ mile) with 288 dock doors. The 16,626-sf Maintenance Facility has six (6) drive-thru maintenance bays and one (1) drive through wash bay adjacent to the fueling station that can facilitate four (4) trucks. In addition, a 150-sf guard post controls vehicle access.

**Washington County Administration Complex Interior Renovations & Exterior Accessibility Improvements, Hagerstown, MD**

Exterior accessibility improvements project consisted of creation of new entrance from north parking lot, including steps, loading dock, wheelchair accessible ramp, dumpster enclosure, sidewalk replacement, and parking configuration. The interior renovations included phased construction to 19,680 gsf.

**MD State Police, Western Operations Center, Hagerstown, MD**

A 22,000 sf two story building to house a State Police Barrack, offices, meeting rooms, and a forensic laboratory. Also included is a 4,350 sf. service garage. Project is phased construction with existing facility maintaining full operations 24/7. The design provides trooper sleeping areas, laboratories for the Western Maryland Crime Lab, the State Fire Marshal's Office, training/seminar facilities for training of state personnel, and offices for the DNR Police.

**Hagerstown Community College, Hagerstown, MD**

- **Career Programs Classroom Building**  
A/E Design and construction on the campus of the Hagerstown Community College, the Career Programs Building renovation is comprised of interior construction renovations of over 88,000 GSF for new classrooms, laboratories, office facilities, conference areas, etc. The existing courtyard was enclosed to allow for expansion of the programmed spaces. The facility houses departmental operations for Nursing, Radiography and Health Sciences, in addition to, Continuing Education, Food Services, Reprographics, Purchasing, Campus Mail Operations, Applied Arts, HVAC Technology and Network Administration.
- **New Student Executive Center**  
The project involved the demolition of the interior of Brish Library and converting the old facility into a new Student Executive Center containing classrooms, computer labs, a Student Deli/Dining area with outdoor plaza, Student Government area, Information Student Meeting areas, Computer Access areas, and the College Bookstore.



**Aaron House, AIA**  
Vice President

**Name of Firm with which associated:**



Years of experience with BFM 21  
Total years of experience 22

**Education: Degree(s)/Year/Specialization**  
B.A. Architecture / 1997  
Philadelphia University

**Active Registration: Year first Registered/Discipline**  
2010 Maryland [REDACTED]

**Other Experience and Qualifications relevant to the proposed project:**

Mr. House joined Bushey Feight Morin Architects in 1997 and has served as Project Manager on numerous building types including Higher Education, K-12 Education, Commercial Offices, Recreational Facilities, Office/Retail Complexes, and Industrial Projects. Mr. House has teamed with Mr. Feight and assisted in the construction management of numerous new educational projects.

Mr. House has extensive experience in the planning and execution of projects on college and university campuses, in addition to working with many Maryland Public School Boards of Education, the Maryland Department of General Services, and the Maryland Department of Public Safety and Correctional Services.

Mr. House is currently serving as the Project Manager for the Catonsville District Courthouse for the Maryland Department of General Services

**DGS Catonsville District Courthouse, Baltimore, MD**  
A/E Design of a 125,018 gsf LEED Silver Rated Courthouse containing eight court rooms. In addition to the space for the court rooms, judges' chambers and court related agencies for the District Court of Maryland tenants. The building will also house the Department of Juvenile Services, Parole and Probation/Drinking Driver Monitoring Program, Office of the Public Defender, Office of the States Attorney, commissioners, and the Department of General Services.

**Ruth Scarborough Library Renovations, Shepherd University, Shepherdstown, West Virginia**  
An 18,000 sf facility designed for new program space assignments. Key elements included new Central Circulation Desk, Internet Café, Computer Labs, Classrooms, High Density Filing System, Conference Rooms, an Environmentally Controlled Historical Archives Suite, as well as all new MEP systems.

**Career Programs Building, Hagerstown Community College, Hagerstown, Maryland**  
Provided a comprehensive architectural design package for major renovation of the 88,000-sf Career Programs Building. The 2-story building includes state-of-the-art labs for nursing, radiography, emergency medical technology, bio-tech, dental assisting, and HVAC/welding. There are also dedicated spaces for general classrooms and computer instruction. The building also hosts the Merle S. Elliott Continuing Education & Conference Center, the campus information technology and an auditorium style lecture hall. The atrium is also adaptable for more formal functions and presentations. There are 3 exterior plazas to allow for further student interaction.

- Other Hagerstown Community College Renovation Projects Include:*
- Administration Building – Renovation & Addition
  - Student Center Building – Renovation & Addition

**Washington County Central/Regional Library Renovation & Expansion, Hagerstown, MD**  
The project consisted of a full renovation to the existing 46,233 gsf three story facility. The existing building was demolished to expose the building structure and floor slabs. New building additions were construction on the east, south, and west portions for a total building area of 84,758 gsf. The design of the exterior complements the historical architectural fabric of the downtown area while highlighting the modern technology of a library. LEED Silver Rated.

**Frederick County Public Schools, West Frederick Middle School, Frederick, MD**  
In 2005, Bushey Feight Morin Architects was commissioned by Frederick County Public Schools to prepare a feasibility study for the facility. Educational program requirements for the newly constructed middle schools within the county were analyzed for their compatibility with the existing structure. Mr. House was the Project Manager for the feasibility study as well as the design and preparation of the construction documents and administrated the construction administration for the 142,363 GSF facility to renovate and modernize the aging school to meet today's standard as well as into the future.



**Norman E. Morin, Jr., AIA**  
Managing Principal

**Name of Firm with which associated:**



Years of experience with BFM **21**  
Total years of experience **40**

**Education: Degree(s)/Year/Specialization**  
Bachelor of Architecture / 1978  
University of Maryland

**Active Registration: Year first Registered/Discipline**  
West Virginia [REDACTED]  
1983 Maryland [REDACTED]  
Pennsylvania [REDACTED]  
Virginia [REDACTED]  
NCARB  
BOCA # [REDACTED]

**Other Experience and Qualifications relevant to the proposed project:**

Mr. Morin has been responsible for architectural design, detailing, and construction administration since 1978 throughout Maryland, Pennsylvania, West Virginia and Virginia.

Prior to joining the firm, Mr. Morin owned and managed a design/build construction firm for eighteen years. This experience has provided Mr. Morin the ability to design documents for constructability and cost effectiveness. Mr. Morin also reviews BFM's documents and 'spearheads' the code review process during the design process for code compliance. A 'code' drawing is developed which will address code requirements, ADA Compliance, and required life safety issues.

**Allegheny Power Service Center, Berkeley Springs, WV**

Provided architecture/engineering services for the site design, civil engineering, and architectural/engineering services for the entire complex. The two major structures include a 13,830 gsf pre-engineered operations building and 1,600 sf pre-engineered high bay service garage. The main operations center houses a 3,715 sf office area for design engineers and service technicians; a 10,115 sf truck port for lineman truck parking around a control storeroom. The building was designed as an energy efficient structure with emphasis on LEED design criteria. The maintenance on the lineman work trucks is provided in a 1,600 sf, twenty-four (24) feet high bay maintenance garage with a 40,000-lb capacity vehicle lift.

**Hagerstown Regional Airport Terminal Building Addition  
Hagerstown, MD**

Currently in the design phase, the alterations and additions of this project will add 5,550 sf to the building—expanding the structure of the building to 23,910 sf. Building additions will provide a larger hold room with a new café area, public toilet rooms, TSA security screening, and an interior ramp structure to access a new jet bridge for aircraft loading. The expanded hold room will provide seating capacity on the secured side for 287 occupants. The public waiting room and outside security will provide space for approximately 150 occupants with a lobby area for additional seating.

**Mid-Atlantic Veterinary Hospital, Hagerstown, MD**

Alterations and addition included a 4,550 sf addition to an existing 4,475 sf single story veterinary practice. The new structure with a two-story entrance lobby was construction and completed in several construction phases, relocating staff in newly finished areas allowing vacated space to be completely renovated. The new divided Waiting Room with large curved reception counter is back dropped with a stone feature wall displaying an artistic sculpture of the arc. Interior spaces are organized around a central reception desk with split Waiting Areas for client comfort and clusters of Exam Rooms on either side of the receiving Lobby.

**Humane Society of Washington County Adoption Center & Spay/Neuter Clinic, Hagerstown, MD**

The 6,800 sf addition to the original 13,200 sf building included two additions— the 3,600 sf Spay & Neuter Clinic and a 3,200 sf Adoption Center connecting space. The interior of the Adoption Center is organized around a large 20 ft x 24 ft natural day lighting system that is also a tall interior space with a barrel vault system to diffuse sunlight into the space. A large outdoor kennel area was provided at the rear of the new addition including exercise area and twenty-eight (28) 5' x 10' kennels with metal roofing.

**Byrd Dental Office, Downsville Center Office Building,  
Hagerstown, MD**

Architectural design of 4,450 sf dental suite build-out located in 24,000 sf Downsville Center. The design required close coordination with the dental supplier and civil engineer. The new dental suite is an open concept with 5 Hygienists chairs and 5 Treatment Rooms separated by dental equipment cabinetry. The corridors surround a central core area with Sterilization, Business Room, IT Closet and X-Ray. A Waiting Room and reception desk opens into a corridor with ADA Toilets, Consultation Room, Laboratory, and Staff Lunge. Existing variable air volume mechanical systems were modified to new space with new LED lighting and beautiful interior finishes provided.



**Michael L. Gehr, AIA**  
Principal

**Project Assignment:**  
Project Architect

**Name of Firm with which associated:**



Years of experience with BFM **18**  
Total years of experience **30**

**Education: Degree(s)/Year/Specialization**  
Bachelor of Architecture / 1988  
Carnegie Mellon University

**Active Registration: Year first Registered/Discipline**  
1994 MD [REDACTED] 1998 VA [REDACTED]  
1998 PA [REDACTED] 1998 WV [REDACTED]  
1999 ME [REDACTED] 1999 DE [REDACTED]  
2002 NJ [REDACTED] NCARB # [REDACTED]

**Other Experience and Qualifications relevant to the proposed project:**

Upon graduation, Mr. Gehr began his architectural profession in 1988 with BFM. In 1998, Mr. Gehr resigned from BFM to serve as principal and Owner of BMGM Architects. In 2012, Mr. Gehr returned to BFM as a principal of the firm. His design focus has been directed to developing a variety of project types, including educational, commercial, industrial, correctional, retail, warehousing, food processing and religious facility design. As a principal, his expertise is directed to project management. He has experience in planning/programming to construction phase services. He has also served as a CIP project manager for two projects at Shepherd University.

Professional and community involvement includes: American Institute of Architects, Hagerstown Historic District Comm., Washington Co. Homebuilders Association, Student Trades Foundation, HCC Foundation Board, and Treasurer for the Hagerstown Suns Fan Club.

**Center for Contemporary Arts, Phase II, Shepherd University, Shepherdstown, West Virginia**

Joining the project after the start of the foundations, he assisted the Owner for Project Oversight. He was on site daily, monitoring activities and coordinating Owner responses to issues that developed during construction. He worked closely with the design team to implement their vision in the completed form for Shepherd University.

**Route WV 480 Underpass Project, Shepherd University, Shepherdstown, West Virginia**

Mr. Gehr served as a project manager for the Owner (Owner Representative). He was on site daily, coordinating the design team, contractor, utility companies and University. The project created a walk way tunnel under a busy arterial road running through the Shepherd University campus.

**Other Shepherd University Renovation Projects Include:**

- Frank Arts Center Roof Replacement (Partial)
- Butcher Center Roof Replacement (Partial)
- Dining Hall HVAC & Roof Replacement
- Thatcher, Shaw, Gardiner, and Knutti Hall Roof Replacements
- Ikenberry Hall IT Office/HVAC & Roof Replacement
- Student Center Roof Replacement (Designed, not built)
- Gardiner Hall Roof Replacement
- Soccer Field Upgrade

**Martinsburg Housing Authority HUD Various Projects, Martinsburg, WV**

Shingles, Roof Replacements & BUR, Elevator upgrades, Kitchen and Bathroom Replacements, Fire Alarm & Intercom Modifications for townhomes & midrise facilities.

- Leeland Housing Complex WV 6-3 Bathroom Modifications
- Ambrose Towers of WV 6-4 Bathroom Modifications, Elevator & Roof Replacement, Kitchen Modernizations
- Horatio Gates of WV 6-2 Roof Replacements, Kitchen & Bath
- Adam Stephens of WV 6-1 Roof Replacements, Kitchen & Bath
- Stonewall Haven of WV 6-5 Elevator Improvements, Bathroom & Kitchen Modernization, Fire Alarm & Roof Replacements

**Garrett County Public Schools, Northern Garrett Middle School Renovations & Additions, Accident, MD**

Complete renovation of 67,046 sf of existing building with multiple additions totaling 18,000 sf—including new science classroom wing, improved site circulation, food service design, bus canopy, all new electric and mechanical systems. One-story building with two (2) mechanical penthouses, during a two-year construction period.

**Garrett County Public Schools, Southern Garrett Middle School Renovations & Additions, Oakland, MD (Not Built)**

Planned total renovation & reconfiguration of 92,000 sf with 16,000 sf additions project funding was dropped before going to bid.

**Fort Ritchie Community Center, Former Ft. Ritchie Army Base, Renovations & Additions, Cascade, MD**

# L.S.GRIM



## CONSULTING ENGINEERS

19922 Jefferson Blvd. (Corporate Office)  
Hagerstown, MD 21742

2275 Research Blvd., Suite 500 (DC Metro Office)  
Rockville, MD 20850

Phone: 301-797-1702  
Fax: 301-797-4931  
Toll Free: 888-797-4746

Email: [info@lsgrim.com](mailto:info@lsgrim.com)  
Internet: [www.lsgrim.com](http://www.lsgrim.com)

FEI #	52-2134312
DUNS #	621089424
NAICS #	541330
CAGE #	1UBC5
PSC #	C212, C214, C215, C219, R414, R425
SIC #	8711, 8712
Business Status	Small Business

capability statement



## MECHANICAL, ELECTRICAL AND PLUMBING ENGINEERS

### Hagerstown Office:

19922 Jefferson Blvd, Hagerstown, MD 21740  
CAGE: 1UBC5

### DC Metro Office:

2275 Research Blvd, Suite 500, Rockville, MD 20850

Phone: 301.797.1702 \* Fax: 301.797.4931

[WWW.LSGRIM.COM](http://WWW.LSGRIM.COM)

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## L.S. GRIM CONSULTING ENGINEERS

L.S. Grim Consulting Engineers was established in 1989 by Leslie S. Grim, after ten years of professional work in engineering. L.S. Grim is an engineering services corporation providing design, construction administration, and management of facilities. Our services primarily consist of design and specifications for mechanical, electrical, and plumbing systems on commercial, industrial, and high-end residential projects. Our clients include architects, contractors, developers, and institutions.

L.S. Grim Consulting Engineers main office is located in Hagerstown, Maryland with a satellite office located in Rockville, Maryland to serve the DC metro area customers. Beginning as a small business over twenty-six years ago, our firm has grown steadily. We currently maintain licenses to practice engineering in the District of Columbia, Georgia, Maryland, New Jersey, New York, North Carolina, Pennsylvania, Virginia, Hawaii, Delaware and West Virginia.

### LESLIE S. GRIM, PE, LEED AP, CxA

Mr. Grim is a graduate of the University of Maryland, College of Engineering. He has a diverse background in the design of mechanical, electrical, plumbing and fire protection systems for commercial, educational, institutional, and industrial facilities for private and government clients.

Since 1983, thousands of mechanical, electrical and plumbing systems have been designed either by him personally or through his oversight.

Pictured: Frederick County Public Schools  
Consolidated Office Building



CAPABILITY STATEMENT



## **SERVICES**

L.S. Grim Consulting Engineers is a full service mechanical, electrical, and plumbing engineering design and consulting firm. We offer mechanical, electrical, and plumbing services associated with buildings and facilities.

### **Mechanical Systems:**

- Design of heating, ventilating, and air conditioning (HVAC) systems
- Analysis, troubleshooting and reporting of conditions of existing HVAC systems
- Commissioning of HVAC systems
- Construction and inspection of HVAC systems
- Design, analysis, and troubleshooting of automatic temperature control systems

### **Electrical Systems:**

- Design, analysis, and troubleshooting of electrical power distribution systems
- Design and analysis of lighting systems
  - Interior, general office lighting systems
  - Exterior parking lot systems
  - Specialty lighting systems such as athletic fields, architectural artwork display lighting, etc.
- Design and analysis of fire alarm communications and data systems
- Inspection and quality control of electrical construction
- Commissioning of electrical systems

### **Plumbing Systems:**

- Design and analysis of sanitary waste and venting systems
- Design and analysis of processed piping systems
- Design and analysis of natural gas systems
- Design and analysis of site utility systems
- Commissioning of plumbing systems
- Commissioning of sewage and pumping stations

### **Fire Protection:**

- Design of sprinkler systems

### **Field Services Division:**

- Owner Representation
- Project Management
- Third Party Inspections
- Commissioning Services, CxA

### **General Support:**

We also offer as part of our mechanical, electrical, and plumbing design services support disciplines such as:

- Civil / Structural systems design and inspection to support mechanical, electrical, and plumbing projects.
- Budget and costing services
- General Construction Inspection Services
- Miscellaneous architectural services utilizing sub-consultants to support mechanical, electrical and plumbing projects.

## **PROJECT MANAGEMENT**

We are committed to continuous improvement to meet or exceed all customer requirements and expectations. L.S. Grim has implemented an in-house quality control system to assure the accuracy of drawings, specifications and other materials necessary for the bidding and construction phase of each project. An in-house data management system is utilized to track all incoming and outgoing materials for each project, such as shop drawing review and submittals.

Our office also retains a current library of code and standards. These codes and standards are used to allow us to provide accurate construction documents which meet the current codes in affect. Our team also knows that nothing beats experience.



E.L. Haynes Public Charter School

## **CAPABILITY STATEMENT**

Consequently, we assign a senior staff member to review all contract documents and specifications prior to their being issued. This staff member is responsible for coordination and completeness of the contract documents.

Our firm has a LEED certified engineer on staff with expert understanding of the LEED Certification process. In addition, L.S. Grim is a member of the U.S. Green Building Council, the nation's foremost coalition of leaders working to transform the way buildings and communities are designed, built, and operated, enabling an environmentally and socially responsible, healthy, and prosperous environment that improves the quality of life.

## CLIENTS

Our extensive list of repeat clients (80%) and track record of projects with minimal change order requests testify to the effectiveness of our services. We have provided services from private home owners to multi-million dollar projects.



Montgomery County Housing Opportunities Commission – Holly Hall Apartments

**ROLE:**

PRESIDENT & PRINCIPAL ENGINEER

**EDUCATION:**

BSET, MECHANICAL/ELECTRICAL  
ENGINEERING  
UNIVERSITY OF MARYLAND,  
COLLEGE OF ENGINEERING

**YEARS OF EXPERIENCE:**

L.S. GRIM CONSULTING ENGINEERS: 29  
OTHER FIRMS: 5

**AFFILIATIONS:**

National Society of Professional  
Engineers

American Society of Heating,  
Refrigerating and  
Air-Conditioning Engineers

National Council of Examiners  
for Engineering and Surveying

National Fire Protection Association

U.S. Green Building Council

AABC Commissioning Group  
(ACG)



Leslie S. Grim is a 1980 graduate of the University of Maryland, College of Engineering. Mr. Grim began his career working for a HVAC contractor, while attending Carrier Air Condition Engineering School, where he learned the fundamentals of air conditioning and HVAC system design. He performed this function for the design/build contractor for several years before leaving to work for a manufacturer of HVAC equipment. Mr. Grim also worked for a large consulting engineering firm in Baltimore, Maryland, where he learned the operation of a consulting engineering business, as well as running various projects for this firm. Mr. Grim then went to work for a large mechanical contractor in Frederick, Maryland, as a general manager, running the day-to-day operations of the mechanical, plumbing and sprinkler divisions of the contractor.

In 1989, Mr. Grim formed his own consulting firm, L.S. Grim Consulting Engineers, and has since been Principal in Charge for all the design efforts of the company. With his diverse background in the design of mechanical, electrical, plumbing and fire protection systems for commercial, educational, institutional, and industrial facilities for private and government clients. Since 1989, over 3,000 mechanical, electrical, and plumbing systems have been designed under his oversight, if not by him personally.

**LICENSING IN THE FOLLOWING STATES:**

Pennsylvania  
Virginia  
New Jersey  
New York

Maryland  
West Virginia  
District of Columbia  
North Carolina

Georgia  
Hawaii  
Colorado  
Delaware

**ROLE:**  
CHIEF MECHANICAL DESIGNER

**EDUCATION:**  
ASSOCIATE OF APPLIED SCIENCE  
DEGREE IN MECHANICAL ENGINEERING  
HAGERSTOWN COMMUNITY COLLEGE, 1994

**YEARS OF EXPERIENCE:**  
L.S. GRIM CONSULTING ENGINEERS: 24

**TRAINING & SEMINARS:**  
-VVT Zoning by Aircon  
  
-Intellipak Rooftop Units  
  
-Diagnosing Compressors  
  
-Boiler Operation & Maintenance  
Training/Seminars  
by Boland Services  
  
-Maximizing AutoCAD Productivity  
-Commercial Boiler Design  
Training/Seminars  
by Weil-McLain



David Hose has been with L.S. Grim Consulting Engineers since 1994 and has a deep understanding of mechanical systems design. David began with L.S. Grim as an entry level drafter and has worked his way up to Chief Mechanical Designer. David is responsible for the day-to-day mechanical design and production for the firm. He has direct oversight on the creation of the construction documents utilized on design projects. In addition, David serves as Team Captain for various mechanical prime projects that require his higher level of expertise. David maintains his continuing education to stay knowledgeable in the latest trends and mechanical systems, equipment and designs.

**EXPERIENCE:**

Anne Arundel Community College, Arnold, MD  
Bethel United Methodist Church, Chewsville, MD  
Calvary Independent Bible Church, Chambersburg, PA  
Canopy Office Building, The Plains, VA  
Caperton Residence, Shepherdstown, WV  
Children's Village, Hagerstown, MD  
District of Columbia Public Libraries, Washington, DC  
E.L. Haynes Charter School  
Evangelical Lutheran Church, Waynesboro, PA  
Farmers & Merchants Bank Operations Center,  
Hagerstown, MD  
First Christian Church, Hagerstown, MD  
Frederick County Board of Education, Frederick, MD  
Frostburg Library, Frostburg, MD  
Hagerstown Ice & Sports Complex, Hagerstown, MD  
Hagerstown Community College, Hagerstown, MD  
Intelsat, Mountain Side Teleport, Hagerstown, MD  
Maryland Correctional Institution, Classification,  
Hagerstown, MD  
Mt. Airy Medical Building, Mt. Airy, MD  
Oak Park Church, Oakland, MD  
Ross University, St. Kitts  
Shepherd College: Shaw, Turner, Kenamond & Thacher  
Halls, Shepherdstown, WV  
St. Joseph's Parish Center, Hagerstown, MDVA Hospital  
Transitional Housing, Martinsburg, WV  
Washington Christian Academy, Olney, MD

**ROLE:**  
SENIOR ELECTRICAL DESIGNER

**EDUCATION:**  
RETS Technical Training Center,  
Baltimore, MD, 1994

**YEARS OF EXPERIENCE:**  
L.S. GRIM CONSULTING ENGINEERS: 22

**TRAINING & SEMINARS:**  
The Greening of Building Lighting  
Systems: Design or Sustainability

Autodesk® Building  
Services-Electrical

Maximizing  
AutoCAD®Productivity

Commercial Boiler Design by  
Weil-McLain

Lite-Pro® Software Training  
Seminar on How to Compute the  
Required Foot-Candles

NFPA 70E Certification (2017)



Nathan has been with L.S Grim since 1996 and has a deep background in design. He works in our design department providing electrical system designs for various projects. Nathan is responsible for the day-to-day electrical design and production for the firm. Nathan comes from a construction background and has very good rapport with contractors. He is a great asset to us and our clients. Nathan is known to handle quality control issues and assisting the contractor in resolving RFI's quickly and efficiently in the field.

**EXPERIENCE:**

Anne Arundel Community College, Arnold, MD  
Rockland Woods Elementary School, Hagerstown, MD  
Hood College Athletic Center, Frederick, MD  
Holly Hall Senior Center, Silver Spring, MD  
Hagerstown Community College, Hagerstown, MD  
Intelsat General, Bethesda, MD  
Intelsat General, Atlanta, GA  
Waverly House Apartments, Bethesda, MD  
Volvo, Hagerstown, MD  
Washington Christian Academy, Olney, MD  
USCG, Kearneysville, WV  
Intelsat Global Mountainside Teleport Station, Hag, MD  
Intelsat Global Ellenwood Teleport Station, Ellenwood, GA  
Intelsat Global Paumalu Teleport Station, Paumalu, HI  
Senior Source at Elizabeth House, Silver Springs, MD  
Shepherd College Science Lab, Shepherdstown, WV  
Brunswick Medical Center, Brunswick, MD  
District of Columbia Public Libraries, Washington, DC

# **FOX** **& ASSOCIATES INC.**

**Est. 1966**

**ENGINEERS  
SURVEYORS  
PLANNERS  
LANDSCAPE ARCHITECTS**



**JAMES M STOCKMAN CANCER INSTITUTE  
FREDERICK, MD**

**RESIDENTIAL  
HEALTH CARE  
UTILITIES  
MUNICIPAL**

**COMMERCIAL  
ROADWAY  
RECREATION  
MINING**

**EDUCATION  
ENVIRONMENTAL  
INDUSTRIAL  
AIRPORT**

## Who We Are

**Fox & Associates, Inc.** is a full-service, highly qualified engineering, surveying and land planning firm offering a wide range of services to assist our clients from project conception through final construction, and beyond. Since 1966, Fox & Associates has earned a solid reputation for quality engineering and surveying services by providing cost-effective design solutions. We consider ourselves as experts in what we do, and we take pride in providing a quality engineering consulting service to our clients.

Fox & Associates, Inc. has office locations in Frederick and Hagerstown, Maryland and Greencastle, Pennsylvania and serves clients throughout central and western Maryland, southern Pennsylvania, the eastern panhandle of West Virginia and the Shenandoah Valley of Virginia. Clients across the tri-state area trust Fox & Associates to deliver successful projects time and time again. The clients we serve rely upon our comprehensive planning, public involvement, permitting, and consulting expertise as much as our engineering and surveying capabilities.

## What We Do

**Fox & Associates, Inc.** provides engineering and surveying services to public and private sector clients in nearly every industry: local government, commercial and residential developers, educational and healthcare institutions, hospitality, industrial and manufacturing, natural gas, parks and recreation and transportation. Fox & Associates, Inc. project managers have well over 100 years of combined experience in engineering, planning, surveying and managing civil engineering projects.

From the initial planning, all the way through final design and construction administration, our staff of professional engineers, surveyors and designers has the expertise to handle almost any engineering challenge. We have extensive experience in sewer and water system design, transportation, water resources, land development, surveying, utilities, environmental concerns, forest stand delineations and construction phase services.

More specifically Fox & Associates, Inc. can provide: property & topographic surveying, ALTA surveys, record/as-built surveys, route/right-of-way & easement surveys, geodetic control surveys, construction stake-out, feasibility studies, subdivision & land development plans, regulatory permitting & approvals, site analysis, planning & design, zoning & land use applications, roadway/highway design, roadway striping and signage plans, pipeline design & permitting, water & wastewater systems design, waterway permits, drainage design, floodplain delineation & analysis, hydrology and hydraulic studies, stormwater management environmental sensitive design (ESD) and storm water quantity control design, storm water conveyance systems (channels, storm drain pipe systems, etc.), erosion and sediment control plans, sewer interceptor/collection mains and pump station design, as well as wetland and stream bank restoration plans.



ENGINEERS  
SURVEYORS  
PLANNERS  
LANDSCAPE ARCHITECTS



## Land Planning

Fox & Associates, Inc. team of local, knowledgeable land planners, designers, and engineers have years of experience in and the ability to transform a conceptual land plan into an engineered and economically feasible design. From the earliest planning stages, our deep understanding of local land use regulations for both private developers and public sector clients lets us offer more reliable and comprehensive land planning and design services.

Our design professionals work as a strategic partner with our clients to guide them through the complete entitlement and design process for new projects and/or re-developments of commercial, residential and mixed-use development properties. Whether you are developing a single site or several hundred acres, our experienced professionals are involved in the project from the onset, efficiently navigating you through the complete entitlement process.

### Services

- Site Constraint Analysis
- Due Diligence and Feasibility Studies
- Project and Infrastructure Master Planning
- Entitlement Planning and Advocacy
- Site Engineering Concepts
- Parking Capacity Studies
- Preliminary Plan Approval
- Parking Lot and Circulation Design

## Engineering

Fox & Associates, Inc. provides a wide range of services to assist our clients from project conception through final construction, and beyond. Our engineers support a broad range of residential and commercial developments as well as municipal, transportation, utilities, healthcare, natural gas, and mining industry clients.

We have the capability to supply all the engineering, planning, surveying, permitting, environmental, and construction administration services needed to complete your project.

Our civil engineering clients benefit from our local knowledge and connections with administrators and agencies throughout central and western Maryland, southern Pennsylvania and the eastern panhandle of West Virginia.



ENGINEERS  
SURVEYORS  
PLANNERS  
LANDSCAPE ARCHITECTS

Our engineers bring experience to all aspects of your project, from problem assessment to designing and recommending solutions that are both cost effective and sustainable. We also help our clients maximize their site with the incorporation of design solutions that integrate sustainable design, low impact development (LID), and sound engineering practices to meet the budgetary and regulatory requirements of our clients.

Our engineers also embrace their responsibility as thoughtful stewards of the environment. We integrate environmentally friendly design techniques into standard site design to reduce the impact on the environment and reduce project costs.

### Services

- Site Grading and Earthwork Analysis
- Water and wastewater infrastructure
- Drainage Analysis Roadway Design
- Sediment & Erosion Control Design
- Innovative Stormwater Management
- Transportation Engineering
- NPDES Permitting/SWPPP
- Final Construction Plans and Permitting
- Final Development Cost Analysis
- Sanitary and Stormwater Pump Stations
- Floodplain Studies
- Regulatory Permitting for Waterways, Floodplains and Non-tidal Wetlands
- Storm Drain Design
- Hydrologic & Hydraulic Studies



ENGINEERS  
SURVEYORS  
PLANNERS  
LANDSCAPE ARCHITECTS

## Surveying

Since our founding in 1966 as a small surveying firm, we have grown to be a leader in land surveying services. Our highly qualified team of survey professionals is ready and able to deliver an extensive array of services. Our approach to land surveying combines technical expertise with flexibility and responsiveness to our clients' need. By providing precise data interpretation, our clients can trust the long-term accuracy of our results.

From topographic surveys and flood certifications to ALTA surveys and construction stake-outs, we offer a full scope of field and office land surveying services. Our teams utilize robotic total stations, GPS and RTK receivers from fully equipped vehicles.

We offer construction stakeout services for projects of all sizes in all sectors. Responsiveness is the hallmark of our construction stakeout services. Making use of state-of-the-art technology, we provide critical data for construction stakeout and site layout. We strive to solve complex issues and fix problems both in the office and in the field before they impact our clients' schedule and budget.

When financial institutions, property owners, and title companies have a negotiation on the line, the timing of an ALTA survey is critical. Fox & Associates, Inc. has a solid reputation as a trustworthy and timely ALTA survey firm.

With three local offices, we have the ability to pull from all available firm resources to meet project schedules. We possess deep support in personnel, equipment, and computer processing resources to handle all tasks. We apply quick, thorough responses to work requests, and can assign highly qualified personnel to perform each task.

### Services

- GPS Surveying
- ALTA/ACSM Land Title Surveys
- Topographic & Boundary Surveys
- Construction Stake-Out
- Highway Route Surveys
- As-Built Surveys
- Pipeline & Utility ROW Surveying
- Deformation Monitoring Surveys
- Aerial Photo Control Surveys For Mapping
- Subdivision Plats
- Easement & Right-of-Way Dedication Plats
- Location Drawings
- Metes and Bounds Descriptions
- FEMA Elevation Certification (Flood Cert)
- Building & Foundation Surveys
- Land Record Research
- Route Mapping
- Structural Layout



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## Our Experts

At Fox & Associates, Inc. we believe that better people lead to better results for our clients. We strive to attract and retain the best people and remain committed to their long-term growth and development. Our goal is to develop our employees to become top professionals in the field. Our engineers are registered in Maryland, West Virginia, Pennsylvania and Virginia and our land surveyors are registered in Maryland, West Virginia, Pennsylvania, Virginia, the District of Columbia and Delaware.

## Philanthropy

At Fox & Associates, Inc., we believe in giving back to the communities where we provide our services. Sharing our expertise in planning, engineering and land surveying with non-profit organizations has become an important focus for the firm ownership and staff members. We strive to support organizations that benefit the citizens within the markets we serve through corporate contributions, in-kind services, and volunteerism. Projects to date have included Hospice of Washington County's Doey's House, The Leg Up Farm School & Therapy Center for special-needs children, The Frederick Rescue Mission, Frederick County Students Construction Trades Foundation, Inc. and Washington County's Technical High School Student Trades Foundation.

## Who We Work With

The City of Frederick, MD

Frederick County, MD

Antrim Township, PA

Waste Management

Dominion Transmission, Inc.

Washington Gas Light Company

Frederick Memorial Hospital

Argos

Holcim (US) Inc.

US Silica

P.R.E.I.T. (Valley Mall, Hagerstown, MD)

The Town of Emmitsburg, Maryland

Peters Township, PA

Town of Hancock, MD

Frederick County Public Schools

Berkeley County Public Schools

Ausherman Properties

Ryan Homes

Dan Ryan Builders

Panhandle Homes

Manor House Builders

Washco Developments



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## Our Management Team

Our goal is to work as a team with our clients so that their vision becomes our vision. We invite you to find out more about what Fox & Associates, Inc. can do to assist you in your next project. Please feel free to contact any one of our management teams.

### **Fox & Associates, Inc.**

#### **Hagerstown, MD / Greencastle, PA**

Michael H. Shifler, P.E., President

Gordon S. Poffenberger, P.E., Secretary /Treasurer

981 Mt. Aetna Rd.

Hagerstown, MD 21740

Phone: 301-733-8503

E-mail: [foxassoc@foxassociatesinc.com](mailto:foxassoc@foxassociatesinc.com)

#### **Frederick, MD**

John E. Mazelon, Senior Vice President

Joseph H. Ceci, P.E., Vice President

James A. Zanelli, L.S., Vice President

82 Worman's Mill Ct.

Suite G

Frederick, MD 21701

Phone: 301-695-0880

E-mail: [foxfrederick@foxassociatesinc.com](mailto:foxfrederick@foxassociatesinc.com)

### **Shelly Witter & Fox**

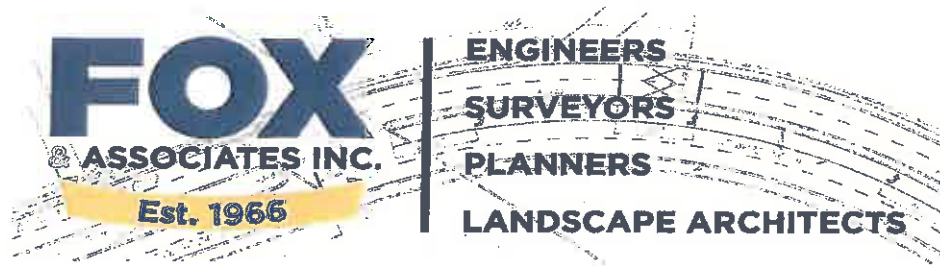
11142 Williamsport Pike

Greencastle, PA 17225

Phone: 717-597-4433



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**MICHAEL H. SHIFLER, P.E.  
PRINCIPAL**

**Professional Background and Education**

President (2014 – Present): Fox & Associates, Inc.  
Vice President/Branch Manager (1987 – 2014): Fox & Associates, Inc.  
Project Engineer/Project Manager (1986 – 1987): Fox & Associates, Inc.  
Project Engineer/Project Manager (1982 – 1986): Dewberry & Davis  
Design Engineer/Project Manager (1978 – 1982): Fox & Associates, Inc.

Associate of Arts Degree/ Engineering (1976) – Hagerstown Junior College  
Bachelor of Science Degree/ Civil Engineering (1978) – University of Maryland

- Maryland/ Civil Engineer (1984) Reg. No. [REDACTED]
- Virginia/ Civil Engineer (1983) Reg. No. [REDACTED]
- Pennsylvania/ Civil Engineer (1986) Reg. No. [REDACTED]
- West Virginia/ Civil Engineer (1994) Reg. No. [REDACTED]

**Professional Organizations, Committees and Technical Societies**

Washington County Builders Association (Land Use Council President 2014 – Present)  
Frederick County Land Use Council Board of Directors (Affiliated with FCBA)  
Chairman of Frederick County Road Code Committee (Established to prepare a new streets and roads design manual, completed June, 1994)  
Frederick County Development Review ADHOC Committee  
Frederick County Storm Drain/Stormwater Management Design Manual Committee

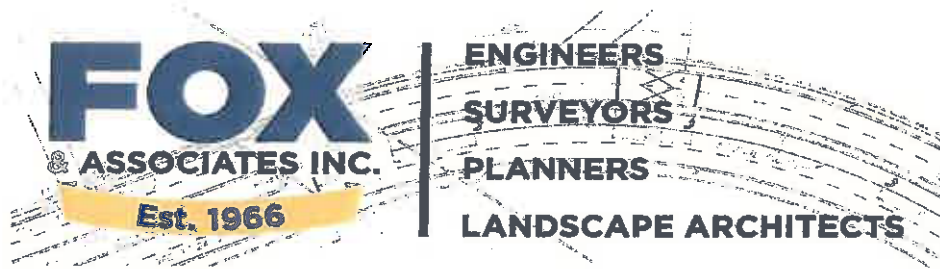
**Professional Experience**

Mr. Shifler currently is the firm president. He previously served as corporate vice-president in charge of all engineering services at both office locations for the past 22 years. His 37 year career includes extensive experience in the design of large-scale residential, commercial and industrial projects, worship facilities, public schools and various other institutional facilities. Mr. Shifler has provided expert testimony and professional consultations for site plans, subdivisions and zoning matters for all types of land development projects.

**Related Projects**

- Principal-in-Charge of all survey, planning and engineering for *St. Andrews Presbyterian Church*
- Principal-in-Charge of all survey, planning and engineering for *Mt. Zion Lutheran Church*, a 12,704 sq. ft. worship facility located on Locust Grove Rd, Washington County, MD.
- Principal-in-Charge of all survey, planning and engineering for *Tristate Church of God*, a 20,800 sq. ft. 2-story worship facility located on US Alt Rt 40, Boonsboro, Washington County, MD.

- Principal-in-Charge of all survey, planning and engineering for *Benevola United Methodist Church*, a 7,680 sq. ft. addition to existing church, with a 3,200 sq. ft. pavilion located on Benevola Church Rd, Boonsboro, Washington County, MD.
- Principal-in-Charge of all survey, planning and engineering for *Whittier PND*, a 1,590 unit residential development in Frederick, Maryland. Engineering included planning storm water management, environmental permitting, large diameter offsite interceptor sewer, onsite collection system and water distribution system modeling and design
- Principal-in-Charge of all surveying, planning and engineering services for 178 townhomes within *Summerland Manor*, a gated community in Hagerstown, Maryland.
- Principal-in-Charge of all planning, surveying and engineering services for *Hagerstown Commerce Center*, a 37-acre commercial retail facility in Hagerstown, Maryland.
- Principal-in-Charge of all surveying, planning and engineering services for 92 townhomes at *East Ridge Townhomes* in Hagerstown, Maryland.
- Provided expert testimony and professional consultation for site plan approvals and zoning issues related to residential developments and commercial sites, as well as numerous public improvement projects.
- Principal-in-Charge of all survey and engineering services for the construction of a new Transit Maintenance facility on Rocky Springs Road in Frederick, Maryland, under contract with Frederick.
- Principal-in-Charge of all survey and engineering services for the expansion of the *Frederick County Detention Center*, under contract with Frederick County, Maryland.
- Principal-in-Charge of all survey and engineering services for a new fire station located on *New Design Road*, under contract with Frederick County, Maryland.
- Project Manager/Director for survey and engineering services for numerous public utility extension projects located in Maryland, West Virginia and Pennsylvania, including "*Coldstream Water and Sewer Lines*", currently under contract with Frederick County, Maryland.
- Principal-in-Charge of all engineering services for the expansion of the County Roads Maintenance facility, located on Pleasant Walk Road, Frederick County.
- Principal-in-Charge of all survey and engineering services for 8,000± L.F. of large diameter sewer interceptor on *Tuscarora Creek*, under contract with Frederick County, Maryland.
- Principal-in-Charge of all surveying and engineering services for 13,800 L.F. of water main and 4,000 L.F. of large diameter sewer interceptor reconstruction for the Mayor and Council of Emmitsburg, Maryland.
- Principal-in-Charge of all survey, engineering and environmental services for preparation of the *Point-of-Rocks Water Main/Tank Study*, including an alignment feasibility study of three different routes for 20,000 feet of large diameter water main in conjunction with Frederick County Bureau of Water and Sewer.
- Project Manager of all surveying and engineering services for 10,000 feet of 10" water main in conjunction with the plans for reconstruction of Route 140 (Main Street) through Emmitsburg, Maryland.
- Project Manager of all surveying and engineering services for 8,000 feet of water main and two (2) 150,000-gallon storage tanks in the Town of Thurmont, Maryland.
- Principal-in-Charge for the development of two (2) Regional Water Systems serving the Jefferson region and a portion of the Town of Myersville, Maryland.
- Principal-in-Charge of all survey and engineering services for the construction of a four-story parking deck, under contract with the City of Frederick, Maryland.
- Principal-in-Charge of all survey and engineering services for road and highway projects involving water and sewer reconstruction or relocation, such as Creamery Road Improvements, 2,500 feet of street reconstruction in Emmitsburg, Maryland.



**GORDON S. POFFENBERGER, P.E.  
PRINCIPAL/CORPORATE SECRETARY  
DIRECTOR OF ENGINEERING**

**Professional Background and Education**

Principal/Corporate Secretary 2014- Present) Fox & Associates, Inc.  
Project Manager (1997 – Present): Fox & Associates, Inc.  
Design Engineer (1990 – 1997): City of Hagerstown, Maryland

Associate of Arts Degree/ Engineering (1990) – Hagerstown Junior College  
Bachelor of Science Degree/ Civil Engineering (1997) – University of Maryland

Highway Capacity Manual Short Course (1991) – University of Maryland Technology Transfer Center  
Traffic Engineering Short Course (1991) – University of Maryland Technology Transfer Center  
Innovations in Stormwater Management Seminar (1996) – Chesapeake Bay Program  
Computational Methods in Stormwater Management Seminar (1996) – Virginia Polytechnic Institute  
Soil Erosion/Sediment Control Training "Green Card" Seminar (1997) – Soil Conservation Service

**Registration:**

Maryland P.E., Registration [REDACTED]  
North Carolina P.E., Registration [REDACTED] (Inactive)  
West Virginia, P.E., Registration [REDACTED]

**Professional Experience**

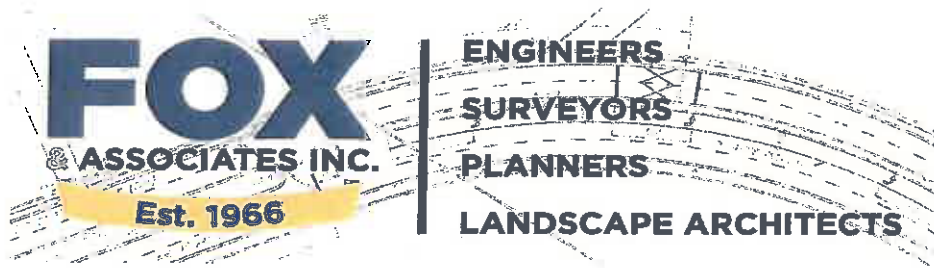
Mr. Poffenberger has over 26 years of extensive experience in civil engineering for numerous residential, commercial and public school projects. His experience also includes over six years with the City of Hagerstown, Maryland as design engineer for public drainage, stormwater management and roadway projects. His overall experience includes all regulatory permitting for work located within regulated waterways, floodplains and non-tidal wetlands. His extensive project management experience at Fox & Associates, Inc. has provided him with experience with the development review requirements of multiple jurisdictions in western MD as well as near-by areas of Pennsylvania and West Virginia.

**Relevant Projects**

- *Crosspoint Regional Shopping Center, Hagerstown, MD*, Project Manager for 440,000+ SF regional shopping center project with various "big box" tenants and outparcels including public roadway plans, grading, drainage, parking, loading areas, utilities and stormwater management.
- *Cedar Grove Mennonite Church, Greencastle, PA*, Project manager for a 19,500 SF church building addition with parking lot expansion including securing Antrim Township approvals, obtaining an NPDES permit as well the Penn DOT permit to modify the existing entrances and add a new entrance.
- *Darcars Toyota Dealership, Frederick, MD*, Project Manager for all engineering services for new automobile dealership on 3 acre infill property with parking, stormwater management, grading, and utilities.



- *Design Engineer/Project Manager for Benevola United Methodist Church in Washington County, Maryland.* Project services included construction drawings for public roadway relocation/reconstruction, parking lot expansion, building addition, and stormwater management
- *Urbana Middle School, Frederick County MD,* Project Manager for all surveying and engineering services required for the construction of a new middle school campus with staff parking, stormwater management, bus staging area and extensive athletic fields.
- *South Hagerstown High School, Hagerstown MD,* Project Manager for site planning and engineering services related to phased school expansion with parking and bus circulation improvements.
- *Williamsport Elementary School, Williamsport MD,* Project Manager for all surveying and engineering services required to accommodate the construction of school renovations and additions, bus loop/loading area modifications and relocation of the playground.
- *Elmwood Farm, Washington Co., MD,* Project Manager for all surveying and engineering services for 170 unit upscale single family subdivision including roadway, grading, drainage, floodplain modeling, entrance improvements, utilities and stormwater management.
- *Tuscarora (Central County) High School, Frederick MD,* Project Manager for all surveying and engineering services required for the construction of a new high school campus with staff and student parking areas, bus staging area, stormwater management and extensive athletic fields.
- *Brookfield Residential Subdivision, Berkeley Co., WV,* Project Manager for all surveying and engineering services for 500 unit, single family and townhome residential subdivision including roadway, grading, drainage, utilities, stormwater management and open space facilities.
- *McCauley Crossing Residential Subdivision, Berkeley Co., WV,* Project Manager for all surveying and engineering services for 360 unit, single family and townhome residential subdivision including roadway, grading, drainage, utilities, and stormwater management.
- *Trout Run Residential Subdivision, Berkeley Co., WV,* Project Manager for all surveying and engineering services for 130 unit townhome residential subdivision including roadway, grading, drainage, and utilities.
- *Governor Thomas Johnson High School, Frederick MD,* Project Manager for engineering services related to building additions and renovation, parking, landscaping, storm drain and bio-retention design.
- *Robyn's Glen II Residential Subdivision, Greensboro, NC,* Project Manager for all engineering services for 140 unit townhome residential subdivision including roadway, grading, drainage, utilities, and stormwater management.
- *Design Engineer/Project Manager for New Market Middle & Elementary School Campus Improvements,* which included the design of 2,500 linear feet of waterline, stormwater management reconstruction and pavement repairs.
- *Design Engineer for Eastern Boulevard South,* a 3,500-foot section of arterial roadway in Hagerstown, Maryland. Involved in all aspects of design, which included drainage modeling and design, grading, sediment/erosion control, traffic control plans, waterline extension, cross-sections, quantity take-off and written specifications.
- *Design Engineer/ Project Manager for Cross Creek South,* a 44-lot residential subdivision in Washington County, Maryland. Engineering included roadway drainage, stormwater management, and utility design.
- *Design Engineer for Cohen Commerce Center* in the City of Hagerstown, Maryland, Project services included stormwater management pond design.
- *Design Engineer/Project Manager for Shank Mini-Storage* in Washington County, Maryland. Services included site layout, stakeout computations, stormwater management and drainage.



**GEORGE E. NAGEL, LS  
PROFESSIONAL LAND SURVEYOR**

**Professional Background**

Professional Land Surveyor licensed in Maryland, Pennsylvania, West Virginia, Virginia, Delaware and the District of Columbia. Over 31 years of experience in the surveying field which includes work as a survey field crew member, field crew coordinator and technical director. Projects have included extensive work on large and small residential, commercial and industrial projects.

**Professional Registrations**

2000, MD Professional Land Surveyor [REDACTED]  
2001, PA Professional Land Surveyor [REDACTED]  
2003, WV Professional Land Surveyor [REDACTED]  
2003, DC Professional Land Surveyor [REDACTED]  
2005, VA Professional Land Surveyor [REDACTED]  
2008, DE Professional Land Surveyor [REDACTED]

**Professional Organizations**

Appalachian Chapter, Maryland Society of Surveyors  
National Society of Professional Surveyors

**Professional Experience**

Mr. Nagel founded George E. Nagel & Associates, Inc. a Professional Land Surveying firm in 2002 and was principally responsible for the successful completion of all projects. This included daily management of all staff to insure timely completion of projects and maintaining strict quality control in order to achieve client satisfaction and the successful completion of projects.

Mr. Nagel Joined Fox & Associates, Inc. in December 2016. As Director of Surveys in our Hagerstown, MD office, Mr. Nagel is responsible for client coordination and daily management of survey staff to insure timely and successful completion of projects.

**Related Projects**

- **Courthouse Apartments, Martinsburg, WV, 2017**, Project Manager for a ALTA/NSPS Land Title Survey of a 5.0 acre apartment complex. Duties included overseeing field locations and boundary survey, boundary resolution, review of title documents, write description and prepare plat.
- **Foxcroft Village Apartments, Martinsburg, WV, 2017**, Project Manager for a ALTA/NSPS Land Title Survey of a 5.1 acre apartment complex. Duties included overseeing field locations and

- boundary survey, adjust control, boundary resolution, review of title documents, write description and prepare plat.
- **City of Hagerstown – Pump Station #3, Hagerstown, MD 2017**, Project Manager for a Topographic Survey around existing Pump Station #3. Duties included overseeing field locations, process raw field data, adjust control and prepare plat.
  - **Bethel Gardens, Hagerstown, MD, 2016**, Project Manager for a ALTA/NSPS Land Title Survey and Topographic Survey of a 3 acre public housing site. Duties included overseeing the field run boundary and topography, process raw field data, adjust control, review of title documents, write description and prepare plat.
  - **Commercial Liability Partners WV, LLC, Middleway, WV, 2015**, Project Manager for a ALTA/NSPS Land Title Survey of a 276.2 acre industrial site. Duties included overseeing field locations and boundary survey, process raw field data, adjust control, boundary resolution, review of title documents, write description and prepare plat.
  - **Martinsburg Mall, Martinsburg, WV, 2014**, Project Manager for a Boundary and Topographic Survey of a 75 acre commercial site. Duties included overseeing of the field run boundary and topographic survey, process raw field data, adjust control and prepare plat.
  - **Frederick County Division of Parks and Recreation – Point of Rocks Properties, Point of Rocks, MD, 2011**, Project Manager for Boundary Survey of 8 separate parcels acquired by the Frederick County Division of Parks and Recreation. Duties included overseeing field locations and boundary survey, adjust control, boundary resolution, review of title of documents, write description and prepare plat.
  - **State of Maryland Department of Natural Resources, Thurmont Watershed Property, Thurmont, MD, 2011**, Project Manager for a ALTA/ACSM Land Title Survey of a 507.6 acre site. Duties included overseeing field locations and boundary survey, process raw field data, adjust control, boundary resolution, write description and prepare plat.
  - **State of Maryland Department of Natural Resources – Miller & O'Tool Property, Lavale, MD 2008**, Project Manager for a Boundary Survey of a 250 acre site. Duties included overseeing of the field run locations and boundary survey, process raw data, adjust control, boundary resolution, write description and prepare plat.
  - **State of Maryland Department of Natural Resources – Rail Trail, Hancock, MD, 2005**, Project Manager for a Boundary Survey of the property formerly owned by the Western Maryland Railroad through the Town of Hancock. Duties included overseeing the field run boundary survey, process raw field data, adjust control, boundary resolution and prepare plat.

# **Baxter Group, Inc.**

## **Summary of Services**

### **Commercial or Residential**

#### **ASBESTOS**

Asbestos Survey  
Asbestos Sampling  
Asbestos Abatement  
Asbestos Management Plans  
Asbestos Awareness Training  
Asbestos Consulting

#### **MOLD**

Mold Estimates  
Mold Assessment with Remediation Plan  
Mold Sampling  
Mold Consulting  
Ozone Shock Treatment  
Essential Oil Diffusion

#### **RADON**

Radon Continuous Radon Measurement  
Radon Mitigation Services  
Radon Consulting

#### **LEAD**

Lead Stabilization  
Lead Abatement  
Lead Sampling  
- Dust wipe, Paint Chip, Soil  
- TCLP Pb  
- XRF Analysis with Report  
- MD 330  
Lead Consulting

#### **HVAC SERVICES**

Duct Cleanliness Inspections  
Duct Cleaning and Sealing  
HVAC Consulting

#### **RENOVATION SERVICES**

Basement Dewatering  
Damage Restorations  
General Contracting  
Service Calls  
Repair/ Renovation Estimates

#### **INDOOR ENVIRONMENTAL**

Indoor Environmental Quality Assessment  
- TVOC, CO<sup>2</sup>, Carbon Monoxide,  
Temperature &  
Relativity Humidity  
- Particulate Count  
- Formaldehyde  
- Mold Sampling  
- Radon Test  
- Comprehensive Client Interview & Report

PCB Soil Sample

PCBs – Air Sample via NIOSH 5503 mod

PCBs – via TO – 10A

PCBs – via TO – 4A

Air Sampling

TO-15

Formaldehyde

Benzene

Propylene glycol

Methanol

Toluene

Dichloroethane (ethylidene chloride)

Carbon Tetrachloride

Others available upon request

Drinking Water Analyses

Environmental Presentations

AirFree Air Purifiers

HVAC Systems

WaterFurnace Geothermal Comfort Systems

Whole House Humidifier & Dehumidifier Systems

Home Automation

Indoor Environmental Consulting



# MS&A

Matonak Snyder & Associates  
STRUCTURAL ENGINEERS

931-B Sweeney Drive  
Hagerstown, Maryland 21740

Phone: 301-790-0111  
Fax: 301-790-0222  
[www.strengthengineering.com](http://www.strengthengineering.com)

## **Daniel A. Matonak, P.E.**

Doug Artz, E.I.T.  
Kelly Vellek, E.I.T.  
Jon Papa

Regan-Matonak & Associates was established in 1989 and has served as Structural Engineer in responsible charge of hundreds of educational, institutional, industrial, commercial, residential, and manufacturing projects for federal, state, county, corporate, and individual clients. RMA was renamed Matonak Snyder & Associates in 2015. MS&A continues to proudly serve Maryland, Pennsylvania, Virginia, West Virginia, and the District of Columbia.

The engineers at Matonak Snyder & Associates have over 90 years of combined experience in the design and evaluation of buildings and other structures. We are versed in the design standards and construction methods for steel, reinforced concrete, masonry, wood, and other common building materials.

The engineers at MS&A are actively involved in the National Society of Professional Engineers, Maryland Society of Professional Engineers, the American Society of Civil Engineers, and various local committees.

Matonak Snyder & Associates maintains an up-to-date knowledge of current design and building codes. Dan Matonak serves on the Code Review Committee for Washington County, Maryland.

MS&A utilizes software recognized across the industry to supplement analysis and design, including STAAD for finite element analysis, AutoCAD for precision drawings, and various software for component checks.

In addition to the quality control built into project design by the use of computer aided tools, drawings and specifications are reviewed separately by the principals to ensure project accuracy and completeness prior to issuing documents for bid or construction.

We take pride in our projects and work closely with owners, architects, and contractors to ensure the economic and timely completion of safe and durable structures.

## **Daniel A. Matonak, P.E.**

*Owner, Principal Engineer*

*Matonak Snyder & Associates, formerly Regan-Matonak & Associates*

Mr. Matonak is the structural engineer in responsible charge of all projects from Matonak Snyder & Associates. His portfolio includes numerous residential, commercial, industrial, educational, institutional, and government facilities.

### Partial Project Experience

- Expansion & Renovations for the Washington County Library  
*Hagerstown, Maryland*
- New Academic Center for American Public University System  
*Charles Town, West Virginia*

#### **Frederick Community College, Frederick, Maryland**

- Expansion & Renovation to Science & Technology Building
- New Student Services Building
- New Administrative Building

#### **Hagerstown Community College, Hagerstown, Maryland**

- Addition & Renovations for Student Services Center
- Addition & Renovations for Career Programs Building
- Addition & Renovations for Administration Building
- New Athletic Recreational and Community Center Complex
- Addition for Technical Innovation Center

#### **Frederick County Board of Education, Frederick, Maryland**

- Additions & Renovations for Carroll Manor Elem. School
- Additions & Renovations for Walkersville Elementary School
- Additions & Renovations for West Frederick Middle School
- Centerville Elementary School – New School
- Tuscarora Elementary School – New School
- Oakdale Elementary – New School
- Whittier Elementary School – New School
- Deer Crossing Elementary School – New School

#### **Washington County Board of Education, Hagerstown, Maryland**

- Hancock Middle High School – HVAC Replacement
- Maugansville Elementary School – New School
- Eastern Elementary School – New School
- Addition & Renovations for Williamsport Elementary School
- Addition & Renovations for Lincolnshire Elementary School
- Addition & Renovations for Clear Spring Elementary School

#### **Office Location**

931-B Sweeney Drive  
Hagerstown, Maryland  
21740

#### **Years With Firm**

28

#### **Years With Other Firms**

17

#### **Professional Registrations**

PA: [REDACTED] 1978

MD: [REDACTED] 980

DC: [REDACTED] 998

#### **Education**

Bachelor of Science  
Civil Engineering  
University of Pittsburgh  
1972

#### **Memberships**

Maryland Society of  
Professional Engineers  
Chapter President

Hagerstown Historic District  
Commission

National Society of  
Professional Engineers

American Society of Civil  
Engineers

American Concrete Institute