



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

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

Proc Folder: 748462

Doc Description: RT Roof & Exterior Door Design

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No		Version
2020-07-07	2020-07-28 13:30:00	CEOI	0603 ADJ2100000001	1

BID RECEIVING LOCATION

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

RECEIVED

2020 JUL 28 AM 10:19

WV PURCHASING
 DIVISION

VENDOR

Vendor Name, Address and Telephone Number:

Williamson Shriver Architects, Inc.
 717 Bigley Avenue
 Charleston, WV 25302
 304-345-1060

FOR INFORMATION CONTACT THE BUYER

Tara Lyle
 (304) 558-2544
 tara.l.yyle@wv.gov

Signature X

FEIN# 55-0655792

DATE July 28, 2020

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

The West Virginia Purchasing Division, for the agency, the West Virginia Army National Guard, Construction and Facilities Management Office, is soliciting Expressions of Interest from qualified firms to provide professional design services to develop construction documents to replace the roof and all exterior doors at the RTI Building, at Camp Dawson, WV, per the attached documentation.

INVOICE TO		SHIP TO	
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR		FACILITY MAINTENANCE MANAGER CAMP DAWSON ARMY TRAINING SITE 240ARMYRD	
CHARLESTON	WV25311	KINGWOOD	WV 26537-1077
US		US	

Line	Comm Ln Desc	Qty	Unit Issue
1	RTI Roof & Exterior Door Design		

Comm Code	Manufacturer	Specification	Model#
81101508			

Extended Description :

Provide professional architectural and engineering design services per the attached documentation.

July 28, 2020

Ms. Tara Lyle, Purchasing Agent
West Virginia Department of Administration,
2019 Washington Street East
Charleston, WV 25305

Solicitation Number: CEOI 0603 ADJ210000000
RTI Roof & Exterior Door Replacement Design

Dear Ms. Lyle:

Williamson Shriver Architects, Inc. was excited to learn of the Expression of Interest for Architectural and Engineering services for the Roof & Exterior Door Replacement Design for the Regional Training Institute (RTI) Building at Camp Dawson for the West Virginia Department of Administration and the West Virginia Army National Guard. We are pleased to have an opportunity to submit our team's qualifications, experience, and other credentials for your consideration.

Williamson Shriver Architects' staff combines for over 100 years of experience on hundreds of architectural design projects of all types and sizes located throughout West Virginia. Our firm has established practices in place to ensure that your project is completed on time and within budget. Our design, engineering, and construction administration talents have been proven over and over throughout our firm's thirty-five plus year history. Every year we are engaged in roofing projects of various sizes including recently completing ones at Lewis County High School and Ekins High School. Door replacements are also a part of our portfolio as we are currently working on ones at Davis Thomas Elementary School and recently completed a project at Morgantown High School where we replaced every window and most every door at that school.

Please accept this letter as our team's Expression of Interest in serving as your design team for this exciting project. We jointly have a strong understanding of design, building systems and materials, constructability, and the economics of construction in the different regions of West Virginia. We invite you to review the attached Statement of Qualifications which describes in depth our team's capabilities, experience, and personnel and includes all of the information delineated in your Expression of Interest.

We are excited about this project and are eager to be selected to work with the West Virginia Department of Administration and the West Virginia Army National Guard for this roof and door replacement project as the Architect. We look forward to a personal interview with your selection team during which we can present our credentials in greater detail.

We look forward to hearing from you soon.

WILLIAMSON SHRIVER ARCHITECTS, INC.



Ted Shriver | AIA | LEED AP BC+D
Principal | Architect



Greg Martin | AIA | NCARB
Architect

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West Virginia Department of Administration
Statement of Qualifications for Architectural / Engineering Design Services for
RTI Roof & Door Replacement Design

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Tab A

General Information



WilliamsonShriver**Architects**

General Information

Firm Overview

Williamson Shriver Architects Inc. is an award-winning, multi-disciplinary design firm with business roots back to 1967. While specializing in educational and commercial planning and design, we provide design services to a diverse client base throughout West Virginia. With construction values exceeding one billion dollars over our history, the size and scale of our projects have ranged from detailed designs for small interior

renovations to large multi-million dollar new facilities. Large or small, simple or complex, every project has our commitment to diligent, thoughtful design. Our functional and distinctive buildings reflect the vision of our clients and the spirit of our communities.

Experienced, capable, and responsive, we have a long tradition of excellence and client commitment. Simply put ... we listen ... and combine what we learn from



listening with a clear understanding of technology, sustainability, and a wealth of experience. Every Williamson Shriver Architects design is a collaboration with the end user. Our finished projects work for people because they start with people. Through focus groups, individual interviews, and public meetings, we ask our clients to stretch their imagination and anticipate how they will

The Vision of our Clients and the Spirit of our Communities.

use each space. The result of this process ... flexible design solutions that respond to people and make the most of budgets.

Commitment to quality, dedication to project and client, and a nearly fifty year tradition of innovation and architectural excellence... that's Williamson Shriver Architects. No matter what the program, site, or budget, we've been there and we have the experience and vision to shape your project into a success.

At Williamson Shriver Architects, we're listening.

Left: Back exterior facade of Chief Logan Lodge outdoor gathering area and balconies for the suites. The expansion of the suites was added to the existing Chief Logan Lodge in 2006.

Above: The main entrance to Eastwood Elementary School in Morgantown, West Virginia. This school was designed and achieved a LEED Gold rating in 2015.



Legal Organization

Williamson Shriver Architects is a S Corporation licensed as a business by the WV Secretary of State and headquartered in Charleston, WV. Our firm qualifies as a Federal Small Business and has applied for such registration with the U.S. Small Business Administration.

In House Services

- Pre-Design & Planning
- Architecture
- Structural Engineering
- Interior Design
- Construction Procurement / Administration
- Cost Estimating
- Sustainable Design

Services through Partners

- Site and Civil Engineering
- Landscape Design
- Historic Review & Preservation
- Mechanical Engineering
- Electrical Engineering
- Lighting Design
- Technology and Security Design
- Audio / Visual Design
- Acoustical Design
- Interior Design

Tab B

Qualification and Approach



WilliamsonShriver**Architects**

Project Approach & Understanding

Project Approach

As fully described in Tab E of this Statement of Qualifications, Williamson Shriver Architects has a variety of projects fully constructions with similar size and design requirements to the project by the West Virginia Department of Administration and West Virginia Army National Guard.

The success of those projects are not by accident. It is said, good design comes from good listening. You are not hiring an architect to “tell you how to design and build your building” Rather, you are hiring an architect to compose a design by synthesizing the specific needs, activities, skills, and limitations of your department, personnel, and site into a holistic, responsive design. Williamson Shriver Architects continually stresses the importance of involving the building user throughout the design process and facilitating their input into a final program and design solution.

This planning process starts with the schematic “big picture” design concepts and continues all the way to small details including interior design and furniture selection. We utilize a variety of methods in this process to make the design intent more understandable to lay-person committee members. These include presentations, design charrettes, exterior 3D concepts modeling, and general discussions and feedback.

We firmly believe that our track record of these successful projects is directly attributable to this inclusive and interactive process with our clients.

Williamson Shriver Architects has reviewed the scope of work provided for the Regional Training Institute Roof and Exterior Door Replacements at Camp Dawson for the West Virginia Army National Guard. We understand the scope of work is funded by the State of West Virginia as follows:

- Provide full design services which include architectural and engineering services to replace approximately 110,00 square feet of rubber membrane roof and exterior doors. We also understand there is a small portion of metal roof which is to be bid as an alterante.
- We will provide drawings, specifications at 35%, 95% and 100% for review and approvals.

Design Management

Williamson Shriver Architects is a small firm but with a big-firm attitude of service to our clients. Principal Ted Shriver, is actively involved in all aspects of all the firm’s projects from concept to completion. To ensure consistency of quality design, all planning and design concepts originate under the direct supervision.

On this project, Ted Shriver will be the Architect of Record and will directly oversee all design activities as well as be the main point of contact with the Owner. Directly under Ted Shriver’s leadership, Dana Scarberry will serve as Project Manager, and will be assigned with the responsibility to produce documents and specifications based upon the design as well as to coordinate all team member activities and contributions to the project.



Above: Front facade of the Chief Logan State Park Lodge. The right conference center was completed in 2002 and the left guest suite addition was complete in 2006

Project Approach & Understanding

Continued

Design Schedule

A master project schedule will be prepared to reflect all of the work tasks for the project organized by design phase and showing timelines and milestone dates for all tasks. We will also show the organization/individual responsible for the task. It will be organized as a horizontal bar chart. The schedule will be tested at critical intervals and measures taken to assure the schedule is maintained. Work efforts are tested against progress so that potential conflicts and delays can be detected quickly and appropriate action taken immediately to preserve scheduled milestones.

Evaluation of Existing Facility

Prior to commencing design, our project team will investigate and evaluate your existing facility. This will be done by reviewing all available architectural and engineering drawings, visiting and physically measuring the building and its components, photo or video-documenting the existing conditions, verifying in the field that the building components are consistent with the original documents, documenting any changes to the facility which may have been made during its occupancy, evaluating the functional life expectancy of existing building systems, and reviewing all available Owner held documents such as Fire Marshal reports, hazardous materials reports, maintenance records, etc. which may

impact the final scope of renovation work. Our team will then produce a Revit building model reflecting the existing conditions of the building(s).

Programming Phase

Williamson Shriver Architects will conduct multiple programming and planning meetings as necessary to obtain the best possible programming input. We will encourage active participation by attendees. We will utilize a variety of methods to gener-

We continually stress the importance of involving the building users in the design process and facilitating their input...

ate and describe ideas such as presentations, design charrettes, interior and exterior 3D concept modeling, and general discussions and feedback. At the conclusion of this phase, a final program / building performance specification document will also be generated to document the discussion and outcome of the planning meetings, building performance requirements, master plan, and infrastructure and technology requirements.

Sustainable Design

Williamson Shriver Architects team are LEED Accredited Professionals with experience in a number of LEED Certified facili-

ties, including Spring Mills Primary School, West Virginia's first newly constructed LEED Gold Building. Eastwood Elementary School has also received LEED Gold certification with a third LEED candidate school currently under construction. However, whether or not LEED Certification is being sought, we believe that architects, engineers, designers have a duty to provide services in a sustainable manner - selecting materials and systems with respect to their impact upon environment as well as to minimize energy usage costs for our clients. Our team commits to bring this attitude to all aspects of this project.

Design Development Phase

The Design Development Phase documents illustrate and describing the architectural, structural, and other elements through the use of plans, sections, elevations, typical construction details, and diagrammatic layouts of the building systems as well as other documents to fix and describe the size and character of the project. Important details of construction will be shown, any necessary selective demolition and alterations will be indicated, construction materials will be generally selected, and the building systems will be outlined and integrated with the building structure and architecture. A cost estimate will be prepared reflecting the work described in the Design Development documents along with appropriate strategies to deal with

Project Approach & Understanding

Continued

any cost issues which may arise. The completed Design Development document package will be submitted to the Owner and authorities having jurisdiction for review and approval.

Construction Documents Phase

Upon approval of the Design Development Phase drawings, the project team will prepare closely coordinated construction drawings and final specifications detailing the quality levels for materials and systems needed for bidding and construction. The design team will also incorporate into the Construction Documents the design requirements of authorities having jurisdiction over the project, including but not limited to the Americans with Disabilities Act, applicable state and local building codes, ordinances, and standards, and any standards provided by the Owner. To enhance

the coordination effort between the disciplines, all team members will utilize AutoDesk Revit Building Information Modeling software in the preparation of these documents.

The design team will confer with the Owner to develop and prepare bidding and procurement information, the contract for construction, as well as the conditions of the contract for construction. All of these documents will be contained within the final Project Manual to be released to potential contractors.

The project cost estimate will be updated reflecting the work described in the Construction Documents along with appropriate strategies to deal with any cost issues which may arise. The completed Construction Documents package will be submitted to the Owner and authorities having jurisdiction for review and approval.

Bidding Phase

Williamson Shriver Architects will assist the Owner as necessary in the advertising of the project for bidding. To further competitive bidding, we will actively market the project to contractors known to specialize in work consistent with the project scope. We will assist the Owner as needed in conducting the bid opening. On behalf of the Owner, we will evaluate the bids received and delineate any options for award,

and provide our recommendation as to the award for a contract for construction that is in the best interest of the Owner.

Contract Administration Phase

The construction phase may be a small portion of an architect's fee, but this phase plays a large role in our success. After the commencement of construction, Jason Shantie will take the lead during the construction process. Mr. Shantie has 11+ years experience on the construction side of project where he worked for a reputable WV contractor. The knowlegde he gained there will be applied to constructions projects as a contract administrator for Williamson Shriver Architects. As such, he is well known and respected by many commercial contractors around West Virginia. During this phase, he will be assisted by numerous members of the design team who will continue their roles from the design phases.

Member(s) of the project team will be present on the project site at two-week intervals, will attend all construction progress meetings, will become generally familiar with the progress and quality of the work completed, and will determine in general that the work is being completed in accordance with the Contract Documents. On behalf of the Owner, we will reject any work not conforming with the Contract



Project Approach & Understanding Continued

Documents.

In between site visits, Mr. Shantie, with assistance of project team members will review and take action on contractor submittals, process change orders and payment requests, issue field memos and clarifications as needed, prepare punch lists, and certify completion of the project.

Post-Construction

Williamson Shriver Architects team will not walk away from a project at final completion. Rather, we continue to assist our clients with warrantee issues which may arise after completion. We will also conduct an eleven month walkthrough to observe any other warrantee issues, and also will conduct an interview with a committee of the Owner's staff and building users. This feedback will allow the project team to evaluate the performance of the final design, to determine whether the design adequately meets the Owner's needs, and gives our team members valuable input helping us to improve our knowledge for services on future projects.

Even after the expiration of the twelve month warrantee period, Williamson Shriver Architects continues to service clients on our completed projects. Time and again throughout our firm's history, we have assisted Owners of our completed projects years after occupancy on issues relating

to the function of building components and systems.

Never once have we invoiced for these services.

Quality Control

Cost Control

It is vitally important that the project budget, program and outcome expectations are compatible from the outset. Once the initial project budget and project scope is established and agreed upon, all future cost estimates and design decisions will be measured against that budget and program. As indicated herein, further cost evaluation will be performed at the completion of design development drawings, and at 95% and 100% completion of contract drawings. Between formal estimates, the design team is constantly evaluating design and materials/specification alternatives in an on-going effort to achieve the project goals in a cost effective manner and to maximize the value of the funds available for the project.

Design Technology

We use Autodesk Revit, a Building Information Modeling (BIM) software product. As a result, BIM will be utilized throughout the design process. Well beyond traditional drafting software, BIM is a more holistic approach to building design and culminates in an electronic 3-dimensional model of the building and contains 'intelligent' components. This product

is not only a valuable production tool for the design team, but also offers several benefits to the Owner. For example, it's 'clash detection' capabilities offer better technical control of the coordination between work of multiple disciplines, reducing the number of potential change orders during construction. Williamson Shriver Architects was among the first architectural firms in West Virginia to routinely utilize BIM software on our projects.

Quality Management

Williamson Shriver Architects is proud of our success rate for meeting tight project budgets with a low incidence of construction change orders. We believe that this success stems largely from the retention rate of our long-term staff.

We have several peer review steps in place to review Construction Documents prior to letting them out for bidding. These include a design partner coordination review, review by the Construction Administrator who has jobsite experience, and involvement of nearly all of our production staff in the preparation of technical specifications whether or not they are otherwise working on the project ... to assure that the documents are reviewed by a "fresh set of eyes". All of these steps taken together, eliminate most design errors before they make it out of our office.

Tab C

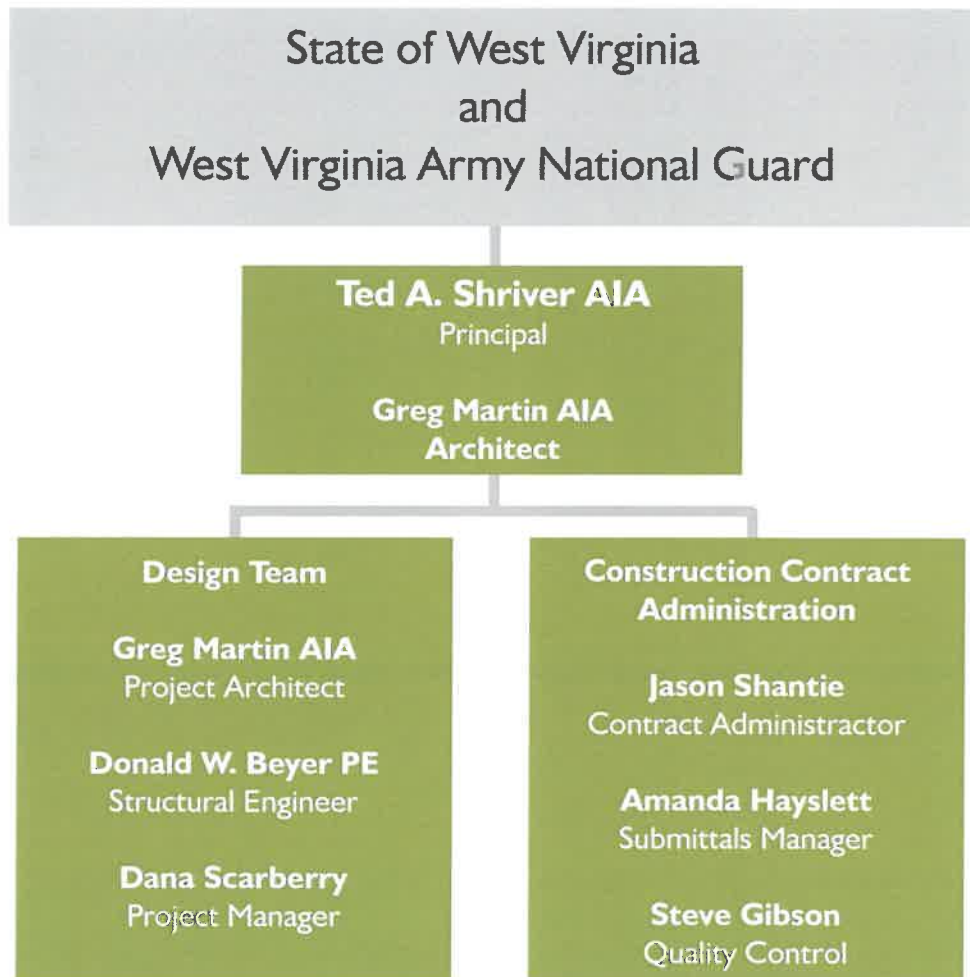
Team Organization



WilliamsonShriver**Architects**

Team Organization

An organizational chart showing numbers and types of key personnel that will be providing design and construction phase services for this project.



More detailed information for these key personnel may be found in Tab C.
Resumes for individuals in this chart may be found in Appendix I.

Tab D

Project Staffing



WilliamsonShriver**Architects**

Personnel Experience

- 1 A list of all key personnel that will be assigned to this project and describe the roll each will play
- 2 A list key persons that will be assigned to this project that are Licensed Architects, Construction Administrators, LEED AP's per the U.S. Green Building Council, and who are experienced in the use of Building Information Modelling software.

Name	Project Role	Years with Firm	Registration	CA Exp.	LEED Status	BIM Exp.
Ted Shriver	Principal / Quality Control	35	Arch-WV	F/O	AP BDC	2
Don Beyer	Structural Design	30	PE. -WV	F/O		3
Greg Martin	Project Architect	11	Arch-WV	F/O		4
Dana Scarberry	Project Manager	29	N/A	O		4
Steve Gibson	Quality Control	33	N/A	F/O		1
Amanda Hayslett	Administrative Assistant	2	N/A	F/O		1
Jason Shantie	Contract Administration	1	N/A	F/O		1

See Organization Chart in Tab C for more information regarding division of personnel among team member firms. Resumes for these key persons can be found in Tab D.

Legend (CA Experience)

- F Field CA Experience
- O Office CA Experience

Legend (LEED Status)

- AP Accredited Professional
- AP BDC Accredited Professional with Building Design and Construction Certification
- LEED Leadership in Energy and Environmental Design

Legend (BIM Experience)

- 1 Not Applicable to Position
- 2 Some Usage
- 3 Moderate Usage (Proficient)
- 4 Significant Usage (Expert)

Left: Dining room of the Chief Logan Lodge that was completed in 2002.



Ted A. Shriver

AIA / LEED AP BD+C / REFP

Architect / Principal

Ted Shriver is a registered architect and President of Williamson Shriver Architects. In addition to his role as firm business manager, he is additionally responsible for the office-wide coordination and production of contract documents. He brings to the firm 40 years of architectural experience, and his primary responsibilities include assurance that appropriate production and support resources are applied to each project.

Office management, marketing and construction administration on smaller scope projects add to his daily responsibilities. He also oversees the firm's computer system, including evaluation and installation of new technology.

He has extended this computer expertise to an understanding of the utilization and implementation of technology in school facilities and attends the Council of Educational Facility Planners' Technology Conferences. Since 2005, Mr. Shriver has focused on establishing guidelines for our designs on implementing safe schools and monitoring systems.

Mr. Shriver is active in the Association for Learning Environments (ALE) especially in the Southeast Region. In 2003, he was one of the founding members of the West Virginia Chapter and served as their President from 2004-2007. He has also served as the Southeast Director since 2002.

**Education:**

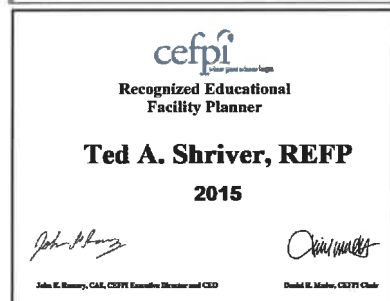
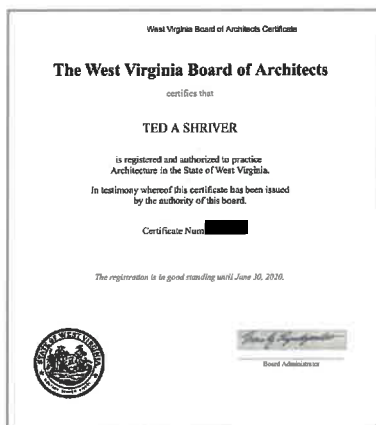
Fairmont State College, 1979
A.S. Architectural Technology
South Charleston High School 1977

Registration:

Architect, WV
Architect OH
Architect MD
Green Building Certification Institute
LEED Accredited Professional
(AP BD+C)

Affiliations:

West Virginia State Fire Commission
2009-Present
Code / Regulatory Committee, Chair
2009-Present
American Institute of Architects
WV Chapter
Executive Committee 2008-2013
Treasurer 2008-2013
Association for Learning Environments
Southeast Region
Alternate Director 2002-2003
Region Director 2003-Present
Recognized Educational Facility
Professional Certification (REFP)
Contractors Association of WV
Kanawha Valley Builders Association
International Code Council
National Fire Protection Association
South Charleston Board of Health
United States Green Building Council
Building Codes Plan Examiner
2015 - Present



Donald W. Beyer

P.E. / AIA Professional Affiliate
Professional Engineer



With nearly thirty years of tenure at Williamson Shriver Architects, Mr. Beyer is responsible for the coordination of structural design for all of the firm's projects, and personally designs the structural systems for most projects. He coordinates and integrates his design work with our in-house architectural designs as well as with mechanical and electrical engineering design performed by our consultants. He is also responsible for the production of details and specifications for a project's structural systems and materials.

Mr. Beyer's close involvement with the project architect provides for the smooth integration of the structural system into

the project while maintaining the aesthetics of the architect's design. His availability for immediate consultation is an asset to the design team. Mr. Beyer draws from his years of experience as a structural steel detailer, a structural draftsman, and engineering technician within the Charleston area.

In addition to his structural responsibilities, Mr. Beyer also serves as production coordinator for all project disciplines, ensuring that appropriate staff is in place to assure on-time completion of design work.

Mr. Beyer is an avid whitewater paddler, and currently sits on the WV Whitewater Commission, appointed by Governor Wise in 2005

Education:

- WV Institute of Technology 1997
B. S. Civil Engineering
- WV Institute of Technology 1978
A. S. Drafting & Design Eng. Tech.

Registration:

Professional Engineer, WV (██████████)

Previous Employment:

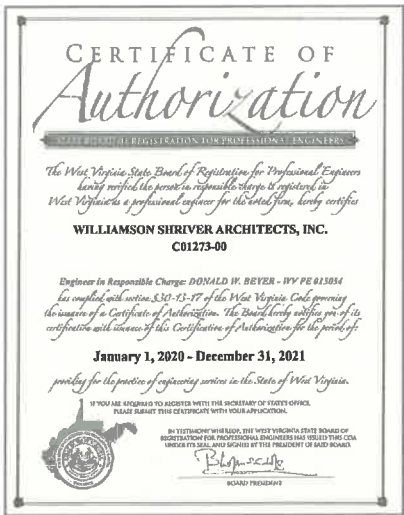
- Kelley, Gidley, Blair and Wolfe Engineers
1986 - 1990
- W. C. Haworth, Structural Engineers
1984 - 1986
- Union Carbide Corporation
1979 - 1983
- West Virginia Steel Corporation
1978 - 1979

Affiliations:

- American Institute of Architects
- American Institute of Architects WV Chapter
Professional Affiliate Member

Certifications:

- American Canoe Association
Swiftwater Rescue Instructor



Gregory I. Martin

AIA/NCARB

Project Architect

Greg Martin received his Masters of Architecture Degree from Virginia Polytechnic Institute and State University in 2008 after graduating from Fairmont State University in 2005. In the fall of 2008, he joined Williamson Shriver Architects as a project manager overseeing small renovation and additions projects. As his experience grew, his responsibilities with the firm increased. In 2013, he officially began the pursuit of architectural licensure and in early 2016 he successfully concluded his Architectural Registration Examination and became licensed to practice architecture in WV.

As Project Architect, he specializes in building design and production / coordination of construction documents for projects of all types and sizes.

Mr Martin's project portfolio with Williamson Shriver Architects includes Poca Elementary/Middle School, Leading Creek Elementary School, the Ronald McDonald House in Charleston, Little Creek Golf Course Clubhouse, the LEED candidate Gilmer County Elementary School in Glenville and Charleston Fire Station No. 3 which reopened to active duty August of 2018.

In addition to his professional career, Mr. Martin is an accomplished craftsman in wood, concrete and other media.



Education:

Virginia Polytechnic Inst. & State Univ.
Master of Architecture - 2008
Fairmont State University
B. S. - Architectural Eng Tech - 2005

Registration:

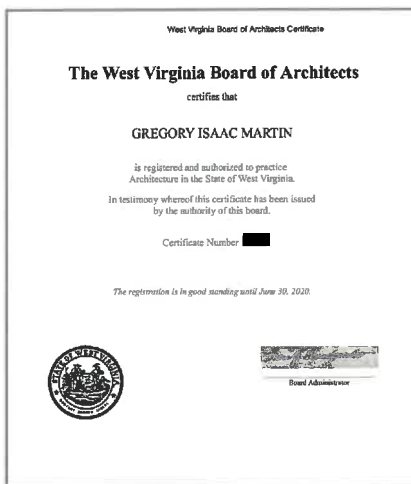
Architect, WV (██████)
NCARB Certified (██████)

Previous Employment:

Marks-Thomas Architects
2008
Thomas Koontz Architect , P.C.
2006 (Summer Intern)
WYK Associates, Inc.
2003-2005

Affiliations:

American Institute of Architects
AIA Member
American Institute of Architects WV
Chapter



Dana W. Scarberry

AIA Associate
Project Manager

A longtime employee of Williamson Shriver Architects, Mr. Scarberry has spent his adult lifetime in working in the architecture and building design industry, joining Williamson Shriver Architects in 1990. In this time, he has amassed considerable and invaluable knowledge and experience regarding building design, systems, and detailing. He serves as our senior Project Manager, advancing the design prepared by the partners into a complete and coordinated set of constructable documents. As part of this process, he brings his extensive knowledge of building

codes and standards, coordination of consultants providing site, electrical and mechanical systems design, and preparation of building system specifications.

Mr. Scarberry also has considerable experience in roofing design. Over the course of his career he has designed millions of square feet of roofing and roofing replacement. He also serves as Williamson Shriver's in-house coordinator of door hardware and kitchen equipment design.



Previous Employment:

Hoblitzell, Daley & McIntyre Architects
1978 - 1990

Walt S. Donat - Architect
1975 - 1978

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associated Member

Experienced in:

Document Assembly and Production
Door Hardware Design
Kitchen Equipment Layout and Design
Roofing Systems Technology & Design

Steven W. Gibson

AIA Associate

Contract Administrator

Steve Gibson is responsible for contract document administration and field observation during the construction phase of a project. His duties include shop drawing review, attending construction conferences, compiling construction observation reports, and serving as liaison between owner and contractor.

Prior to joining the staff in 1985, Mr. Gibson's experience was primarily in the engineering fields.

He has participated in the design, project management and construction of numerous industrial, commercial, public housing and public works facilities since 1970.

Mr. Gibson has also worked for a large local construction firm as an estimator. This employment allows him to bring a unique knowledge and understanding of the contractors' perspective toward construction projects to the firm.



Education:

West Virginia State College, 1971
B.S. Industrial Technology

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associate Member

Previous Employment:

Carlton Construction Company
1984 - 1985
Randolph Engineering
1977- 1984
Swindell-Dressler Engineering
1974 - 1977
JH Milam Engineering
1969 - 1974

Amanda Hayslett

Administrative Assistant

Amanda will serve as an administrative assistant for Williamson Shriver Architects. Having worked as a administrative assistant for accountants, engineers and construction companies over the past twenty-five years, she will apply that experience and knowlegde to the team. Her project based reponsibilities include, but are not limited to, development of contracts / agreements, project manual assembly, specifications, assistance with the bidding process, processing of bonds and insurance, construction cost monitoring, construction phase submittals, applications for payment processing and project closeout documentation.

As construction phase submittals manager, she maintains the electronic submittals log, assuring that action by staff and consultants is taken as expeditiously as possible.

In addition to these project based responsibilities, she also plays an essential primary role in preparation of educational planning documents such as annual updates and ten-year plans for numerous county school systems.



Education:

West Virginia State University, 1986
A.S. Computer Programming

Previous Employment:

Kanawha Stone Company
2018 - 2019
Green Meadow of WV, Inc.
1999- 2018
Ghosh Engineering, Inc.
1996 - 1999
Herman & Cormany, CPA's
1986 - 1993

Jason J. Shantie

AIA Associate

Contract Administrator

With over ten years of experience working on multi-million dollar projects from a West Virginia base Construction Company. Mr. Shantie will bring his experience, insight and skills to our team on all aspects of our projects. His portfolio consists of over \$100 million worth of projects of various sizes and scopes. He has been involved in every aspect of construction project from takeoff's, estimating/conceptual estimating, bidding, buyout, contracts, submittals, RFI's, Change Order's, forecasting, budgeting, and project closeout.

He will be involved during the design phases of projects to provide construction estimates, constructibility reviews, and project schedules.

When a project begins the construction phase, Mr. Shantie will take on the role of Contract Administrator and perform duties both in the field and in office. While on the field, he will observe projects to confirm they are constructed correctly and be the point of communication between the owner and the contractor. While in the office his duties will include shop drawing review, payment applications review and project management.



Education:

Everglades University, 2013
B.S. Construction Management
West Virginia University
Institute of Technology, 2008
A.S. Building Construction Technology

Certifications:

OSHA 10 Certification

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associate Member

Previous Employment:

Maynard C. Smith Construction Co.
2009 - 2020
Commerical Casework Solutions
2008- 2009

Tab E

Previous Experience



WilliamsonShriver**Architects**

Roofing and Door Design Projects

B.1 Identify at least three comparable projects in which the firm served as the architect-of-record for the design and construction phases.

Roofing and Door-Renovation Projects

Williamson Shriver Architects has extensive experience designing roofing and door replacements. These include both stand-alone roofing and door replacements, where the roofing is the primary scope of construction work, as well as where the roofing is contained within a much larger scope of renovation work. Several of our most recent roofing replacement projects are listed on this page along with contact information for our clients.



Progress photos of the 2019 roof replacement at Lewis County High School

Top photo is during removal and bottom photo is after installation.

Fairmont State University

Stephanie A. DeGroot
Construction Manager
(304) 367-4401
Estimated completion 2020

Capitol High School

Kanawaha County Schools
Chuck Smith, Exec. Director
(304) 348-6148
Estimated completion 2020

Tucker Valley Elementary School

Tucker County Schools
Jonathan Hicks, Dir. of Services
(304) 478-2771
Estimated completion Fall 2020

Hodgesville Elementary School

Upshur County Schools
Tim Derico, Dir. of Services
(304) 472-5480
Completed 2020

Lewis County High School

Lewis County Schools
Melissa Riley, Dir. of Services
(304) 269-8300
Completed 2020

Morgantown High School

Monongalia County Schools
Robert Ashcraft, Mang. or Safety
(304) 276-0152
Completed 2019

Widmyer Elementary School

Morgan County Schools
Kristin Tuttle, Superintendent
(304) 258-2430
Completed 2019

Elkins High School

Randolph County Schools
Debbie Schmidlen, Superint.
(304) 636-9150
Completed 2019

Davis-Thomas Elementary School

Tucker County Schools
Jonathan Hicks, Dir. of Services
(304) 478-2771
Completed 2018

Fred Eberle Career and Technical Center

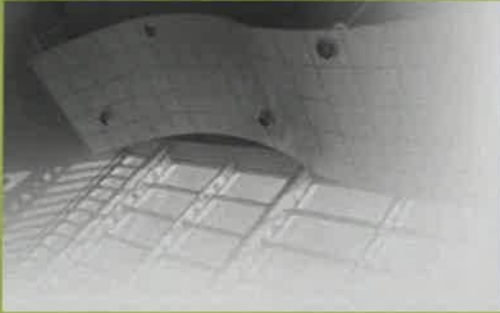
Administrative Council of Fred Eberle Career and Technical Center
Rebecca Call Bowers, Director
(304) 472-1259
Completion 2018

Kermit PK-8 School

Mingo County Schools
Donald Spence, Superintendent
(304) 235-3333
Completed 2017

Tab F

References



WilliamsonShriver**Architects**

References

The following are a list of current clients serving as references for Williamson Shriver Architects. Please feel free to contact any of the following at your convenience.

Robert "Jim" Skaggs, II
Technical Analyst
Div. of Eng. & Fac. - WVARNG
Charleston, WV
(304) 561-6550

Dr. Sara Stankus
Superintendent
Upshur County Schools
Buckhannon, WV
(304) 472-5480

The Honorable
Mayor Frank Mullens
City of South Charleston
South Charleston, WV
(304) 744-5301

Lieutenant Colonel
Ronald Blankenship
former Mayor of Granstville
Grantsville, WV
(304) 532-1013

Dr. Robin Lewis
Superintendent
Lewis County Schools
Weston, WV
(304) 269-830

Mr. Virgil White
Fire Chief
City of South Charleston
South Charleston, WV
(304) 744-0079

Mrs. Stephanie A. DeGroot
Construction Manager
Fairmont State University
Fairmont, WV
(304) 367-4401

Ms. Rebecca Bowers-Call
Administrative Director
Fred W. Eberle Technical Center
Buckhannon, WV
(304) 472-1259

Mr. Chuck Smith
Executive Director
Kanawha County Schools
Charleston, WV
(304) 348-6148

Mr. Scott Cochran
Superintendent
Webster County Schools
Webster Spring, WV
(304) 847-5638

Tab G

Terms & Conditions



WilliamsonShriver**Architects**

**ADDITIONAL TERMS AND CONDITIONS
(Architectural and Engineering Contracts Only)**

1. PLAN AND DRAWING DISTRIBUTION: All plans and drawings must be completed and available for distribution at least five business days prior to a scheduled pre-bid meeting for the construction or other work related to the plans and drawings.

2. PROJECT ADDENDA REQUIREMENTS: The Architect/Engineer and/or Agency shall be required to abide by the following schedule in issuing construction project addenda. The Architect/Engineer shall prepare any addendum materials for which it is responsible, and a list of all vendors that have obtained drawings and specifications for the project. The Architect/Engineer shall then send a copy of the addendum materials and the list of vendors to the State Agency for which the contract is issued to allow the Agency to make any necessary modifications. The addendum and list shall then be forwarded to the Purchasing Division buyer by the Agency. The Purchasing Division buyer shall send the addendum to all interested vendors and, if necessary, extend the bid opening date. Any addendum should be received by the Purchasing Division at least fourteen (14) days prior to the bid opening date.

3. PRE-BID MEETING RESPONSIBILITIES: The Architect/Engineer shall be available to attend any pre-bid meeting for the construction or other work resulting from the plans, drawings, or specifications prepared by the Architect/Engineer.

4. AIA DOCUMENTS: All construction contracts that will be completed in conjunction with architectural services procured under Chapter 50 of the West Virginia Code will be governed by the attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein. The terms and conditions of this document shall prevail over anything contained in the AIA Documents or the Supplementary Conditions.

5. GREEN BUILDINGS MINIMUM ENERGY STANDARDS: In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: Provided, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.


PRESIDENT

(Name, Title)

Ted A. Shriver, President

(Printed Name and Title)

717 Bigley Avenue, Charleston, WV 25302

(Address)

304-345-1060

(Phone Number)/ (Fax Number)

tshriver@wsgarch.com

(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Williamson Shriver Architects, Inc.

(Company)


PRESIDENT

(Authorized Signature) (Representative Name, Title)

Ted A. Shriver, President

(Printed Name and Title of Authorized Representative)

July 28, 2020

(Date)

304-345-1060

(Phone Number) (Fax Number)

ADJ210000001	Document Phase Draft	Document Description RT Roof & Exterior Door Design	Page3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

Tab H

WV Purchasing Affidavit



WilliamsonShriver**Architects**

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Williamson Shriver Architects, Inc.

Authorized Signature: _____

Date: July 28, 2020

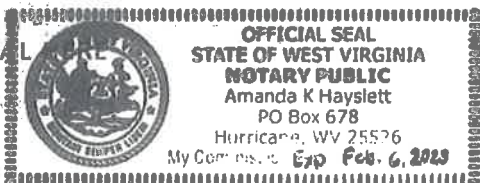
State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 28th day of July, 2020.

My Commission expires February 6, 2023.

AFFIX SEAL



NOTARY PUBLIC

Amanda K. Hayslett

Purchasing Affidavit (Revised 01/19/2018)