



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

## Header 1

[List View](#)

## General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 925952

Procurement Type: Central Contract - Fixed Amt

Vendor ID: 000000201753

Legal Name: ALPHA ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 10/14/2021

Response Time: 12:09

Responded By User ID: JStemple

First Name: Joanna

Last Name: Stemple

Email: joanna.stemple@thinkalp

Phone: 3042968216

SO Doc Code: CEOI

SO Dept: 0211

SO Doc ID: GSD2200000001

Published Date: 9/21/21

Close Date: 10/14/21

Close Time: 13:30

Status: Closed

Solicitation Description: EOI: Building 36 EIFS and Granite Assessment

Total of Header Attachments: 1

Total of All Attachments: 1





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

State of West Virginia  
Solicitation Response

**Proc Folder:** 925952  
**Solicitation Description:** EOI: Building 36 EIFS and Granite Assessment  
**Proc Type:** Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2021-10-14 13:30	SR 0211 ESR10142100000002413	1

**VENDOR**  
000000201753  
ALPHA ASSOCIATES INC

**Solicitation Number:** CEOI 0211 GSD2200000001

**Total Bid:** 0      **Response Date:** 2021-10-14      **Response Time:** 12:09:26

**Comments:**

**FOR INFORMATION CONTACT THE BUYER**

Melissa Pettrey  
(304) 558-0094  
melissa.k.pettrey@wv.gov

Vendor Signature X	FEIN#	DATE
-----------------------	-------	------

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	EOI: Building 36 EIFS and Granite Assessment				0.00

Comm Code	Manufacturer	Specification	Model #
81101508			

Commodity Line Comments:

Extended Description:

EOI: Building 36 EIFS and Granite Assessment



## Untitled Map

Write a description for your map.

## Legend

 321 Cap to St

*Architectural/Engineering Services*

# **CEIO 0211 GSD 2200000001 BUILDING 36 EIFS AND GRANTITE ASSESSMENT**

Public Notice Dates: September 21, 2021

Submission Date: October 14, 2021



## CONTACT

### Address

Richard Colebank, President & COO  
Alpha Associates, Incorporated  
209 Prairie Ave.  
Morgantown, WV 26501

### Phone & Fax

Phone: 304-296-8216  
Fax: 304-296-8216

### Online

Email: [rick.colebank@thinkALPHAfirst.com](mailto:rick.colebank@thinkALPHAfirst.com)

Website: [www.thinkALPHAfirst.com](http://www.thinkALPHAfirst.com)



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

State of West Virginia  
Centralized Expression of Interest  
Service - Prof

<b>Proc Folder:</b> 925952			<b>Reason for Modification:</b>
<b>Doc Description:</b> EOI: Building 36 EIFS and Granite Assessment			
<b>Proc Type:</b> Central Contract - Fixed Amt			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2021-09-21	2021-10-14 13:30	CEOI 0211 GSD2200000001	1

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** Alpha Associates, Incorporated

**Address :** 209 Prairie Avenue

**Street :**

**City :** Morgantown

**State :** WV

**Country :** USA

**Zip :** 26501

**Principal Contact :** Richard A. Colebank

**Vendor Contact Phone:** 304-296-8216

**Extension:** 102

**FOR INFORMATION CONTACT THE BUYER**

Melissa Pettrey  
(304) 558-0094  
melissa.k.pettrey@wv.gov

Vendor  
Signature X  FEIN# 550516286

**DATE** 10/14/2021

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

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

Richard A. Colebank, President & COO

(Name, Title)

(Printed Name and Title)

209 Prairie Ave. Morgantown, WV 26501

(Address)

304-296-8216/304-296-8245

(Phone Number) / (Fax Number)

rick.colebank@thinkalphafirst.com

(email address)

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

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Alpha Associates, Incorporated

(Company)

(Authorized Signature) (Representative Name, Title)

Richard A. Colebank, President & COO

(Printed Name and Title of Authorized Representative)

10/14/21

(Date)

304-296-8216/304-296-8245

(Phone Number) (Fax Number)



STATE OF WEST VIRGINIA  
Purchasing Division

## PURCHASING AFFIDAVIT

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

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

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

**DEFINITIONS:**

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

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

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

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

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Alpha Associates, Inc.

Authorized Signature: *[Signature]* Date: 10/14/21

State of West Virginia

County of Monongalia, to-wit:

Taken, subscribed, and sworn to before me this 14 day of October, 2021.

My Commission expires September 25, 2025.

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

*Joanna O Stemple*

Purchasing Affidavit (Revised 01/19/2018)



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

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Alpha Associates, Inc. Address: 209 Prairie Ave  
Morgantown, WV 26501

Name of Authorized Agent: Richard A. Colebank Address: \_\_\_\_\_

Contract Number: CEIO 0211 GSD2200000001 Contract Description: Building 36 EIFS and Granite Assessment

Governmental agency awarding contract: West Virginia General Services Division

☒ Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

**1. Subcontractors or other entities performing work or service under the Contract**

☐ Check here if none, otherwise list entity/individual names below.

**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

☐ Check here if none, otherwise list entity/individual names below.

Richard A. Colebank  
Richard W. Klein

**3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**

☒ Check here if none, otherwise list entity/individual names below.

Signature: 

Date Signed: 10/14/21

**Notary Verification**

State of West Virginia, County of Monongalia:

I, Richard A. Colebank, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 14 day of October, 21.

  
Notary Public's Signature

**To be completed by State Agency:**

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

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

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



8, 2018



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October 14, 2021

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

ATTN: Melissa Pettrey

**RE: CEOI 0211 GSD220000001**  
**Building 36 EIFS and Granite Assessment**

Dear Ms. Pettrey,

Alpha Associates, Incorporated is pleased to submit this Expression of Interest to provide architectural and engineering services for the Building 36 EIFS and Granite Assessment Project. Alpha's experience in the area and previous work performed along with our unparalleled level of expertise makes us the perfect partnering firm for the State on this project.

Throughout our 50 years, Alpha has provided professional services for various divisions of the State of West Virginia, including the project at the Clarksburg State Office Building and the façade renovations at State Building 25 in Parkersburg, which we worked with the General Services Division. Alpha has also performed numerous building assessments throughout the State of West Virginia. From those assessments, we can provide clients with detailed reports outlining our findings, options for repairs, and cost estimates to complete the repairs. Enclosed in this Expression of Interest, you will find Alpha's relevant projects in the section marked "Related Experience".

#### **Project Understanding**

The General Services Division is looking to partner with an architectural and engineering firm to provide design services, construction and bidding documents, and potentially contract administration. The work is anticipated to include the exterior EIFS and granite wall systems and basement leak penetration in Building 36. The project goal is to first evaluate the exterior envelope of the building, and develop repair/replacement specification options

for a possible future repair project. In addition, the selected firm will develop construction documents and construction phase services that will accomplish repairs in a fully occupied building to not interfere with daily operations.

#### **Project Team & Location**

Alpha Associates, Incorporated is a West Virginia owned and operated small business that offers several services under one roof, including architecture, civil and structural engineering, surveying, interior design, and construction administrative services. The personnel that will be dedicated to your project are highly qualified professionals and support staff with the technical expertise to meet and exceed expectations of this project.

This project will be managed out of Alpha's Corporate Office located in Morgantown, West Virginia. This location allows our staff to be on site within four hours.

#### **Summary**

Thank you again for the opportunity to submit this Letter of Qualification. We appreciate your consideration and look forward to working with you on this upcoming project at State Building 36 in Charleston, WV. We are committed to providing the State with a team that surpasses every expectation. If you have any questions or wish to further discuss our qualifications, please contact me at (304)296-8216 extension 102.

Sincerely,

**ALPHA ASSOCIATES, INCORPORATED**



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

# WELCOME TO ALPHA ASSOCIATES, INC.

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## FIRM PROFILE

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### **Contract Role: Prime**

Architect & Engineer

### **Address**

209 Prairie Ave  
Morgantown, West Virginia 26501

535 West King Street  
Martinsburg, West Virginia 25401

### **Number of Employees**

22

### **Principals**

Richard A. Colebank, PE, PS; President & COO  
Richard W. Klein, PE, PS; Chairman & CEO  
Charles B. Luttrell, PE; Senior Principal  
Charles B. Branch, PE; Senior Principal  
Matthew T. Echard, PE; Principal

### **Services**

Architectural Design  
Civil Engineering  
Structural Engineering  
Surveying  
Interior Design  
Landscape Architecture



# STATEMENT OF QUALIFICATIONS.

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Alpha Associates, Incorporated is a West Virginia-based architectural and engineering design firm that provides services in the areas of architectural design, interior design, construction administration, civil engineering, structural engineering, landscape design, project management, and surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technological tools, dedicated principals and highly skilled staff members. Our work is diverse and includes clients in commercial, educational and governmental facilities, developers and private organizations.

Since 1969, Alpha has provided architectural and engineering design services throughout the state of West Virginia. We have worked with many local, state and federal government entities on numerous projects of varying sizes and types. In this proposal, you will find examples that showcase the Alpha Team's exceptional project experience on similar types of facilities.

Alpha has the knowledge and understanding in design and construction to complete this project seamlessly from the initial project inspections to the development of plans. The Alpha team will be your expert for this project.

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

Everyone at Alpha, from the President to the administrative staff, all work towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will consistently update you on your project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of twenty two (22) architects, engineers, surveyors and administrative personnel all work diligently towards producing drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for over 52 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each and every one of our projects the individual attention to detail that will make them successful projects for our clients.

**THINK ALPHA FIRST.**

# STAFF PLANNING

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## TO BE ASSIGNED TO YOUR PROJECT.

All work to be performed for the General Services Division for Building 36 will be managed out of Alpha's Morgantown office. In addition to your dedicated Project Team, Alpha's staff of 22 includes engineers, architects, architectural designers, technicians, and support staff that are available to assist with any potential project need.



Richard A. Colebank, P.E., P.S.  
President & COO  
Principal In Charge



Charles Branch, P.E.  
Senior Principal  
Civil Engineer



Rebecca J. Key, AIA  
Director of Architecture



Casey Smith, AIA  
Architectural Designer



Charles Luttrell, P.E.  
Senior Principal  
Structural Engineer

# MEET ALPHA'S TEAM.

## MANAGERS

Richard W. Klein  
PE, PS  
Chairman & CEO

Richard A. Colebank  
PE, PS  
President & COO

## ARCHITECTURE

Rebecca Key  
AIA-LEEP-AP  
Director of  
Architecture

Casey Smith  
AIA Assoc.  
Architectural Designer

Todd Lewis  
AIA Assoc.  
Architectural Technician

Gabrielle Dixon  
Architectural  
Technician

Alex Haill  
Construction  
Administration

## CIVIL ENGINEERING

Charles Branch  
PE, Senior Principal  
Senior Civil Engineer

Bradley Casdorff  
PE, PS  
Civil Engineer

Tom Simpson  
PE  
Civil Engineer

David Costello Jr.  
PS  
Manager of Surveying

Julie Frazee  
Engineering Technician

Kevin McCung  
Engineering Technician

Terry Higgins  
Field Representative

Barbara Kerns  
Survey Crew

Tyler Collins  
Survey Crew

## STRUCTURAL ENGINEERING

Charles Luttrell  
PE, Senior Principal  
Structural Engineer

Matthew Echard  
PE, Principal  
Structural Engineer

Cody Antoon  
Engineering Technician

## OFFICE ADMINISTRATION

Heather Fox  
Business Manager

Joanna Stemple  
Marketing Coordinator

Kim Coomler  
Administrative Assistant



# SCHEDULE AND BUDGET.

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Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many A/E firms can claim the same successes, but the determining factor is the tools the firms utilize to achieve the budgets, both in regard to funds and time. Alpha utilizes a number of tools, both traditional and modern to exceed our clients' expectations.

A project schedule is a dynamic, ever changing entity. Your project schedule depends on many factors including:

- Preferred construction method
- Changes to project scope
- Unique construction elements

The Alpha Team has an excellent track record of meeting project design deadlines. Alpha recently completed construction on a project in Morgantown that went from design to completion in just over 12 months. This project was completed for a private developer and had a construction cost in excess of \$20 million.

Successful project management depends upon consensus regarding work efforts, milestones and goals. The team has found that the development of detailed work plans, which delineate tasks and deliverables for each project phase, in concert with the client and full project team, is the most effective means of establishing expectations about efforts required by the respective disciplines. In addition to guiding the efforts of the design team, the work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals.

Developing an overall project schedule is a critical task that must take into account many factors: building type, owner's desire for occupancy, scope of work and level of documentation, whether contract(s) is bid or negotiated, available fee, and prior experiences on similar projects. Characteristic of the client, its organization, or the involvement of a construction manager and his responsibility for document review must also be considered.

This starts with a kick-off meeting which establishes ground rules, responsibilities, and line of communication. We have found that a team visioning session is a great way to get everyone started off on the right track. Determining a project schedule is a task that must be done with all parties involved in the process. Once the design process begins, a very detailed, realistic project schedule can be developed and communicated to all involved.

In a world where "time is money", the schedule of a project is almost as important as controlling the cost. Alpha also works diligently to control the budget of a project. The best way to control the cost of a project is to avoid the "scope creep" that can occur.

Alpha's in house cost estimators, combined with an excellent relationship with contractors throughout the area, will provide the client with the most accurate estimates of probable construction cost.

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# CAPACITY & SOFTWARE.

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## OUR CAPABILITIES

Alpha Associates, Incorporated is prepared to commit staff and resources to the West Virginia General Services Division. Alpha has the qualified and experienced personnel, administrative support, along with the production equipment and resources to ensure the successful completion of this project. We are confident in our ability to provide the GSD with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations of the GSD by committing any resources necessary to meet the project schedule.

## USING THE LATEST SOFTWARE

The project team incorporates the latest computer and software capabilities required to complete the working drawings and specifications for this project. Our cost accounting system is top-of-the-line and we have the ability to differentiate fees according to task. We have secure e-mail and internet capability to allow efficient transfer of information between Alpha and the client. We currently have the latest editions of the following software:

- AutoCAD 22
  - REVIT (Editions up to 2022)
  - Civil 3D
  - RISA 3D
  - RISA Floor
  - RISA Foundation
  - MathCAD
  - DJI Phantom 4 RTK Drone
  - Autodesk Suite
  - Enercalc
  - AutoTURN
  - TopCon GR5 GPS System
  - TopCon Total Station with Reflectorless Capabilities
  - Carlson Surveyor & Data Collector
-

# PROJECT APPROACH.

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## Listen and Learn Session

A tour of an existing facility should be conducted at this time. A basic questionnaire with specific questions for each entity involved may be forwarded to each “stakeholder” group in advance of the Listen and Learn Session. The design team, by participating and being the facilitator of this session will gain insight into the true Scope of the Program. This will also facilitate the development of, or, the validation, of the project’s budget.

The Listen and Learn Session will ensure that all stake holders have a voice in the outcome. Items to be established at this session is timetable, communication preferences, extent of scope and/or other limitations to the project.

## Discovery, Site Investigation & Probing

Alpha will review existing drawings and reports in preparation for the Repair Design. We will perform a detailed site investigation to survey and measure the façade and parapet structure(s). Some limited dis-assembly of the façade may be required during this stage to confidently establish existing construction and materials. Additionally, our team will conduct moisture probing of the façade in support of our building envelope analysis if deemed necessary.

## Building Envelope Model & Analysis

Alpha will assemble a 3D model of the building envelope using Autodesk Revit®. The Revit model will be used to capture both the gross building geometry and façade construction and will serve as a basis for construction documentation.

## Repair Design

Prior to developing a Repair Design, our team will review any project-specific reports and documentation, provided to us General Services Division. Our team will develop an architectural and structural repair scheme. The Repair Design will include the following:

- 1) (re)Pointing, (re)caulking, and cleaning of serviceable façade material.
- 2) demolition/removal/replacement of irreparable façade material.
- 3) repair or replacement of façade flashing and/or caulking.
- 4) detailing of any expansion joints (if required);
- 5) replacement window lintels; (if any, and if required)

CONTINUED ON NEXT PAGE...

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# **PROJECT APPROACH.**

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Our team will provide Design Development (DD) drawings of the Repair Design for Owner review. Owner comments will be incorporated into a comprehensive set of drawings and specifications for Construction Documents (CD) and will be submitted to GSD for final review. Alpha will update the CDs to incorporate comments before issuing a Bid Set.

## **Cost Estimates**

Based on the completed Repair Design, Alpha will prepare an Estimate of Probable Cost for the following:

Materials and construction costs

## **Bidding Phase**

Our team will provide Bid Phase services that will allow for questions by the potential bidders to be answered by the design team. Addenda if necessary, shall also be issued.

## **Construction Administration**

Construction phase services shall be offered with complete review of any and all shop drawing submittals and RFI's from the successful contractor. Attendance at periodic construction progress meetings shall be provided, along with review and approval of pay applications as provided by the General Contractor. A final "punch" list of outstanding items shall be compiled and the General Contractor shall be directed to complete same within 30 days.





# RICHARD A. COLEBANK

## PE,PS; PRESIDENT & COO

☎ 304-296-8216 | 800-640-8216

✉ rick.colebank@thinkalphafirst.com

### EMPLOYMENT HISTORY

1985-Current | Alpha Associates, Inc.

1983-1985 | Charles Townes & Associates, P.C.

1983 | US Army Corps of Engineers

### EDUCATION

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

### QUALIFICATIONS

License: Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia

Professional Surveyor: West Virginia

Certified Private Pilot

### AFFILIATIONS

Former NSPE/PEPP Governor of WV

American Red Cross- State Board

University High School Foundation; Charter Member; President

Morgantown Area Chamber of Commerce; Past Chairman

WVU College of Civil and Environmental Engineering Visiting Committee

WVU College of Business and Economics MBA Advisory Committee

### SUMMARY

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

### PROFILE

Broad-based responsibilities in the following areas:

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

### PROFESSIONAL HIGHLIGHTS

Project Principal:

- Morgantown Municipal Airport Access Road; Morgantown, WV
- Mon General Access Road; Morgantown, WV
- WVU Reedsville Farm Redevelopment; Reedsville, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- WVDOH Martinsburg Train Station Corridor Streetscape; Martinsburg, WV
- WV State Office Building; Parkersburg, WV
- College of Physical Activity & Sports Science; Morgantown, WV
- WVDOH Open End Engineering Contract; WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Clarksburg State Office Building; Clarksburg, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV





# REBECCA KEY

## AIA, LEED-AP; DIRECTOR OF ARCHITECTURE

☎ 304-296-8216 | 800-640-8216

✉ rebecca.key@thinkalphafirst.com

### EMPLOYMENT HISTORY

2000-Current | Alpha Associates, Inc.

1983-1999 | Alexander Key and Associates

1978-1983 | Webster Clothes;  
Director of Store Planning

### EDUCATION

University of Maryland  
Bachelor of Architecture; 1977

Maryland Institute College of Art  
Coursework in Furniture Design; 1986-1987

### QUALIFICATIONS

License: Registered Architect: Maryland,  
New York, Pennsylvania, Virginia,  
Washington DC, West Virginia

NCIDQ Certified (Interior Design)  
Leadership in Energy and Environmental  
Design Accredited Professional

Meet Standards of Secretary of the  
Interior for Historic Architecture

### AFFILIATIONS

American Institute of Architects

West Virginia Society of Architects

Fairmont, WV ICC Board of Appeal;  
Board Member

U.S. Green Building Council

AIA Liveable Communities

Leadership Kanawha Valley  
Class of 2014

### SUMMARY

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

### PROFILE

Broad-based responsibilities in the following areas:

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

### PROFESSIONAL HIGHLIGHTS

#### Education:

- Ridgedale Elementary; Morgantown, WV
- Mountaineer Middle School; Morgantown, WV
- Pineville Elementary; Pineville, WV
- Washington High School; Chares Town, WV

#### Historic Renovations:

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

#### Recreation:

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

#### Dormitory and Multi-Family

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

#### Municipal & State Government

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



## EMPLOYMENT HISTORY

2016-Current | Alpha Associates, Inc.

2014-2016 | MSES Architects

2011-2014 | Blackwood Associates

2007-2009 | Vandalia Heritage Foundation

## EDUCATION

Boston Architectural College  
Master of Architecture

Fairmont State University  
Bachelor- Architecture  
2009

# CASEY SMITH

## AIA ASSOC.; ARCHITECTURAL DESIGNER

☎ 304-296-8216 | 800-640-8216

✉ casey.smith@thinkalphafirst.com

## SUMMARY

Mr. Smith has been employed with Alpha Associates, Inc since 2016. He has worked on several architectural projects including multi-million dollar projects and public sector clients. Mr. Smith came to Alpha with an impressive background in educational, commercial, and local government facilities. He has offered assistance in project management, using his background to further improve the quality of each project he is involved with. Mr. Smith has been an incredible asset to Alpha Associates and proves to be an asset in each of his projects.

## PROFILE

Broad-based responsibilities in the following areas:

- Architectural/Structural Construction Drawings
- Construction Administration
- Project Management Assistance

## PROFESSIONAL HIGHLIGHTS

Construction Administration Projects:

- Cacapon State Park Lodge Renovation
- Los Mariachis New Restaurant; Morgantown, WV
- Freedom Ford Automotive Dealerships; Granville, WV
- Elkins Fordland; Elkins, WV
- Federal Group GSA VA Tenant Improvement Project
- Point Marion ADA Deck; Point Marion, PA
- Los Mariachis Renovation; Morgantown, WV
- WVU Hazel Ruby McQuain Education & Resource Center; Reedsville, WV
- Martinsburg Queen St. Underpass; Martinsburg, WV





# CHARLES B. LUTTRELL

## PE; SR. PRINCIPAL & STRUCTURAL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ charlie.luttrell@thinkalphafirst.com

### EMPLOYMENT HISTORY

1996-Current | Alpha Associates, Inc.  
1995-1996 | Larry D. Luttrell, PE, PhD  
1991-1994 | West Virginia University  
1990-1991 | WVU Constructed Facilities Center

### EDUCATION

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

### QUALIFICATIONS

License: Professional Engineer: West Virginia,  
Pennsylvania

### AFFILIATIONS

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

### RESEARCH EXPERIENCE

Cold Formed Steel Deck Research  
Fastener Failures  
Edge Conditions/Failures  
Buttressed Overlap Shear Failures  
  
Composite Cold Formed Steel and  
Concrete Deck  
Line Load Behavior/Failures  
Concentrated Load Behavior/Failures  
Web Crippling  
Punch Failures

### SUMMARY

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

### PROFILE

Broad-based responsibilities in the following areas:

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

### PROFESSIONAL HIGHLIGHTS

Structural Engineer:

- Freedom Automotive Group 3 Dealerships; Morgantown, WV
- Hazel Ruby McQuain Equine Education & Resource Center; WVU
- WVDOH Arnettsville Replacement Bridge; Morgantown, WV
- Clarksburg State Office Building; Clarksburg, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV
- Alumni Center Structural Framing and Foundation; WVU
- Engineering Science Building, East Wing Addition; WVU
- Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
- Shepherd University Pedestrian Underpass; Shepherdstown, WV
- Washington High School; Charles Town, WV
- WVU Coliseum Structural Inspection; Morgantown, WV
- Alderson Broadbush College, Rex Pyles Arena Deck; Phillippi, WV
- Monongalia County Sheriff's Building; Morgantown, WV
- South High Street Bridge; Morgantown, WV
- Ices Ferry Bridge; Morgantown, WV
- Matthews Foundry Structural Evaluation; Martinsburg, WV
- Martinsburg Little League Fields; Martinsburg, WV
- Martinsburg WWTP; Martinsburg, WV
- Queen St. Underpass; Martinsburg, WV
- Winchester & Western RR Rt. 11 Bridge; Martinsburg, WV



# CHARLES B. BRANCH

## PE; SENIOR PRINCIPAL & CIVIL ENGINEER

☎ 304-296-8216 | 800-640-8216

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

### EMPLOYMENT HISTORY

1992-Current | Alpha Associates, Inc.

1988-1992 | Reimer, Muegge, & Associates, Inc.

### EDUCATION

West Virginia University  
Bachelor- Civil Engineering; 2000

Fairmont State College  
Bachelor- Architectural Engineering  
Technology; 1988

### QUALIFICATIONS

License: Professional Engineer;  
West Virginia

### AFFILIATIONS

WV Society of Professional Engineers  
National Society of Professional Engineers

### SUMMARY

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

### PROFILE

Broad-based responsibilities in the following areas:

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

### PROFESSIONAL HIGHLIGHTS

Civil Engineer/Project Manager:

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



# MATTHEW T. ECHARD

## PE; PRINCIPAL & STRUCTURAL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ matthew.echard@thinkalphafirst.com

### EMPLOYMENT HISTORY

2016-Current | Alpha Associates, Inc.

2010-2015 | Echard ingenieurBüro

2006-2009 | Büro Happold Consulting Engineers

2003-2006 | RISA Technologies, Inc.

2000-2003 | Zaldastani Associates, Inc.

### EDUCATION

Massachusetts Institute of Technology  
Masters- Engineering & Environmental  
Mechanics, 2002

West Virginia University  
Bachelors of Science- Civil Engineering,  
2000

### QUALIFICATIONS

License: Professional Engineer:  
West Virginia, California

California OES SAP Evaluator

### AFFILIATIONS

American Concrete Institute (ACI)

American Institute of Steel Construction (AISC)

American Society of Civil Engineers (ASCE)

American Wood Council (AWC)

### PUBLICATIONS

Echard, M. and Tonis, D. Convergent Design  
Methodology for Bio-Science Labs:  
Architectonic and Performative Structural  
Considerations Using the Geilinger Composite  
Column Solution. Proceedings of ICSA2010-  
First International Conference on Structures  
and Architecture Guimaraes, Portugal, July  
2010, Taylor & Francis.

Echard, M. Structural Analysis and Design  
Within a BIM Framework. EASEC 10- East Asia  
Structural Conference, Bangkok, Thailand,  
August 2006.

### SUMMARY

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

### PROFILE

Broad-based responsibilities in the following areas:

Structural Engineering

Structural Forensics

Project Management

### PROFESSIONAL HIGHLIGHTS

Project Manager & Structural Engineer:

Westover Goodwill Structural Design; Morgantown, WV

Weyerhaeuser Roof Evaluation; Heaters, WV

Los Mariachis UTC; Morgantown, WV

WVU Creative Arts Center Performance Access; Morgantown, WV

WVU Mountain Lair Grid Iron Assessment; Morgantown, WV

Martinsburg Queen Street Underpass; Martinsburg, WV

Charles Town Water Plant Clearwell Emergency Repair; Charles Town, WV

# STATE BUILDING 25 FAÇADE RENOVATIONS

**Parkersburg, WV; 2020**

Moisture infiltration in the form of liquid rain had been entering the offices along the perimeter of the building facing 5th & Avery Street for a number of years. The cause of the building envelope failure was determined to be the lack of window flashing installed during the 1980s façade renovation.

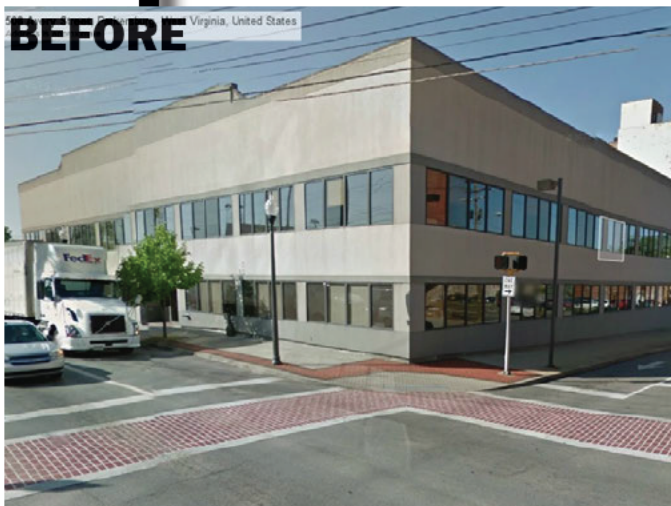
Alpha Associates, Inc. designed a new “rain screen” system that echoed the original brick and limestone façade with oversized fenestration that brought much welcomed daylight to the office interiors.

## *At a Glance:*

CLIENT: State of West Virginia  
LOCATION: Parkersburg, WV  
COMPLETION DATE: 2020  
SIZE: Building Exterior  
CONSTRUCTION COST: \$2,924,450

## *Project Contact:*

Scot Casdorff, A&E Manager  
112 California Ave.  
Bldg. 4 5th Floor  
Charleston, WV 25305  
304-957-7145





# STATE BUILDING 25 ADA ENTRANCE SOLUTION

**Parkersburg, WV; 2020**

The existing main entrance of the State Office Building was not only failing, and pulling away from the building, it did nothing to enhance the entrance to the building. The solution was to celebrate the entrance and showcase the ramp, so that it would be a truly universal design for all visitors and staff to the building.

The new entrance incorporates the same “rain screen” system on the façades as the dominate street facing facades of 5th & Avery Street. The ramp is an intersection of stairs, landings, and a curved sloping ramp, of poured concrete and stainless steel railings. The changes in elevation provide a new area for a landscaped garden.

## *At a Glance:*

CLIENT: State of West Virginia  
LOCATION: Parkersburg, WV  
COMPLETION DATE: 2020  
SIZE: Building Exterior  
CONSTRUCTION COST: \$2,924,450

## *Project Contact:*

Scot Casdorph, A&E Manager  
112 California Ave.  
Bldg. 4 5th Floor  
Charleston, WV 25305  
304-957-7145



# MORGANTOWN CITY HALL FAÇADE RESTORATION

**Morgantown, WV; 2018**

The 1926 limestone and brick building had once been the City of Morgantown's Fire and Police Department. Now operating as City Hall for Morgantown, WV; deferred maintenance and aging of structure over the past nearly 100 years, required significant repairs to the limestone edifice.

Through careful investigation of the structure, and examination of the original drawings, it was determined that one of the major failures of the limestone façade was occurring in a location that should have had an expansion joint. This structural anomaly was repaired with the reuse of existing limestone, and newly quarried stone from the original quarry. Other repairs and restoration were performed at the limestone parapet and brick sidewalls at windows and cornices on three sides of the building, and inner court.

Alpha Associates provided the following services to complete the project:

- Discovery, Site Investigation and Probing
- Building Envelope Model and Analysis
- Restoration and Repair Design along with Estimate of Probable Cost
- Bidding and Construction Administration Services

## *At a Glance:*

CLIENT: City of Morgantown  
LOCATION: Morgantown, WV  
COMPLETION DATE: 2018  
SIZE: Exterior of Building  
CONSTRUCTION COST: \$600,000

## *Project Contact:*

Damien Davis, City Engineer  
389 Spruce Street  
Morgantown, WV 26505  
304-284-7412





# **MOUNTAINEER MIDDLE SCHOOL LIMESTONE FAÇADE RENOVATION**

## **Morgantown, WV; 2020**

The original 1923 limestone entrance was built with an “open-air” tunnel under the main staircase of the entrance. Through the years, it became a safety and security issue. The “tunnel” had been closed off and designated as “storage area”. Water in the form of liquid rain and condensation appeared overtime in the room adjacent to the “storage area”.

Alpha Associates, Inc. created restoration documents of the limestone entrance, from the limestone parapet to the end of the limestone stairs. Still concerned about the security and safety of the “tunnel”, the water infiltration was resolved, and the arched opening was reimagined and rebuilt to blend in with the original stonework.

### *At a Glance:*

CLIENT: Monongalia County Schools  
LOCATION: Morgantown, WV  
COMPLETION DATE: 2018  
SIZE: Exterior of Building  
CONSTRUCTION COST: \$294,500  
CONTRACTOR: Mardo Masonry

### *Project Contact:*

Ed Campbell, Superintendent  
13 South High Street  
Morgantown, WV 26501  
304-291-9210





# CLARKSBURG STATE OFFICE BUILDING

## Clarksburg, WV; 2016

Alpha Associates, Incorporated provide architectural design, civil and structural engineering and surveying services for a new state office building in Clarksburg, WV.

Designed to complement the historic character of downtown Clarksburg, WV, the five story building sits on a 2.1 acre site. The sloping site created an opportunity for a public entrance on the main level, and a staff entrance on the lowest level. Six public facing State agencies were designated to occupy the building, including the Department of Motor Vehicles and WV Workforce.

The exterior building envelope consists of oversized red brick and structural clay tile that mimics sandstone in an ashlar pattern. Energy efficient systems, including the use of a revolving door, were created and constructed for the building envelope and interior spaces. Elevators, public restrooms, and other secondary spaces were located in the central core, creating an efficient floor plate.

### *At a Glance:*

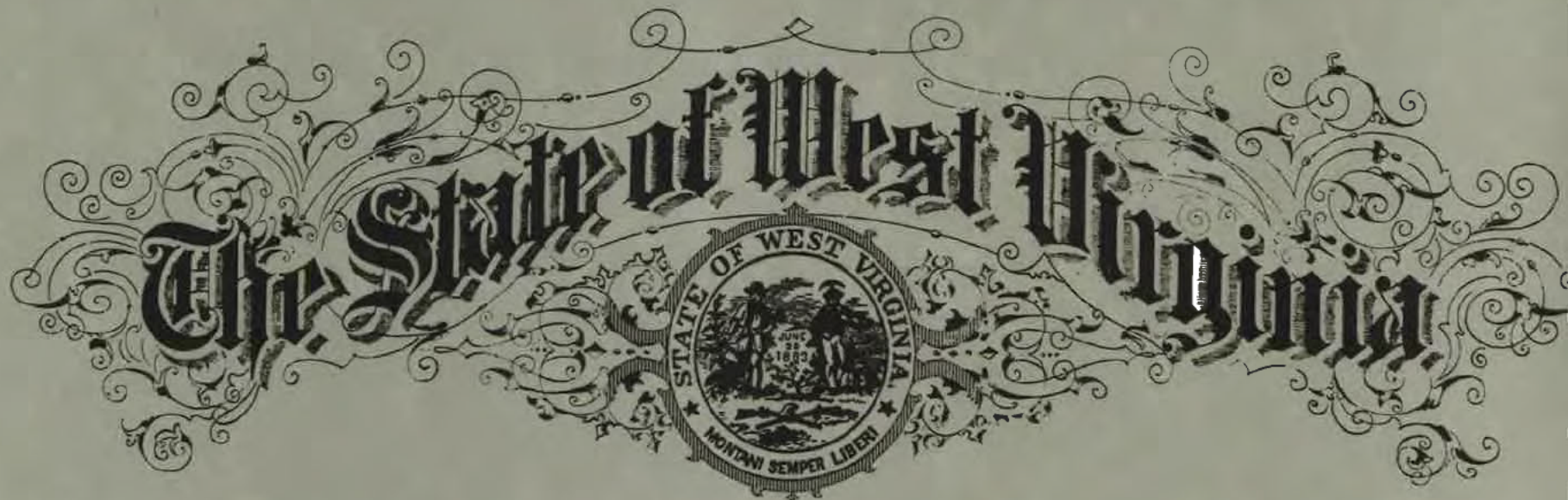
CLIENT: State of West Virginia  
LOCATION: Clarksburg, WV  
COMPLETION DATE: 2016  
SIZE: Bldg: 88,491 Square Feet  
CONSTRUCTION COST: \$24.9 Million

### *Project Contact:*

William Barry  
1900 Kanawha Blvd. East  
Charleston, WV 25305  
304-957-7188







STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Richard A. Colebank

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT  
by law, hereby certify that he, having submitted  
satisfactory evidence of his ability and experience, is a  
**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

To Hold and use such title in the practice of his profession,  
subject to the conditions prescribed by law.



Given under the hand and the Seal  
of the Board at the Capitol in the  
City of Charleston,  
this 23rd day of Feb. in the  
year of our Lord One Thousand  
Nine Hundred and Eighty-Eight  
and of the State the One Hundred  
Twenty-Fourth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Frank L. Gaddy

Secretary *Monroe P. Fickens* President  
Kenneth H. Means *Robert B. Scott*





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

**Charles B. Branch**

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence of his ability and experience, is a

**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

(To Hold) and use such title in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 18th day of February in the year of our Lord 2002 and of the State the One Hundred Thirty-Eighth

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

L. J. Puckett

By

Frank D. Goddy

L. J. Puckett, Jr.

[Signature]

[Signature]





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

**To** all to whom these presents shall come Greeting

*"Know Ye" That The State Board of Registration for Professional Engineers  
of the State of West Virginia, reposing special confidence in  
the Intelligence, Integrity and Discretion of*

**Bradley H. Casdorph**

**DOES IN PURSUANCE OF AUTHORITY VESTED IN IT**

*by law hereby certify that he having submitted  
satisfactory evidence of his ability and experience is a*

**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

*(To Hold) and use such title in the practice of his profession,  
subject to the conditions prescribed by law.*



*Given under the hand of the  
Seal of the Board at the Capitol in the  
City of Charleston,  
This 29th day of December  
in the year of our Lord 2005  
and of the State  
the One Hundred Forty-Second*

Members of the Board

*Leland D. Thomas, Jr.*

*Richard E. Dlyns*

*Blayne S. Smith*

*William E. Viers*

*[Signature]*





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Charles B. Luttrell

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT  
by law, hereby certify that he, having submitted  
satisfactory evidence of his ability and experience, is a  
**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

To Hold and use such title in the practice of his profession,  
subject to the conditions prescribed by law.



Given under the hand and the Seal  
of the Board at the Capitol in the  
City of Charleston  
this 28th day of July in the  
year of our Lord One Thousand  
Nine Hundred and Ninety-nine  
and of the State the One Hundred  
Thirty-sixth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

For Record  
L. L. [Signature]  
Frank H. Naddy  
Wm. J. [Signature]





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting  
"Know Ye" That The State Board of Registration for Professional Engineers  
of the State of West Virginia, reposing special confidence in  
the Intelligence, Integrity and Discretion of

Matthew T. Echard

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT

by law hereby certify that he having submitted  
satisfactory evidence of his ability and experience is a

**REGISTERED PROFESSIONAL ENGINEER**

Registration Number [REDACTED]

"To Hold" and use such title in the practice of his profession,  
subject to the conditions prescribed by law.



Given under the hand of the  
Seal of the Board at the Capitol in the  
City of Charleston,  
This 17th day of August  
in the year of our Lord 2012  
and of the State  
the One Hundred Forty-Ninth

Members of the Board

Loren D. Thomas, Jr.

Richard E. Dlyna

Bhajan S. Saha

William E. Pierson

[Signature]



# The Board of Architects



of West Virginia.

No. [REDACTED]

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



Witness the signatures of the President and Secretary of the Board of  
Architects of West Virginia, and the seal of said Board, this 26th  
day of September 1994

Will E. [Signature]

President.

E. [Signature]

Secretary.



# CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers  
having verified the person in responsible charge is registered in  
West Virginia as a professional engineer for the noted firm, hereby certifies*

**ALPHA ASSOCIATES, INC.**

**C00012-00**

**Engineer in Responsible Charge: RICHARD A. COLEBANK - WV PE 010346**

*has complied with section §30-13-17 of the West Virginia Code governing  
the issuance of a Certificate of Authorization. The Board hereby notifies you of its  
certification with issuance of this Certification of Authorization for the period of:*

**January 1, 2020 - December 31, 2021**

*providing for the practice of engineering services in the State of West Virginia.*

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,  
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF  
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA  
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

BOARD PRESIDENT

# HEAR FROM OUR CLIENTS.

---



**J. Paul Walden**  
**West Virginia University**

Alpha Associates have a proven record of customer satisfaction and successful client delivery with our organization. We would be confident in our recommendation in support of Alpha.



**Robert Hammel**  
**Former Director**  
**Morgantown Municipal Airport**

Every aspect and detail of [Alpha's] planning, coordination, and completed projects have been exceptional and outstanding in every regard.

## References

---

**Brad Leslie**  
**WV Parks and Recreation**  
**Division of Natural Resources**  
324 4th Avenue  
South Charleston, WV 25303  
304-558-2764

**Michael Evans, Architect**  
**State of West Virginia**  
Building 1, Room MB-60  
1900 Kanawha Blvd., East  
Charleston, WV 25305-0430  
304-957-7145

**David Hildreth**  
**State of West Virginia**  
1409 Greenbrier Street Charleston,  
WV 25305

**Dirar Ahmad**  
**West Virginia Division of**  
**Highways**  
Building 5  
1900 Kanawha Blvd., East  
Charleston, WV 25305-0430  
304-558-2830

**Melody Haynes**  
**State of West Virginia**  
Building 1, Room MB-60  
1900 Kanawha Blvd., East  
Charleston, WV 25305-0430  
304-957-7173