



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: 1008063

Procurement Type: Central Contract - Fixed Amt

Vendor ID:

Legal Name: ALPHA ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CEOI

SO Dept: 0310

SO Doc ID: DNR2200000008

Published Date: 2/24/22

Close Date: 3/17/22

Close Time: 13:30

Status: Closed

Solicitation Description:

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: 1008063
Solicitation Description: A&E - Ridge Hatchery New Construction
Proc Type: Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2022-03-17 13:30	SR 0310 ESR03162200000005671	1

VENDOR
000000201753
ALPHA ASSOCIATES INC

Solicitation Number: CEOI 0310 DNR2200000008

Total Bid: 0 **Response Date:** 2022-03-16 **Response Time:** 13:55:21

Comments:

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
(304) 558-2306
joseph.e.hageriii@wv.gov

Vendor Signature X	FEIN#	DATE
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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	Civil engineering				0.00

Comm Code	Manufacturer	Specification	Model #
81101500			

Commodity Line Comments:

Extended Description:

Ridge Hatchery New Construction.



EXPRESSION OF INTEREST

ARCHITECTURAL/ENGINEERING SERVICES

**RIDGE STATE FISH HATCHERY
NEW CONSTRUCTION**

CEIO 0310 DNR2200000008

Public Notice Date: February 24, 2022
Submission Date: March 17, 2022



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

Website: 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
Architect/Engr

Proc Folder: 1008063			Reason for Modification:
Doc Description: A&E - Ridge Hatchery New Construction			
Proc Type: Central Contract - Fixed Amt			
Date Issued	Solicitation Closes	Solicitation No	Version
2022-02-24	2022-03-17 13:30	CEOI 0310 DNR2200000008	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 Ave

Street :

City : Morgantown

State : West Virginia

Country : USA

Zip : 26501

Principal Contact : Richard A. Colebank

Vendor Contact Phone: 304-296-8216

Extension: 102

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
(304) 558-2306
joseph.e.hageriii@wv.gov

Vendor
Signature X  FEIN# 550516286

DATE 3-17-22

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)

206 Prairie Ave. Morgantown, WV 26501

(Address)

304-296-8216 / 304.296.8245

(Phone Number) / (Fax Number)

rick.colebank@thinkalpairst.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)

(Date)

304-2896-8216 / 304.296.8245

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

- ☐ Addendum No. 1
- ☐ Addendum No. 2
- ☐ Addendum No. 3
- ☐ Addendum No. 4
- ☐ Addendum No. 5

- ☐ Addendum No. 6
- ☐ Addendum No. 7
- ☐ Addendum No. 8
- ☐ Addendum No. 9
- ☐ Addendum No. 10

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

Alpha Associates, Incorporated

Company



Authorized Signature

3-14-22

Date

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

STATE OF WEST VIRGINIA
Purchasing Division
PURCHASING AFFIDAVIT

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

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Alpha Associates, Incorporated

Authorized Signature: [Signature], Pres. # 100 Date: 3-14-22

State of West Virginia

County of Monongalia, to-wit:

Taken, subscribed, and sworn to before me this 14 day of March, 2022

My Commission expires December 13, 2026

AFFIX SEAL HERE

NOTARY PUBLIC



[Signature]

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March 17, 2022

Division of Natural Resources
Ridge Hatchery
12051 Valley Road
Berkeley Springs, WV 25411

Attn: Joseph E. Hager III

RE: AEOI 0310 DNR2200000008 A/E Services – Ridge Hatchery New Construction

Dear Mr. Hager,

Alpha Associates, Incorporated team is pleased to submit our qualifications to provide Architectural and Engineering services for the Ridge Hatchery New Construction. We are also intimately familiar with the various parks and working with the West Virginia Division of Natural Resources, Parks and Recreation Section including work at the fish hatcheries. Alpha's past experience and our existing relationship with the State of West Virginia including the WVDNR make us a perfect teaming partner on this project.

Since 1969, Alpha has partnered with numerous Federal, State, and local governments to provide Architectural and Engineering services for projects around West Virginia, including numerous projects for the State of West Virginia including the WVDNR. In 2011, Alpha completed renovations to the Hawks Nest CCC Museum and Pavilion as well as structural repairs to Water Smith State Park. All work was completed in compliance with the Preservation Alliance of West Virginia. We are currently working on the Tram Replacement projects at Hawks Nest and Pipestem. Alpha has the advantage of having Architecture, Civil and Structural Engineering under one roof. In this proposal you will find examples of projects that showcase our experience.

Design Team

Alpha is a West Virginia owned and operated Architectural and Engineering design firm with locations in Morgantown, and Martinsburg. Our 21-person professional staff includes architects, civil and structural engineers, surveyors, cost estimators, construction representatives, landscape designers, interior designers, and technicians. 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 from Alpha's Corporate Office located in Morgantown, West Virginia.

Project Understanding

The WVDNR is looking to partner with a Design firm that can provide the required Architectural and Engineering design and construction administration services for renovations and improvements to various facilities at the Ridge Hatchery. If selected, the Alpha team will review existing plans and conditions and work with the owner to determine a plan that will minimize disruption to concurrent operation of the state parks and provide all necessary services to design the facilities in a manner that is consistent with the DNR's needs and objectives, current law, and current codes.

Summary

The Alpha Team is looking forward to continuing a successful relationship with the WV DNR and the State of West Virginia by providing excellent service at affordable costs and surpasses every expectation. We will work closely with the State to meet the needs of the project and the community for decades to come. We will work side by side with the WVDNR and the various state parks to ensure all projects are completed in a timely, cost-effective manner. We look forward to further discussing our qualifications with you in a formal interview. If you have any questions, please contact me at (304)296-8216 ext. 102.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED

A handwritten signature in blue ink, appearing to read 'Rick Colebank', with a stylized flourish at the end.

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

WELCOME TO ALPHA ASSOCIATES, INC.

FIRM PROFILE

Contract Role: Prime

Architect & Engineer

Address

209 Prairie Ave
Morgantown, West Virginia 26501

535 West King Street
Martinsburg, West Virginia 25401

Number of Employees

21

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.

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.

Since 1969, Alpha has had provided architectural and engineering design services for clients throughout the state of West Virginia. We have worked with many organizations as well as local, state and federal governments on numerous building projects, including additions, renovations and new construction. Our work is diverse and includes clients in historical renovations, commercial, educational and governmental facilities, developers and private organizations. In this proposal, you will find examples that showcase the Alpha Team's exceptional project experience on similar type 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-one (21) 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

TO BE ASSIGNED TO YOUR PROJECT.

All work to be performed for the Ridge State Fish Hatchery new construction will be managed out of Alpha's Morgantown office. In addition to your dedicated Project Team, Alpha's staff of 21 includes engineers, architects, architectural designers, technicians, and support staff that are available to assist with any potential project needs.



Richard A. Colebank
PE, PS
Principal in Charge



Rebecca J. Key
AIA, LEED-AP
Project Architect/Project Manager



Charles Luttrell
PE, Senior Principal
Structural Engineer



Charles B. Branch
PE, Senior Principal
Civil Engineer



Matthew T. Echard
PE, Principal
Structural Engineer

MEET THE ALPHA TEAM.

MANAGERS

Richard W. Klein
PE , PS
Chairman & CEO

Richard A. Colebank
PE , PS
President & COO

ARCHITECTURE

Rebecca Key
AIA-LEED-AP
Director of
Architecture

Casey Smith
AIA Assoc.
Architectural Designer

Todd Lewis
AIA Assoc.
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

Terry Higgins
Field Representative

Kevin McClung
Engineering Technician

Barbara Kerns
Survey Crew

Tyler Collins
Survey Crew

STRUCTURAL ENGINEERING

Charles Luttrell
PE, Senior Principal
Senior Structural Engineer

Matthew Echard
PE, Principal
Structural Engineer

Cody Antoon
Engineering Technician

OFFICE ADMINISTRATION

Heather Fox
Business Manager

Hailey Hill
Marketing Coordinator

Kim Coomler
Administrative Assistant

SCHEDULE AND BUDGET.

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 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 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. 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 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 early in the design process. The Alpha estimators begin at the schematic design phase of the project and develop a line item estimate of probable construction costs that can be carried through each of the project phases. At each phase the project estimate is updated to include a more detailed estimate in order that the accuracy can be enhanced. During these updated estimates, specific increases or decreases can be identified allowing the owner to make informed decisions moving forward on important budget issues for the project.

Many projects employ the use of alternatives to control the budget through obtaining actual contractor pricing during the bid process. This allows flexibility for the owner in determining the costs of portions of the project that may be optional and critical for budget control.

CAPACITY AND SOFTWARE.

OUR CAPABILITIES

Alpha Associates, Incorporated is prepared to commit staff and resources to the West Virginia Division of Natural Resources. 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 WVDNR with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations of the State 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
-



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



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



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

CHARLES B. BRANCH

PE; SENIOR PRINCIPAL & CIVIL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ chuck.branch@thinkalphafirst.com

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



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 Restuarant; 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

SPRING RUN FISH HATCHERY ROOF REPLACEMENT

Parkersburg, WV; 2014

Alpha evaluated various solutions to provide the most efficient and cost-effective method of roof replacement.

Existing roof was tarred and chipped with asbestos laden felts. Alpha encapsulated existing roof with sloped metal roof, leaving asbestos undisturbed.

BEFORE



AFTER



BERKELEY SPRINGS BATH HOUSE

Berkeley Springs, WV; 2010

Alpha designed the renovation of this historic landmark originally built in 1929 with a 1949 addition. The Bath House in Berkeley Springs State Park is open to the public and is operated year-round by the Park Service.

The renovation included restoration of the historic masonry exterior, including the replacement of historic covered windows. New hot water storage tanks and boilers are a major component of the design, as well as, central air-conditioning, which the Bath House never had before.

The interior design added amenities such as whirlpool baths. The Bath House upgraded to reflect a more “spa-like” ambiance. All renovations were upgraded to meet ADA compliance. The existing Roman Baths have new liners and saunas were added for the benefit of the Bath House Patrons.

At a Glance:

CLIENT: WV DNR
LOCATION: Berkeley Springs, WV
COMPLETION DATE: 2010
SIZE: Blg: 7,127 Square Feet
CONSTRUCTION COST: \$2.2 Million

Project Contact:

Brad Leslie
324 4th Street
Charleston, WV 25303
304-558-2764



CASS SCENIC RAILROAD— CLUBHOUSE RENOVATION

Cass, WV; 2009

Alpha performed an evaluation of the building condition, structural foundation, and MEP systems for the Clubhouse to document the historic structure and utilize the information to determine what the best use of the building would be. Alpha then designed the renovation of this historic landmark originally built in 1916.

Renovation of the Cass Clubhouse was first developed as a lodge concept. When that was deemed too costly, the renovation/restoration design was confined to the exterior of the building shell and first floor. This stabilized the building and fixed major problems while allowing the first floor to be operated as a museum.

At a Glance:

CLIENT: WV DNR
LOCATION: Cass, WV
COMPLETION DATE: 2009
SIZE: Bldg: 5,163 Square Feet
CONSTRUCTION COST: \$505,000; \$75,617 Fee

Project Contact:

Brad Leslie
324 4th Street
Charleston, WV 25303
304-558-2764



HAWKS NEST STATE PARK CCC MUSEUM

Anstead, WV; 2011

The CCC Museum at the Hawks Nest State Park, located off of Route 60 in Anstead, West Virginia, was established under The New Deal. The museum had very simple goals: to be renovated to fit the needs of the State Park while preserving the historic exterior. The structure had signs of water damage and needed general repair and replacement. Alpha Associates, Incorporated responded with a strategy to stabilize and restore the building with repairs and replacement of doors, walls, windows, and siding along with regrading for water flow purposes to prevent any further water damage. All work was completed in compliance with the Preservation Alliance of West Virginia.

At a Glance:

CLIENT: WV DNR Parks & Recreation

LOCATION: Anstead, WV

COMPLETION DATE: 2011

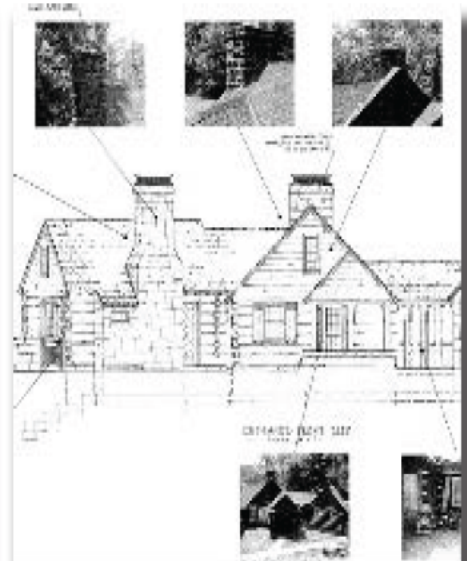
Project Contact:

Brad Leslie

324 4th Street

Charleston, WV 25303

304-558-2764



HAWKS NEST STATE PARK PICNIC PAVILLION

Anstead, WV; 2011

The picnic pavilion at the Hawks Nest State Park, located off of Route 60 in Anstead, West Virginia, was established under The New Deal. The main goal of restoration was to provide guests with an esthetically pleasing historic site during their visit at Hawks Nest State Park. Alpha Associates, Incorporated provided plans for the park to restore the pavilion. These plans included the repair and repoint of fireplace and surround wall, cleaning existing foundation drains, clear vegetation away from building, recapping chimney, roof repair, and installation of a waterproof wall to prevent water damage.

At a Glance:

CLIENT: WV DNR Parks & Recreation

LOCATION: Anstead, WV

COMPLETION DATE: 2011

Project Contact:

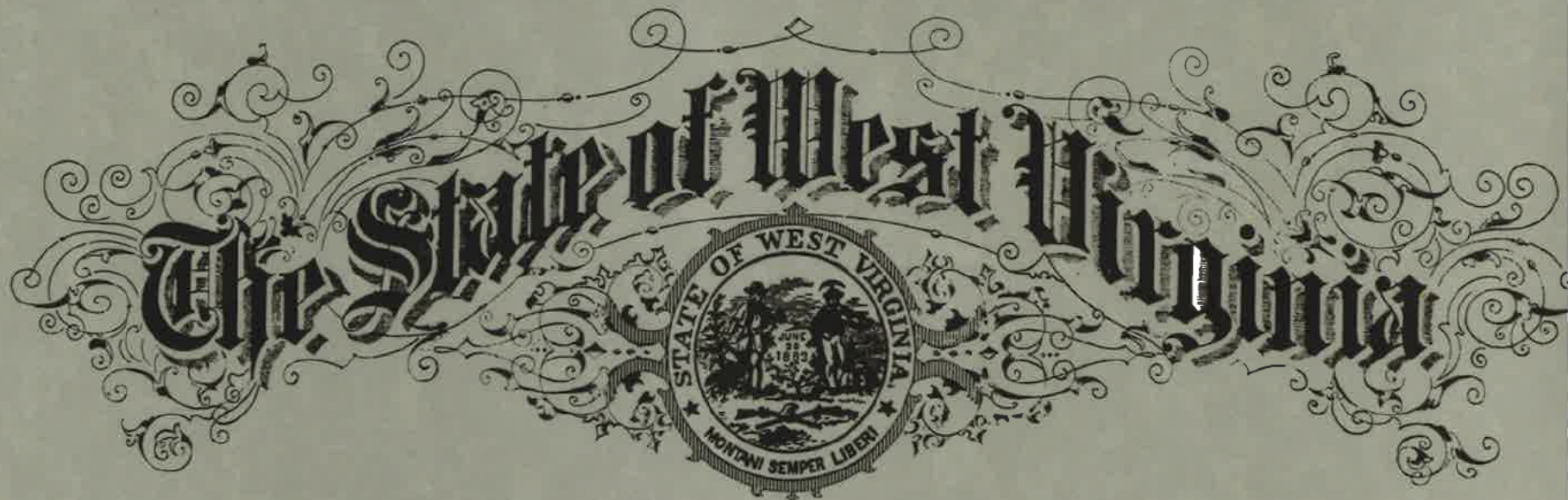
Brad Leslie

324 4th Street

Charleston, WV 25303

304-558-2764





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

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

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

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. Johnson President.
E. Keith Dean Secretary.



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 Secretary

Frank H. Huddy

For President

Wm. Faulstich



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

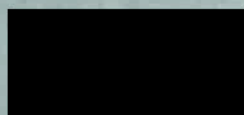
To all to whom these presents shall come, Greeting

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



(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. R. Ricketts

By

Frank D. Gaddy

L. J. Burns, Jr.

Lucretia

[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

Louise D. Thomas, Jr.

Richard E. Dlyna

Bhajan S. Saha

William E. Viersen

[Signature]

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*



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

Bill Clark, Executive Director
Region 9 Planning & Development Council
400 West Stephen St Suite 301
Martinsburg, WV 25401
(304)-263-1743

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

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