

Statement of Qualifications for

Architectural and Engineering Services for
**Bldg. 37 Window, HVAC,
Roof, and Envelope Upgrad**

State of West Virginia

(Solicitation Number : CEOI 021 | GSD2300000004)



01/31/23 14:39:42
WV Purchasing Division

WilliamsonShriverArchitects

January 30, 2023

Ms. Melissa Pettrey, Bid Clerk
Department of Administration
Purchasing Division,
2019 Washington Street East
Charleston, WV 25305

RE: Architectural and Engineering Services for Bldg. 37 Window, HVAC, Roof and Envelope Upgrade Project for the West Virginia Department of Administration

Dear Mr. Pettrey:

Williamson Shriver Architects, Inc. was excited to learn of the Expression of Interest for Architectural and Engineering services for the Bldg. 37 Window, HVAC, Roof and Envelope Upgrade Project for the State of West Virginia. We are pleased to have an opportunity to submit our team's qualifications, experience, and other credentials for your consideration.

Williamson Shriver Architect's experience with designing and overseeing hundreds of new construction and renovation projects throughout West Virginia contributes to successful projects. Our firm has established practices in place to ensure that your project is completed on time and within budget. Our design, engineering, and construction administration talents have been proven over and over throughout our firm's thirty-five plus year history.

Please accept this letter as our team's Expression of Interest in serving as your design team for this exciting project. In addition to Williamson Shriver Architects, Inc., our proposed project team will include Harper Engineering, of St. Albans, WV (HVAC, electrical, plumbing, and fire protection design) and CAS Structural Engineering, of Alum Creek, WV (structural engineering design, analysis and restoration) for the design scope. Our firms have worked together successfully on many past projects throughout all regions of the state. We jointly have a strong understanding of design creativity, building systems and materials, constructability, and the economics of construction in the different regions of West Virginia. We invite you to review the attached Statement of Qualifications which describes in depth our team's capabilities, experience, and personnel and includes all the information delineated in your Expression of Interest.

We are excited about this project and are eager to be selected to work with the Bldg. 37 Window, HVAC, Roof and Envelope Upgrade Project for the West Virginia Department of Administration as the Architect. We look forward to a personal interview with your selection team during which we can present our credentials in greater detail.

We look forward to hearing from you soon.

WILLIAMSON SHRIVER ARCHITECTS, INC.



Greg Martin | AIA | NCARB
Architect | Principal | President

Contents

Statement of Qualifications of Architectural and Engineering Services for the
Bldg. 37 Window, HVAC, Roof, and Envelope Upgrades
State of West Virginia

General Information Introduction of our team & services we provide	Tab A
Qualification and Approach Our team's experience and approach with similar projects	Tab B
Team Organization The participants and organization of our team	Tab C
Project Staffing Background of the individuals professionals on our team	Tab D
Previous Experience Information on a few of our past high-performing projects	Tab E
References A listing of our current and past clients	Tab F
Terms and Conditions Signed copy of the Terms and Conditions form	Tab G
Addendum Receipt Signed copy of the Addendum Acknowledgement form	Tab H

General Information

Firm Overview

Williamson Shriver Architects Inc. is an award-winning, multi-disciplinary design firm with business roots back to 1967. While specializing in educational and commercial planning and design, we provide design services to a diverse client base throughout West Virginia. With construction values exceeding one billion

dollars over our history, the size and scale of our projects have ranged from detailed designs for small interior

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

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

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

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

make the most of budgets.

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

At Williamson Shriver Architects, we're listening.

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

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



Legal Organization

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

In House Services

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

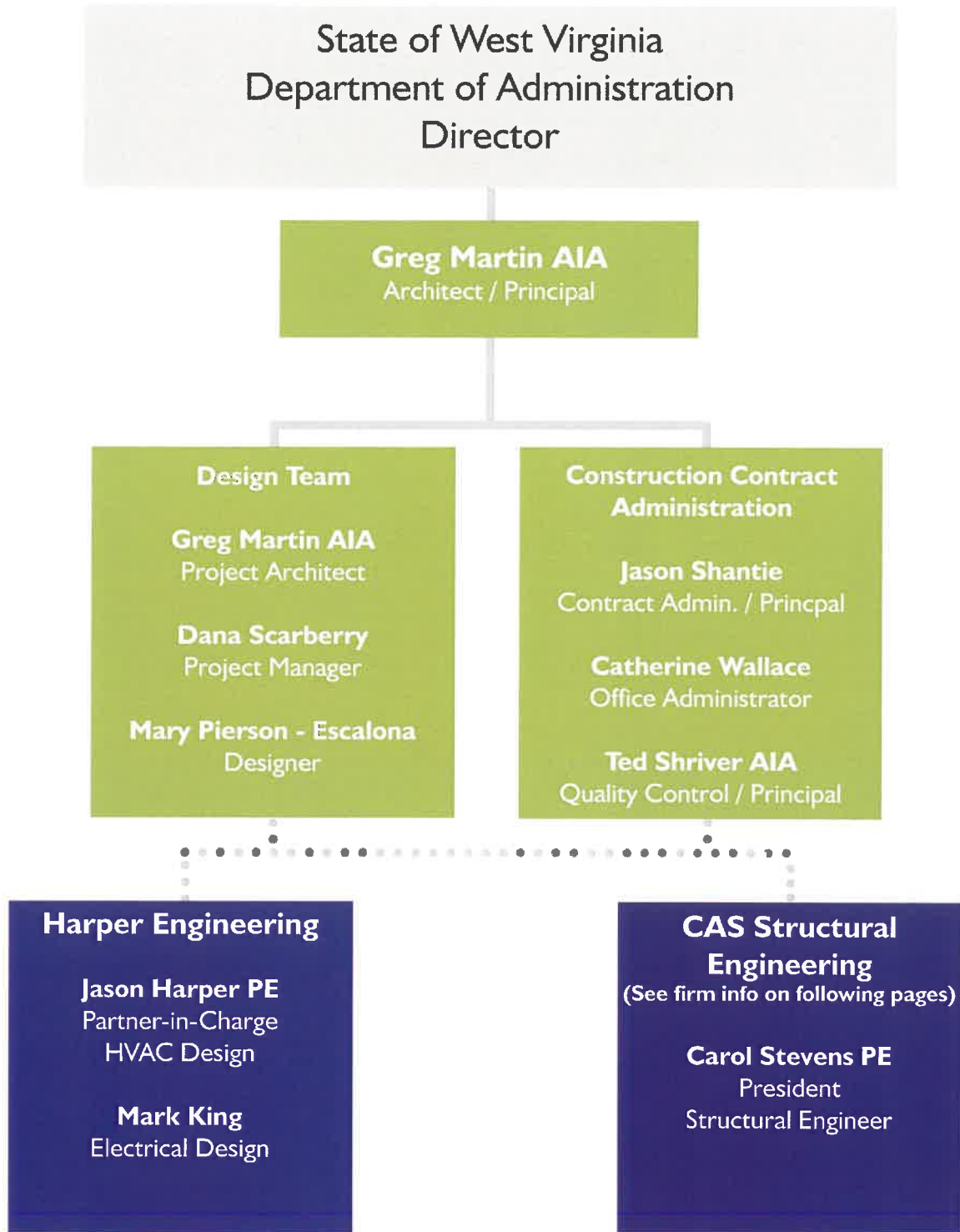
Services through Partners

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



Team Organization

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



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

Scope of Available Services

Provide a general description of the services available.

Williamson Shriver Architects is a small firm but with a huge attitude of service to our clients. To assist our clients we offer the following design services listed as either basic or additional services. Services offered by outside consultants are indicated.

Pre-Design Services

- Existing Facilities Surveys
- Feasibility Studies
- Programmatic Specifications
- Site Analysis and Selection
- Zoning Processing Assistance
- Bond Issue Planning Assistance
- Educational Facility Planning

Architectural Design

- Building and Site Design
- Renovation / Restoration Design
- Roof System Renovation / Replacement
- Materials Research and Specifications
- ADA / Life Safety Research
- Budget Analysis
- Value Analysis
- Scheduling

Interior Design

- Space Planning
- Tenant Fit-up
- Furniture and Equipment Procurement
- Selection of Interior Finishes
- Color Coordination

Construction Procurement / Administration

- Preparation of Contract Documents
- Bidding / Negotiation
- Contract Administration
- Construction Observation
- Post-Occupancy Services

Other Services

- Facilities Documentation utilizing Autodesk Revit or Autocad
- 3D Visualization Renderings
- Promotional Materials
- Graphic Design
- BIM (Building Information Modeling) Coordination

Consultant Services

(The following services are provided through the assistance of outside consulting firms:)

- Structural Design
- Mechanical / Electrical Engineering
- Fire Protection Design
- Landscaping Design
- Civil Engineering
- Stormwater Management
- Wastewater Treatment Plant Design
- Acoustical Design

At right:

South Charleston Fire Station No. 1 located in downtown South Charleston, West Virginia. This new building was a replacement of the existing Station No. 1.





Firm History

Harper Engineering, PLLC was founded in 2008 to provide innovative engineering design services to architects, owners, and contractors through the state. We are a unique combination of eager young talent and proven experience fused together to serve all of your building systems design needs including HVAC, Plumbing, Lighting, Electrical, Fire Alarm and Sprinkler Suppression systems. Our Goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs.

Relationship

Harper Engineering, PLLC has worked with Williamson Shriver Architects, Inc. since 2008. We have amassed over 80 projects together. (* Indicates more than one project at that location)

Analabs Office Building	Hurricane High School
Arnoldsburg Elementary School	Little Birch Elementary School
Beverly Elementary School	Little Creek Golf Course Conference Center*
Brandywine Elementary School	Marsh Fork Elementary School
Braxton County High School	Matewan Elementary School
Braxton County Middle School	Moorefield Primary School
Braxton County Schools Warehouse	Northeast Natural Energy Office
Bridge Elementary School	Oakwood Baptist Church
Bruceton School*	Oakwood Terrace Apartments
Burch PK-8 School	Pendleton County High School
Burnsville Elementary School	Pleasant Hill Elementary School
Calhoun Gilmer Career Center	Poca High School Elevator
Chapmanville Elementary	Preston County High School*
Charleston Arbors Apartments	Putnam County CTC Paint Booth
Charleston Fire Station #3	Ravenswood High School
Coalton Elementary School	Ripley High School
Davis Elementary School	Roane Jackson Technical Center
Fed Ex Expansion	Robert C. Byrd Health Science Center
Fellowsville Elementary School	South Branch Vo Tech
Flatwoods Elementary School	South Charleston Fire Station #1
Flinn Elementary School	Starbucks - Kanawha Boulevard
Frametown Elementary School*	Steptoe and Johnson Office Building*
Fred Eberle Technical Center*	Sutton Elementary School
Geary Elementary School	Taylor County Middle School
George Ward Elementary School	Terra Alta East Preston School*
Gilbert Elementary School	Tucker County High School
Gilbert High School*	Tudors/Gino's Various Locations*
Gilmer County High School*	Tunnelton Denver Elementary School
Glenville Elementary School	Union Elementary School
Hampshire County Career Tech Center	Upshur County Schools*
Hampton Inn Buckhannon	West Chapman Elementary School
Harman School	West Virginia State Capitol Building
Hebert Hoover High School	Williamstown Army National Guard
Holden Elementary School	Wirt County Schools
Hodgesville Elementary School	



Firm Profile

CAS Structural Engineering, Inc. – CAS Structural Engineering, Inc. is a West Virginia Certified Disadvantaged Business Enterprise structural engineering firm located in the Charleston, West Virginia area.

Providing structural engineering design and/or analysis on a variety of projects throughout the state of West Virginia, CAS Structural Engineering has experience in excess of 30 years on the following types of building and parking structures:

- Governmental Facilities (including Institutional and Educational Facilities)
- Industrial Facilities
- Commercial Facilities

Projects range from new design and construction, additions, renovation, adaptive reuse, repairs and historic preservation (including use of The Secretary of the Interior's Standards for Rehabilitation) to evaluation studies/reports and analysis.

CAS Structural Engineering utilizes AutoCAD for drawing production and Enercalc and RISA 2D and 3D engineering software programs for design and analysis. Structural systems designed and analyzed have included reinforced concrete, masonry, precast concrete, structural steel, light gauge steel and timber.

Carol A. Stevens, PE is the firm President and will be the individual responsible for, as well as reviewing, the structural engineering design work on every project. Carol has over 30 years of experience in the building structures field, working both here in West Virginia and in the York, Pennsylvania vicinity. Carol is also certified by the Structural Engineering Certification Board for experience in the field of structural engineering.

CAS Structural Engineering, Inc. maintains a professional liability insurance policy.

PO Box 468 • Alum Creek, WV 25003-0468 **PHONE** 304-756-2564 **FAX** 304-756-2565 **WEB** www.casstruceng.com

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WV **VA** **KY** **OH** **MO** **PA**

Project Approach & Understanding

Major Issues

Williamson Shriver Architects has reviewed the scope of work for the Design Services for Building 37 Window, HVAC, Roof, and Envelope Upgrades for State of West Virginia. We understand the scope of work will be funded by the State of West Virginia and projects could include but not limited to the following:

- Provide an assessment report with the current conditions of the building's windows and window systems, HVAC equipment, roof, exterior envelope, and storefront.
- Removal and replacement of existing windows and ribbon window systems, which have been leaking for an extended period of time.
- Removal and replacement of existing roof with a new 90-mil EPDM system that includes a minimum 30-year warranty. A new safety rail is to be added at a minimum to the upper level.
- HVAC system upgrades including, but not limited to, chillers, hot water boilers, air handlers, powered and non-powered VAV boxes, and controls.
- Clean and seal the exterior envelope.
- All projects will comply with State Building Code.
- All project shall comply with State Energy Code.

Discuss the major issues your team has identified as potentially emerging on this project and how you intend to address those issues.

Describe systems used for tracking and managing design, processing submittals and shop drawings and construction administration responsibilities.

Describe the firm's design quality control program strategies.

Williamson Shriver Architects is a mid-sized firm but with a small-firm attitude of service to our clients. Principals Greg Martin, Ted Shriver, and Jason Shantie, are actively involved in all aspects of all the firm's projects from concept to completion. To ensure consistency of quality design, all planning and design concepts originate under the direct supervision of the partners.

Project Leadership

On this project, Greg Martin will be the Architect of Record and will directly oversee all design activities as well as be the main point of contact with the Owner under the supervision of Mr. Shriver. Mr. Martin will serve as Project Manager, and will be as-

signed with the responsibility to produce documents and specifications based upon the design as well as to coordinate all team member activities and contributions to the project.

For mechanical/electrical and structural engineering services on this project, Williamson Shriver Architects will team with two consulting firms specifically selected to provide the most comprehensive, highest quality specialty services relating to this project.

- Harper Engineering, a St. Albans, WV based consulting engineering firm who will provide HVAC, electrical, plumbing and fire protection design services.

At right: Exterior view of Williamson Shriver Architects office which was an adaptive re-use and complete renovation of an empty, non-descript retail structure on Charleston's West Side. The renovation project was completed in September of 2001.



Project Approach & Understanding

Continued

• CAS Structural Engineering, of Alum Creek, WV a consulting engineering firm that specializes in structural design services.

Design Schedule

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

Sustainable Design

Multiple members of Williamson Shriver Architects team are LEED Accredited Professionals with experience in a number of LEED Certified facilities, including Spring Mills Primary School in Berkeley County, West Virginia's first New Construction LEED Gold Building. Eastwood Elementary School in Monongalia County also received LEED Gold Certification in 2015. Our third project, Gilmer County Elementary School receiving LEED Silver Certification in 2020.

Whether or not LEED Certification is being sought, we believe that architects, engineers, designers have a duty to provide services in a sustainable manner - selecting materials and systems with respect to their impact upon environment as well as to minimize energy usage costs for our clients. Our team commits to bring this attitude to all aspects of this project.

The construction phase may be a small portion of an architect's fee, but this phase plays a huge role in our firm's success

Code Compliant Design

After development of the owner approved design, the project team will prepare closely coordinated construction drawings and final specifications detailing the quality levels for materials and systems needed for bidding and construction. The design team will also incorporate into the Construction Documents the design requirements of authorities having jurisdiction over the project, including but not limited to the Americans with Disabilities Act, applicable state and local building codes, ordinances, and standards, and any standards provided by the Owner. To enhance the coordination effort between the disciplines, all team members

will utilize AutoDesk Revit Building Information Modeling software in the preparation of these documents.

Contract Administration

The construction phase may be a small portion of an architect's fee, but this phase plays a large role in our success. After the commencement of construction, Jason Shantie will oversee the Contract Administration phase of the project, but Mr. Martin will attend progress meeting on a monthly basis. Mr. Shantie brings 11 years of experience from the being a Project Manager for a reputable construction company to our projects. During this phase, he will be assisted by numerous members of the design team.

Member(s) of the project team, including immediate decision makers, will be present on the project site at two-week intervals or as otherwise appropriate to ongoing construction activities. They will attend all construction progress meetings, will become generally familiar with the progress and quality of the work completed, and will determine that the work is generally being completed in accordance with the Contract Documents. On behalf of the Owner, we will reject any work not conforming with the intent of the Contract Documents.

Project Approach & Understanding

Continued

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

Construction phase submittals are processed in as expeditious a manner as possible. We utilize an electronic submittal log to assure that all members of the design team are kept aware of the status of submittals at all times, and that these documents, including pay applications, shop drawings, and other required submissions will not fall through the cracks

D.3 Quality Control

Cost Control

It is vitally important that the project budget, program and outcome expectations are compatible from the outset. Once the initial project budget and project scope is established and agreed upon, all future cost estimates and design decisions will be measured against that budget and program. As indicated herein, further cost evaluation will be performed at the completion of schematic and design development drawings, and at 75% completion of contract drawings. Between formal estimates, the design team is constantly evaluating design and materials/specification alternatives in an on-going

effort to achieve the project goals in a cost effective manner and to maximize the value of the funds available for the project.

Design Technology

All of our major consultants use Autodesk Revit, a Building Information Modeling (BIM) software product. As a result, BIM will be utilized throughout the design process. Well beyond traditional drafting software, BIM is a more holistic approach to building design and culminates in an electronic three-dimensional model of the building and contains 'intelligent' components. This product is not only a valuable production tool for the design team, but also offers several benefits to the Owner. For example, it's 'clash detection' capabilities offer better technical control of the coordination between work of multiple disciplines, reducing the number of potential change orders during construction. The software also allows for enhanced clarity of contract documents, and provides a potential facilities management benefit for clients through

the manipulation of the intelligent components contained within the model. Williamson Shriver Architects was among the first architectural firms in West Virginia to routinely utilize BIM software on our projects.

Quality Management

Williamson Shriver Architects is proud of our success rate for meeting tight project budgets with a low incidence of construction change orders. We believe that this success stems largely from the retention rate of our long-term staff and selection of consultants that are highly specialized in the type of project being designed.

We have several peer review steps in place to review Construction Documents prior to letting them out for bidding. These include a design partner coordination review, review by the Construction Administrator who has jobsite experience, and involvement of nearly all of our production staff in the preparation of technical specifications ...

At right: LEED Gold Certified Eastwood Elementary School in Morgantown WV featuring energy saving features such as a geothermal HVAC system and Insulated Concrete Form (ICF) wall systems. Eastwood is Williamson Shriver Architects' second LEED Gold school project.



Project Approach & Understanding Continued

whether or not they are otherwise working on the project ... to assure that the documents are reviewed by a “fresh set of eyes”. All of these steps taken together, eliminate most design errors before they make it out of our office.

As products and product applications are constantly changing, our staff and consultants are continually updated on new materials and methods of construction through both internal and outside seminars and programs.

Lastly, utilization of Building Information Modeling (BIM) software greatly reduces the potential for design errors. This is due in part to the integrated approach in which the software cross references information, as well as its potential for clash detection.



Personnel Experience

Provide a list of all key personnel that will be assigned to this project and describe the roll each will play

List key persons that will be assigned to this project that are Licensed Architects, Construction Administrators, LEED AP's per the U.S. Green Building Council, and who are experienced in the use of Building Information Modelling software.

List any proposed consultants, including key staff names and the experience and qualifications of these individuals or firms.

Name	Project Role	Years with Firm	Registration	CA Exp.	LEED Status	BIM Exp.
Greg Martin	Principal / Architect	14	Arch-WV	F/O		4
Ted Shriver	Principal / Qual. Control	38	Arch-WV	F/O	AP BD+C	2
Jason Shantie	Principal / Contr. Admin.	3	N/A	F/O		1
Dana Scarberry	Project Manager	32	N/A	O		4
Mary Pierson	Emerging Prof. / Designer	1	N/A	O	G.A	3
Catherine Wallace	Administrative Assistant	1	N/A	O		N/A
Carol Stevens	Structural Engineer	20	PE.- WV	F/O		2
Jason Harper	Partner/ Mechanical Eng.	14	PE.-WV	F/O		4
Mark King	Electrical Engineer	12	PE.-WV	F/O		4

See Organization Chart in Tab I for more information regarding division of personnel among team member firms. Resumes for these key persons can be found in Appendix 2.

Legend (CA Experience)

- F Field CA Experience
- O Office CA Experience

Legend (LEED Status)

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

Legend (BIM Experience)

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

Greg Martin

AIA / NCARB

Architect / Principal

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

In January 2021, Mr Martin stepped into the role of Principal with the firm while maintaining his roles of Project Architect / Project Manager. As Project Architect, he specializes in building design and production / coordination of construction documents for projects of all types and sizes.

Mr Martin's project portfolio with Williamson Shriver Architects is constantly growing with project ranging in size and scope such as additions and renovations, roof replacements, HVAC replacement and new constructions.

A few highlights include the LEED Silver Certified Gilmer County Elementary School, Ridgedale Elementary School Renovations, Leading Creek Elementary School, the Ronald McDonald House in Charleston, Charleston Fire Station No. 3 which re-opened to active duty August of 2018 and the South Charleston Fire Station #5 set to open in spring of 2022.

In addition to his professional career, Mr. Martin enjoys dabbling with wood working and other forms of construction.



Education:

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

Registration:

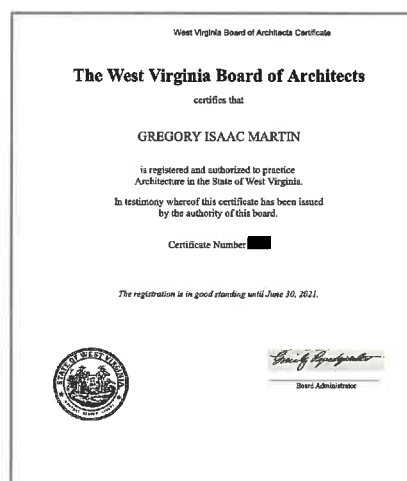
Architect, WV
NCARB Certified

Previous Employment:

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

Affiliations:

American Institute of Architects
AIA Member
American Institute of Architects WV
Chapter
Executive Committee Board Member
2021 - Present
Fairmont State University - PAC
Professional Accreditation
Committee for the Architecture
Program
2019 - Present



Ted A. Shriver
 AIA / LEED AP BD+C / REFP
 Architect / Principal



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

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

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

Mr. Shriver is active in the Association for Learning Environments (A4LE) especially in the Southeast Region. In 2003, he was one of the founding members of the West Virginia Chapter and served as their President from 2004-2007. He has also served as the Southeast Director since 2002.

Education:

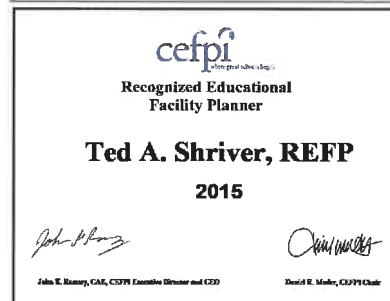
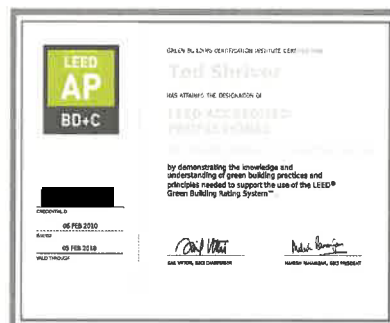
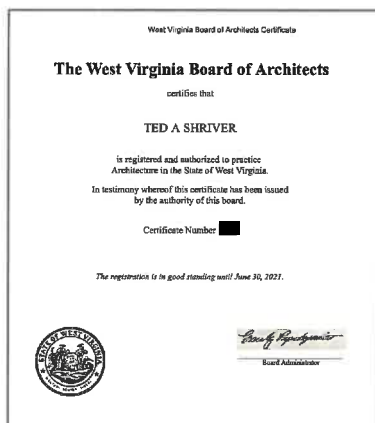
Fairmont State College, 1979
 A.S. Architectural Technology
 South Charleston High School 1977

Registration:

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

Affiliations:

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



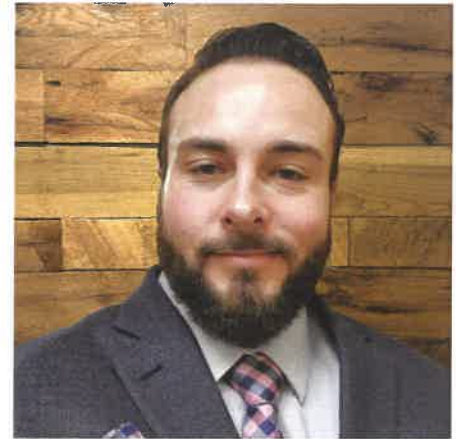
Jason J. Shantie

Contract Administrator / Principal

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

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

In January 2021, Mr. Shantie became a Principal with the firm while maintaining his role of Contract Administrator.



Education:

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

Certifications:

OSHA 10 Certification

Previous Employment:

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

Dana W. Scarberry

AIA Associate
Project Manager

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

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

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



Previous Employment:

Hoblitzell, Daley & McIntyre Architects
1978 - 1990

Walt S. Donat -- Architect
1975 - 1978

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associated Member

Experienced in:

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

Mary Pierson-Escalona

Emerging Professional / Designer

Mary Pierson-Escalona joined Williamson Shriver Architects as an intern in the summer and winter of 2021 while pursuing her bachelor's degree in Science of Architecture. After graduating with honors from Fairmont State University, she returned to work during the summer break as an Emerging Professional / Designer. She will be pursuing her Master of Architecture at Fairmont State University starting in the fall of 2022. During this time, she will continue to gain professional experience working remotely as a part time employee.

Ms. Pierson-Escalona has been introduced to many aspects of architectural work while working at Williamson Shriver Architects. She assists with schematic design and planning, presentation preparation, construction administration, graphic design, and general office duties.



Education:

Fairmont State University
B.S. Science of Architecture - 2022

Registration:

Green Building Certification Institute
LEED Green Associate

Affiliation:

United States Green Building Council



Catherine M. Wallace

Administrative Assistant

Catherine will serve as an administrative assistant for Williamson Shriver Architects. She has worked in various capacities for architecture firms and financial institutions over the past 25 years and will apply that experience and knowledge to the team. Her project based responsibilities include, but are not limited to, development of contracts / agreements, project manual assembly, specifications, assistance with the bidding process, processing of bonds and insurance, construction cost monitoring, construction phase submittals, applications for payment processing and project closeout documentation.

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

In addition to these project based responsibilities, she will assist with change orders and requests for information. She will also help the firm research and select future projects.



Education:

University of Georgia 1994
BFA, Interior Design
Parkersburg High School 1989

Previous Employment:

Aric Margolis Architecture
2015 - 2019
United Bank
2014 - 2015
FNB Private Banking
2003 - 2005



Experience

Mr. Harper brings 16 years of design experience to the firm. He has expertise with HVAC, electrical, plumbing, sprinkler and fire alarm system designs. His project include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Mr. Harper's role with the firm includes, but not limited to, office manager, project manager, draftsman, and Building Information Modeling coordinator. He oversees projects from the early design phase through construction administration to post construction. He assist the project architect and design team with valuable mechanical, electrical, and plumbing information early in the project to ensure the it is adequately designed to handle the client's needs.

Projects

HVAC Additions to Taylor County Middle School
Poca High School Elevator Addition
Chapmanville Intermediate School
Burch PK-8 School
Lewis County Transportation Facility
HVAC Renovations to Tucker County High School
South Preston PK8 School
Arnoldsburg Elementary School
Additions and Renovation to Geary School
Tunnelton Denver Elementary School
HVAC Systems Renovations to
Upshur County Elementary Schools
Additions and Renovations to Flinn Elementary



Registration/Professional Affiliations

Professional Engineer WV - [REDACTED]
American Society of Heating, Refrigeration and Air-
Conditioning Engineers - [REDACTED]
National Fire Protection Association - [REDACTED]

Education

West Virginia University Institute of Technology
Bachelor of Science - Mechanical Engineering



Experience

Mr. King brings 14 years of electrical design experience and over 11 years of electrical construction/maintenance experience to the firm. His project include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, government buildings, and industrial projects.

Mr. King's role with the firm includes, but not limited to, project manager, draftsman, specification writer and construction administration. He oversees projects from the early design phase to post construction. He assists the project architect and design team with valuable electrical information early in the project to ensure the it is adequately designed to handle the client's needs.

Projects

FedEx Freight - 32 Bay Expansion
Arnoldsburg Elementary School
Chapmanville Intermediate School
South Charleston Fire Station
Geary Elementary School
Holden Elementary School
Hurricane High School Batting Facility
Marshfork Elementary School
Tudor's/Gino's Restaurants (Various Location)
Additions and Renovations to Flinn Elementary



Registration/Professional Affiliations

Professional Engineer WV - [REDACTED]
Professional Engineer KY - [REDACTED]
Professional Engineer PA - [REDACTED]
Professional Engineer OH - [REDACTED]
Professional Engineer VA - [REDACTED]
Professional Engineer MI - [REDACTED]
Professional Engineer SC - [REDACTED]
Professional Engineer IN - [REDACTED]
West Virginia Master Electrician - [REDACTED]
American Society of Heating, Refrigeration and
Air-Conditioning Engineers - [REDACTED]
National Fire Protection Association - [REDACTED]

Education

West Virginia University Institute of Technology
Bachelor of Science - Electrical Engineering

Bluefield State College
Bachelors of Science - Computer Science



Carol A. Stevens, PE, F.ASCE

Structural Engineer

EDUCATION

West Virginia University, BSCE, 1984
Chi Epsilon National Civil Engineering Honorary
The Pennsylvania State University, ME Eng Sci, 1989

PROFESSIONAL REGISTRATION

P.E.	1990	Pennsylvania
P.E.	1991	West Virginia
P.E.	1994	Maryland
P.E.	2008	Ohio
P.E.	2010	Kentucky
P.E.	2013	Virginia

BACKGROUND SUMMARY

2001 – Present	President, Structural Engineer CAS Structural Engineering, Inc.
1999 – 2001	Structural Engineer Clingenpeel/McBrayer & Assoc, Inc.
1996 – 1999	Transportation Department Manager Structural Engineer Chapman Technical Group, Inc.
1995 – 1996	Structural Engineer Alpha Associates, Inc.
1988 – 1995	Structural Department Manager Structural Engineer NuTec Design Associates, Inc.
1982 – 1988	Engineer AAI Corporation, Inc.

PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers
National Society of Professional Engineers
American Concrete Institute
American Institute of Steel Construction
West Virginia University Department of Civil and
Environmental Engineering Advisory Committee
West Virginia University Institute of Technology
Department of Civil Engineering Advisory Committee

EXPERIENCE

West Virginia, State Capitol Complex, Holly Grove Mansion: Structural evaluation report for preliminary condition assessment of building structure. Building is on the National Register of Historic Places and was constructed in 1815.

West Virginia, State Capitol Complex, Main Capitol Building Parapet: Exploratory investigation of limestone/brick parapet/balustrade of Main Capitol Building to determine cause of movement/cracking/ leaks. Construction contract for repairs has been completed. Building is on the National Register of Historic Places and was constructed in the 1920's and 1930's.

West Virginia, Job's Temple: Structural repairs to 1860's log structure. Building is on the National Register of Historic Places.

West Virginia, Collett House Structural Repairs: Structural renovations of 1770's log and framed structure to stabilize foundation and make repairs to log wall and floor. Building is on the National Register of Historic Places.

West Virginia, First Presbyterian Church Restoration: Structural renovations of steel in lantern level and terra cotta cornice, overview of repairs to limestone and terra cotta façade of 1920's structure.

West Virginia, Hawks Nest State Park Lodge: Repairs to spandrel beams at roof level and analysis and repairs of structural cracks in staintower.

West Virginia, State Capitol Complex, Governor's Mansion: Structural analysis and design in addition to evaluation report for modifications and renovations to several areas of mansion. Building is on the National Register of Historic Places and was constructed in the 1920's.

West Virginia, Twin Falls Resort State Park Addition: Structural design for new addition to existing facility.

Higher Educational Design



Renovations to Jaynes Hall

Owner:
Fairmont State University
Dr. Mirta Martin
University President
Mr. Tom Tucker
Assistant VP of Facilities

Services provided in house:
Architectural design
Structural design

Services provided by consultant:
MEP Design - Tower Engineering

Other data:
Cost: \$1.7 Million
Completed: 2016

Description of Project:
This project included the complete replacement of the existing water source heat pump units and the associated pumps and piping of the outdated systems throughout the entire building, electrical upgrades for the new HVAC system, select replacement of the acoustical ceilings in the corridors and classrooms, and the full reconstruction of the pedestrian bridge on the north side of the building.

The challenge of this project was to complete the demolition and installation of the full scope of the project over the short summer break while the building was vacant.



Above: Early Demolition



Above: Near Completion

Design Experience - Roof Replacements



Roof Renewal of Hardway Hall and Hunt Haught Hall

Owner:
Fairmont State University
Dr. Mirta Martin
University President
Mrs. Stephanie DeGroot
Construction Manager

Services provided in house:
Architectural design

Other data:
Cost: \$714,300
Completed: Summer 2021

Description of Project:

The Hardway Hall scope consisted of the complete removal and replacement of the existing membrane roofing and protection of the existing stone parapet coping. To eliminate future water infiltration, the design required the existing stone parapet coping to be fully wrapped with metal fascia. Since this building is listed on the National Register of Historic Buildings, the team consulted the West Virginia Department of Art and Culture for approval to cover the stone coping which was the Owner preference.

The Hunt Haught Hall scope consisted of the complete removal and replacement of the existing membrane roofing. The challenge of this building was it is home to the science department and the roof consisted of many HVAC penetrations, exhaust fans, fume hood exhausts, observatory area and green house to work around.

Design Experience - HVAC

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

HVAC Replacement and Renovation Projects

Williamson Shriver Architects has extensive experience designing heating, ventilating, and air conditioning (HVAC) replacement and renovation project for school facilities. These include both stand-alone system replacement, where the HVAC system is the primary scope of construction work, as well as where the HVAC system work is contained within a much larger scope of renovation work. Descriptions of several of our most recent HVAC replacement projects are listed on this and the following pages along with contact information for our clients.

Capitol High School

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

Project Scope: Replacement of HVAC units and controls throughout the existing building.
Consultant: Harper Engineering
Estimated completion 2021

Taylor Co. Middle

Taylor County Schools
Dr. Christine Miller, Supt.
(304) 265-2497

Project Scope: Replacement of HVAC units and controls throughout the existing building.
Consultant: Harper Engineering
Completed 2018

Tucker Co. High

Tucker County Schools
Alicia Lambert Supt.
(304) 478-2771

Project Scope: Replacement of HVAC units and controls throughout the existing building.
Consultant: Harper Engineering
Completed 2016

Bridge Elementary

Kanawha County Schools
Chuck Smith, Exec. Director
(304) 348-6148

Project Scope: Installation of new rooftop HVAC units ductwork and controls throughout the existing building due to June 2016 flooding.
Consultant: Harper Engineering
Completed 2016

Calhoun Co. Middle High

Calhoun County Schools
Kelli Whytsell, Supt.
(304) 354-7011

Project Scope: Replacement HVAC system including ductwork and controls throughout the existing building.
Consultant: Tower Engineering
Completed 2017 (anticipated)

Gilmer High School

Gilmer County Schools
Patricia Lowther, Superintendent
(304) 462-7386

Project Scope: Replacement HVAC system including ductwork and controls in one wing of the existing building.
Consultant: Harper Engineering
Completed 2016

Webster County High

Webster County Schools
Mickel Bonnett, Maint. Director
(304) 847-5638

Project Scope: Complete renovation of existing science department; renovation of portion of vocational wing to convert to middle school classrooms; complete HVAC system replacement including ductwork and controls throughout renovated areas.
Consultant: Tower Engineering
Completed 2015

Design Experience - Roofing

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

Roofing Projects

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

Union Elementary School

Upshur County Schools
Tim Derico, Facilities Director
(304) 472-5480 x 1021
Completed 2021

Tucker Valley Elementary School

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

Capitol High School

Kanawaha County Schools
Chuck Smith, Exec. Director
(304) 348-6148
Completed 2021

Widmyer Elementary School

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

Glade Elementary School

Webster County Schools
Scott Cochran, Superintendent
(304) 847-5638
Completed 2021

Elkins High School

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

Ridgeldale Elementary School

Monogalia County Schools
Dr. Eddie Campbell, Superint.
(304) 291-9210
Completed 2020

Davis-Thomas Elementary School

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

Hodgesville Elementary School

Upshur County Schools
Tim Derico, Facilities Director
(304) 472-5480 x 1021
Completed 2020

Fred Eberle Career and Technical Center

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

Lewis County High School

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

Design Experience - Windows

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

Window Replacement Projects

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

Nitro Elementary

Kanawha County Schools
Chuck Smith, Exec. Director
Director of Facilities
(304) 348-6148
Completed 2015

Fred W. Eberle Career Center

Rebecca Call Bowers, Director
(304) 472-1259
Completed 2015

Martinsburg North Middle Renovations and Additions

Berkeley County Schools
Patrick Murphy, Superintendent
(304) 267-3514
Completed 2015

East Hardy High Renovations and Additions

Hardy County Schools
Sheena VanMeter, Supt.
(304) 530-2348
Completed 2015

Moorefield High Renovations and Additions

Hardy County Schools
Sheena VanMeter, Supt.
(304) 530-2348
Completed 2015

Poca Elementary / Middle Renovations and Additions

Putnam County Schools
John G. Hudson, Superintendent
(304) 586-0500
Completed 2014

Winfield Elementary Renovations and Additions

Putnam County Schools
John G. Hudson, Superintendent
(304) 586-0500
Completed 2014

Webster County High

Webster County Schools
Mike Bonnett, Maint. Director
(304) 847-5638
Completed 2014

South Branch Career & Technical Center Roofing / HVAC

Shelly Crites, Director
(304) 257-1331
Completed 2012

Moorefield Elementary Renovations

Hardy County Schools
Sheena VanMeter, Supt..
(304) 530-2348
Completed 2012

Calhoun Gilmer Career Ctr.

Bryan Sterns, Director
(304) 354-6151
Completed 2012

Scott-Teays Elementary Renovations and Additions

Putnam County Schools
John G. Hudson, Superintendent
(304) 586-0500
Completed 2010



PROJECTS

Plateau Regional Medical Center

Provided Mechanical, Electrical and Plumbing services for the Medical Center's steam boiler upgrade located in Oakhill, WV.

Greenbank Elementary/ Middle School

Provided Mechanical, Electrical, and Plumbing services for the elementary and middle school steam boiler upgrades located in Pocahontas County, WV.

Coco Boiler

Provided Mechanical, Electrical, and Plumbing services for the steam boiler upgrades for the Coco Compression Station located in Elkview, WV.

Harrison County Schools Boiler

Provided Mechanical, Electrical, and Plumbing services for replacing condensing boilers for two schools located in Harrison County, WV.

References

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

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

Mr. Andy Skidmore
City Manager
City of Hurricane
Hurricane, WV
(304) 562-1105

Mr. Rick Atkinson
City Manger
City of South Charleston
South Charleston, WV
(304) 744-5301

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

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

Mr. Glenn Jeffries
President/Owner
Cornerstone Interiors, Inc
Red House, WV
(304) 586-4700

Dr. Tom Williams
Superintendent
Kanawha County Schools
Charleston, WV
(304) 348-7732

Dr. Joetta Basile
Superintendent
Monroe County Schools
Union, WV
(304) 772-3094

Mr. Jeffrey Kelley
Superintendent
Lincoln County Schools
Hamlin, WV
(304) 824-3033

Mr. Arthur (AJ) Rogers
Superintendent
Webster County Schools
Webster Springs, WV
(304) 847-5638

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

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

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

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

4. AIA DOCUMENTS: All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein. The terms and conditions of this document shall prevail over anything contained in the AIA Documents or the Supplementary Conditions.

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

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

(Printed Name and Title) Greg Martin, President

(Address) 717 Bigley Avenue, Charleston, WV 25302

(Phone Number) / (Fax Number) 304.345.1060 304.345.3693

(email address) gmartin@wsgarch.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Williamson Shriver Architects, Inc.

(Company)

(Signature of Authorized Representative)

Greg Martin, President 1/30/2023

(Printed Name and Title of Authorized Representative) (Date)

304.345.1060 304-345-3693

(Phone Number) (Fax Number)

gmartin@wsgarch.com

(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI GSD2300000004

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

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

Addendum Numbers Received:
(Check the box next to each addendum received)

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

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

Williamson Shriver Architects, Inc

Company



Authorized Signature

01/30/2023

Date

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

TRANSMITTAL

TO: Ms. Melissa Pettrey, Bid Clerk
Department of Administration
Purchasing Division,
2019 Washington Street East
Charleston, WV 25305

FROM: Greg Martin – AIA - NCARB

RE: Statement of Qualifications for Architectural/Engineering Design Services for
Bldg. 37 Window, HVAC, Roof and Envelope Upgrade Project for the
West Virginia Department of Administration
Solicitation Number: CEOI 0211 GSD2300000004

DATE: January 31, 2023

Please find our two (2) hard copies of the Williamson Shriver Architects' Statement of Qualifications for the above referenced project.

If you have any questions, please call.

gim/

Enclosure

Statement of Qualification – printed copy