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Header @ 1

[List View](#)

General Information [Contact](#) [Default Values](#) [Discount](#) [Document Information](#) [Clarification Request](#)

Procurement Folder: 1131449

Procurement Type: Central Contract - Fixed Amt

Vendor ID: 000000201753

Legal Name: ALPHA ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 11/30/2022

Response Time: 11:21

Responded By User ID: Molly Miller

First Name: Molly

Last Name: Miller

Email: molly.miller@thinkalphafirst.c

Phone: 3042968216

SO Doc Code: CEOI

SO Dept: 0310

SO Doc ID: DNR2300000003

Published Date: 11/7/22

Close Date: 11/30/22

Close Time: 13:30

Status: Closed

Solicitation Description: A&E - DNR Law Enforcement New Boat Dock Parkersburg

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: 1131449
Solicitation Description: A&E - DNR Law Enforcement New Boat Dock Parkersburg
Proc Type: Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2022-11-30 13:30	SR 0310 ESR11302200000002583	1

VENDOR
000000201753
ALPHA ASSOCIATES INC

Solicitation Number: CEOI 0310 DNR2300000003
Total Bid: 0
Response Date: 2022-11-30
Response Time: 11:21:32
Comments:

FOR INFORMATION CONTACT THE BUYER
Joseph E Hager III
(304) 558-2306
joseph.e.hageriii@wv.gov

Vendor
Signature X **FEIN#** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Civil engineering				0.00

Comm Code	Manufacturer	Specification	Model #
81101500			

Commodity Line Comments:

Extended Description:

New Law Enforcement Boat Dock along the Little Kanawha River at Parkersburg, WV.



EXPRESSION OF INTEREST

ARCHITECTURAL/ENGINEERING SERVICES

DNR LAW ENFORCEMENT NEW BOAT DOCK - PARKERSBURG

CEOI 0310 DNR2300000003

Public Notice Date: November 7, 2022

Submission Date: November 30, 2022



CONTACT

Address

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



Phone & Fax

Phone: 304-296-8216
Fax: 304-296-8245

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: 1131449

Doc Description: A&E - DNR Law Enforcement New Boat Dock Parkersburg

Reason for Modification:

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2022-11-07	2022-11-30 13:30	CEOI 0310 DNR2300000003	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 :

Street : 209 Prairie Avenue

City : Morgantown

State : WV

Country : US

Zip : 26505

Principal Contact : Rick 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#

DATE 11/30/2022

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.

(Printed Name and Title) Richard A. Colebank, President #100
(Address) 209 Prairie Ave, Morgantown, WV 26501
(Phone Number) / (Fax Number) 304-296-8216 - 304-296-8216
(email address) rick.colebank@thinkalphafirst.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.

Alpha Associates, Incorporated
(Company)
[Signature]
(Signature of Authorized Representative)
Richard A. Colebank, President #100, 11-30-22
(Printed Name and Title of Authorized Representative) (Date)
304-296-8216
(Phone Number) (Fax Number)
rick.colebank@thinkalphafirst.com
(Email Address)

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, Inc.

Company

[Signature] Price \$600

Authorized Signature

11-30-22

Date

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

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November 30, 2022

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

Attn: Joseph Hager

RE: CEOI 0310 DNR2300000003 A&E – DNR Law Enforcement New Boat Dock

Dear Mr. Hager,

Alpha Associates, Incorporated is pleased to submit our qualifications to provide architectural and engineering services for the new DNR Law Enforcement Boat Dock in Parkersburg, WV. Our experience and our highly skilled staff make us the perfect partnering firm on this upcoming project.

Since 1969, Alpha has provided engineering services throughout the State of West Virginia from our locations in Morgantown and Martinsburg. Services for your project will be provided from our Morgantown Office. We have worked with many local, state and federal government entities on numerous projects of varying sizes and types.

Design Team

Alpha is a West Virginia owned and operated engineering firm with a more than 52-year history throughout the State of West Virginia. 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.

Project Understanding

The WV DNR is seeking architectural and engineering services for a new Law Enforcement Boat Dock located in Wood County, WV.

Summary

The Alpha Team is looking forward to building a successful relationship with the WV DNR and the State of West Virginia by providing excellent service at affordable costs. Our dedicated team of professionals will make your project a priority. If you would like to further discuss this upcoming project, please contact me at (304) 296-8216 ext. 102.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED



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 Avenue
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
Construction Administration

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. Our work is diverse and includes clients in commercial, educational and government facilities, developers and private organizations.

Since 1969, Alpha has provided architectural and engineering design services throughout the state of West Virginia. We have worked with many local, state and federal government entities on numerous projects of varying sizes and types. Our team of engineering professionals has recent, relevant experience in the preparation of civil/site plans and infrastructure planning and design. In this proposal, you will find examples that showcase the Alpha Team's exceptional project experience on similar types of projects.

Alpha had 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 to 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 the projects from the earliest stages right through the 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 administration 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.



KEY PERSONNEL.

TO BE ASSIGNED TO YOUR PROJECT

All work performed for the DNR Law Enforcement New Boat Dock 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 you with any potential project need.



Richard A. Colebank
PE, President & COO
Principal in Charge



Rebecca Key
AIA, LEED AP Director
of Architecture



Charles Branch PE,
Senior Principal
Senior Civil Engineer



Charles Luttrell
PE, Senior Principal
Senior Structural Engineer



Matthew 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 Associate
Architectural
Designer

Todd Lewis
AIA Associate
Architectural
Technician

Alex Hail
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

Molly Miller
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 budgets. 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 regards to funds at the time. Alpha utilizes a number of tools, both traditional and modern to exceed our client's 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 had 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 that had a construction cost in excess of \$20 million.

Successful Project management depends on consensus regarding work efforts, milestones and goals. The team had 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 negotiates, available fee, and 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 the 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 your project. 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 you with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations for your project 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 of 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:

- AutoCAD22
- 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; Charles 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. BRANCH

PE; SENIOR PRINCIPAL & CIVIL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ chuck.branch@thinkalphafirst.com

EMPLOYMENT HISTORY

1992-Current | Alpha Associates, Inc.

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

EDUCATION

West Virginia University
Bachelor- Civil Engineering; 2000

Fairmont State College
Bachelor- Architectural Engineering
Technology; 1988

QUALIFICATIONS

License: Professional Engineer;
West Virginia

AFFILIATIONS

WV Society of Professional Engineers
National Society of Professional Engineers

SUMMARY

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

PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Civil Engineer/Project Manager:

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



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

CHARLES B. LUTTRELL

PE; SR. PRINCIPAL & STRUCTURAL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ charlie.luttrell@thinkalphafirst.com

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 Broaddus 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

2016-Current | Alpha Associates, Inc.
2010-2015 | Echard ingenieurBüro
2006-2009 | Buro Happold Consulting Engineers
2003-2006 | Risa Technologies, Inc.
200-2003 | 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

MATTHEW T. ECHARD

PE; PRINCIPAL & STRUCTURAL ENGINEER



304-296-8216 | 800-640-8216

matthew.echard@thinkalphafirst.com

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 the United States, Europe, and the Mid-West, Mr. Echard returned to West Virginia to provide world-class service in a historically unreserved region while making positive contributions to his home state. Mr. Echard places a large value on 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 & Forensics
- Design Management
- Construction Optimization
- New Business & Client Development

Current research area(s):

- Next-generation sustainability strategies in design and construction

PROFESSIONAL HIGHLIGHTS

Pedestrian Bridges:

- Coopers Rock Overlook Bridge Replacement; Monongalia Co., WV
- Deckers Creek Rail-Trail, Greenmont Pedestrian Bridge; Morgantown, WV
- Harvard Allston Science Complex (HASC); *Harvard University*, Allston, Boston, MA*
- Pedestrian Bridges & Wintergardens

Buildings:

- Burj Daman (60 stories); DIFC, Dubai, UAE*
- Columbus Center Parcel 16 (34 stories); Boston, MA*
- Continuities of the Incomplete, *Museum of Modern Art (MOMA)*; Los Angeles, CA*
- Falmouth High School Renovations and New Gymnasium; Falmouth, MA*
- HASC Building 1 (8 stories); *Harvard University*, Allston, Boston, MA*
- Herb Alpert Educational Village, Capshaw-Spielberg Center for Educational Justice, Performing Arts and Leadership Center; Santa Monica, CA*
- Hotel America (55 stories); Dubai, UAE*
- King Abdullah Financial District (KAFFD); Riyadh, Saudi Arabia*
Parcels 2.09, 2.14 (26 stories), and 4.07/4.08 (40 stories)
- Logan Airport Central Parking Garage and Expansion; Boston, MA*
- ND Paper Hydrapulper Expansion, Fairmont, WV
- TAJ Mall; Abdoun, Amman, Jordan*
- UCLA Sproul Hall, Cove & Landing Residences (8 stories); Westwood, Los Angeles, CA*
- WVDOH District 7 Multi-purpose and Lab Buildings; Roanoke, WV

*project experience at previous firm

TYGART LAKE STATE PARK

Grafton, WV; 2019



At a Glance:

CLIENT: WVDNR LOCATION:
OGrafton, WV COMPLETION DATE:
2019 SIZE: 7.5 Acres
CONSTRUCTION COST: \$2 Million

Project Contact:

Brad Leslie
324 4th Ave.
South Charleston, WV 25303
304-558-2764

The project at Tygart Lake was designed to greatly improve the existing boating facilities. The two existing ramps were widened and lengthened to better access the lake and extend the boating season.

Parking lot circulation was expanded to allow better access and the small existing gravel lot was enlarged to accommodate 110 parked vehicles and trailers.

Overall the project has greatly improved the recreational opportunities for the public and provided an efficient, effective boating facility.



WEST VIRGINIA UNIVERSITY ALUMNI CENTER PARKING

Morgantown, WV; 2008



At a Glance:

CLIENT: WV Alumni Association
LOCATION: Morgantown, WV
COMPLETION DATE: 2008
SIZE: 200 Spaces
CONSTRUCTION COST: \$997,000

Project Contact:

Paul Hanko
P.O. Box 4269
Morgantown, WV 26504
304-293-4731

Alpha Associates provided surveying, civil engineering and construction administration services for the West Virginia University Alumni Center Parking Lots Project. This project provided 200 controlled access, paved parking spaces adjacent to the new WVU Alumni Center, lighting, storm water controls, and other related appurtenances.

Alpha's civil engineering components included: building demolition, site grading, storm water management, utility design, and storm drain design. Alpha coordinated the project with the Morgantown Utility Board, the City of Morgantown, and all local utility companies.

Also included in this construction package was the demolition of two existing apartment buildings. Alpha provided engineering for the removal of the buildings and coordination of environmental remediation services.



MONONGALIA COUNTY SHERIFF'S BUILDING

Morgantown, WV; 2011



At a Glance:

CLIENT: Mon County Commission
LOCATION: Morgantown, WV
COMPLETION DATE: 2011
SIZE: 31,655 Square Feet
CONSTRUCTION COST: \$7.9 Million

Project Contact:

Sheriff Al Kisner
116 Walnut Street
Morgantown, WV 26506
304-291-7290

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for this new building that houses offices for the Monongalia Sheriff's Department and other county agencies.

Site constraints and adjacent overhead structures made the development and construction of the project very challenging.

The ground floor includes the sheriff's department, evidence room and several bailiff rooms. The remaining floors are designed to house flexible office space.

Restricted access, combined with a high level of security, both passive and active systems were part of the design program.



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

Ranson, WV; 2010



At a Glance:

CLIENT: Jefferson County Ambulance Authority
LOCATION: Ranson, WV
COMPLETION DATE: 2010
SIZE: 6,750 Square Feet
CONSTRUCTION COST: \$1.2 Million

Project Contact:

Pete Kelley
419 Sixteenth Avenue
Ranson, WV 25438
304-728-3287

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for a new Operations Center for the Jefferson County Ambulance Authority.

The building contains:

- Three (3) vehicle Bays
- Sleeping Quarters
- Training Room
- Office Spaces

The building was designed to blend into the surrounding development and to have a civic presence.



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*

*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:*

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



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

Richard A. Colebank

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

Registration Number [REDACTED]

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



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

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Frank L. Gaddy

Secretary: Kenneth H. Means
By: M. A. P. Jickles President: 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 Pearson Secretary.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

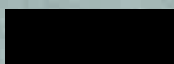
To all to whom these presents shall come, Greeting.

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. 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 13th 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

Ed. Rickhoff

By

Frank D. Goddy

L. J. Burns, Jr.

[Signature]

[Signature]



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

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

Garwick
Lund
L. J. [unclear]

Frank H. Naddy

Wm. J. [unclear]



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

Leonard D. Turner, Jr.

Richard E. Dlyns

Bhajan S. Saha

William E. Piersen

[Signature]

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