

September 7, 2022

STATEMENT OF QUALIFICATIONS  
for Architectural / Engineering Services

Renovations / Repairs to the  
**BRAMWELL DEPOT**



E.T. BOGGESS ARCHITECT, INC.  
HARPER ENGINEERING





■ Mr. Toby L. Welch  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

■ September 2, 2022

Dear Mr. Welch:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess Architect, Inc. team is pleased to submit information regarding our experience. We will assist you with the inspections, evaluations and design for repairs to the metal roof and exterior of the building and HVAC system at the Bramwell Train Depot. Our team will work with the State of WV, the National Coal Heritage Area Authority, and local representatives to ensure that everyone's vision for renovations is achieved.

I was the architect for the original design of the Coal Heritage Interpretation Center / Bramwell Train Depot and will be your architect for any necessary renovations to the twenty-year old building. Our team is very familiar with similar projects, including roof replacements, exterior renovations and HVAC improvements, along with possible issues that could arise during the replacement process. We understand and appreciate the challenges that state agencies face and believe we offer the service, knowledge and experience you will need to successfully accomplish all the proposed projects with as little disruption to the daily operations of the Coal Heritage Museum.

ETB emphasizes a client-centered design approach, incorporating mutually defined project objectives. Through this focus, we can assure the State of West Virginia and the National Coal Heritage Area Authority that project needs and issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and with a passion towards project success.

We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Todd Boggess'.

Todd Boggess, AIA, NCARB, Architect  
President/CEO

Cover Letter

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## INTRODUCTION

E. T. Boggess Architect, Inc. was established in Princeton, West Virginia, by Ted Boggess in 1966. ETB has been a successful architectural firm primarily because of a **team approach** and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full-time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/apprentice and, ultimately, partners was both exciting and rewarding and ETB continues to flourish and evolve under Todd's direction.



ETB strives to deliver the highest level of project management, service, and design. Our approach is client and site specific, and questions conventional assumptions. The greatest testament to the success of ETB's work goes beyond the organizational, operation and business stewardship we provide; it is in our enduring client relationships. We feel that it is important to maintain close client contact so we can respond to your needs and questions, as well as address any situations that may arise in a timely manner. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

## TEAMWORK

Our projects and design services are dependent on both our abilities as architects and our commitment to perform and implement a set of standards in order to create a design that responds to the needs of our client. In house, ETB actually functions as a team of consultants with individual strengths and abilities emphasized by each employee's role within the team. Our talented staff is ready to accommodate the needs of your project and ensure the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

Throughout our state, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the Office of the State Fire Marshal in Charleston at regular intervals during the design process, as well as on-site inspections during construction.

## WORKLOADS

A component of our management approach is the development of an individual strategy for each project, focused on the specific problems to be solved. This strategy considers the staff members assigned to the project, the scheduling and duration of work phases, the use of special consultants or specialized studies. Our Project Management Plan (PMP) will document key management and oversight tasks and is updated throughout the project as changes occur. The plan will include a definition of your program goals, technical requirements, schedules, resources, budgets, and management programs. Once we gain a better understanding of your scheduling targets, we will be able to determine exactly what resources we will need to dedicate to the project. Regardless of the schedule, we are confident that our manpower and skill level will remain more than adequate, even in the early, labor intensive phases. Our projected workloads and the depth of personnel available are such that staffing projects of this size and complexity will have no adverse impact on any current or future projects in our office.

Our MEP consultant for this project will be **Harper Engineering**. Harper Engineering was founded in 2008 to provide innovative engineering design services to architects, owners and contractors throughout the State of West Virginia. They possess the talent and resources to provide quality mechanical, electrical, and plumbing design. Their staff utilizes the latest Building Information Modeling (BIM) software to provide the accurate system design with minimal change orders during construction. Their goal is to design optimized systems that meet all of the client's performance, energy use, and budgetary needs. The staff at Harper Engineering includes highly trained and skilled professionals and their designs meet the 21st century standards of indoor air-quality, energy use, and fire safety. Their experience includes government, military, K-12 schools, hospitals, offices, airports, manufacturing, and water treatment plants.

## EXPERIENCE

ETB designed the Bramwell Depot over 20 years ago. The design was based on the original train depot that served Bramwell during the 1900s. This project has been very successful and serves as a major attraction for former residents, history buffs, and outdoor enthusiasts utilizing the nearby Hatfield-McCoy ATV Trails.

ETB has a great deal of experience with government and other civic facilities, both new and renovations. While the Bramwell Depot is not a historical building, the design was based on an iconic historic structure and many of the elements are historical in nature. We understand the unique requirements associated with these renovations and the importance of being prepared for any surprises that may be encountered. In recent years, ETB has worked on a number of renovations for various governmental agencies in our area that has involved window replacements and HVAC system upgrades, including, most recently, the WVARNG Clarksburg Armory.

One of our historic renovation/adaptive re-use projects, the Princeton Public Library, received the WVAIA's Honor Award. The project involved transforming the vacant former USPO into a vital downtown center of activity. The interior renovations included a total re-design, while preserving some of the historical architectural details. New MEP systems were installed and existing windows were either restored or replaced. The exterior renovations included a thorough cleaning of the limestone and the creation of code compliant access to the building. Many interesting details were uncovered and incorporated into the design, including a skylight that had been hidden during a previous renovation. Additional renovations have been accomplished with emphasis on energy upgrades, access, and security for the Mercer County Courthouse and the Mercer County War Memorial Building. ETB has also accomplished several "face-lifts" for the exterior of commercial buildings throughout our state.

The following list includes recent renovation projects that have involved renovations/restorations and/or HVAC upgrades as part of the scope of work:

- **Greenbrier County Convention and Visitors Center**, Lewisburg
- **WVARNG Coonskin**, Charleston
- **Princeton Municipal Complex**, Princeton
- **SWVHS Medical Clinic**, Man
- **Princeton Library Adaptive Re-use**, Princeton
- **Arts & Sciences Building** for New River Community & Technical College, Lewisburg
- **Greenbrier West High School**, Charmco
- **Oakvale Elementary School**, Oakvale
- **Mercer County Courthouse**, Princeton
- **Mercer County War Memorial Building**, Princeton
- **Mason County Prosecuting Attorney Office Renovations**, Point Pleasant
- **Monroe County WV Extension Office Renovations**, Union
- **Rahall Business & Technology Center Upgrades**, Maxwelton
- **The Railyard and Clover Club**, Bluefield
- **Cole Used Cars**, Green Valley
- **Raleigh County Academy Careers & Technical Center** Exterior Window & Door Replacement, Beckley
- **WVARNG Clarksburg Armory**, Window and HVAC Upgrades



*Former US Post Office  
Princeton  
Before  
Restoration*

## Exterior Renovations at Princeton Public Library



### PHILOSOPHY

**Communication, collaboration, and consensus** are the three elements we feel are essential to the planning, design and building process. Our goal is to develop a "*partnership*" with our clients – a relationship that includes a long-term commitment, trust, and shared vision. ETB also believes architectural design should be an *interactive process*. We work closely with you to identify and define all your project goals, objectives, functions, responsibilities, and relationships. This interactive approach enables us to develop facilities that meet your requirements, as well as being aesthetically distinctive. Design cannot be mass produced or provided in a "cookie cutter" fashion, it must be developed from scratch with the unique attributes of each individual project in mind. Our approach is not only about our ideas . . . it is about *you and your ideas*.

We believe that our standard approach allows us to better address your specific project. We **look** at what you have (evaluation), **listen** to what you need (interactive programming), and then provide **designs** that address the needs specifically for each building. The integrated design process, which we have always implemented, seeks input from the owner(s), the employees who will be working in the building and the maintenance personnel who will be maintaining the facility. The success of many of our projects is a direct result of the information and ideas discussed during the initial planning and programming meetings.

## QUALITY MEASURES

**The Integrated Design Process** is our process of design in which the owners, users and the ETB team (architects and engineers) are all integral team members. This integrated process and the implementation of high performance design requires both efficiency and innovation. In our role with this team as the design leader and project organizer, ETB will be responsible for coordinating and orchestrating the work of our in-house architects with your representatives throughout the planning, programming, design, documentation, and administrative functions of the project.

Your project will be completed by emphasizing the following activities:

- **Understanding goals.** We develop a plan for identifying and prioritizing individual goals as a means for addressing the overall project.
- **Brainstorming ideas.** We investigate opportunities for greater service through value engineering, strategic partnering, or an alternative delivery method.
- **Assuring timelines.** We generate a management plan to fulfill deliverables and meet milestones on schedule.
- **Maintaining client contact.** We are accessible, convenient, and committed to success from the beginning through the design process, and after completion.
- **Inviting performance feedback.** We involve all team members and clients in project evaluation at closeout and determine how well time, cost, and design goals were met.

**Project Management** - Our project managers provide efficient leadership managing the team dynamics, budget, schedule, and the flow of information. The project manager's role also includes assisting the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination. The effective implementation of your goals and objectives will be realized through frequent and consistent collaboration among all the design disciplines.

ETB understands the importance of ensuring that all schedules and budgets are met. Our strength is in the delivery of appropriate and analytical solutions for complex buildings in strict conformance with budget and time constraints. The process begins with the development of the project schedule with input from each stakeholder engaged in the process. Accelerated schedules require even more dedication to benchmarks and deadlines, identifying production problems early and making the necessary adjustments before issues become too great to be effectively managed. Completing projects on time requires effective schedule management and a commitment of the entire project team.

**Cost Management** - We believe that the management of costs and/or risks begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions which support the different services provided for your citizens. We also believe that the evaluation of cost must extend beyond the costs of construction, and consider the costs of operations, human resources, energy and sustainability.

**Quality Control** - Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled through a third-party agency. Quality control should flow seamlessly from one phase to another. The "partnership" we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project's best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality.

ETB normally follows the plan as outlined below:

- Keep the lines of communication open and consistent between all team members
- Share lessons learned from recent similar projects, include value engineering
- In-house reviews to address issues with constructability and budget restraints
- Utilize past experiences related to construction administration
- Provide post construction administration services to be utilized on future projects

**Quality Assurance** - We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client's needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction. To that end, we have set the following goals for ourselves:

- Promote teamwork
- Quality management throughout entire project – *Website*
- Prompt response to client's requests – *Availability*
- Creation of quality construction documents – *Purpose Driven*
- Error *prevention*, not error catching – *Standard Practices*
- Personal pride in our work – *Motivation*
- Education and Training in-house (staff mentoring) – *Continuing Education*
- Go the extra mile whenever necessary – *Service Oriented*

## APPROACH

Our approach to the repairs to the metal roof and exterior of the Bramwell Depot, as well as the HVAC system evaluation will begin with a thorough examination of the existing conditions. ETB will inspect and evaluate the specific issues, as well as determine if any additional items have been impacted and will need to be addressed. It will be important to determine whether exterior features, especially the metal roof, have created a problem on the interior.

We understand that no two projects are the same. Therefore, we feel that the typical approach to bid documents should evolve to meet the needs of each project. This is evident in our most recent project for the West Virginia Army National Guard. In 2014, we were tasked with preparing bid documents for exterior renovations to their facility at Coonskin. The scope of work included a variety of metal coping restoration, window replacement, painting and four bid alternates, distributed across four conjoined buildings. In order to accurately and clearly convey the scope to the contractors, we abandoned the conventional black and white plans in favor of a 3D, color virtual building model of the entire complex.

## SPECIFIC TASKS

ETB will provide the services needed in the phases or steps shown below. As mentioned previously, we utilize an interactive design approach. We will therefore be coordinating our activities with the National Coal Heritage Area Authority and any other designated representatives in order to understand and address specific project needs.

### Investigation and Evaluation Phase:

- Upon receipt of Notice to Proceed, ETB will review all available original plans, specifications and other relevant data documenting existing systems and structures.
- Conduct a thorough evaluation and inspection of the existing roof, exterior building and HVAC system.
- Perform engineering analysis to establish roof and structural system design criteria including structural loading/uplift capacities, thermal resistance ratings, drainage capacities and other relevant data for evaluation of a new metal roof.
- Meet with representatives from the National Coal Heritage Area Authority to present and discuss preliminary findings, including preliminary budget projections and design criteria.

### Preliminary Design Phase:

- Prepare preliminary design drawings, targeting all areas of work that will be affected
- Prepare Outline Specifications and Preliminary Estimate of Probable Construction Costs.
- Discuss phasing opportunities and scheduling.
- Meet with representatives from the National Coal Heritage Area Authority to review preliminary design drawings, proposed scope of work, proposed system product selections and alternatives, and Preliminary Estimate of Probable Construction Cost.

**Construction Document Phase:**

- Prepare Construction Documents including detailed drawings and specifications commensurate with established scope of work.
- Review/establish budget and contingency and establish Final Construction Phase Schedule (bidding and award).
- Prioritize proposed repairs and/or replacements.
- Assist with coordination/preparation of non-technical provisions of the contract documents. (Bid Advertisement, safety/security compliance, temporary facilities, utility access, etc.)
- Meet with representatives from the National Coal Heritage Area Authority as necessary to review progress, discuss proposed design and budget refinements, value engineering proposals and other general coordination issues.

**Bidding and Construction Contract Administration Phase:**

ETB will provide general administrative assistance during the Bidding and Construction Contract Administration Phases including:

- Distribution of Bid Documents
- Attendance at pre-bid meeting
- Preparation of addenda
- Review of bids
- Prepare AIA Contract for construction
- Review of contractor submittals and shop drawings
- Review/approval of contractor's applications for payment
- Review/response to RFI and construction change order requests.
- Regular on-site Construction observation and reporting
- Assistance/coordination with governmental/ regulatory agencies
- Preparation of project punch list
- Review of project close-out documents/compliance

## Renovations

- **Princeton Library**, Princeton  
Renovations to the historic former USPO building to accommodate public library. Included window restoration and/or replacement, as necessary. Winner of WV AIA 2012 Honor Award for Renovation Project
- **Greenbrier County Convention & Visitors Center**, Lewisburg  
Adaptive re-use of a former departments store included interior renovations to accommodate public spaces, offices, and conference room. Exterior "facelift" included new windows, awnings, roof and exterior lighting.
- **WVARNG Coonskin**, Charleston  
General exterior façade updates/renovations and upgrades. Included new window system and the restoring of original metal cornice.
- **Arts & Sciences Building** for New River Community & Technical College, Lewisburg  
Renovations to former DOH offices to accommodate the growing needs of a C&TC campus. Included window replacements.
- **Mercer County Courthouse**, Princeton  
Renovations to the historic courthouse to improve energy efficiency. Included window joint sealant replacement.
- **Mercer County War Memorial Building**, Princeton  
Renovations to the historic Memorial Building to improve energy efficiency. Included window replacement selected to complement the time period.
- **Greenbrier West High School**, Charmco  
Renovations, including window replacement, to improve energy efficiency and provide connecting walkways to multiple classroom buildings.
- **Oakvale Elementary School**, Oakvale  
Demolition of majority of existing school along with a major new addition. Renovation of original gym included new windows.
- **The Railyard and Clover Club**, Bluefield  
Renovations to the historic former AEP building to accommodate a restaurant and concert/public gathering hall. Ongoing renovations coordinated with historic tax credit program. Included window restoration/replacement to satisfy NPS guidelines.
- **Cole Used Cars**, Green Valley  
Exterior renovations to existing car dealership, including façade and window replacement.

## COAL HERITAGE TRAIL INTERPRETATION CENTER

Bramwell, WV

### PROJECT DETAILS

owner/district:  
Bramwell Development Authority

year:  
2003

The Coal Trail Interpretation Center was patterned after the original N&W train station that was located on the same site during the early 1900s (black & white image shown below).

An open courtyard provides the entrance to the center. The layout includes a lobby, interpretive display area for coal artifacts with audio/visual presentations, information center, gift shop and restrooms. An elevated, covered walk-way, reminiscent of a train passenger loading dock, leads along the courtyard to an authentic N&W railroad car.



## COAL HERITAGE TRAIL INTERPRETATION CENTER

Bramwell, WV

### PROJECT DETAILS

owner/district:  
Bramwell Development Authority

year:  
2003

The Coal Trail Interpretation Center was patterned after the original N&W train station that was located on the same site during the early 1900s .

The layout includes a lobby, interpretive display area for coal artifacts with audio/visual presentations, information center, gift shop and restrooms.

An elevated, covered walk-way, reminiscent of a train passenger loading dock, leads along the courtyard to an authentic N&W railroad car.



## RAILROAD MUSEUM

Princeton, WV

### PROJECT DETAILS

owner/district:  
City of Princeton

year:  
2006

size:  
12,000 sf (Two Story)

Princeton, as we know it today, began with the coming of the Virginia Railroad early in the twentieth century. The first commercial district literally rose from the railroad tracks up to East Mercer Street where a half dozen buildings still stand.

This recreation of the original railroad station (shown below) commemorates the history of the railroad in our area and provides visitors with an understanding of the impact the railroad had on our town.



## PRINCETON PUBLIC LIBRARY

Princeton, WV



### PROJECT DETAILS

owner/district:  
City of Princeton

year:  
2010

size:  
13,331 sf (Two Story)

This renovation/adaptive re-use project involved a total interior renovation and exterior restoration that transformed the abandoned former USPO building into a new focal point for Mercer Street. In addition to providing much needed space for books, this design enabled the library to have designated spaces for audio/visual, and an exclusive West Virginia Room. Activities associated with the operation of the library are easily maintained from the custom designed control desk. Rooms in the basement are dedicated to three specific age groups, and include an open computer area. Public meeting /conference rooms with state-of-the-art technology equipment are also located on the lower basement level.



## PRINCETON PUBLIC LIBRARY

Princeton, WV

### PROJECT DETAILS

owner/district:  
City of Princeton

year:  
2010

size:  
13,331 sf (Two Story)

The exterior renovation work involved the restoration of the cut stone and brick, total roof replacement, improved access, and a combination of window restoration and replacement. During the demolition phase, the original sky-light was uncovered and, along with the prominent re-stored windows, brought a great deal of natural light into the spaces.



## GREENBRIER COUNTY CONVENTION & VISITORS CENTER

Lewisburg, WV



### PROJECT DETAILS

owner/district:  
Greenbrier CCVC

year:  
2010

size:  
16,800 sf

The design and renovations to the former Yard's Building allowed the adaptive re-use of a former department store in order to serve as a convention and visitors center. The lower level contains a conference room for public meetings and a large, open floor plan showcases an information desk, displays, kiosks, and computers for use by visitors. The upper level design provided new office space for the Chamber of Commerce, the Development Authority, and two additional rentable units.

The exterior "facelift" included the installation of new windows, awnings, roof and exterior lighting.



## LIBERTY STATION LODGE & TAVERN

Bramwell, WV

### PROJECT DETAILS

owner/district:  
Private Developer

year:  
2019

details:

ETB provided graphic imagery and preliminary floor plans to the developer to assist in obtaining funding and support for the renovation project.

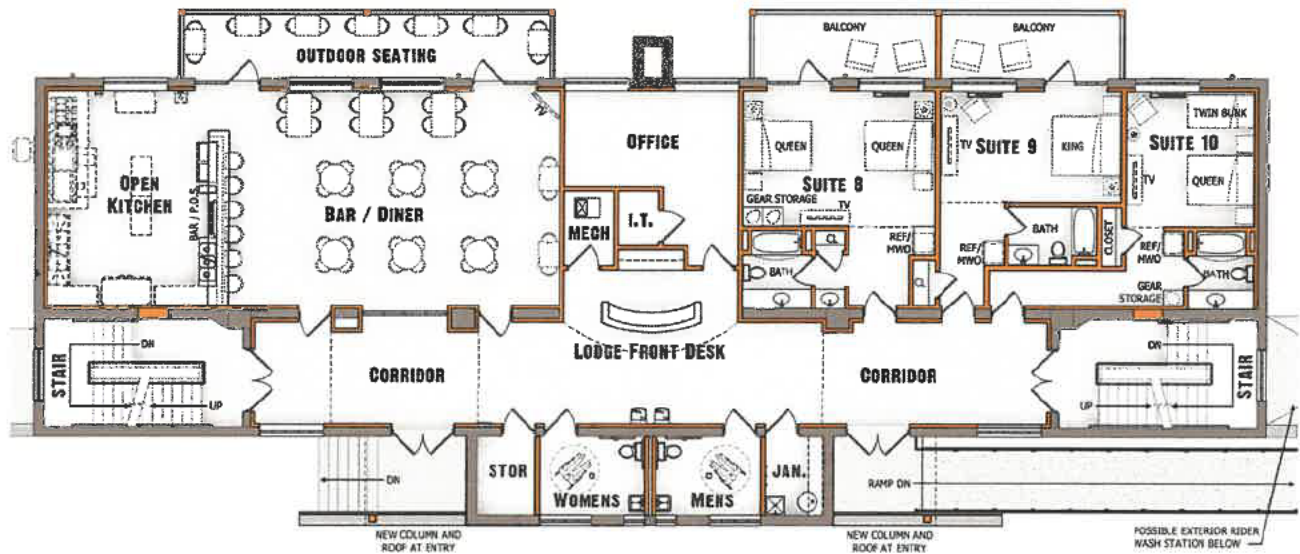
Plans include converting the previously abandoned school in order to provide lodging and a restaurant for the local ATV riders.

Existing

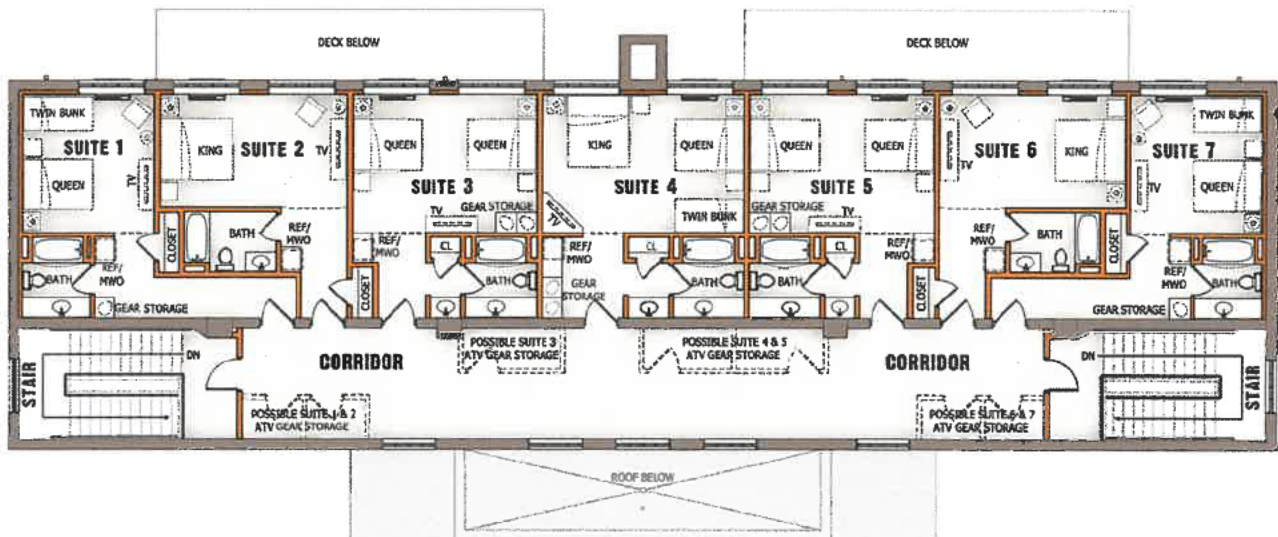


# LIBERTY STATION LODGE & TAVERN

Bramwell, WV



**MAIN LEVEL PLAN CONCEPT - OPT A**  
NOT TO SCALE



**UPPER LEVEL PLAN CONCEPT - OPT A**  
NOT TO SCALE

## MERCER COUNTY WAR MEMORIAL BUILDING

Princeton, WV



### PROJECT DETAILS

owner/district:  
Mercer County Commission

year:  
2011

type:  
renovations

The Mercer County War Memorial Building Project consisted of both interior and exterior renovations. The historic building's exterior was in need of cleaning, repairing and re-pointing of the stone and masonry. The steel windows were refurbished. Exposed joints and cracks were caulked and sealed. A new sprinkler system, was installed and upgrades were made to the electrical system, including lighting.

ADA upgrades were also included in the renovation design and construction.



**Todd Boggess, AIA, NCARB, Architect**  
*President/CEO*

## EDUCATION

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture



## RESPONSIBILITIES

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President. Todd currently serves as President/CEO of the company and is responsible for all aspects, including . . .

- business development
- architectural programming / planning
- architectural design and development
- project management and coordination
- client relations
- interior design / space planning
- architectural design graphics
- construction contract administration

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

## COMMITTEES

Board of Directions for the Mercer County Convention & Visitors Bureau (2020)

West Virginia Board of Architects (since 2014) – Governor Tomblin recently appointed Todd to this board which is responsible for protecting the life, health and property of the people of the State of WV by ensuring that proper architecture practices are used in the state.

Princeton Zoning Board of Appeals (since 2000) – Todd has been asked to serve on this local committee for the past 15 years. He currently serves as vice-chair. The board is responsible for reviewing and ruling on appeals to the existing Princeton Zoning Laws.

Preservation Alliance of West Virginia (past board member)

## PROJECTS

Todd understands the demands being placed on all state agencies as they strive to offer the necessary services to our citizens and their efforts to do so within limited budgets. While he has always incorporated energy efficiency into his designs, the focus on green technologies over the past decade has definitely changed the architectural and construction industries. Todd's designs for every governmental building, both new construction and renovations, must address these requirements and ensure the safety of visitors, employees, along with local citizens who will be utilizing the facility.

### *Renovation Projects Include:*

- Princeton Public Library (*Renovation*), Princeton
- Mercer County Courthouse Improvements & Energy Upgrades, Princeton
- Mercer County War Memorial Building Improvements (*Renovation*), Princeton
- Municipal Complex for the City of Princeton (*adaptive re-use*), including
  - Administrative
  - Police
  - Fire
  - Public services
  - Recreation
- GSA Projects – Federal Buildings
  - Elizabeth Kee Federal Building (*upgrades to third floor*), Bluefield
  - Robert C. Byrd Courthouse (*space renovations*), Charleston
- Monroe County Courthouse (*Renovations*), Union
- Monroe County WV Extension Office (*Adaptive Re-use*), Union
- WVARNG Joint Forces Headquarters (*Renovation*), Coonskin Park, Charleston
- WVARNG Armory (*Window & HVAC Replacements*), Clarksburg
- Woodrow Wilson High School Lab (*Renovations*), Beckley
- Academy of Careers & Technology (*Window Replacements*), Beckley

### *Historic Re-creation Projects include:*

- Train Depot, Bramwell
- Railroad Museum, Princeton

## Stephen Mackey

### *Planning & Design*

#### EDUCATION

- Bachelor of Arts Degree in Design,  
Clemson University School of Architecture
- Master of Architecture,  
Clemson University School of Architecture



#### RESPONSIBILITIES

With over 30 years of experience in all phases of design and construction, Mr. Mackey brought strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of educational projects for ETB and other architectural firms. Specific project responsibilities include:

- code review and analysis
- educational planning and programming
- conceptual design
- design visualization
- project coordination
- construction specifications

#### PROJECTS

Mr. Mackey is responsible for the production of graphic imagery for many of our larger projects. In addition to his design responsibilities, Steve assists with code research, quality control and constructability reviews. Steve rejoined ETB in 2009 and has been focused on government/public projects since his return.

- Municipal Complex for the City of Princeton (*adaptive re-use*), including
  - Administrative
  - Police
  - Fire
  - Public services
  - Recreation
- Monroe County Courthouse (*Renovations*), Union
- Monroe County WV Extension Office (*Adaptive Re-use*), Union
- WVARNG Armory (*Window & HVAC Replacements*), Clarksburg
- Woodrow Wilson High School Lab (*Renovations*), Beckley
- Academy of Careers & Technology (*Window Replacements*), Beckley

**Cory Byrd**  
*Construction Documentation  
& Contract Administration*

## EDUCATION

- Majored in Mechanical Engineering at Bluefield State College

## RESPONSIBILITIES

Mr. Byrd joined ETB last year as a project manager. He has over 25 years of experience as project manager, designer and Revit specialist for various commercial, medical and residential projects. Cory is actively involved during the construction documentation process and provides the needed support during the construction contract administration activities for ETB.



Specific project responsibilities include:

- construction documentation (Revit lead)
- project coordination
- construction contract administration

## EXPERIENCE

Prior experience in South Carolina includes:

- South Carolina ARNG – Kingstree Barracks Renovations
- South Carolina ARNG – Newberry Barracks Renovations

ETB Projects for governments/agencies:

- Monroe County WV Extension Office (*Adaptive Re-use*), Union
- Rahall Business & Technology Center (*Renovations*), Maxwelton
- Monroe County Courthouse (*Renovations*), Union
- Wetzel County 911 Garage/Shelter, New Martinsville
- Woodrow Wilson High School Lab (*Renovations*), Beckley
- Academy of Careers & Technology (*Window Replacements*), Beckley

**Tony Colosi, Jr.**  
*Project Manager*

## EDUCATION

- Master of Architecture (ABT),  
Virginia Tech School of Architecture
- Bachelor of Science - Architectural Engineering &  
Civil Engineering, Bluefield State College



## RESPONSIBILITIES

Mr. Colosi is a project manager with over 20 years of experience in both the field of architecture and as a general contractor. During this time, he has worked in construction, in the design/build industry, and at ETB several times. Tony's experience helps identify constructability issues through the analysis and coordination of consultant drawings. He is involved in all phases of design documentation and production and is eager to handle any task needed to ensure a smooth project flow from start to finish.

Specific project responsibilities include:

- construction documentation
- building construction system design/detailing
- project coordination
- equipment and materials review

## EXPERIENCE

Tony has been involved in a number of ETB projects over the past twenty years:

- Municipal Complex for the City of Princeton (*Adaptive Re-use*), Princeton, WV, including
  - Administrative
  - Police
  - Fire
  - Public services
  - Recreation
- Mercer County Courthouse Annex, Princeton
- Princeton Rescue Squad Multi-purpose Building, Princeton
- Woodrow Wilson High School Lab (*Renovations*), Beckley
- Academy of Careers & Technology (*Window Replacements*), Beckley
- Monroe County WV Extension Office (*Adaptive Re-use*), Union, WV



## Mechanical, Electrical, and Plumbing Engineering

Harper Engineering, PLLC has the talent and resources to provide quality mechanical, electrical, and plumbing design. Our staff utilizes the latest building information modeling (BIM) software to provide the accurate system designs with minimal change orders during construction.

Our goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs.

The staff at Harper Engineering, PLLC has over 100 years of experience working with clients in a variety of fields including, but not limited to, K-12 schools, hospitals, offices, airports, manufacturing, multi-family housing, and Design/Build. The following is a partial listing of projects that demonstrate Harper Engineering's mechanical, electrical, and plumbing design experience:

### Services:

#### HVAC Design

- Heating and Cooling load calculations
- Ductwork sizing
- Hydronic pipe sizing
- Equipment selection

#### Electrical Design

- Electrical load calculations
- Panel and switch gear selection
- Lighting
- Fire alarm
- Site Utilities
- Emergency Generators
- Security and communications

#### Plumbing Design

- Pipe Sizing
- Fixture Selection
- Sprinkler design
- Site Utilities



**Harper**  
**Engineering**

# Jason E. Harper

## Professional Engineer

### 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 projects 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 is 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 assists the project architect and design team with valuable mechanical, electrical, and plumbing information early in the project to ensure it is adequately designed to handle the client's needs.



### Registration/Professional Affiliations

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

### Projects

WV DOH SRC Office Building  
WV DOH Weight Station  
W. Kent Carper Justice and Public Safety Complex  
WV Veterans Home Storage Building  
St. Albans Armory Storage Building  
West Union Bus Garage  
Romney Public Works Building  
Dominion Gas Office Building  
Energy Corporation of America

### Education

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



**Harper**  
**Engineering**

# Kevin M. King

## Professional Engineer

### Experience

Mr. King brings 14 years of electrical design experience and over 11 years of electrical construction/maintenance experience to the firm. His projects 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 is 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 it is adequately designed to handle the client's needs.



### Projects

WV DOH SRC Office Building  
WV Veterans Home Storage Building  
WV DOH Weight Station  
St. Albans Armory Storage Building  
St. Albans Armory Storage Building  
West Union Bus Garage  
Romney Public Works Building  
Dominion Gas Office Building  
Energy Corporation of America  
W. Kent Carper Justice and Public Safety Complex

### 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



## **Public Buildings**

### **Energy Corporation of America**

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 60,000 sq. ft. office located in Charleston, WV.

### **Dominion Gas Office Building**

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,000 sq. ft. office located in Clarksburg, WV.

### **W. Kent Carper Justice and Public Safety Complex**

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a renovations to a 62,400 sq. ft. Justice and Public Safety Complex.

### **WV Department of Highways SRC Office Building**

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a renovations to a 39,400 sq. ft. addition and renovation to existing office building in Charleston, WV.

### **Office Addition to Boone County Courthouse Annex**

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,400 sq. ft. addition and renovation to Boone County Courthouse Annex.

### **Fayette County 911 Emergency Communication Center**

Provided mechanical, electrical, and plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lightings to reduce screen glare, diesel emergency generator and automatic transfer switch, and a dual action sprinkler system.

### **Wayne County 911 Emergency Communication Center**

Mechanical, Electrical and Plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lighting to reduce screen glare, diesel emergency generator and automatic transfer switch, and dual action sprinkler system.

### **South Charleston Fire Station #1**

Mechanical, Electrical, and Plumbing services for new 10,000 sf Fire Station

### **Charleston Fire Station #3**

Mechanical, Electrical, & Plumbing services for new 6,400 sf Fire Station on Oakwood Road



## Public Buildings (continued)

### **KIA Dealership**

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for the new 9,000 SF showroom and maintenance bay located in Raleigh Co. WV. Included Vehicle Exhaust System for maintenance bay.

### **Bert Wolf Toyota**

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for the addition and renovation totaling 39,500 SF for showroom and maintenance bay located in Charleston, WV. Included Vehicle Exhaust System for maintenance bay.

### **Moses Teays Valley**

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for the new 4,800 SF showroom and maintenance bay located in Teays Valley, WV. Included Vehicle Exhaust System for maintenance bay.

### **St. Albans Armory Storage Building**

HVAC, Plumbing, Electrical and Fire Alarm design for a 3,000 sq. ft. storage building.

### **WV Veterans Home Barboursville**

Electrical design for a new 1,000 sq. ft. storage building.

### **New Bus Garage**

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for a new 5,900 sq. ft. bus garage in West Union, WV.

### **Public Works Building**

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for a new 4,500 sq. ft. bus garage in Romney, WV.



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

<b>Proc Folder:</b> 1087376			<b>Reason for Modification:</b>
<b>Doc Description:</b> A/E Svcs - Renovations/Repairs to the Bramwell Depot			
<b>Proc Type:</b> Central Purchase Order			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2022-08-18	2022-09-07 13:30	CEOI 0432 DCH2300000001	1

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:** 000000201742  
**Vendor Name :** E.T. Boggess Architect, Inc.  
**Address :** PO Box 727  
**Street :** 101 Rocklege Avenue  
**City :** Princeton  
**State :** West Virginia **Country :** USA **Zip :** 24740  
**Principal Contact :** Todd Boggess  
**Vendor Contact Phone:** 304-425-4491 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**

Toby L Welch  
(304) 558-8802  
toby.l.welch@wv.gov

Vendor  
Signature X

FEIN# 55-0515917

DATE September 2, 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.

(Name, Title) Todd Boggess, President  
(Printed Name and Title) Todd Boggess, President/CEO  
(Address) PO Box 727 / 101 Rocklege Ave., Princeton, WV 24740  
(Phone Number) / (Fax Number) (P) 304-425-4491 / (F) none  
(email address) todd@etbarchitects.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 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.

E.T. Boggess Architect, Inc.

(Company) Todd Boggess Todd Boggess, President/CEO  
(Authorized Signature) (Representative Name, Title)  
Todd Boggess, President/CEO September 2, 2022  
(Printed Name and Title of Authorized Representative) (Date)  
(P) 304-425-4491 / (F) none  
(Phone Number) (Fax Number)  
todd@etbarchitects.com  
(Email Address)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CEOI DCH23\*001**

**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.

E.T. Boggess Architect, Inc.

Company



Authorized Signature

September 2, 2022

Date

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