

A/E Services for West Virginia Lottery

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WV Purchasing Division



**WEST VIRGINIA LOTTERY 6TH FLOOR/
13TH FLOOR RENOVATIONS**

CEOI 0705 LOT2300000001

SEPTEMBER 20, 2022



EST. 1988

OUR MISSION

*Our purpose is to enrich
our communities through
service to our clients.*



TABLE OF CONTENTS

SECTIONS

1	OUR HISTORY
2	OUR TEAM
3	YOUR PROJECT
5	YOUR TEAM
6	OUR SERVICES
9	OUR EXPERIENCE
10	OUR WORK
18	RESUMES
23	REFERENCES

Toby L. Welch, Buyer
West Virginia Purchasing Department
2019 Washington Street, East
Charleston, WV 25305-0130



Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering services for the Renovations at the West Virginia Lottery's Headquarters in Charleston, WV. We feel confident our design team is very qualified to provide design services for this project.

Pickering Associates is a premier all-inclusive A/E Firm located throughout West Virginia and Ohio. The following proposal outlines our technical expertise, management, staff capabilities and experience for providing high-quality engineering and architectural services. Our approach will offer advantages in methodology and delivery, which will elevate the success of your project both now and for years to come. Our firm will provide full architectural and engineering services in house to complete the scope of your project.

You will see that teamwork is the spirit and foundation of our organization. We acknowledge the importance of a quick turn-around and excellent quality services which our administrative procedures, overall organization and depth of experience are posed to provide you. As you will see from our resumes and company experience, we are uniquely qualified to offer the professional services required and to ensure that your project becomes a reality.

We have completed many projects within occupied existing facilities. We will start with a site visit to verify existing conditions and figure out how best to tie utilities such as water and sanitation back into the existing systems. We will also meet with the Owner to identify any restrictions they may have on how the work can be accomplished.

We look forward to personally discussing our qualifications to complete this project on time, within budget and exceeding the standards of any firm you may have worked with previously.

Respectfully submitted,

A handwritten signature in red ink, reading "Sean G. Simon, AIA". The signature is written in a cursive style and is positioned above the typed name and title.

Sean G. Simon, AIA, NCARB
Project Architect/Senior Construction Administrator
ssimon@pickeringusa.com 1.304.345.1811

ABOUT THE COMPANY

Founded in 1988, Pickering Associates has been providing architectural, engineering and surveying services throughout West Virginia and Ohio for the past thirty years.

Our company is the product of three generations and more than 75 years of construction experience. This experience plus state-of-the-art engineering practices create a full-service, multi-discipline, architectural, engineering and surveying firm serving a wide range of needs and featuring innovative, customized solutions. Our highly qualified staff includes licensed professional engineers, professional surveyors, licensed architects, designers, and drafters as well as support personnel.

The disciplines we cover include architecture, surveying, project management, civil engineering, structural engineering, mechanical engineering, electrical engineering, process engineering, automation and control, and construction administration. Pickering Associates specializes in the above listed disciplines with education, government, healthcare, industrial, oil & gas and private sector clients.



“ WE ARE COMMITTED TO THE PROFESSIONAL DEVELOPMENT AND TECHNICAL ADVANCEMENT OF OUR EMPLOYEES. ”

ABOUT THE PEOPLE

In choosing Pickering Associates, your project will be performed to your specifications with frequent meetings and communication to keep you up-to-date on the status of the project. Our sole focus is your full satisfaction with the completed quality installation.

Successfully executing more than 10,000 projects in our history, Pickering has built a wealth of experience gaining insight into what works for each of our client types. Those lessons learned add substance to our work and provide our clients with unparalleled value.

Our objective is to partner with our clients improving their performance, flexibility, life-cycle cost, sustainability and ultimate well-being.

LEADERSHIP

V.P. of Marketing & Development

Traci Stotts, AIA, NCARB
Architect

C.E.O. & President

Ryan Taylor
Sr. Project Manager

Executive V.P. of Design

David Boggs, P.E., CPD
Sr. Mechanical Engineer

V.P. of Construction

Mark Welch, P.E.
Sr. Project Manager

DEPARTMENT LEADS

Civil Engineering

Spencer Kimble, P.E.

Electrical Engineering

Carl Henson, P.E.

Mechanical Engineering

Jeff Hosek, P.E. LEED AP (BD+C)

Piping Engineering

Patrick Flora, E.I.

Structural Engineering

Eric Smith, P.E.

Architecture

Traci Stotts, AIA, NCARB

Building Information Modeling

Chris Algin, AIA, NCARB

Construction Administration

Sean Simon, AIA, NCARB

Surveying

Bill Showalter, P.S.

PROJECT APPROACH

Whether it is a large-scale new building or small renovation, Architectural and Engineering design should be a process that is fully immersive for all stakeholders involved in the project, whether owner, designer, contractor, or reviewing governmental entity. Communication is truly at the forefront and necessary to realize a successful project.

During design, Pickering Associates will work together with the West Virginia Lottery to ensure applicable programming requirements are met, relevant codes are satisfied, aesthetic appeal exceeds expectation, and a state-of-the-art Visitor's Center is created in accordance with scope, schedule, and budget constraints. Projects can be broken down into several phases during design, including schematic design (SD), design development (DD), and, finally, construction drawing (CD) generation. The proposed project structure would be to hold internal design meetings on a weekly basis. Meetings with client interaction would likely be bi-weekly. This allows the client to see progress, provide design-related questions, and to fine-tune goals. Pickering understands to goals of the project to be as follows:

Goal/Objective 1:
Removal of a commercial kitchen, and build-outs of offices and a janitorial storage room on the 6th floor in the current cafeteria and kitchen space (approx. 2,920 sq. ft.)

Goal/Objective 2:
Carpet and laminate removal and replacement of the entire 13th floor (approx. 6,016 sq. ft.), as well as construction services to combine two adjacent offices into one larger office on the 13th floor (removal of one wall and door.)

Goal/Objective 3:
Remove and replace a walkthrough loading dock door and hardware.



Goal/Objective 4:
Remove wallpaper in the lobby hallway area, patch and paint.

Goal/Objective 5:
Vendors shall conduct and host the pre-bid meeting for the construction phase, develop plans and specifications for the renovations, prioritize the repairs and provide construction oversight throughout the project until final completion.

Our approach to your project will start with a kick-off meeting to gather information from all stakeholders to determine the project expectations, programming requirements, schedule, and budget. It is extremely important to spend time with you and your staff to fully understand the project, which will allow us to be more efficient in completing the schematic design phase for this project and then progress us to the next phases of design, allowing us to meet your anticipated design schedule.

Our entire team will then conduct a thorough site evaluation of the site, including measuring and

photographing to establish existing conditions. We will schedule the evaluations at your convenience so not to disrupt activities. The results of these evaluations will be incorporated into a schematic design to address the requested goals of the project. At this time, we will involve the authorities-having-jurisdiction during the schematic design to make certain that we address all concerns that they may have, thus reducing costly changes during design and/or construction. We will provide you and all stakeholders with weekly written updates throughout the project so all parties are aware of the status of design, budget and schedule.

Once the Owner has approved the design development phase, Pickering will prepare detailed working drawings, thus progressing into the construction document phase of the project. During this time, final drawings and specifications will be produced for the project. These documents will be used for bidding the project to contractors. These drawings and specifications will become part of the construction contract and include all necessary information to ensure that the project will be constructed as conceived by the Owner and design team. Renderings and/ or a physical 3D model can also be prepared (if desired by the client) to accurately portray the final design and to use as a marketing tool.

Pickering Associates can handle the bidding & negotiation phase of the project with our experienced in-house construction administration team. We have systems in place, and are equipped to electronically distribute the bidding documents to contractors and equipment suppliers interested in bidding the project, as well as produce hard copies as required. We will assist in contacting contractors to get interest in bidding the project, answer requests for information during the bidding process, assemble addendums, schedule, coordinate and lead a pre-bid meeting, and assist the owner with bid opening and contractor evaluation. Some recent projects we have provided bidding documents and support include the WV DNR new District 6 Office project and North Bend State Park Lodge renovations.

Pickering has a complete construction administration department with many years

of experience that will be involved throughout your project. Our team will be involved during design to become familiar with the project scope of work, and to provide valuable feedback for constructability. This helps minimize questions and issues during bidding, as well as create clear instructions and improved communication during the construction phase.

A dedicated construction administrator will also manage and oversee all aspects of construction to ensure that the completed project is in accordance with the design documents and intent of the project. He will see you through project closeout and follow up during the warranty period as necessary.

Pickering Associates has provided construction administration for the majority of the projects outlined in this Expression of Interest. We feel it is a critical part of managing the scope, costs and construction time of any project.

We are confident that we can meet all of the design needs for the renovations for the 6th floor and 13th floor of the WV Lottery Headquarters building. We have completed several projects over the years that are similar to your project in size, scope, and complexity. The design team that we have assembled for your project is competent, knowledgeable, and has the experience to provide you with a well-designed and quality project. Your proposed project team includes the following design professionals:

- Sean Simon, AIA – Project Manager and Construction Administrator
- Jeff Hosek, PE – Mechanical Engineer/HVAC Design
- David Boggs, PE – Mechanical Engineer/ Plumbing Design
- Eric Smith, PE – Structural Engineer
- Carl Henson, PE - Electrical Engineer

Each team member's qualifications and experience is outlined in the individual team resumes included in this Expression of Interest.

YOUR PROJECT



Project Owner

West Virginia Lottery

LEADERSHIP



Project Manager

Sean G. Simon, AIA, NCARB
Project Manager
Construction Administration

Sean manages the Construction Administration team and has over 29 years of experience in architectural programming, design, construction document production, and construction contract administration. That experience allows Sean to understand the building process quite well and can efficiently manage projects both large and small.

DESIGN TEAM

Mechanical Engineering

Jeff Hosek P.E., LEED AP

Structural Engineering

Eric Smith, P.E.

Plumbing Engineering

David Boggs, P.E.

Electrical Engineering

Carl Henson, P.E.



WHAT FULL SERVICE MEANS

PUBLIC BUILDINGS

For owners and designers, public buildings present a unique set of challenges and opportunities in an effort to maintain, renovate and expand services provided within the facility as well as service a wide range of individuals all with different needs and abilities. While some projects allow a design team to start from the ground up, many building projects involve the adaptive reuse of an existing facility or an addition in order to facilitate the owner's continued demand for growth. It is also important for owners to find a team with the depth of experience in dealing within the restrictions of limited budgets, governing regulations, multiple phase oversight and approving agencies.

Public buildings also present a unique design for the team selected for a project by the fact that potentially every component of the design will be subjected to an expanded range of users that are normally not present during the design phase. Pickering throughout the years has been able to engage with many organizations to provide design and consultant services on multiple projects including dormitory upgrades and renovations, office facilities, lodges, and conference centers.

Our depth of experience and staffing provides owners with the knowledge and resources to execute their projects effectively. We understand and execute projects to create facilities which meet ADA compliance, greater occupancy safety through knowledgeable design practices and the use of technology, while providing our clients with scheduled phase-gate review points for proper oversight and approval, concise project management to maintain budget and schedule oversight and assistance throughout the review and approval process with governing agencies. Our

expertise includes several different methods of project delivery including D-B, D-B-B and CMR.

OUR PLEDGE

With the selection of Pickering Associates, your organization gains the full depth of our organization. Projects are scheduled out through all phases of delivery by our resource manager and the project manager, assigning the necessary resources to perform to the schedule necessary for that project and highlight major milestones that need to be met. With more than 50 professionals on staff, you can be confident that Pickering Associates has the resources to meet your project schedule.

Because we are a full-service firm, we are able to provide a better coordinated project than firms who are required to use outside consultants. We organize regular in-house project team coordination meetings throughout the design phases of a project to discuss and resolve any issues or concerns that may arise during design.

We feel that this face-to-face coordination with our design team is more effective and efficient than coordinating via email or over the phone like many firms using consultants are required to do.



Our close coordination efforts have proven valuable in many cases where the design schedule is accelerated and/or where there is equipment in the project that requires the effort and coordination of several disciplines.

Pickering's commitment goes beyond the final design stage. Our team continues to work with you during project bidding, construction and final walk-through.

We hold pre-bid meetings, answer all the bidder's questions and help evaluate each bid received so you can select the contractors best suited for your project. Our architects and engineers answers questions during construction to eliminate delays due to uncertainty. We inspect construction workmanship to make sure you receive the highest quality installation and to ensure that all work conforms to the bid documents. We tour the site with you to compile a punch list of outstanding tasks that need attention before the contractor leaves the site and work with the contractors to ensure all of the punch list items are resolved. Finally, we incorporate all changes to the drawings resulting from construction to create as-builts, so you have an accurate depiction of the project for your records.

By working with Pickering Associates you will see that teamwork is the spirit and foundation of our organization. We acknowledge the importance of a quick turn-around and excellent quality services which our administrative procedures, overall organization and depth of experience are poised to provide you. As reflected in our resumes and company experience, we are uniquely qualified to offer the professional services required and to ensure that your vision becomes a reality.

OFFICE LOCATION: CHARLESTON

318 Lee St. W., Suite 200
Charleston, WV 25302

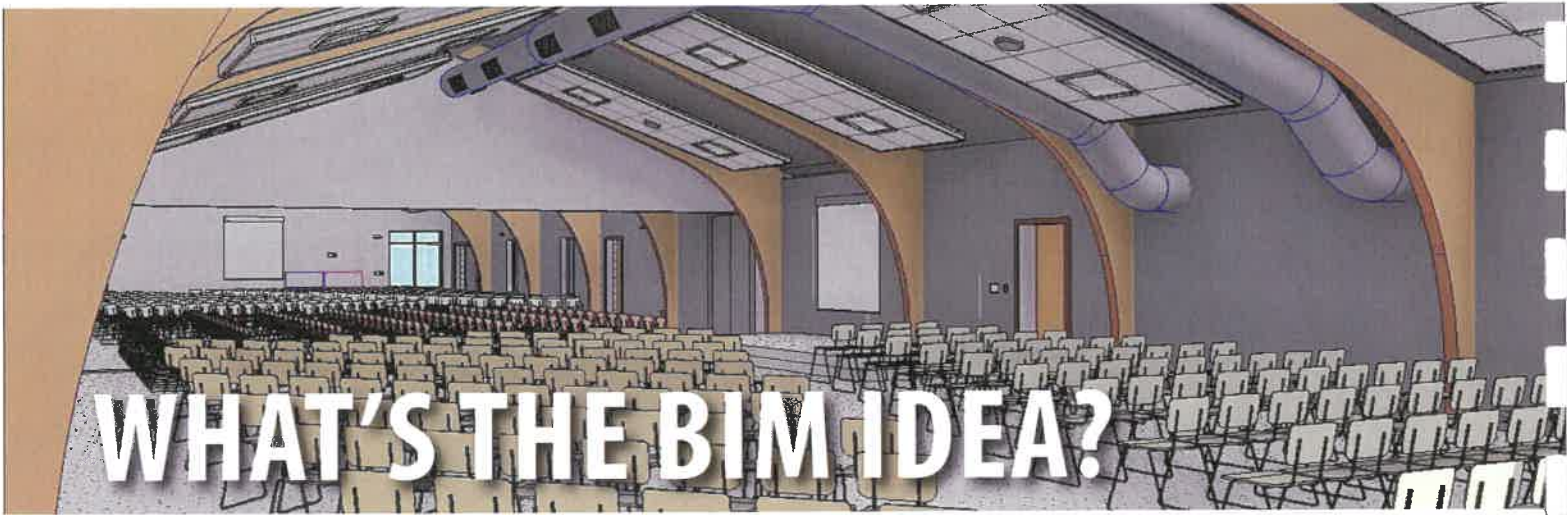
CONTACT INFORMATION:

Sean Simon/Contact
Project Manager
(P) (304) 345.1811 EXT: 1116
(E) ssimon@pickeringusa.com

SERVICES:

Architecture
Interior Design
3D Model Design
Landscape Architecture
Civil Engineering
Structural Engineering
Electrical Engineering
Automations & Controls
Mechanical Engineering
Piping Engineering
Process Engineering
Surveying
Marketing Development
Construction Services
Project Management

**Rated as one of the
TOP
Engineering Firms in
West Virginia.**
- The State Journal



WHAT'S THE BIM IDEA?

Pickering Associates "IDEA" is our Integrated Design Execution Approach.

Integrated - we want our clients, contractors and end users engaged in the process of design. When the right people are involved, accessing the best information, good decisions are made.

Design Execution- refers to how we develop and optimize your project. We focus on the questions that have the most impact. We assign the right staff with the right tools.

Our Approach- recognizes that projects are constantly changing and evolving as the project progresses. We tailor a plan for the project objective, maintain and monitor it so it remains optimized to achieve project goals, faster.

Pickering Associates' Integrated Design Execution Approach - our "IDEA", is a big deal, and will help your project be successful.

Building Information Modeling is a process that aligns to all aspects of our "IDEA". It is integrated, allowing easy access to project information. The software we use help understand the proposed design, coordinate, and identify the critical problems that need answers. Most importantly, Building Information Modeling is a process that fits with our Approach. Allowing the project team to evolve seamlessly as more information is available and new stakeholders are brought onto the team.

Efficient visual communication and an in-depth design understanding are the greatest assets that BIM brings to the table at Pickering Associates. The composite model allows our team to accelerate project development and simplify conversations during design reviews. Having the capability to visualize all of the design models together in a single review session aides both inter- and

intra-department collaboration with all project stakeholders like never before. Capturing all client and designer comments and feedback within a 3D model live during a review session saves countless hours of paging through "redlines" generated from traditional 2D physical paper reviews. The added capacity to search and export reports of these digital comments allows our team to capture and track design communications more efficiently than ever before.

Pickering Associates has invested in state-of-the-art 3D Scanning technologies to more quickly and accurately document existing site conditions. This helps our design teams capture existing site data in more detail and in a format the blends well with our 3D modeling and BIM work flows.

This tool allows us to send a small scanning team into an existing building/space and digitize the as-built conditions of the area in three dimensions, including detailed color photographs throughout the scanned area for design teams to reference throughout the project. This data capture implementation is safer and more efficient for our designers. It reduces the time and equipment needed for traditional hand-measuring that our industry has been accustomed to throughout the years. Granting our designers the ability to measure from a 360 degree image or point cloud with higher accuracy and faster than field measurements.

Building Information Modeling is a process that starts at integrating the team, provides access to project information, incorporates tools to understand design execution, and allows teams to focus on what matters most for the project. It perfectly complements Pickering's Integrated Design Execution Approach, and we can't wait to show you BIM and our "IDEA"s!

PAST PROJECTS

* More Project examples available upon request

State of West Virginia General Services

Charleston, West Virginia

Building 22 HVAC Renovations
Building 22 Ejector Pump
Building 22 1st Floor Renovations
Building 32 Water Infiltration
Governors Mansion Roof Replacement
Building 13 Parking Garage Evaluation
Building 8 Evaluation

West Virginia Army National Guard

Charleston, West Virginia

Kenova Vehicle Exhaust HVAC Upgrades
Camp Dawson Building 215 Windows and Door Replacement
Camp Dawson Rappel Tower Renovation
Camp Dawson Structural Repairs
Camp Dawson Cottage Renovation
Eleanor Readiness Center HVAC Renovation
Camp Dawson Bldg 215 Medical Wing Renovations
Camp Dawson Airfield Support Facilities

West Virginia Air National Guard

Charleston, WV (Yeager Airport)

Fire/Crash Rescue Station 130th Airlift Wing

West Virginia DNR

Chief Logan State Park

Park Recreation Center

Parkersburg, West Virginia

District 6 Office Complex

North Bend State Park

Lodge Renovations

City of Parkersburg

Parkersburg, West Virginia

Engineering Assistance with Boiler I
Old Sumner School Site and Building Evaluation
Downtown Electrical Lighting Design
Emerson New Fire Station Design & Construction Administration
Covert Street New Fire Station Design & Construction Administration
Liberty Street New Fire Station Design
City of Parkersburg Master Planning Design

City of Vienna

Vienna, West Virginia

New Building Addition for Police Phase 1&2
Police Department Redesign
New Senior Center Addition

Vienna Volunteer Fire Department

Vienna, West Virginia

Vienna Volunteer Fire Station Addition
Police Station Generator Renovation

City of Marietta

Marietta, Ohio

Phase 1,2,3 Marietta City Hall Renovations
City Hall Roof Replacement
Armory Structural & Reroofing
Duckbill Outfall
Water Treatment Plant Solids Contact Tank Painting
North Hills Elevated Water Tank
Channel Lane Culvert
Harmar & 676 Elevated Water Tanks
Sherry Dr/Hadley Ln Water LN Replacement
Additional Survey-Sherry Dr/Hadley Water
Greene ST/Colegate Dr Waterline Replacement
Armory Ground Floor Renovations
Marietta Waste Water Treatment Plant Phase 2 Services
Armory Elevator

People's Bank

Marietta, Ohio & Parkersburg, West Virginia

New Division Street Office
Division Street Detailed Design
Marietta Office Renovation Des & Con Docs
Marietta Office Elevator Upgrade

Williamstown National Bank

Parkersburg, West Virginia

Parkersburg Branch Renovations
Williamstown Expansion Estimation
Building Renovations
Lubeck Branch Renovations

Parkersburg & Wood County Library

Parkersburg, West Virginia

Emerson Library Renovation & New Entry Addition



PROJECT SPECS:

PROJECT BUDGET
\$200,000

SQUARE FOOTAGE
1,200 SF

DESIGN COMPLETION
OCTOBER 2017

CONSTRUCTION COMPLETION
JANUARY 2018

SERVICES PROVIDED

ARCHITECTURE
MECHANICAL
ELECTRICAL
PLUMBING
PROJECT MANAGEMENT

CLIENT CONTACT

JESS RAINES
VICE PRESIDENT FINANCE AND OPERATIONS
P) (740) 374-8716
E) JRAINES@WSCC.EDU

Washington State Community College (WSCC) wanted to renovate and expand their existing kitchen area on the first floor of their main building. The renovation area is approximately 1,200 SF and included a serving area, a kitchen, and a room for prep and storage. It was anticipated that WSCC would handle all bidding and construction services for the project. The owner also provided all information for new and existing equipment to be used in the new design.

The team prepared a floor plan for the planned renovations including a review of all building codes and life safety requirements for the project area. Every effort was made to incorporate existing equipment wherever possible to limit the project scope and budget.

Detailed designs were created as well as permit drawings for submission to the Washington Counting Building Department and Health Department for approval.

The project still managed to come in at budget even with a late HVAC change.





EASTERN MILLWRIGHT REGIONAL COUNCIL OFFICE RENOVATION

PROJECT SPECS:

PROJECT BUDGET
\$1M

SQUARE FOOTAGE
2,800 SF

DESIGN COMPLETION
MARCH 2020

CONSTRUCTION COMPLETION
NOVEMBER 2020

SERVICES PROVIDED

ARCHITECTURE
CIVIL
ELECTRICAL
MECHANICAL
STRUCTURAL
SURVEYING
PLUMBING
CONSTRUCTION MANAGEMENT

CLIENT CONTACT

ROBERT LOUBIER
EXECUTIVE SECRETARY-TREASURER
P) (508) 283-5552
E) RLOUBIER@EASTERNMILLWRIGHTS.COM

The Eastern Millwright Regional Council partnered with Pickering Associates to renovate approximately 2,800 SF of office and classroom space in their existing facility in Parkersburg, W.Va.

The existing building was a pre-manufactured metal building structure and renovations included reconfiguring the existing space to incorporate a reception/waiting area, three offices, a conference room for approximately twelve people, a staff breakroom/kitchenette, ADA restrooms, and storage. The classroom area was modified to include one classroom, ADA restroom(s), and a student lunch area. New interior finishes were incorporated in the renovation and a new HVAC unit(s) was provided for the space.

Minor exterior renovations included the addition of a new entrance canopy at the main entrance, adding a new door to be used as the main entrance to the office area, addition of exterior windows in the office/classroom areas, and new entrance pads and sidewalks that meet ADA requirements.

Upgrades to the exterior materials of the office portion of the building included new metal siding and adding a stone/brick accent.





PROJECT SPECS:

PROJECT COST
\$4,616,000

SQUARE FOOTAGE
8,966 SF OFFICE BLDG
7,827 SF STORAGE BLDG

DESIGN COMPLETION
SEPTEMBER 2020

CONSTRUCTION COMPLETION
EST - LATE 2022

SERVICES PROVIDED

CIVIL
STRUCTURE
ARCHITECTURE
PLUMBING
MECHANICAL
ELECTRICAL
LANDSCAPE
SURVEYING
CONSTRUCTION ADMINISTRATION
BIM DESIGN
PROJECT MANAGEMENT

CLIENT CONTACT

BRAD LESLIE
CHIEF ENGINEER
P) (304) 558-2764
E) BRAD.S.LESLIE@WV.GOV

Pickering Associates worked with the West Virginia Division of Natural Resources (WVDNR) to preform Architectural and Engineering design services for developing a 64-acre site along Emerson Avenue in Parkersburg, W.Va. The WVDNR decided to relocate their existing District 6 office operations to a new location that would better accommodate their current space needs. The project consisted of complete site development and Design for 2 new building structures, an office building and a lab/storage building.

The new office building was designed for Wildlife, Law Enforcement and DEP relocation. The building was 8,966 SF and included 28 offices, a large conference/meeting room, public entrance/lobby, restrooms, staff areas, and miscellaneous support spaces. The storage building was designed as a metal building structure with an 18'-8" eave height. It included 7,827 SF of space and consisted of areas for a fish lab, a game workroom, a shop area, a walk-in evidence freezer, and five bays for equipment and vehicle storage. The buildings were designed to meet the functional programming and needs for District 6 as well as considerations for future growth. The exterior design included materials that were easy to maintain and colors that fit within the DNR's outdoor image. Pickering also coordinated all utilities to the new site, a new entrance and road off Emerson Avenue, a new address to the site, and site grading and retaining walls for the challenging site. The project construction began in the spring of 2021 and be complete late 2022.





WEST VIRGINIA DIVISION OF NATURAL RESOURCES

NORTH BEND STATE PARK LODGE RENOVATION

PROJECT SPECS:

PROJECT COST
EST \$3.4 MILLION

SQUARE FOOTAGE
26,288 SF

DESIGN COMPLETION
APRIL 2020

CONSTRUCTION COMPLETION
LATE 2021

SERVICES PROVIDED

- ARCHITECTURE
- BIM DESIGN
- CIVIL
- LANDSCAPE ARCHITECTURE
- STRUCTURAL
- MECHANICAL
- ELECTRICAL
- PLUMBING
- PROJECT MANAGEMENT
- CONSTRUCTION ADMINISTRATION

CLIENT CONTACT

BRAD LESLIE
 CHIEF ENGINEER
 P) (304) 558-2764
 E) BRAD.S.LESLIE@WV.GOV

Pickering Associates worked with the West Virginia Division of Natural Resources (WVDNR) to perform design services for redecorating and renovating the North Bend State Park Lodge in Cairo, West Virginia. The project includes replacement of the existing membrane roofing system (approximately 16,000 SF), total ADA upgrades, modifications to improve the exterior facade and landscaping, as well as design of a pergola structure at the existing outdoor dining area.

Interior improvements include: Window replacement and addition of new window locations, door replacement and access control, new flooring throughout the building, toilet room upgrades, wall and ceiling finish replacement, plumbing fixture replacement, water heater replacement, new LED lighting throughout, addition of a fire alarm system, replacement of kitchen hood system, replacement of PTAC units in guest rooms, new mechanical system in dining room and lobby areas to replace existing PTAC units, add HVAC/fresh air to existing corridor spaces, addition of a standby generator, and material, color & furniture selection.

Virtually every interior and exterior feature will be replaced or improved to create a comfortable and modern lodge.



700 MARKET STREET LLC

DOWNTOWN OFFICE BUILDING RENOVATIONS

PROJECT SPECS:

PROJECT COST
\$750,000

SQUARE FOOTAGE
6,148 SF

DESIGN COMPLETION
JUNE 2016

CONSTRUCTION COMPLETION
NOVEMBER 2016

SERVICES PROVIDED

ARCHITECTURE
ELECTRICAL
MECHANICAL
PIPING
STRUCTURAL

CLIENT CONTACT

LAURIE FAIRCHILD
TITLE
P) (703) 887-7299
E) FPSGOV13@GMAIL.COM

Pickering Associates was hired to conduct renovations to a communal office building location in Parkersburg, W.Va. The facility houses three different government agencies including, the Department of Labor, Social Security Administration, and the Internal Revenue Service. The team worked with all of the clients to develop a renovation design for the entire facility. This required demolition plans, overall fire safety and code review services, and a completely new design layout for the entire work space, including most of the common space areas, toilet room renovations, storage spaces, data and communications rooms.

The renovations included providing a replacement for an existing split system for a new central air handler station with VAV zones. Design also included updates to the kitchenette area for new plumbing and sink installation, as well as a coffee bar station. The team also developed a new electrical plan for the entire floor to ensure installation of a new lighting system and emergency/ egress lighting would meet requirements. A new security system was installed and all the specifications for a new communications and wiring system.





PEOPLES BANK

3RD AND 4TH FLOOR RENOVATIONS

PROJECT SPECS:

PROJECT BUDGET
\$1.5 MILLION

SQUARE FOOTAGE
13,800 SF

DESIGN COMPLETION
DECEMBER 2020

CONSTRUCTION COMPLETION
JULY 2021

SERVICES PROVIDED

ARCHITECTURE
BIM DESIGN
ELECTRICAL
MECHANICAL
STRUCTURAL
PIPING
CONSTRUCTION MANAGEMENT
PROJECT MANAGEMENT

CLIENT CONTACT

KAREN CLARK
TITLE
P) (740)-374-6114
E) KAREN.CLARK@PEBO.COM

Peoples Bank contracted with Pickering Associates to renovate portions of the third and fourth floors of their existing building(s) for additional office and conference room space. The buildings are located at 118 and 122 Putnam Street, Marietta, Ohio and adjacent to their current facilities. The net building area on the third floor is approx. 9,900 sq. ft. and the partial fourth floor contains approx. 3,900 sq. ft.

The third-floor renovations included additional restroom facilities, 4-6 private offices and large spaces for an open-office layout. The fourth floor design include space for two or three larger conference/meeting rooms as well as additional restroom facilities.

Architectural and Engineering services for bidding and permit documents were provided by Pickering included Architectural Design, limited Structural Engineering, Plumbing engineering, Mechanical engineering, and Electrical engineering. Bidding and Construction Administration Services were also provided prior to and during construction.

The project was done in two design phases. Phase 1 was conceptual design and provided floor plan arrangements of the 3rd and 4th floors for Board review. Once the Board approved the designs the project moved through bidding, permit drawings, and construction administration. This fee listed is to complete Phase 2.



PROJECT SPECS:

PROJECT COST
\$591,325

DESIGN COMPLETION
AUGUST 2021

CONSTRUCTION COMPLETION
EST JUNE 2022

Pickering Associates met with State Tax and designed a public meeting space on the first floor of Building 22.

The new space included 8 personal meeting rooms, conference room, security office, public waiting area, 5 private offices and public restrooms. The existing space was demolished and all finishes removed. The new design included all new finishes and new LED lights. Also, a new entry door from the vestibule into the public meeting area was included.

Due to IRS and State Tax requirements it was very important to keep staff and public separated. The new design lets both groups interact, but the public never has access to restricted areas of the building.

SERVICES PROVIDED

ARCHITECTURE
PLUMBING
MECHANICAL
ELECTRICAL
CONSTRUCTION MANAGEMENT
PROJECT MANAGEMENT

CLIENT CONTACT

TIM LEE
ARCHITECTURE & ENGINEERING MANAGER
P) (304) 558-2317
E) TIMOTHY.M.LEE@WV.GOV





CITY OF MONTGOMERY CITY HALL RENOVATIONS

PROJECT SPECS:

PROJECT COST
EST \$515,000

SQUARE FOOTAGE
11,800 SF

DESIGN COMPLETION
JANUARY 2021

CONSTRUCTION COMPLETION
JULY 2022

SERVICES PROVIDED

STRUCTURAL
ARCHITECTURE
ELECTRICAL
MECHANICAL
PLUMBING
CONSTRUCTION MANAGEMENT
PROJECT MANAGEMENT

CLIENT CONTACT

GREG INGRAM
MAYOR
P) (304) 422-5100

The City of Montgomery was gifted the old City National Bank, a two story brick building. It was the City's desire to renovate the building into the new City Hall.

The first floor will be used for City offices and spaces to conduct City business. Design changes included: new Council Chambers in the existing open lobby, removal of an office wall to create a conference room, reworking of the two bathrooms that are next to each other to create accessible bathrooms, create space for booking, replace all light fixtures, and retain existing wall finishes as practical. Owner reused the marble from the old teller line. Front doors were made accessible.

The second floor will be used by the police department. Changes on second floor included replacement of all lights, new paint and change floor finishes.





SEAN G. SIMON, AIA, NCARB

SENIOR CONSTRUCTION ADMINISTRATOR
PROJECT ARCHITECT
COST ESTIMATING
QUALITY REVIEW OF FINAL BID PACKAGES

BACKGROUND:

EDUCATION

CONSTRUCTION SPECIFICATIONS INSTITUTE
CONSTRUCTION DOCUMENT TECHNOLOGIST

UNIVERSITY OF TENNESSEE
PROFESSIONAL BACHELOR OF ARCHITECTURE

LICENSES

PROFESSIONAL ARCHITECT
WV

YEARS EXPERIENCE

29 YEARS

- Project Architect for WV Governor's Mansion exterior evaluation and renovations.
- Project Architect for WV State Tax and Revenue Building Renovations.
- Project Architect for Mathias/Baker Fire Station.
- Project Architect for USDA Offices in Moorefield, W.Va.
- Project Architect for South Branch Cinema 6. This project included a 6 screen movie theater, which included 3 different theater sizes and a total of 800 seats.
- Project Architect for over 10 different banking facilities located throughout Virginia and West Virginia.
- Project Architect for a one story facility for the Beckley State Police/ Department of Motor Vehicle.
- Project Architect for a new Urgent Care facility in Moorefield, W.Va.
- Project Architect for the Monumental sign for Robert C. Byrd Courthouse in Charleston, W.Va.
- Project Architect for a renovation project for the Social Security and Department of Labor Office in Parkersburg, W.Va.
- Project Architect for construction a new vet clinic for the Lost River Vet Clinic.
- Project Architect for the construction of the original Eastern Community College.
- Project Architect for the construction of an 8,400 sf facility for the Moorefield National Guard Armory.
- Project Architect for an office headquarter design that was 2 stories at 35,000 sf and designed for a future 3rd floor.
- Project Manager for the replacement of a Linear Accelerator at Camden Clark.

“QUALITY IS NOT AN ACT,
IT IS A HABIT.”

Aristotle



JEFFREY HOSEK, P.E. LEED AP

MECHANICAL ENGINEER
LEED PROJECT ENGINEER
MECHANICAL ENGINEERING DEPARTMENT MANAGER

BACKGROUND:

EDUCATION

UNIVERSITY OF AKRON
B.S. MECHANICAL ENGINEERING

LICENSES

PROFESSIONAL ENGINEER
W.VA., OHIO, KY, PA., LA., VA., MINN.
LEED AP (BD&C)

YEARS EXPERIENCE

21 YEARS

SOMETIMES THE QUESTIONS ARE COMPLICATED AND THE ANSWERS ARE SIMPLE.

Dr. Seuss

- Project Manager and Mechanical Engineer on WVANG Eleanor Armed Forces Center in Red House, W.Va.
- Project Manager on WVANG Kenova Shop Vehicle Exhaust in Kenova, W.Va.
- Lead Mechanical Engineer for City of Montgomery New City Hall Montgomery, W.Va.
- Lead Mechanical Engineer - City of Charleston Community Centers HVAC Renovations Charleston, W.Va.
- Lead Mechanical Engineer for West Virginia Dept of Natural Resources District 6 Complex in Parkersburg, W.Va.
- Project Manager and Lead Mechanical Engineer - HVAC Washington County Courthouse Marietta, Ohio
- Project Manager and Lead Mechanical Engineer - Air Handler Replacement Wood County Courthouse Parkersburg, W.Va.
- Lead Mechanical Engineer - HVAC Wood County Schools 2021 HVAC Upgrades Wood County, WV (Approx \$21 Million)
- Project Manager and Mechanical Engineer for CAMC Womens & Children HVAC Renovation Charleston, W.Va.
- Lead Mechanical Engineer - HVAC State of WV Building 22 HVAC Renovations in Charleston, W.Va.
- Lead Mechanical Engineer West Virginia University - Parkersburg Caperton Center HVAC Rework in Parkersburg, W.Va.
- Lead Mechanical Engineer for West Virginia Dept of Natural Resources North Bend Lodge Renovation in Parkersburg, WV in Cairo, W.Va.



ERIC SMITH, PE

DEPARTMENT MANAGER
STRUCTURAL ENGINEER

BACKGROUND:

EDUCATION

MARSHALL UNIVERSITY
M.S. ENGINEERING MANAGEMENT
WEST VIRGINIA UNIVERSITY
B.S. CIVIL ENGINEERING

LICENSES

PROFESSIONAL ENGINEER
W.VA. & OHIO

YEARS EXPERIENCE

14 YEARS

- Structural Engineer on WVANG Eleanor Armed Forces Center in Red House, W.Va.
- Structural Engineer State of WV Building 22 HVAC Renovations in Charleston, W.Va.
- Structural Engineer for City of Montgomery New City Hall Montgomery, W.Va.
- Structural Engineer for City of Marietta City Hall Renovations
- Structural Engineer - HVAC Washington County Courthouse Marietta, Ohio
- Structural Engineer - Air Handler Replacement Wood County Courthouse Parkersburg, W.Va.
- Structural Engineer Kanawha County Schools Alum Creek Elementary Addition South Charleston, W.Va.
- Structural Engineer Wood County Schools 2021 HVAC Upgrades Wood County, WV (Approx \$21 Million)
- Structural Engineer West Virginia University - Parkersburg Caperton Center HVAC Rework in Parkersburg, W.Va.
- Structural Engineer for Noble Local School District K-8 Building HVAC Replacement Noble County, Ohio
- Structural Engineer for West Virginia Dept of Natural Resources District 6 Complex in Parkersburg, W.Va.
- Structural Engineer for West Virginia Dept of Natural Resources North Bend Lodge Renovation in Parkersburg, WV in Cairo, W.Va.
- Marietta City Armory Renovations, Marietta, Ohio.
- Structural Engineer of Record for the Ohio Department of Transportation Facility of Washington County, Ohio.

PERFECTION IS NOT ATTAINABLE, BUT IF WE CHASE PERFECTION WE CAN CATCH EXCELLENCE.

Vince Lombardi



DAVID BOGGS, P.E.

EXECUTIVE VICE PRESIDENT OF DESIGN
SENIOR MECHANICAL ENGINEER,
SENIOR PLUMBING ENGINEER

BACKGROUND:

EDUCATION

MARSHALL UNIVERSITY
M.S. ENGINEERING MANAGEMENT

VIRGINIA TECH.
B.S. MECHANICAL ENGINEERING

LICENSES

PROFESSIONAL ENGINEER
W.VA. & OHIO

YEARS EXPERIENCE

23 YEARS

- Piping and Plumbing Engineer for City of Marietta City Hall Renovations
- Piping and Plumbing Engineer on WVANG Eleanor Armed Forces Center in Red House, W.Va.
- Piping and Plumbing Engineer on WVANG Kenova Shop Vehicle Exhaust in Kenova, W.Va.
- Piping and Plumbing Engineer for City of Montgomery New City Hall Montgomery, W.Va.
- Piping and Plumbing Engineer Kanawha County Schools Alum Creek Elementary Addition South Charleston, W.Va.
- Piping and Plumbing Engineer for CAMC Womens & Children HVAC Renovation Charleston, W.Va.
- Piping and Plumbing Engineer State of WV Building 22 HVAC Renovations in Charleston, W.Va.
- Piping and Plumbing Engineer for correcting issues with Ejector Pump State of WV Building 22
- Piping and Plumbing Engineer for Noble Local School District K-8 Building HVAC Replacement Noble County, Ohio
- Piping and Plumbing Engineer West Virginia University - Parkersburg Caperton Center HVAC Rework in Parkersburg, W.Va.
- Piping and Plumbing Engineer for West Virginia Dept of Natural Resources District 6 Complex in Parkersburg, W.Va.
- Piping and Plumbing Engineer for West Virginia Dept of Natural Resources North Bend Lodge Renovation in Parkersburg, WV in Cairo, W.Va.

DETERMINE THAT THE
THING CAN AND SHALL
BE DONE, AND THEN WE
SHALL FIND THE WAY.

Abraham Lincoln



CARL HENSON, P.E.

ELECTRICAL DEPARTMENT MANAGER
ELECTRICAL ENGINEER

BACKGROUND:

EDUCATION

NEW JERSEY INSTITUTE OF TECHNOLOGY

M.S. ELECTRICAL ENGINEERING

WEST VIRGINIA INSTITUTE OF TECHNOLOGY

B.S. ELECTRICAL ENGINEERING

LICENSES

PROFESSIONAL ENGINEER

W.VA., OHIO, PA., IN., LA.

YEARS EXPERIENCE

31 YEARS

- Electrical Engineer for three new full-service maintenance facilities for ODOT in Washington County, Monroe County and Vinton County in Ohio.
- Electrical Engineer of record and lead designer of commercial power systems.
- Electrical Engineer of record and designer for fire alarm systems.
- Provided Electrical design for a new \$7MM medical office facility in Parkersburg, West Virginia.
- New \$20M Emergency Department Expansion with private acute care rooms connected with the hospital's North and South Tower.
- Lead Electrical Engineer in designing high voltage (138-69kV) substations.
- Electrical Engineer for the design and installation of two new cooling towers on the main hospital and the installation of a redundant tower on the adjacent medical office building.
- Electrical Engineer of record for the South Pavilion Expansion at Marietta Memorial Hospital.
- Provided Electrical design of a new quality control laboratory with combined administrative facilities and adjacent firehouse for a local industrial client in Belpre, Ohio.
- Program Manager for all Arc Flash studies done for various industrial companies throughout the Mid-Ohio Valley utilizing SKM software.
- Supervising Engineer for leading polymer manufacturing facilities in Belpre, Ohio for six years and Marietta, Ohio for eight years.

“ONE MAN'S 'MAGIC' IS ANOTHER MAN'S ENGINEERING. 'SUPERNATURAL' IS A NULL WORD.”

Robert A Heinlein



REFERENCES



**CITY OF
PARKERSBURG**
City of Parkersburg
Parkersburg, W.Va.

Tom Joyce, Mayor of Parkersburg
(P) (304) 464-5282



City of Marietta
Marietta, OH

Joseph Tucker, P.E., City Engineer
(P) (740) 373-5495
(E) joseph.tucker@mariettaoh.net



City of Vienna
Vienna, W.Va.

Randall Rapp, Mayor of Vienna
(P) (304) 295-5070
(E) rcrapp@suddenlink.net



**Randolph County Development
Authority**
Elkins, WV

Robert L. Morris, Jr., Executive Director
(P) (304) 637-0803
(E) ROBBIE@RCDA.ORG



**West Virginia
General Services**

State of WV General Services
Charleston, WV

Scot Casdorff, PE
Architecture & Engineering Manager
(P) (304) 957-7145

**Washington County Department of
Jobs and Family Service**
Marietta, Ohio

Flite Freimann, Director
(P) (740) 434-0763

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) Traci Stotts, AIA VP of Marketing

(Printed Name and Title) Traci Stotts, AIA, VP of Marketing

(Address) 11283 Emerson Ave. Parkersburg, WV 26104

(Phone Number) / (Fax Number) (304) 464-5305 / (304) 464-4428

(email address) tstotts@pickeringusa.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.

Pickering Associates
Traci Stotts
(Company) Traci Stotts, AIA, VP of Marketing
(Authorized Signature) (Representative Name, Title)
Traci Stotts, AIA, VP of Marketing 9/20/2022
(Printed Name and Title of Authorized Representative) (Date)
(304) 464-5305 / (304) 464-4428
(Phone Number) (Fax Number)
tstotts@pickeringusa.com
(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI LOT2300000001

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

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

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

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

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

Pickering Associates

Company

Authorized Signature

9/20/2022

Date

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