



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 1

List View

General Information Contact Default Values Discount Document Information Clarification Request

Procurement Folder: 1708012

Procurement Type: Central Contract - Fixed Amt

Vendor ID: 000000201753

Legal Name: ALPHA ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 06/30/2025

Response Time: 13:17

Responded By User ID: Mia Larkin

First Name: Mia

Last Name: Larkin

Email: Mia.Larkin@thinkalphafirst.co

Phone: 3042370289

SO Doc Code: CE01

SO Dept: 0211

SO Doc ID: GSD2500000003

Published Date: 6/25/25

Close Date: 7/1/25

Close Time: 13:30

Status: Closed

Solicitation Description: Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project

Total of Header Attachments: 1

Total of All Attachments: 1



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Solicitation Response

Proc Folder: 1708012
Solicitation Description: Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project
Proc Type: Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2025-07-01 13:30	SR 0211 ESR06302500000007841	1

VENDOR
000000201753
ALPHA ASSOCIATES INC

Solicitation Number: CEOI 0211 GSD2500000003
Total Bid: 0
Response Date: 2025-06-30
Response Time: 13:17:23
Comments:

FOR INFORMATION CONTACT THE BUYER
Tara Lyle
(304) 558-2544
tara.l.lyle@wv.gov

Vendor		
Signature X	FEIN#	DATE

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

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

Comm Code	Manufacturer	Specification	Model #
81101508			

Commodity Line Comments:

Extended Description:

Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project

JULY 1 2025

BASEMENT RENOVATIONS – WV STATE CAPITOL COMPLEX

Charleston, WV



Alpha Associates, Inc.

304-296-8216

209 Prairie Ave Morgantown WV

rick.colebank@thinkalphafirst.com

thinkalphafirst.com

TABLE OF CONTENTS



SECTION A

GENERAL INFORMATION

Letter of Interest	1-2
Firm Overview & Qualifications	3-4
Statement of Qualifications	05

SECTION B

TECHNICAL EXPERTISE

Scheduling Expertise	06
Capacity & Software	07
Funding Experience	08
Meet the Alpha Design Team	09
Key Personnel Assigned to the Project	10

SECTION C

MANAGEMENT & STAFFING CAPABILITIES

Alpha Key Personnel Resumes & Certificates	11-17
--	-------

SECTION D

PROJECT EXPERIENCE

Our Design Team's Relevant Project Experience	18-24
---	-------

APPENDIX

REFERENCES

References



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Centralized Expression of Interest
Architect/Engr

Proc Folder: 1708012			Reason for Modification: Addendum No. 1
Doc Description: Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project			
Proc Type: Central Contract - Fixed Amt			
Date Issued	Solicitation Closes	Solicitation No	Version
2025-06-25	2025-07-01 13:30	CEOI 0211 GSD2500000003	2

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:

Vendor Name : Alpha Associates Incorporated

Address : 209 Prairie Avenue

Street :

City : Morgantown

State : WV **Country :** US **Zip :** 26508

Principal Contact : Richard A. Colebank

Vendor Contact Phone: 304-296-8216 **Extension:** 102

FOR INFORMATION CONTACT THE BUYER

Tara Lyle
(304) 558-2544
tara.l.lyle@wv.gov

Vendor Signature X  FEIN# 550516286

DATE 7/1/2025

ADDITIONAL INFORMATION
Addendum No. 1 issued to provide responses to vendor questions. The bid opening remains on 07/01/2025 at 1:30 pm EST, No other changes.

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION 112 CALIFORNIA AVENUE BLDG 4, 6TH FLOOR CHARLESTON WV 25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 74 PLAZA FOUR 318-324 4TH AVE SOUTH CHARLESTON WV 25303 US

Line	Comm Ln Desc	Qty	Unit Issue
1	Architectural engineering		

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description:
Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project

SCHEDULE OF EVENTS		
Line	Event	Event Date
1	Questions due by 2:00 pm	2025-06-23

	Document Phase	Document Description	Page 3
GSD2500000003	Final	Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions



July 1, 2025

WV Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

Re: CEOI GSD2500000003 – Basement Renovations, WV State Capitol Complex

Alpha Associates, Incorporated is pleased to submit our Letter of Interest for the provision of professional architectural and engineering design services to the West Virginia Division of General Services for the evaluation, renovation design, and construction administration of basement spaces within Buildings 5, 6, and 7 at the WV State Capitol Complex.

Project Understanding

We understand the scope of this project involves assessing existing basement conditions, developing design solutions that address functionality, safety, and infrastructure needs, and supporting the project through the bidding and construction process. Our team recognizes the historical significance and operational demands of working within the Capitol Complex and is prepared to deliver efficient solutions that align with the State's expectations and long-term use goals.

Firm Experience

Alpha Associates has over 55 years of experience providing architectural and engineering services to agencies across West Virginia. We have successfully completed complex renovation and infrastructure upgrade projects for state-owned buildings, many involving constrained spaces, phased construction, and sensitive environments. Our portfolio demonstrates our ability to balance historical preservation, system upgrades, and user experience within high-security and continuously occupied buildings.

Team and Capabilities

With offices in Morgantown and Martinsburg, WV, Alpha offers a multidisciplinary team of architects, engineers, surveyors, and construction representatives—all under one roof. Our in-house collaboration streamlines project delivery and ensures responsive, coordinated service throughout all project phases. Our licensed professionals and support staff are experienced in assessment, design, code compliance, and construction oversight within government facilities.

Alpha Associates, Incorporated values the opportunity to continue our partnership with the WV Purchasing Division. Our team is excited for the opportunity to support the continued maintenance and improvement of West Virginia's government infrastructure. Should you require any additional information, please contact me at (304) 296-8216 ext. 115.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED

CHARLES B. BRANCH

Charles B. Branch, PE
Senior Principal
chuck.branch@thinkalphafirst.com
(304) 296-8216 ext.115

About Alpha Associates, Inc.

Alpha's clients are served by a local, unique combination of professionals who provide top-notch architectural design, civil engineering and structural engineering. The Alpha design experience begins with the design staff listening, interpreting, reviewing and designing what you, the client, wants. The conclusion of the design process is not the end of Alpha's involvement in your project. Alpha's staff will stay involved until your project is constructed. Throughout Alpha's decades of practice, our architects and engineers work closely, making history every day. With support from the Alpha Team, one can truly create a sense of place and a proper environment for the built atmosphere.

Architecture

Commercial
Public
Private
Residential

Engineering

Enhance
Conservational
Leadership

Surveying

Accurate
Clearly Communicated
State-of-the-Art





“Creating client-focused designs with quality and value that are sustainable and cost-effective”

Locations:

209 Prairie Avenue
Morgantown, WV 26501
304-296-8216

535 West King Street
Martinsburg, WV 25401
304-264-0051

Website:

thinkalphafirst.com

Employees:

21

Webster's dictionary defines Alpha as "the first, the beginning". In the case of Alpha, the beginning was 1969 and the location was Morgantown, West Virginia. Since 1969, Alpha has earned a reputation for producing exceptional architectural and engineering designs for high profile organizations. By 1995, Alpha's client base had grown, demanding the need for a second location. The Eastern Panhandle of West Virginia was selected, and the planning began.

The Eastern Regional Office is located in Historic Downtown Martinsburg and is conveniently located to serve clients in West Virginia, Maryland, Virginia and Pennsylvania. We continue to raise the bar with a design studio of cross-disciplined professionals that embrace technology and innovation while treating you, the client, with respect and dignity.

As you travel through the region, you will find Alpha's influence on the built environment, especially in West Virginia. Alpha's local project success reflects an architectural studio which encourages creativity and flexibility. Continuing the focus of success, Alpha's architectural and engineering teams are experts with the planning of solutions for complex issues even before facing them head-on. Alpha's team consists of industry leaders, consistently being called upon for advice and guidance for the future. Alpha Associates, Inc. will surpass all expectations while maximizing the client's, your, vision.

With our client-first mission, we design spaces for now and the future.

Key Personnel

In addition to your dedicated project team, Alpha's staff of 21 includes engineers, architects, architectural designers, technicians and support staff that are available to assist you with any potential project need.

Organization and Management



Richard Colebank

PE, PS, PRESIDENT & COO
PRINCIPAL IN CHARGE



Charles Branch

PE, SENIOR PRINCIPAL
CIVIL ENGINEER



Matthew Echard

PE, PRINCIPAL &
STRUCTURAL ENGINEER



Charlie Luttrell

PE, SENIOR PRINCIPAL LEAD
STRUCTURAL ENGINEER



Rebecca Key

AIA, LEED AP DIRECTOR
OF ARCHITECTURE



Bradley Casdorph

PE, PS CIVIL ENGINEER

Statement of Qualifications

Alpha Associates, Incorporated is a local, West Virginia based Architectural/Engineering design firm that provides services in the areas of architectural design, interior design, construction administration, civil engineering, structural engineering, landscape design, project management and surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technological tools, dedicated principals and highly skilled staff members. Alpha's work is diverse and includes clients in commercial, educational, and government facilities, developers and private organizations.

Since 1969, Alpha's team provided architectural/engineering design services throughout the State and surrounding areas. For over 55+ years, we have worked with numerous local, state, and federal government entities on multiple projects of varying sizes and types. No project is too big or too small for us. Our team of licensed architects and engineers have recent, relevant experience with land assessment, civil/site planning, schematic and design layout, document preparation, and construction/bid administration to complete projects seamlessly.

Alpha's philosophy has always been to provide exemplary services for fair fees. We have always believed that the best way to succeed as a business is to go above and beyond the basic requirements of our contracts and take every step necessary to successfully complete and surpass a given project. We act in the client's best interest.

Everyone at Alpha, no matter the given role, all work towards the same goal of achieving success for not the project but the client too. Our principals are involved with all projects from the earliest stages through to the final completion and even beyond. They will consistently update you on your projects by using effective communication tools to manage the projects and all involved parties. Our skilled staff of architects, engineers, surveyors and administrative personnel at Alpha are professionals dedicated to providing superior services to the State of West Virginia and surrounding areas. While our staff is large enough to handle any size project, our firm is also capable of being small enough to give each and every one of our projects the individual attention to details it deserves. Alpha's local and unique approach to projects ensures success for all our clientele.



Funding Experience

Throughout our 55 years of business, Alpha Associates, Incorporated has worked with multiple funding agencies on projects, including State and Federal dollars. Our funding experiences includes:

- State and Federal ARRA Funds
- West Virginia Infrastructure Loan Program
- HUD Grants and Loans
- West Virginia Economic Development Grants and Loans
- Transportation Enhancement Grants
- West Virginia State Historic Prevention Office Funds
- Small Cities Block Grants
- Tax Increment Financing
- BIG Grant (Boating Infrastructure Grant)
- USDA Rural Development/Rural Utility Service - Grants and Loans
- ARC
- School Building Authority of West Virginia
- WV DEP Revolving Loan Fund
- WV Bureau of Health Clean Water Loan Fund
- Private Bond Sales



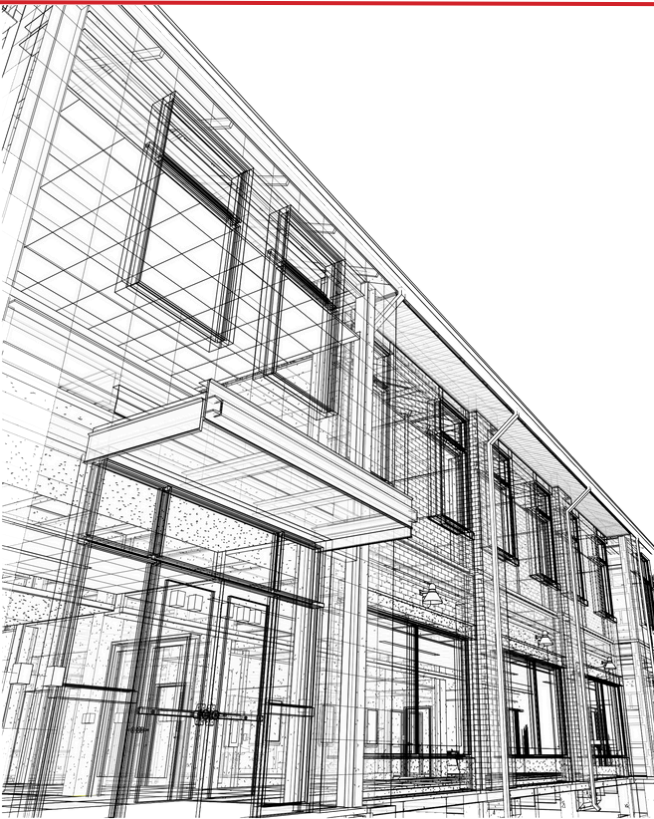
Capacity & Software

Our Capabilities

Alpha Associates, Incorporated is prepared to commit staff and resources to your project. Alpha has the qualified and experienced personnel, administrative support, along with the production equipment and resources, to ensure the successful completion of this project. We are confident in our ability to provide you with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations for your project by committing any resources necessary to meet the project schedule.

Using the Latest Software

The project team incorporates the latest computer and software capabilities required to complete the working drawings and specifications of this project. Our cost accounting system is top-of-the-line, and we have the ability to differentiate feeds according to task. We have secure e-mail and internet capability to allow efficient transfer of information between Alpha and the client. We currently have the latest editions of the following software:

- 
- Autodesk Suite
 - Autodesk Revit
 - Bentley Open Bridge Modeler & Designer
 - Enercalc
 - AutoTURN
 - TopCON GR5 GPS System
 - TopCON Total Station with Reflector-less Capabilities
 - Carlson Surveyor & Data Collector
 - AutoCAD22
 - REVIT (Editions up to 2022)
 - Civil 3D
 - RISA 3D
 - RISA Foundation
 - MathCAD Prime
 - DJI Phantom 4 RTK Drone
 - Office 365
 - Autodesk Civil 3D

LEED/Sustainability

As the intellectual landscape of the new century becomes more and more environmentally conscious, there is increasing demand to see this attitude reflected in the “built environment” with which we surround ourselves. The measure of a project’s success is increasingly dependent on its environmental, as well as economic and social innovation. A truly holistic approach to sustainable design must recognize the impacts of every design choice on natural and cultural resources. Aside from being attractive and enjoyable for humans, sustainable projects promote biological diversity, contribute to the quality of the air and water and reduce the impacts of construction and human use to help preserve the planet for future generations.

Alpha Associates, Incorporated understands the importance of sustaining the environment for future generations. Alpha works closely with the client to determine the level of environmental impact that the project will have. For example, Alpha works very hard to preserve and reuse equipment and building materials where necessary. Projects that have been designed include reuse of elements from stained glass windows to commercial cafeteria equipment.

Our Design Team will make sure your facility is designed with cost effective, energy conserving features. Where appropriate, we provide the ability to obtain any level of LEED Certification that you may desire, or we can simply utilize the principals of sustainable design to benefit your project.

The firm currently has three professional staff members who are LEED Accredited Professionals. We have two projects that are LEED registered; The FBOP Hazelton Facility and the new State Office Building in Clarksburg, WV.



Alpha's Scheduling Expertise

Project Track Record

Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many A/E firms can claim the same successes; however, the determining factor is the tools a firm utilizes to achieve the budgets, in regards to funds at that time. Alpha utilizes a number of both traditional & modern tools to exceed our client's expectations

A project schedule is a dynamic, ever-changing entity. Your project schedule depends on many factors including:

- Preferred construction method
- Changes to project scope
- Unique construction elements

Successful Project Management/Schedule

Successful project management depends on consensus regarding work efforts, milestones and goals. Our team has found the development of detailed work plans, which delineate tasks and deliverables for each project phase, in consort with the client and full project team, is the most effective approach with establishing expectations of efforts required by the respective disciplines. In addition to guiding the efforts of the design team, the work plan sets forth specific time frames and decision points for the Owner and user reviews, comments and/or approvals.

Developing an overall project schedule is a critical task that must take account of many factors: building type, owner's desired occupancy, scope of work & level of documentation, whether contract(s) is bid or negotiable, available fee, and experiences on similar projects. Once the design process begins, a comprehensive, realistic project schedule can be developed and communicated to all involved.

In a world where "time is money", the schedule of a project is as important as controlling the cost. Alpha works diligently to control the budget of a project and avoid the "scope creep" which can occur.

Alpha's Unique In-House Features

Alpha's in-house cost estimators combined with our excellent relationships with contractors throughout the State provides the client with the most accurate estimates early in the design process. The Alpha estimators begin at the schematic design phase of the project and develop a line-item estimate of probable construction costs which can be carried through each of the project phases. At each phase, the estimate is updated to include a more detailed evaluation for enhanced accuracy. When updating estimates, specific increases or decreases can be identified allowing the owner to make informed decisions on important budget issues for the project.

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



Meet the Alpha Team

Management

Richard A. Colebank
PE, PS
President & COO

Richard W. Klein
PE, PS
Chairman

Civil Engineering

Charles Branch
PE, Senior Principal
Senior Civil Engineer

Bradley Casdorff
PE, PS
Civil Engineer

Tom Simpson
PE, Civil Engineer

David Costello Jr.
PS, Manager of Surveying

Julie Frazee
Engineering Technician

Kevin McClung
Engineering Technician

Barbara Kerns
Survey Crew Representative

Nick Perry
Survey Crew

Architecture

Rebecca Key
AIA-LEED-AP
Director of Architecture

Todd Lewis
AIA Associate
Architectural Technician

Alex Hail
Construction Administration

Structural Engineering

Charles Luttrell
PE, Senior Principal
Senior Structural Engineer

Matthew Echard
PE, Principal
Structural Engineer

Cody Antoon
Engineering Technician

Office Administration

Heather Fox
Business Manager

Mia Larkin
Marketing Coordinator

Kim Coomler
Administrative Assistant



Richard A. Colebank, PE, PS

P R E S I D E N T A N D C O O

EMPLOYMENT HISTORY

1985 – Current

Alpha Associates, Incorporated

1983-1985

Charles Townes and Associates, P.C.

1983

US Army Corps of Engineers

EDUCATION

West Virginia University Master of
Business Administration; **1999**

Bachelor - Civil Engineering; **1982**

QUALIFICATIONS

License(s): Professional Engineer: West
Virginia, Maryland, Pennsylvania, and
Virginia Professional Surveyor: West
Virginia Certified Private Pilot FAA 107
Drone Pilot Certification

SUMMARY

Mr. Colebank is President and Chief Operating Officer at Alpha. He has been with Alpha Associates, Inc. since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous other public and private clients. Since 1988, Mr. Colebank has been the Principal-In-Charge of the Civil Engineering projects developed by Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day-to-day operations of the company while managing projects.

PROFILE

Broad-based responsibilities in the following areas:

- Project Mangement
- Business Operations & Financial Management
- Quality Assurance/Quality Control
- Civil Engineering
- Project Management and Design
- New Business Development
- Expert Testimony and Investigation

PROFESSIONAL HIGHLIGHTS

Project Manager

- Morgantown Municipal Airport Access Rd; Morgantown, WV
- Mon General Access Rd; Morgantown, WV
- WVU Reedsville Farm Redevelopment; Reedsville, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Martinsburg Train Station Corridor Streetscape; Martinsburg, WV
- WV State Office Building; Parkersburg, WV
- College of Physical Activity & Sports Science; Morgantown, WV
- WVDOH Open End Engineering Contract; WV WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Clarksburg State Office Building; Clarksburg, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV

AFFILIATIONS

- Former NSPE/PEPP Governor of WV
- American Red Cross - State Board
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman WVU College of Civil & Environmental Engineering Visiting Committee
- WVU College of Business & Economics MBA Advisory Committee
- WVU 2023 Academy of Civil Engineers



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

Richard A. Colebank

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

Registration Number 10346

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



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

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Frank L. Gaddy

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



Charles Luttrell, PE

SENIOR PRINCIPAL &
STRUCTURAL ENGINEER

EMPLOYMENT HISTORY

1996-Current Alpha Associates, Inc.

1995-1996 Larry D. Luttrell, PE, PhD

1991-1994 West Virginia University

1990-1991 WVU Constructed Facilities
Center

EDUCATION

MA Structural Engineering **1995**

BA Civil Engineering **1993**

QUALIFICATIONS

License: Professional Engineer: West
Virginia, Pennsylvania

RESEARCH EXPERIENCE

Cold Formed Steel Deck Research: Fastener
Failures Edge Conditions/Failures Buttoned
Overlap Shear Failures

Composite Cold Formed Steel & Concrete Deck
Line Load Behavior/Failures Concentrated Load
Behavior/Failures Web Crippling Punch Failures

SUMMARY

Mr. Luttrell has worked with Alpha Associates, Inc. since 1996. He is the chief structural engineer on all projects at Alpha. Before coming to Alpha, Mr. Luttrell's graduate work resulted in several contributions to the cold formed steel deck industry. His new method of analysis for non-uniform loads on composite concrete and cold formed steel decks has been made a permanent part of the Steel Deck Institute's design manual. Mr. Luttrell also worked on projects that involved pre-stressed timber bridge research with WVU Constructed Facilities Center. Since coming to Alpha, Mr. Luttrell has had significant involvement in the effort to begin utilizing modern composite materials in practical bridge applications.

PROFILE

Broad-based responsibilities in the following areas:

- Project Mangement
- Business Operations & Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

PROFESSIONAL HIGHLIGHTS

Project Manager

- Freedom Automotive Group 3 Dealerships; Morgantown, WV
- Hazel Ruby McQuain Equine Education & Resource Center; WVU
- WVDOH Arnettsville Replacement Bridge; Morgantown, WV
- Clarksburg State Office Building; Clarksburg, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV
- Alumni Center Structural Framing and Foundation; WVU
- Engineering Science Building, East Wing Addition; WVU
- Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
- Shepherd University Pedestrian Underpass; Shepherdstown, WV
- Washington High School; Charles Town, WV
- WVU Coliseum Structural Inspection; Morgantown, WV
- Alderson Broaddus College, Rex Pyles Arena Deck; Phillipi, WV
- Monongalia County Sheriff's Building; Morgantown, WV
- South High Street Bridge; Morgantown, WV
- Ices Ferry Bridge; Morgantown, WV
- Matthews Foundry Structural Evaluation; Martinsburg, WV
- Martinsburg Little League Fields; Martinsburg, WV
- Martinsburg WWTP; Martinsburg, WV
- Queen St. Underpass; Martinsburg, WV
- Winchester & Western RR Rt. 11 Bridge; Martinsburg, WV

AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- Chi Epsilon; Member
- American Concrete Institute; Member



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

Charles B. Luttrell

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

Registration Number 14172

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



Given under the hand and the Seal
of the Board at the Capitol in the
City of Charleston,
this 28th day of July in the
year of our Lord One Thousand
Nine Hundred and Ninety-nine
and of the State the One Hundred
Thirty-sixth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Garwick
Lund
L. J. [unclear]

Frank H. Naddy

Wm. J. [unclear]



Rebecca Key, AIA, LEED AP

DIRECTOR OF
ARCHITECTURE

EMPLOYMENT HISTORY

2000-Current

Alpha Associates, Inc.

1983-1999

Alexander Key & Associates

1978-1983

Webster Clothes; Director of Store Planning

EDUCATION

BA Architecture | 1977

Coursework in Furniture Design 1986-87

AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Fairmont, WV ICC Board of Appeal; Board Member
- US Green Building Council
- AIA Liveable Communities
- Leadership Kanawha Valley Class of 2014

QUALIFICATIONS

- License: Professional Architect: Maryland, New York, Virginia, Washington DC, and West Virginia
- NCIDQ Certified (Interior Design) Leadership in Energy and Environmental Design Accredited Professional
- Meet Standards of Secretary of the Interior for Historic Architecture

SUMMARY

Ms. Key has worked in the architectural field for over 35 years. She serves as Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Inc. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration. Having been with Alpha since 2000, Ms. Key has provided design services on numerous projects that have contributed to the ever-growing skyline of Morgantown, Charleston, Bridgeport, and other areas around the state.

PROFILE

Broad-based responsibilities in the following areas:

- Architectural Design
- Interior Design
- Feasibility Studies
- Water Infiltration Analysis
- Historic Renovation
- Project Management

PROFESSIONAL HIGHLIGHTS

Education:

- North Elementary School Connector; Morgantown, WV
- Mountaineer Middle School; Morgantown, WV
- Pineville Elementary School; Pineville, WV
- Washington High School; Charles Town, WV

Historic Renovations:

- Cass Scenic Railroad - Clubhouse Renovation; Cass, WV
- Berkeley Springs Bathhouse; Berkeley Springs, WV
- Hawks Nest State Park Picnic Pavillion; Ansted, WV
- Hawks Nest State Park CCC Museum; Ansted, WV

Recreation:

- Ruby McQuain Amphitheater; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

Dormitory & Multi-Family:

- Fairmont State University, Prichard Hall Renovation; Fairmont, WV
- WVU Boreman Hall; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Grand Central Apartment

Municipal & State Government:

- WV State Office Building; Clarksburg, WV
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Department; Morgantown, WV
- Norwood Fire Station; Morgantown, WV
- WV State Office Building 25; Parkersburg, WV

The Board of Architects



of West Virginia.

No. 2693

This Certifies that Rebecca Jean Key of Baltimore
in the State of Maryland, having successfully passed an examination
before the Board of Architects of the State of West Virginia, and being
otherwise qualified, is hereby authorized to practice Architecture in all its
branches in the State of West Virginia.



Witness the signatures of the President and Secretary of the Board of
Architects of West Virginia, and the seal of said Board, this 26th
day of September 1994

Will E. Johnson President.
E. Keith Pearson Secretary.



Bradley Casdorph, PE, PS

CIVIL ENGINEER

EMPLOYMENT HISTORY

2004-Current

Alpha Associates, Inc.

1979-2004 Triad

Engineering, Inc.

EDUCATION

MA Soil Conditions & Foundation Design

1982

BA Civil Engineering 1979

AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- WVSPS Mountain Regional Chapter; President
- Aircraft Owners and Pilots Association; Member

QUALIFICATIONS

- License: Professional Engineer: West Virginia
- Professional Surveyor: West Virginia
- Certified Private Pilot
- Certified FAA Part 107 Remote Pilot

SUMMARY

Mr. Casdorph joined the Alpha Associates, Inc. team in 2004 and currently works as a project engineer in the Morgantown office. He has 36 years of professional experience with roadway design, storm sewer design, airport airside renovation and design, storm water management including conveyance and detention, environmental permitting, project administration supervision and inspection, as well as boundary and construction surveying

PROFILE

Broad-based responsibilities in the following areas:

- Airport Planning & Design
- Highway Design
- Hydraulic & Hydrology Studies
- Site Plan Development
- Land Surveying, including use of Aerial Drone Technology

PROFESSIONAL HIGHLIGHTS

Civil Engineering

- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- WV DOH Open Engineering Open End Contract; WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Freedom Automotive Three Dealerships; Morgantown, WV
- Freedom Kia Clarksburg; Clarksburg, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Mon General Hospital Access Road; Morgantown, WV
- WVU - Lot 81 Parking Area Improvements; Morgantown, WV
- McKee Crossing - 120 Acre Subdivision; Martinsburg, WV
- WVU Reedsville Farm Redevelopment; Reedsville, WV
- Mon General Hospital - East Parking Area; Morgantown, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Point Marion Borough; Point Marion, PA
- Clarksburg State Office Building; Clarksburg, WV
- WVU College of Physical Activity & Sports Sciences; Morgantown, WV
- VA Parking Lot SWM; Shepherdstown, WV
- Arcland RV Parking Lot SWM; Charles Town, WV

Surveying

- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Mon General Hospital Access Road; Morgantown, WV
- Freedom Automotive Three Dealerships; Morgantown, WV
- Freedom Kia Clarksburg; Clarksburg, WV



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting

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

Bradley H. Casdorph

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

REGISTERED PROFESSIONAL ENGINEER

Registration Number 16618

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



*Given under the hand of the
Seal of the Board at the Capitol in the
City of Charleston,
This 29th day of December
in the year of our Lord 2005
and of the State
the One Hundred Forty-Second*

Members of the Board

Leonard D. Timms, Jr.

Richard E. Dlynas

Bhupen S. Shukla

William E. Viersen



Charles Branch, PE

SR. PRINCIPAL & CIVIL ENGINEER

EMPLOYMENT HISTORY

1992-Current

Alpha Associates, Inc.

1988-1992

Reimer, Muegge & Assoc., Inc.

EDUCATION

West Virginia University

Bachelors - Civil Engineering

2000

Fairmont State College

Bachelors -Architectural Engineering

1988

AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers

SUMMARY

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

PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Project Manager

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

QUALIFICATIONS

License(s): Professional Engineer: West Virginia



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

Charles B. Branch

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

Registration Number 15056

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



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 13th day of February in the year of our Lord 2002 and of the State the One Hundred Thirty-Eighth

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Ed. Rickhoff

By

Frank D. Goddy

L. J. Burns, Jr.

Luigi

[Signature]



Matthew Echard, PE

PRINCIPAL & STRUCTURAL
ENGINEER

EMPLOYMENT HISTORY

2016-Current

Alpha Associates, Inc.

2010-2015

Echard ingenieurBüro

2006-2009

Buro Happold Consult. Engineers

2003-2006

Risa Technologies, Inc.

2000-2003

Zaldastani Associates, Inc

EDUCATION

Massachusetts Institute of Technology

Masters - Engineering &

Environmental Mechanics 2002

West Virginia University

Bachelors - Civil Engineering 2000

SUMMARY

Mr. Echard joined Alpha Associates, Inc. in early 2016 with a strong belief that his clients deserve intelligent, performance-based and value-oriented solutions. Drawing on experience working across the United States, Europe, and the Mid-West, Mr. Echard returned to West Virginia to provide world-class service in a historically unreserved region while making positive contributions to his home state. Mr. Echard places a large value on collaborative work process, believing that a building's form and function are derived from many contexts. Mr. Echard's office is located in the corporate office in Morgantown, WV.

PROFILE

Broad-based responsibilities in the following areas:

- Structural Engineering & Forensics
- Design Management
- Construction Optimization
- New Business & Client Development
- Current research area(s): Next generation sustainability strategies in design & construction

PROFESSIONAL HIGHLIGHTS

Project Manager

- Morgantown Municipal Airport Access Rd; Morgantown, WV
- Mon General Access Rd; Morgantown, WV
- WVU Reedsville Farm Redevelopment; Reedsville, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Martinsburg Train Station Corridor Streetscape; Martinsburg, WV
- WV State Office Building; Parkersburg, WV
- College of Physical Activity & Sports Science; Morgantown, WV
- WVDOH Open End Engineering Contract; WV WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Clarksburg State Office Building; Clarksburg, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV

AFFILIATIONS

- American Concrete Institute
- American Institute of Steel Construction
- American Society of Civil Engineers
- American Wood Council

QUALIFICATIONS

License(s): Professional Engineer: West Virginia,
California California OES SAP Evaluator



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting
"Know Ye" That The State Board of Registration for Professional Engineers
of the State of West Virginia, reposing special confidence in
the Intelligence, Integrity and Discretion of

Matthew T. Echard

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT

*by law hereby certify that he having submitted
satisfactory evidence of his ability and experience is a*

REGISTERED PROFESSIONAL ENGINEER

Registration Number 19830

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



*Given under the hand of the
Seal of the Board at the Capitol in the
City of Charleston,
This 17th day of August
in the year of our Lord 2012
and of the State
the One Hundred Forty-Ninth*

Members of the Board

Leonard D. Turner, Jr.

Richard E. Dlyns

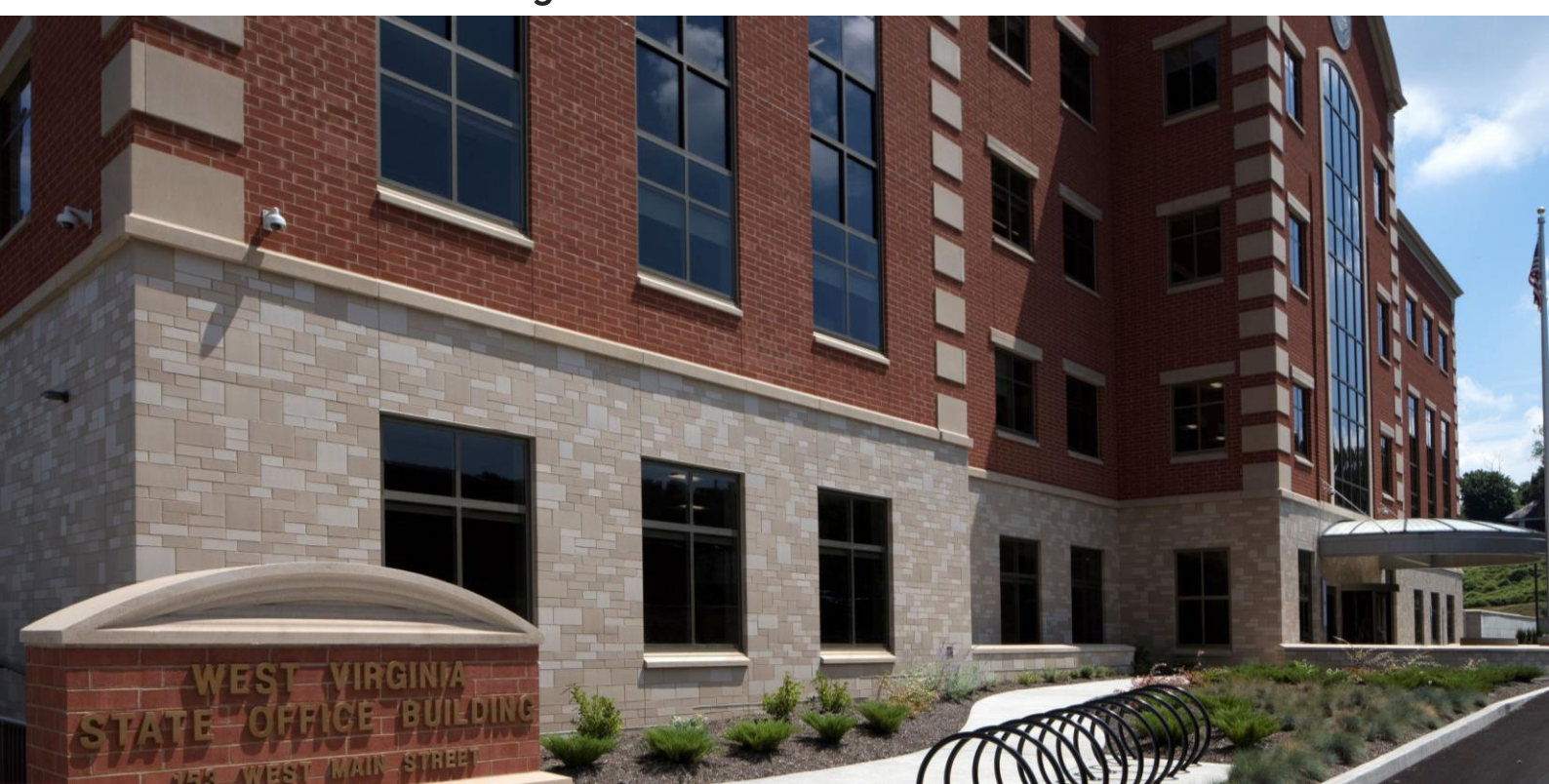
Blaham S. Saha

William E. Piersen

[Signature]

CLARKSBURG STATE OFFICE BUILDING

The State of West Virginia



Location:

Clarksburg, WV

Alpha Associates, Incorporated provide architectural design, civil and structural engineering and surveying services for a new state office building in Clarksburg, WV.

Designed to complement the historic character of downtown Clarksburg, WV, the five-story building sits on a 2.1-acre site. The sloping site created an opportunity for a public entrance on the main level, and a staff entrance on the lowest level. Six public facing State agencies were designated to occupy the building, including the Department of Motor Vehicles and WV Workforce.

The exterior building envelope consists of oversized red brick and structural clay tile that mimics sandstone in an ashlar pattern. Energy efficient systems, including the use of a revolving door, were created and constructed for the building envelope and interior spaces. Elevators, public restrooms, and other secondary spaces were located in the central core, creating an efficient floor plate.

This project is LEED® Registered



PROJECT INFORMATION:

- ★ Services Provided:
Architectural, Engineering & Surveying
- ★ Size:
88,491 sq. ft.
- ★ Completion Date:
2016
- ★ Cost:
\$ 24.9 Million
- ★ Reference:
William Berry
Charleston, WV
304.957.7188

MONONGALIA COUNTY SHERIFF'S BUILDING

Monongalia County Commission



Location:

Morgantown, WV

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

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

The ground floor includes:

- α The sheriff's department
- α An evidence room
- α Several bailiff rooms
- α Officer locker/shower rooms

The remaining floors are designed to house flexible office space. Also, Restricted access, combined with a high level of security, both passive and active systems were part of the design program.



PROJECT INFORMATION:

- ★ Services Provided:
Architectural, Engineering & Surveying
- ★ Size:
31,655 sq. ft.
- ★ Completion Date:
2011
- ★ Cost:
\$ 7.9 Million
- ★ Reference:
Al Kisner, Retired Sheriff
Morgantown, WV
304.291.7290

PARKERSBURG ARMORY RENOVATION & ADDITION

WV Army National Guard



Location:

Parkersburg, WV

Alpha is shares an established relationship with the West Virginia Army National Guard due to the services provided for the renovation of a space originally designed as a rifle range at the Parkersburg Armory.

New offices, a conference room and a break room provide new work space for officers. A secondary entrance was included in the design to serve the department that will occupy this space.

A fire alarm upgrade for the entire building was also included in the project scope as well as an alternate for an access control system and mass notification system.



PROJECT INFORMATION:

- ★ Services Provided:
Architectural Design
- ★ Size:
2,600 sq. ft.
- ★ Completion Date:
2009
- ★ Cost:
\$ 400,000
- ★ Reference:
WV Army National Guard
Parkersburg, WV
304.485.8511

WV REGIONAL TECH PARK BUILDING 770 RENOVATION

WVHEPC

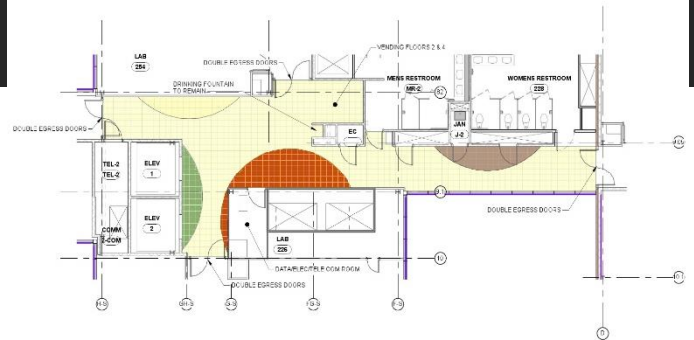


Location:

South Charleston, WV

Alpha Associates, Incorporated aligned with the HDR on the renovation of Building 770 at the Regional Tech Park in South Charleston. The project was core and shell of a vacant and unoccupied 1950s laboratory building. Design work included the selective demolition and removal of HVAC, piping systems, and corridor ceilings. New mechanical systems and electrical systems were designed for future research and development incubator space.

In addition, Alpha's team performed a full roof replacement, limited masonry work as related to infill, repair of mortar joints, and structural settlement, and created a "master plan" as a way forward to attract tenants.



PROJECT INFORMATION:

- ★ Services Provided:
Architectural & Engineering
- ★ Size:
128,900 sq. ft.
- ★ Completion Date:
2015
- ★ Cost:
\$ 11.48 Million
- ★ Reference:
Jim King
Charleston, WV
304.558.0281

WYOMING COUNTY COURTHOUSE ELEVATOR REPLACEMENT

Wyoming County Commission



Location:

Wyoming County, WV

Alpha Associates, Inc. provided architectural and structural engineering services for the Wyoming County Court House in Pineville, WV. The project replaced the non-ADA compliant lift with an ADA compliant elevator between the main floor and the 2nd floor where the courtroom is located. Due to the historic nature of the building, every attempt was made to maintain the original wood staircase that encircles the elevator.

Modifications and improvements were also made to the existing staircase handrails as well. Tolerances within the existing building were so tight, the design team chose to have the steel frame structure of the elevator shaft fabricated off site, and lowered through the roof of the building.



PROJECT INFORMATION:

- ★ Services Provided:
Architectural, Engineering & Surveying
- ★ Size:
23,089 sq. ft.
- ★ Completion Date:
2023
- ★ Cost:
\$ 466,000
- ★ Reference:
Jewell Aguilar
Pineville, WV
304.732.8000

STATE BUILDING 25 FAÇADE RENOVATIONS

State of West Virginia



Location:

Parkersburg, WV

Moisture infiltration in the form of liquid rain had been entering the offices along the perimeter of the building facing 5th & Avery Street for a number of years. The cause of the building envelope failure was determined to be the lack of window flashing installed during the 1970s façade renovation.

Recladding of the existing building was necessary because Alpha's design wanted to take advantage of the original window openings to create a better environment for the office workers while simultaneously evoking the building's former glory.

Alpha Associates, Inc. designed a new "rain screen" system that echoed the original brick and limestone façade with oversized fenestration that brought much welcomed daylight to the office interiors along with a new entrance ramp that was handicap accessible.

Building 25 is the 2021 Recipient of the City of Parkersburg Downtown Curb Appeal Award.



PROJECT INFORMATION:

- ★ Services Provided:
Building Envelope Analysis and Architectural Services
- ★ Completion Date:
2020
- ★ Cost:
\$ 2,924,450
- ★ Reference:
Scot Casdorff, A&E Manager
Charleston, WV 25305
304.957.7145

WEST VIRGINIA UNIVERSITY – BOREMAN BISTRO

West Virginia University



Location:

Morgantown, WV

Alpha provided architectural design services to renovate the interior space of the two floor, 8,500 SF Boreman Bistro. The Boreman Bistro is a campus dining room housed in an eighty-year-old dormitory. The lower-level kitchen and utilities had not undergone a complete renovation in decades.

The dining room and serving line was to reflect the change in food delivery services and seating and gathering areas. Integral to the look of the facility was the introduction of a coffee bar and Bistro atmosphere with intimate booth seating. The kitchen and serving lines were completely updated with new equipment and food stations. The space developed into an inviting dining experience for the students. This massive undertaking was completed during the summer break.



PROJECT INFORMATION:

- ★ Services Provided:
Architectural & Engineering
- ★ Size:
8,500 sq. ft.
- ★ Completion Date:
2007
- ★ Cost:
\$ 2,214,092
- ★ Reference:
Paul Whiteman
Morgantown, WV
304.293.8134

CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers
having verified the person in responsible charge is registered in
West Virginia as a professional engineer for the noted firm, hereby certifies*

*has complied with section §30-13-17 of the West Virginia Code governing
the issuance of a Certificate of Authorization. The Board hereby notifies you of its
certification with issuance of this Certification of Authorization for the period of:*

providing for the practice of engineering services in the State of West Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

Scott E. Thomas Jr.

BOARD PRESIDENT

State of West Virginia



Certificate

I, Mac Warner, Secretary of State of the State of West Virginia, hereby certify that

ALPHA ASSOCIATES, INCORPORATED

was incorporated under the laws of West Virginia and a Certificate of Incorporation was issued by the West Virginia Secretary of State's Office on June 23, 1969.

I further certify that the corporation has not been revoked or administratively dissolved by the State of West Virginia nor has the West Virginia Secretary of State issued a Certificate of Dissolution to the corporation.

Accordingly, I hereby issue this Certificate of Existence

CERTIFICATE OF EXISTENCE

Validation ID:1WV25_3J5W7



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
January 26, 2024*

Mac Warner

Secretary of State

**For inquiries,
contact us.**



www.thinkalphafirst.com
email@thinkalphafirst.com
304-296-8216

