



Statement of Qualifications for Architectural and Engineering Services



West Virginia
Army National Guard
Division of Engineering
and
Facilities
Armory Board Section

DEFK 9011



Joint Forces
Headquarters
Office Building

October 7, 2008

THRASHER

ENGINEERING

CIVIL • ENVIRONMENTAL • CONSULTING
FIELD SERVICES • ARCHITECTURE

30 Columbia Boulevard
Clarksburg, West Virginia 26301
304-624-4108
304-624-7831-Fax
thrasher@thrashereng.com
www.thrashereng.com

Clarksburg, WV □ Charleston, WV □ Martinsburg, WV □ Princeton, WV

RECEIVED

2008 OCT -7 A 10:13

PURCHASING DIVISION
STATE OF WV



30 Columbia Boulevard
P.O. Box 1532
Clarksburg, WV 26301

(304) 624•4108
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thrasher@thrashereng.com
www.thrashereng.com

October 6, 2008

Department of Administration
Purchasing Division
2019 Washington Street, East
P.O. Box 50130
Charleston, WV 25305-0130

RE: RFQ # DEFK9011
Architectural and Engineering Services for the West Virginia Army National Guard

Dear Members of the Selection Committee:

As demonstrated in this Statement of Qualifications, Thrasher Engineering is highly experienced in the planning, design and construction of office buildings for multi-purpose and multi-tenant use. This experience will be of great benefit to the State of West Virginia and the West Virginia Army National Guard along with the employees that will occupy the building. We greatly appreciate the opportunity to present our qualifications and cost proposal for consideration.

Our qualifications meet and exceed the criteria for selection of the architectural / engineering firm for the development of the office building. In summary, we offer the following reasons why Thrasher Engineering, Inc. is the right firm for this project:

- ❑ ***Depth and Variety of Staff Disciplines:*** Thrasher Engineering provides a work force of over 170 employees, with disciplines including engineering, architecture, survey, construction management and materials testing. Only Mechanical –Electrical – Plumbing engineering and geo-technical services are sub-contracted for our site development and architectural projects.
- ❑ ***Experience in the Design and Construction of Office Buildings:*** Thrasher Engineering, Inc. added architecture design to our scope of services in 2005. Since that time, our architectural team has developed a roster of repeat clients and project experience in office buildings of various sizes for private and commercial clients.
- ❑ ***Accurate Project Estimating:*** Our approach to architecture is different from that of most architecture firms: we take an engineering approach to your project. Our designs are aesthetically pleasing, but we focus on maintainability and functionality and most importantly we focus on design that meets the budgetary requirements of our clients. Our track record of accurately estimating construction costs is one of the strongest reasons we have repeat customers and long-term relationships with our clients. Through good design and careful estimating, we save our clients time and money. This benefit is specifically important when utilizing grant funding in order to avoid project overruns.

- **Priority:** The architectural division of Thrasher Engineering, Inc. is a young and growing firm. Our current work load will allow us to place your project as a priority and meet the deadlines required.

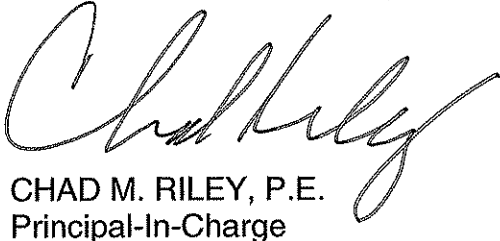
We are aware of, and comply with Title VI of the Civil Rights Act of 1954, Executive Order 11246, Section 109 of the Housing and Urban Development Act of 1968, Conflict of Interest Statement and Access to Records provisions and all other requirements as they relate to federal and state funded projects

Enclosed please find two three ring binders containing our proposal, along with a PDF file on compact disc.

We look forward to the opportunity of meeting with representatives of the West Virginia Army National Guard to discuss your needs and how Thrasher Engineering can provide the services necessary.

Sincerely,

THRASHER ENGINEERING, INC.



CHAD M. RILEY, P.E.
Principal-In-Charge



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

Request for Quotation

RFQ NUMBER
DEFK9011

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT 304-558-2544

RFQ COPY
TYPE NAME/ADDRESS HERE

THRASHER ENGINEERING, INC.
PO BOX 1532
CLARKSBURG, WV 26301

DIV ENGINEERING & FACILITIES
ARMORY BOARD SECTION

1707 COONSKIN DRIVE
CHARLESTON, WV
25311-1099 341-6368

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/11/2008				

ID OPENING DATE: 10/07/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
001	1	LS		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL						
CONTRACT TO PROVIDE ARCHITECT AND ENGINEERING SERVICES FOR THE WEST VIRGINIA ARMY NATIONAL GUARD, CHARLESTON, WV, PER THE EXPRESSION OF INTEREST (EOI).						
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID						
BUYER: JOHN ABBOTT-----						
RFQ. NO.: DEFK9011-----						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

NATURE	TELEPHONE	DATE
LE	304-624-4108	10-6-2008

PRINCIPAL

FEIN 5809665966

ADDRESS CHANGES TO BE NOTED ABOVE

STATE OF WEST VIRGINIA
Purchasing Division**PURCHASING AFFIDAVIT**

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

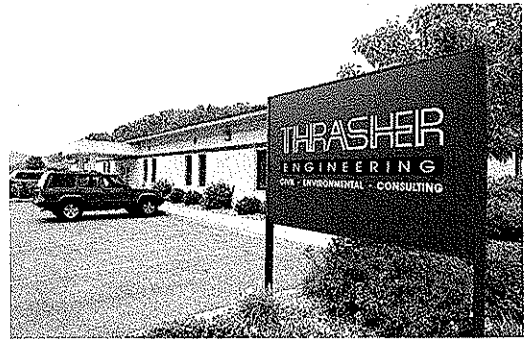
Vendor's Name: THRASHER ENGINEERING, INC.

Authorized Signature:  Date: OCTOBER 6, 2008

Statement of Qualifications

Thrasher Engineering, Inc. provides the West Virginia Army National Guard the advantage of providing the full scope of services for its Headquarters office building under **single corporate management**.

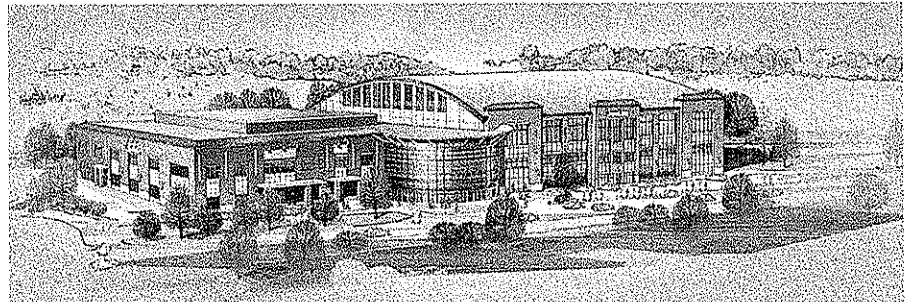
Founded in 1983, Thrasher Engineering, a West Virginia owned and operated full-service company has provided engineering design and construction services for infrastructure throughout the State of West Virginia.



Throughout our 25-year history, Thrasher Engineering provided site development planning and engineering design services for many successful building projects, working with numerous architectural firms and contractors. Based on that success, in 2004, we added architectural design to the scope of services we provide in-house.

Architectural / Engineering Qualifications

Exceptional customer service, versatility, quality and experience are the benefits realized by the selection of Thrasher Engineering for the readiness facility project.



Our architects bring over 30 years of experience to the project; a balance of aesthetics, functional design and maintainability is the base of their design. The civil engineering team, working with the architects, offers the structural, utilities, and landscape architecture segments. These abilities have been demonstrated

Conceptual plan for Sports / Education Facility for Glenville State College

in projects shown as examples in this proposal, including the Rahall Center at the Woodlands in Beckley, West Virginia, the Shenandoah Office Park in Martinsburg and the newest facility of the High Technology Consortium in Fairmont, West Virginia.

In addition to our ability to provide the necessary services for architecture, civil engineering and field services under **single corporate management**, Thrasher Engineering, Inc.'s selection brings the following benefits to the West Virginia Army National Guard project:

- We offer experience with Army National Guard projects. Our lead architect has provided structure inspection and repairs, along with fire code and ADA improvements at twelve (12) armory facilities in West Virginia, including the current Marion County facility in Fairmont.

- ❑ We offer an approach to architectural projects different from that of other firms. Our engineering emphasis on the details of construction bidding documents for our design, in addition to the design itself, results in ***more accurate bids and fewer change orders - bringing cost savings to our clients.***
- ❑ We offer a solid track record of architectural site development engineering for large, complex state and federally funded projects, requiring integrated communication among design and construction teams. As an example, ***Thrasher Engineering, Inc. has provided all of the site development and infrastructure engineering services for both the completed Glenville Federal Prison and the McDowell County Federal Prison currently under construction.***
- ❑ We offer extensive experience in site development and building design for many of the State of West Virginia's industrial and business parks. The majority of our work in this area is for ***repeat clientele.***
- ❑ We offer ***a teamwork process.*** Whether we are serving as the civil engineer for architecture within our own company, as a sub-contractor to other architectural firms or, in a design-build team, we communicate with the project owner to provide design and construction services ***on-time and within budget.***

Thrasher Engineering has provided feasibility studies, design, bidding and construction phase services for ***over \$500 Million*** in construction for infrastructure and building projects ***within the State of West Virginia.***

Simply stated, there is no other West Virginia civil engineering firm that can surpass Thrasher Engineering in the quality of service and technical ability necessary to meet the needs of the West Virginia Army National Guard in their plans for new office building

Mechanical-Electrical-Plumbing Design

The only engineering service that Thrasher Engineering, Inc. sub-contracts for our building projects is for Mechanical, Electrical and Plumbing design. However, we consider these designers as a part of our team and represent them under our ***single contact management method.*** For your project, we will utilize the services of ***Harper Engineering.***

Harper Engineering is an innovative new engineering firm serving architects, owners, and contractors throughout the state. They offer full service commercial and industrial engineering with over 60 years of combined experience striving to offer the best service at the most competitive rates.

M-E-P services that Harper Engineering will provide for the project include design of HVAC, electrical, lighting, fire alarm, security and communications, plumbing and fire suppression.

Interior Design

Each of our client's needs for interior function and aesthetic appeal differ and we recognize and appreciate that. In order to meet their needs, we work with our client to select the interior design group that best understands their vision and work with them under our management.

Performance Data

Thrasher Engineering, Inc.'s team offers project experience performance data covering the full spectrum of architectural / engineering services necessary for the design and construction of your office building. Included as relevant examples for your review are projects for the West Virginia National Guard, projects of the planned size of the office building and projects encompassing the combined site development and architecture.

WEST VIRGINIA NATIONAL GUARD ARMORY PROJECTS

Fairmont, Marion County "Woody Williams" Armory

- ☐ Structural Inspection – 34,370.00 SF
- ☐ ADA Compliance
- ☐ Fire Code Compliance
- ☐ Distance Learning Renovations
- ☐ Project Cost \$42,440.00

Clarksburg, Harrison County "Nathan Goff" Armory

- ☐ Structural Inspection – 22,000 SF
- ☐ ADA Compliance
- ☐ Fire Code Compliance
- ☐ Project Cost \$174,450.00

Brush Fork, Mercer County Armory

- ☐ Structural Inspection and Repairs
- ☐ Project Cost \$99,753.00

Welch, McDowell County Armory -28,562 SF

- ☐ ADA and Fire Code Improvements
- ☐ Project Cost \$58,000.00

Moundsville, Marshall County Armory -23,562 SF

- ☐ ADA and Fire Code Improvements
- ☐ New Lighting
- ☐ Project Cost \$47,323.00

Gassaway, Braxton County Armory

- ☐ ADA and Fire Code Improvements
- ☐ Project Cost \$46,500.00

❖ Beckley, Raleigh County	Structural Inspection – No Repairs Required
❖ Buckhannon, Upshur County	Lighting Evaluation – No Repairs Required
❖ Charleston, Kanawha County	Structural Inspection – No Repairs Required
❖ Hinton, Summers County	Structural Inspection – No Repairs Required
❖ Salem, Harrison County	Structural Inspection – No Repairs Required
❖ Weston, Lewis County	Structural Inspection and Repairs

The team members from Harper Engineering bring the following experience with the West Virginia National Guard, which includes over \$80,000,000 in construction costs.

The projects they have worked on include

- ☐ **Lewisburg Readiness Center**
- ☐ **Summersville Readiness Center**
- ☐ **Eleanor Readiness Center/ Maintenance Facility**

RAHALL CENTER AT THE WOODLANDS

A. DESCRIPTION AND LOCATION: 10,000 Square Foot Office Building, Raleigh County, West Virginia – Funded by US Department of Commerce – Economic Development Authority

B. STARTING DATE: 2006

COMPLETION DATE: 2007

C. ORIGINAL COST ESTIMATE: \$1,800,000.
FINAL COST OF SERVICES: \$1,832,000.

D. CONTACT:

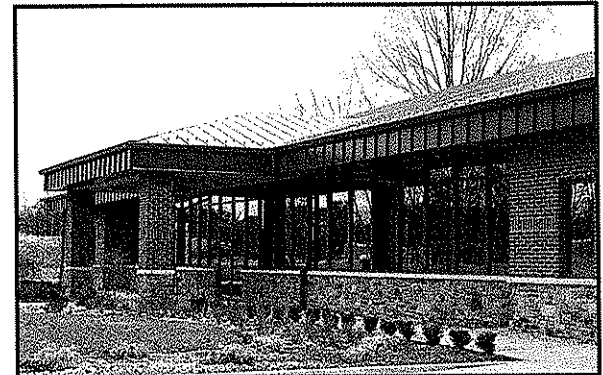
Pinecrest Development Corporation
Bill Baker
200 Main Street
Beckley, WV 25801
(304) 929-2010
Fax 929-2009



E. LEAD FIRM: Thrasher Engineering, Inc.

F. OTHER FIRMS: CMA Engineering – MEP Services (Assigned Staff Now with Harper Engineering – MEP Sub-consultant for this project)

G. LEAD ENGINEER: Chad M. Riley, P.E.
LEAD ARCHITECTS: Craig Baker, Assoc. AIA
Lee Gustafson, AIA



H. SYNOPSIS: Site development engineering and architectural design. The oversight of design of electrical, plumbing and mechanical was included. Thrasher Engineering also provided design and construction management for curbs, sidewalks, a parking area, access road and landscaped area also included in the scope of services for this project.

- ☐ 10,000 square foot building
- ☐ One-story brick building with an aluminum-glass curtain wall
- ☐ Interior partitions use wood frame and drywall. Interior finishes included carpet, flooring, paint and wall coverings and trim.

WHITE OAKS DEVELOPMENT – PROFESSIONAL BUILDING 1

A. DESCRIPTION AND LOCATION: 20,000 Square Foot Multi-Tenant Office Building, Harrison County, West Virginia

B. STARTING DATE: 2008

COMPLETION DATE: Design Phase

C. ORIGINAL COST ESTIMATE: \$ 3,200,000.
FINAL COST OF SERVICES: TBD

D. CONTACT:

High Tech Corridor Development, LLC
Mr. Jack Keeley
304-622-2400

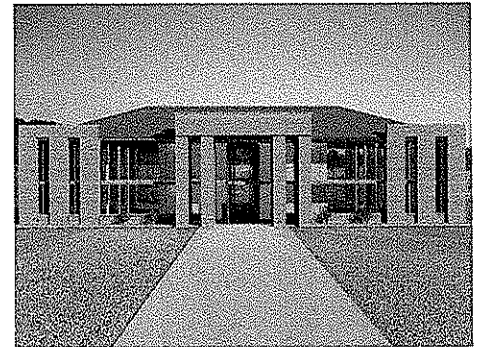
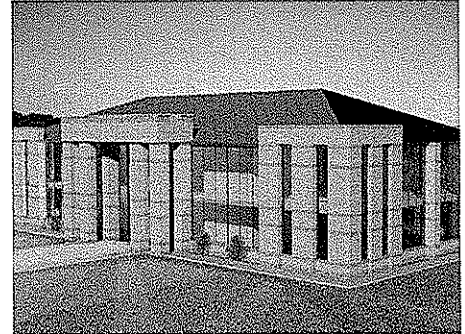
E. LEAD FIRM: Thrasher Engineering, Inc.

F. OTHER FIRMS: Harper Engineering – MEP Sub-consultant for this project

G. LEAD ENGINEER: Chad M. Riley, P.E.
LEAD ARCHITECTS: Craig Baker, Assoc. AIA
Lee Gustafson, AIA

H. SYNOPSIS: Thrasher Engineering, Inc. was retained to design both this 20,000 square foot mixed-use office building along with a retail strip center.

The planned office building will be of brick and masonry construction with a slate roof. Designed for up to 6 businesses, the building includes centrally located core spaces including a shared lobby, stairs, elevator and conveniences.



SHENANDOAH OFFICE PARK – MON VALLEY BANK BUILDING



A. DESCRIPTION AND LOCATION: 20,000 Square Foot Multi-Tenant Office Building, Martinsburg, West Virginia

B. STARTING DATE: 2006
COMPLETION DATE: 2007

C. ORIGINAL COST ESTIMATE: \$ 3,232,000.
FINAL COST OF SERVICES: \$ 3,248,000
(Site Development and Structure)

D. CONTACT: US Government – GSA

Jamie Thompson – Project Mgr. 215-446-4665

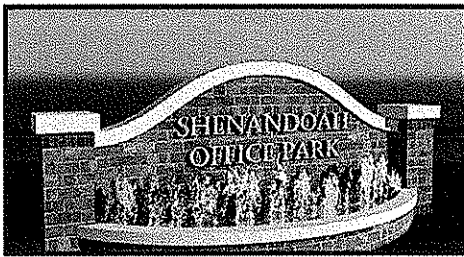
Stacy Keefer – Project Mgr. 215-446-4579

Charles Green – Project Mgr. 215-446-4568

MON VALLEY BANK

Larry Mazza - Manager

304-842-6700



E. LEAD FIRM: Thrasher Engineering, Inc.

F. OTHER FIRMS: CMA Engineering – MEP Services (Assigned Staff Now with Harper Engineering – MEP Sub-consultant for this project)

G. LEAD ENGINEER: Chad M. Riley, P.E.

LEAD ARCHITECTS: Craig Baker, Assoc. AIA
Lee Gustafson, AIA

H. SYNOPSIS: The project consisted of the design for two, two story **multi-purpose office buildings totaling 50,000 square feet.** The first completed building is a 20,000 square foot two story structure. The building features a brick exterior and green metal roof meeting all ADA requirements, including an elevator. The scope of services for the project included site development, exterior design and structural engineering, interior design including carpet and color selection. Tenants of the building include Mon Valley Bank, an engineering firm and two government agencies.

CAMBRIDGE OFFICE PARK



A. DESCRIPTION AND

LOCATION: Cambridge Place Office Park is an ongoing development of executive office space in a park-like setting. This development consists of six 7,000 square foot buildings, two of which are complete and the third is currently under construction.

B. STARTING DATE: 2004

COMPLETION DATE: On-Going

C. ORIGINAL COST (FIRST BUILDING)

ESTIMATE: \$1,500,000.00

FINAL COST OF SERVICES:
\$1,620,000

D. CONTACT:

Cambridge Place Office Park
Mr. Greg Zerkel
102 Cambridge Place
Bridgeport, WV 26330
304-842-5556

E. LEAD FIRM: Thrasher Engineering, Inc.

F. OTHER FIRMS: CMA Engineering – MEP Services (Assigned Staff Now with Harper Engineering – MEP Sub-consultant for this project)

G. LEAD ARCHITECTS: Craig Baker, Assoc. AIA
Lee Gustafson, AIA

H. SYNOPSIS: These buildings are one-story, brick veneer and shingle clad structures with clad wood windows and monumental entrance porticos. These porticos feature tower cupolas and exceptional landscaping. The interiors of these buildings are designed to meet tenant requirements while maintaining established standards of continuity. The scope of services for the project included site development, exterior design and structural engineering, interior design including carpet and color selection.

MON VALLEY BANK



A. DESCRIPTION AND LOCATION: Project Consisted of Site Development and Architectural Design of a 7,000 Square Foot Bank Building and Drive Through in Fairmont, Marion County, West Virginia

B. STARTING DATE: 2000
COMPLETION DATE: 2001

C. ORIGINAL COST ESTIMATE: \$ 1,450,000.00
FINAL COST OF SERVICES: \$1,425,000.00

D. CONTACT: Monongahela Valley Bank
Fairmont, West Virginia
Gary Cox
304-363-4800

E. LEAD FIRM: Thrasher Engineering, Inc.

F. OTHER FIRMS: CMA Engineering – MEP Services (Assigned Staff Now with Harper Engineering – MEP Sub-consultant for this project)

G. LEAD ARCHITECTS: Craig Baker, Assoc. AIA
Lee Gustafson, AIA

H. SYNOPSIS: Site for this project included general clearing and grading, compacted fill work, all utility connections, concrete paving over compacted stone base, concrete sidewalks, steps, curbs and drive-thru banking islands. Landscaping includes topsoil and finish grading, seeding, mulching, planting trees and shrubs and a flag pole. This project also included coordination of work schedules with the City of Fairmont environmental soil purification and monitoring equipment installations.

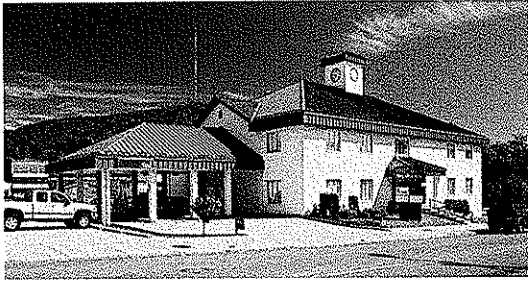
The main floor is concrete slab on grade construction. The foundation walls are 12" concrete Block with wire truss reinforcing and reinforced concrete footings. The main building is wood frame with brick veneer and clad wood double hung windows. The roof has truss framing with plywood sheathing and a standing seam metal roofing system.

The interior doors are flush stained wood in hollow metal frames. Interior finishes consist of carpet, quarry tile, vinyl, stained and varnished wood, polyurethane stair treads and risers with a double drywall fire resistive ceiling.

Amenities of this building include the lobby area, board room, kitchenette and hospitality appliances, service counter, media center, cabinetry and restroom accessories.

HERITAGE BANK

DESCRIPTION AND LOCATION: This project consisted of architectural design and contracting services for a three story, 21,000 square foot building with a drive-thru canopy in Clarksburg, Harrison County, West Virginia

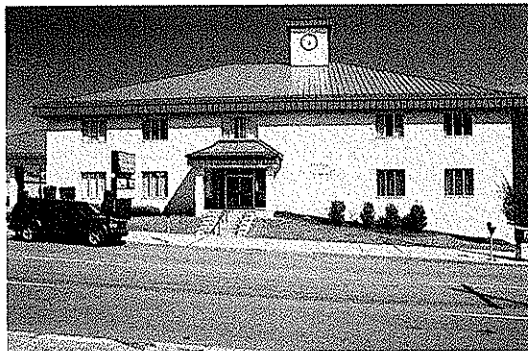


B. STARTING DATE: 2000
COMPLETION DATE: 2001

C. ORIGINAL COST ESTIMATE: \$
1,340,000.

FINAL COST OF SERVICES:
\$1,260,000.

D. CONTACT: Heritage Bank of Harrison Co
304-623-1400



H. LEAD FIRM: Lee Gustafson (Sole Proprietor)

I. OTHER FIRMS: CMA Engineering – MEP Services (Assigned Staff Now with Harper Engineering – MEP Sub-consultant for this project)

J. LEAD ARCHITECT: Lee Gustafson, AIA

H. SYNOPSIS: The structure consists of steel floor and roof framing on block bearing walls and concrete floors. The shell of this building is a white-painted, split-face block building with a green standing seam metal roof and clear anodized aluminum doors and windows. The interior has metal stud and drywall partitions, lay-in ceilings, wood doors in metal frames, a modular concrete vault and a three-stop elevator. New construction was preceded by demolition and clearing of two and one half acres of buildings.

NEWPOINTE MEDICAL CENTER



DESCRIPTION AND LOCATION: Newpointe Medical Center consists of two medical office buildings on a 1.6 acre site.

B. STARTING DATE: 2005
COMPLETION DATE: 2006

C. ORIGINAL COST ESTIMATE: \$1,675,000.
FINAL COST OF SERVICES:
\$1,700,000.



D. CONTACT: Newpointe Medical Center
Dr. Bradley Franz
304-624-7200

E. LEAD FIRM: Thrasher Engineering, Inc.

F. OTHER FIRMS: CMA Engineering – MEP Services (Assigned Staff Now with Harper Engineering – MEP Sub-consultant for this project)

G. LEAD ARCHITECT: Lee Gustafson, AIA
Craig Baker, Associate AIA

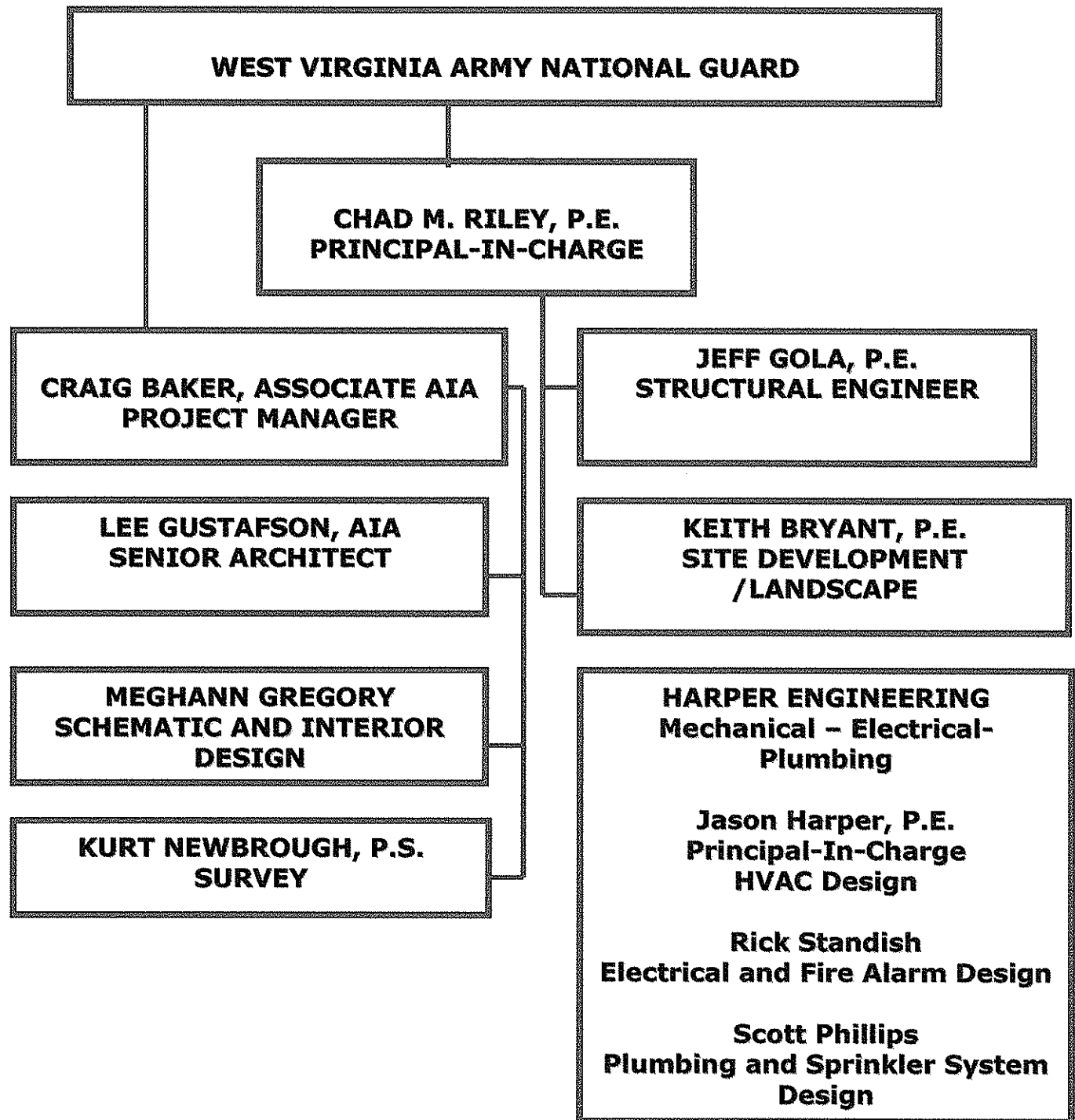
H. SYNOPSIS: Newpointe Medical Center consists of two medical office buildings on a 1.6 acre site.

Building one is comprised of 12,500 square feet and houses Medpointe Urgent Care, a pharmacy and Mountain State Physical Therapy.

Building two is a 9,375 square foot facility that houses Franz Dermatology and Dr. Sivakvmarn Pediatrics.

These buildings are each one story wood frame with brick veneer, clad wood windows and shingle roofing. Additionally, these buildings meet all ADA compliance and Fire Code regulation, and are fully equipped with fire sprinkler systems.

Project Management / Staff Qualifications



The expertise of the Thrasher Engineering staff is a combination of education and experience; it is reflected in all aspects of our services. The firms are led by a talented group of Principals and Partners who are dedicated to the success of our projects and the satisfaction of our clients.

The West Virginia Army National Guard will benefit from the resources of not only Thrasher Engineering for their project, but also services provided **Harper Engineering**, a newly formed M-E-P firm whose partners are highly experienced in office building facilities.

The principals and project team members from Thrasher Engineering who will be involved with the project include:

Chad M. Riley P.E. is a Principal of Resource Engineering Group and a partner in Thrasher Engineering. His primary responsibilities include overseeing both site development and architecture projects as Principal-In-Charge and Project Manager. His experience related to your project includes site development for all infrastructure improvements at Fairmont State University and the development of Wolf Creek Park along with over 10 industrial and business parks throughout West Virginia. Mr. Riley is a graduate engineer from Fairmont State University. He will serve as **Principal-In-Charge and Project Manager** for the project, coordinating architectural and engineering services along with overseeing all contractual obligations of the project.

Craig Baker, Associate AIA will serve as **Architectural Project Manager**. He joined Thrasher Engineering in 2006, following six years of experience with other firms. Mr. Baker received his Bachelor of Science Degree in Architecture Engineering, in 2001 from Fairmont State University. Office buildings, city government buildings, residences, medical facilities and restaurants are among his expertise. Mr. Baker has expertise in all CADD design programs relative to architecture.

For thirty years, **Lee O. Gustafson, AIA** has provided architectural design and engineering services for educational, government, commercial, health care, and residential development throughout the State of West Virginia. Following twelve years of practice with other architectural firms, he formed his own firm, a sole proprietorship, in March of 1985. A graduate of the University of Cincinnati, Mr. Gustafson brings over thirty years of experience to the team, with over twenty-five of those years designing and managing projects throughout the State of West Virginia. Lee will serve as **Lead Design Architect**. His experience relative to this project includes the design of the West Virginia University Eye Institute, a 50,000 square foot office and medical facility.

Structural engineering aspects of your project will be the responsibility of **Jeff Gola, P.E.** as **Project Engineer**. Mr. Gola is based in Thrasher Engineering's Clarksburg office, which will allow for communication with the architectural team. He joined Thrasher Engineering in 1998 and is responsible for the structural aspects of engineering design, as well as airport, road, sidewalk, storm water management and demolition projects. Mr. Gola is a Summa Cum Laude graduate of West Virginia University's College of Engineering and Mineral Resources. He is a Registered Professional Engineering in the State of West Virginia.

Keith Bryant, P.E. will serve as **Project Engineer** with focus on **site development and Landscape Architecture**. Mr. Bryant joined Thrasher Engineering in 2005 and serves as Project Engineer on Site Development and Transportation projects. Mr. Bryant has experience in all aspects of site engineering including conceptual to final design, geometric layout, grading, drainage, storm water management, erosion and sediment control and permitting. Mr. Bryant is also experienced in client communication and oversight of work performed by staff engineers. Mr. Bryant has a Master of Science degree with specialized focus on Transportation Engineering. As Mr. Bryant works from our Charleston, West Virginia office, he will be available for immediate response to your needs.

The Thrasher Engineering, Inc. team also offers the field services necessary to meet the entire scope of your project. Survey, along with construction management and materials testing will also be provided by our team.

Survey services are under the direction of **Kurt Newbrough, P.S.** For 15 years, Mr. Newbrough has served as Survey Supervisor for Thrasher Engineering and is a Principal and Partner in the firm. His position on the team will encompass the management of all survey projects and assignment of survey crews to meet the project needs. He oversees the firm's conventional and GPS survey teams. A Licensed Land Surveyor, he serves as County Surveyor in Harrison County.

Construction Inspection and Materials Testing services are under the direction of **Aaron Denham**. Mr. Denham joined Thrasher Engineering in 2000 and serves as Manager of that department. He is responsible for quality control of materials and compaction testing for numerous federal, state and private projects, in addition to the field and laboratory testing. Thrasher Engineering's two materials testing laboratories are under Mr. Denham's supervision, as well. Additionally, he has managed both Quality Control and Quality Assurance Programs for many federally funded construction projects. Mr. Denham's staff includes over 40 project representatives and inspectors, based throughout the State, which brings time and cost efficiencies to our projects. He is a graduate of Fairmont State University with a Bachelor of Science degree in Civil Engineering Technology.

Resumes of these team members follow.

Chad Mitchell Riley, P.E.

Principal-In-Charge / Site Development Manager



Mr. Riley joined Thrasher Engineering in 1996 and became a partner in the firm in 2004. His past experience with the firm has included survey and construction management / inspection responsibilities; he now holds the responsibility of Site Development Manager and lead engineer for site development projects. The focus of these projects is for the development of industrial and business parks, multi-use developments and long-term, multi-phase infrastructure improvement and building projects. He has extensive experience in working with both Federal and State funding agencies, including the US Department of Commerce, Economic Development Authority and the State of West Virginia Development Office.

REPRESENTATIVE PROJECTS

Mr. Riley is currently, or has served, as Project Manager for numerous economic development projects throughout the State of West Virginia. In this capacity, he holds ultimate responsibility for client communication, engineering design, funding issues, construction document preparation, bidding, and construction management.

SITE DEVELOPMENT PROJECTS

- ❑ FAIRMONT STATE UNIVERSITY: 10-YEAR INFRASTRUCTURE IMPROVEMENTS PROJECT:
 - Utilities, Roadways, Sidewalks, Storm Drainage, Utility Relocation
 - Parking Garage
 - Falcon Center (Student Activity Center)
 - Bryant Place Dormitory
- ❑ RALEIGH COUNTY MEMORIAL AIRPORT INDUSTRIAL PARK
- ❑ McDOWELL COUNTY PRISON
- ❑ PINECREST BUSINESS AND TECHNOLOGY PARK –RALEIGH COUNTY, WV
- ❑ WOLF CREEK PARK “LIVE, WORK AND PLAY” COMMUNITY – FAYETTE COUNTY, WV
- ❑ CHARLES POINTE DEVELOPMENT – BRIDGEPORT, WV
 - Mass Grading, Roadways, Sidewalks, Utilities
 - Conference Center
- ❑ WOOD PRODUCTS INDUSTRIAL PARK – MINGO COUNTY, WV
- ❑ PUTNAM COUNTY INDUSTRIAL PARK
- ❑ BELINGTON INDUSTRIAL PARK – BARBOUR COUNTY, WV
- ❑ FEDERAL BUREAU OF PRISONS
 - Glenville Correctional Institute – Gilmer County, WV
 - Canaan U.S. Penitentiary / Federal Prison Camp
- ❑ U.S. DEPARTMENT OF VETERANS AFFAIRS – WEST VIRGINIA NATIONAL CEMETERY EXPANSION

EDUCATION

FAIRMONT STATE UNIVERSITY – Bachelor of Science, Civil Engineering Technology

REGISTRATIONS

- ❑ Registered Professional Engineer, State of West Virginia
- ❑ Registered Professional Engineer, State of Maryland
- ❑ WVDOH Certified Concrete Technician
- ❑ WVDOH Certified Compaction Technician

AFFILIATIONS

- ❑ Fairmont State University Technology Advisory Committee

Craig M .Baker, Associate AIA
Architectural Project Manager / Architect



Mr. Baker serves Project Manager for numerous public and private architectural projects throughout the State of West Virginia. In this capacity, he holds responsibility for client communication, scheduling, construction document preparation, bidding, and construction management.

- ❑ Rahall Center at the Woodlands (Beckley, WV)
- ❑ Shenandoah Office Park (2 Multi-Story Office Buildings – Martinsburg, WV)
- ❑ Mon Valley Bank (Bridgeport and Martinsburg, WV)
- ❑ Horizon Church, Lost Creek, WV
- ❑ Cortland Acres Medical Records Department, Thomas WV
- ❑ S.T.A.R Training Facility, Parkersburg, WV
- ❑ Glenville State Convocation Center, Glenville, WV

REPRESENTATIVE PROJECTS

Past Experience (Other Firms):

- ❑ Towers Renovation, West Virginia University, Morgantown, WV
- ❑ Fieldcrest Hall Renovations, West Virginia University, Morgantown WV
- ❑ Grant Franklin Jr. M.D Office Building, Fairmont WV
- ❑ Dr. Mohammad Arja Office Renovations, Fairmont, WV
- ❑ Bridgeport City Building, Bridgeport, WV
- ❑ Therapy Services, Morgantown, WV
- ❑ Uniontown Senior Housing Facility, Uniontown, PA
- ❑ Willowdale Mixed Use Facility, Morgantown, WV
- ❑ F.B.I Fingerprint Facility, Fairmont, WV
- ❑ Med Express Urgent Care, Morgantown, WV
- ❑ Mon Schools Foundation Bus Garage, Morgantown, WV
- ❑ Burroughs Street Senior Housing Facility, Morgantown, WV
- ❑ Texas Roadhouse Restaurants, Morgantown, Clarksburg WV & Greensburg, Washington PA

EDUCATION

Bachelor of Science—Architecture Engineering Fairmont State University

PROFESSIONAL AFFILIATIONS:

American Institute of Architects- Associate, West Virginia #1500 - Student

HONORS AND AWARDS:

Bachelors Level Design Award, 2000 Fairmont State University

PROFESSIONAL AND CIVIC INVOLVEMENT: President American Institute of Architecture Students, Fairmont State University, 1999-2000

Lee O. Gustafson, AIA
Lead Architect



Prior to joining Thrasher Engineering in 2005, Mr. Gustafson a sole-proprietorship firm specializing in educational and health care facilities. Additionally, he provides architectural services for military installations, apartment complexes, office buildings and structures associated with Thrasher Engineering's site development projects. A graduate of the University of Cincinnati, Mr. Gustafson brings over thirty years of experience to the team, with over twenty-five of those years designing and managing projects throughout the State of West Virginia.

REPRESENTATIVE PROJECTS

- ❑ Rahall Center at the Woodlands
- ❑ Lumberport Volunteer Fire Department
- ❑ Spelter Volunteer Fire Department
- ❑ Shenandoah Office Park (2 Multi-Story Office Buildings – Martinsburg, WV)
- ❑ Mon Valley Bank (Bridgeport , Fairmont and Martinsburg, WV)
- ❑ Horizon Church, Lost Creek, WV
- ❑ Cortland Acres Medical Records Department, Thomas WV
- ❑ S.T.A.R Training Facility, Parkersburg, WV
- ❑ Glenville State Convocation Center, Glenville, WV
- ❑ West Virginia University Eye Institute; New Construction
- ❑ West Virginia University Ruby Memorial Hospital; Renovations
- ❑ Salem International University Randolph Hall, ADA Compliance and Fire Code Upgrades
- ❑ Erickson Alumni Center; New Construction
- ❑ Horizon Church and Education Complex; New Construction
- ❑ United Hospital Center; Renovation, ADA Compliance and Fire Code Upgrades
- ❑ William R. Sharpe, Jr. Hospital; Renovation, ADA Compliance and Fire Code Upgrades
- ❑ Grant County Nursing Home; New Construction, Additions and Renovations
- ❑ Tucker County Senior Center, New Construction
- ❑ Harrison County Board of Education

EDUCATION

Bachelor of Science, Architecture, 1975 - University of Cincinnati

REGISTRATION

American Institute of Architects (AIA), State of West Virginia
Certification, National Council of Architectural Registration

PROFESSIONAL AFFILIATIONS:

West Virginia Society of Architects
A.I.A. Committee on Architecture for Education
A.I.A. Committee on Architecture for Health Care
A.I.A. Committee on Architecture for Justice

Jeff Gola, P.E.
Project Engineer



Mr. Gola joined Thrasher Engineering in 1998 and serves as Project Engineer for the firm. He is responsible for the structural aspects and engineering design for all of the firm's WVDOT/DOH projects, as well as airport, site development, road, sidewalk, storm water management and demolition projects. Mr. Gola also performs hydrology studies and analysis in conjunction with projects and is experienced as a project inspector.

Mr. Gola is a Summa Cum Laude graduate of West Virginia University's College of Engineering and Mineral Resources.

REPRESENTATIVE PROJECTS

Project Engineer - Site Development

Fairmont State University; Storm water
Management Project / Roadways /
Sidewalks / Retaining Walls / Parking
City of Bridgeport; Old Bridgeport Hill Storm
water Collection System Upgrade
Harrison-Marion Regional Airport; 20-Year
Master Plan and Projects Involved
with that Plan
Raleigh County Memorial Airport
Master Plan Update and Various
Projects Involved in that Plan
Raleigh County Memorial Airport
Industrial Park
City of Mannington; Demolition
City of Pleasant Valley; Sidewalks
Greystone Development
Appalachian Timber Asphalt Company

WVDOT/DOH Projects

South High Street Bridge; Inspection
Elizabeth Bridge; Inspection
I-279 North Bridgeport Bypass;
Temporary Pollution Control
Indian Fork Bridge; Design and
Hydraulic Analysis
Corridor H; Design of Roadway and
Bridges
Musselman High School; Turn Lane
Design
Verner Bridge Replacement; Design and
Analysis
Jakes Run Bridge
King Coal Highway

EDUCATION

Bachelor of Science, Civil Engineering, 1998 (Summa Cum Laude)
West Virginia University College of Engineering and Mineral Resources

ADDITIONAL TRAINING:

Surveying; Transportation Technology
Highway Engineering; Water Quality Management
Hydrology, Fluid Mechanics, Soil Mechanics
Material, Structural Analysis, Concrete Foundation, Steel Design

REGISTRATIONS

Registered Professional Engineer, State of West Virginia

AFFILIATIONS:

American Society of Civil Engineers
City of Mannington Code Enforcement Appeal Board
National Society of Professional Engineers
Society of Military Engineers

Keith Bryant, P.E.
Site Design / Landscape



Mr. Bryant joined Thrasher Engineering in 2005 and serves as Project Engineer on Site Development and Transportation projects. Mr. Bryant has experience in all aspects of site engineering including conceptual to final design, geometric layout, grading, drainage, storm water management, and erosion and sediment control and permitting. Mr. Bryant is also experienced in client communication and oversight of work performed by staff engineers. Mr. Bryant has a Master of Science degree with specialized focus on Transportation Engineering.

PROJECT EXPERIENCE

- Pinecrest Development / Rahall Center at the Woodlands – Site Development and Landscape
- Twin Towne Centre Traffic Impact Study; Supervised Data Collection, Performed HCS Analysis, Wrote and Submitted Report to WVDOH
- Brookside 60 Lot Residential Subdivision; All Engineering Design, Permitting, Traffic Study and Analysis
- Creekside Meadows 250 Lot Townhouse/Single Family Subdivision; All Engineering Design and Permitting
- Bill Mill Equipment, Completed Design Concept for Large Truck Access Road
- Shenandoah Office Park; All Engineering Design and Permitting Including 2 Bioretention (BMP) Swales
- Timberline Four Seasons Resort, Winterhaven Phase II, Submitted NPDES Permit for Subdivision and Ski Trail Addition
- Pikeside Meadows Subdivision; All Engineering Design and Permitting
- Catalpa Heights Subdivision Phase II, Completed Concept and In Process of Completing Construction Drawings
- Goose Run Subdivision, Completed Design Concept and Phase I Design
- Wingate Inn Hotel, Completed Site Plans for Hotel
- Pendleton Co Courthouse Annex, Completed Design Documents for Courthouse Addition
- Murray & Grove Office Building, Completing Site Plans for 12,000 S.F. Office Building
- Webber Springs Section 3, Design and Layout of Subdivision Currently In Progress

EDUCATION:

- M.S. Civil Engineering, Transportation Engineering Focus – West Virginia University, 2005
- B.S. Architectural Engineering Technology – Bluefield State College, 1999
- B.S. Civil Engineering Technology – Bluefield State College, 1999

REGISTRATIONS:

- Registered Profession Engineer, State of West Virginia

AFFILIATIONS:

- American Society of Civil Engineers (Student Member)

Kurt Newbrough, P.S.
Partner / Survey Supervisor



A partner of Thrasher Engineering, Inc., Mr. Newbrough has extensive knowledge in all aspects of surveys and is responsible for the assignment and review of all survey activities of his seven fully staffed survey teams. He is experienced in various types of surveys including, but not limited to boundary, topographical, construction layout and GPS for both public and private clientele. Survey projects are performed for public and private clientele, as well as on an independent contract basis.

Mr. Newbrough is a registered professional surveyor and holds the elected position of County Surveyor for Harrison County, West Virginia.

REPRESENTATIVE PROJECTS

Construction Layout

- ☐ Fairmont State University; Various Projects
Associated with the 10-Year
Infrastructure Improvement Master Plan
- ☐ City of Bridgeport; Charles Pointe
Development
- ☐ Harman Construction, Incorporated
- ☐ Calvert Excavating and Paving, Incorporated
- ☐ Howard Concrete
- ☐ Dodd Corporation
- ☐ Mid-Atlantic Storage System, Incorporated

Topographical Surveys

- ☐ West Virginia Department of
Transportation/Division of Highways
- ☐ Harrison County Board of Education
- ☐ Gandee and Partners; Huntington Summit
High School

Boundary Surveys

- ☐ Fairmont State University; Various Projects
Associated with the 10-Year Infrastructure
Improvement Master Plan
- ☐ Town of Moorefield; North and South Levee
Areas
- ☐ US Army Corps of Engineers
- ☐ Flood Control
- ☐ USARC Sites
- ☐ US Department of Justice; FBI Fingerprint
Identification Complex
- ☐ Hardy County Rural Development Authority

GPS Surveys

- ☐ US Army Corps of Engineers, Baltimore
District
- ☐ Benatech Associates
- ☐ IDG, Incorporated

EDUCATION

Surveying

John Tyler Community College, Chester, Virginia
United Career Center, Clarksburg, West Virginia

REGISTRATIONS

Professional Land Surveyor, State of West Virginia
Certification, OSHA Hazardous Waste Operations and Emergency Response Center
Certification, U.S. Department of Labor/Mine Safety and Health Administration

AFFILIATIONS

West Virginia Association of Land Surveyors
American Congress on Surveying and Mapping

Aaron W. Denham
Manager – Construction
Management/Inspection/Testing



SUMMARY OF EXPERIENCE

Mr. Denham joined Thrasher Engineering in 2000 and serves as Field Supervisor for the firm. Mr. Denham is responsible for construction management, inspection and materials testing for highway, airport, site development, structural and public utilities projects.

PROJECT EXPERIENCE

- Benedum Airport Authority Metal Equipment Storage Building; Lead Inspector & Testing
- Jackson County Airport
- Benedum Airport Authority 2001 Master Plan
- Benedum Airport Authority 2002 Master Plan
- Benedum Airport Authority 2003 Master Plan
- Benedum Airport Authority, 2004 Master Plan
- Ruby Memorial Hospital NE Addition
- Health Science Learning Center
- WV National Cemetery Expansion
- Fairmont State University
- Institute for Scientific Research
- I-68 Welcome Center
- Stockmeier Urethanes
- Fairmont State University Squibb Wilson Boulevard Demolition and Parking Lots; Lead Inspector & Testing
- Fairmont State University Renovation; Testing
- City of Pleasant Valley Sidewalk Project; Lead Inspector & Testing
- WVDOH South High Street Bridge
- Wheeling Route 2 Bypass
- Lake Floyd Dam
- Baker Dam Site 10
- City of Bridgeport 279 By-Pass
- Mon-Fayette Expressway
- WVDOH Meadowbrook Road
- Fetterman Bridge
- Benton's Ferry Bridge
- Army Corp of Engineers, Tygart Dam

EDUCATION:

- B.S. Civil Engineering Technology, 1999 – Fairmont State University

REGISTRATIONS:

- WVDOH Compaction Inspector
- WVDOH Concrete Inspector/Technician
- WVDOH Aggregate Sampling Inspector
- WVDOH Aggregate Technician/Inspector
- WVDOH Bituminous Inspector/Technician
- WVDOH Radiation Safety
- Troxler Basic Safety – Nuclear Compaction Gauge

HE Harper Engineering

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Jason E. Harper, PE
(304)-541-1390
jason@harperengwv.com

Education

West Virginia University Institute of Technology
Montgomery, WV
Bachelor of Science-Mechanical Engineering

Registrations/Professional Affiliations

WV Licensed Professional Engineer
ASHRAE

Experience

Jason E. Harper, PE brings 5 years design experience to our firm. He has experience with HVAC and piping design. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Projects

Summersville Readiness Center
Lewisburg Readiness Center
WVARNG Fire Station
Mylan Pharmaceuticals Expansion
Raleigh Co. 911 Center

Independence High School HVAC
Liberty High School HVAC
Grafton High School Addition
Robert Byrd Health Science Center
TMH MRI Addition- Ashton Place

Proposed Methodology

The Scope of Work for the Architectural and Engineering services related to the design and construction of the WV National Guard office building project generally includes the preparation of schematic and final design, contract plans, specifications, and contract documents for the construction of an approximately 6,000 square foot office building to house additional administrative staff for the National Guard. Specific services include basic architecture, interior design, space planning, structural engineering, M-E-P services and construction stakeout survey. The engineering aspect of the project will consist of site development, including entryway, parking and landscaping and a thorough review of the site utilities. Full-time project inspection is not included in the proposed scope of work, however, the architect and engineer will make periodic visits to the site for monitoring purposes.

Project Approach

As stated in the cover letter of this proposal, Thrasher Engineering, Inc. takes a very methodical "engineering" approach to architecture. The following approach is based specifically on the scope of services outlined in the Request for Qualifications. It is important to note that Thrasher Engineering utilizes a **single management and responsibility approach** to our projects. Although the M-E-P engineering aspect of this project will be sub-contracted, the direction and communication to that sub-contractor will be through the Thrasher Engineering, Inc. team.

Study and Preliminary Design Phase:

Study and Planning

The Thrasher Engineering, Inc. project team leaders in both Architecture and Engineering will have an initial Design Charrett with the representatives of the National Guard to establish a solid owner/architect /engineer working relationship. This will also allow us to set up the lines of communication and determine how decisions will be made.

During this meeting we will develop a program that outlines the needs of each department and the overall requirements for the common areas. We will begin by developing and sketching concepts to get ideas rolling in our initial meeting. This will also allow us to develop a specific schedule and provide us the opportunity to set deadlines.

Once your program is laid out we can begin to determine what your main goals are for the project. Any special needs or requirements will also be discussed and reviewed.

These could include any interest in "green" construction, overall exterior and interior look preferences, and/or building materials.

Before we completely begin the schematic phase we will have a survey crew from our office perform a full survey of the property to provide us with topography, utilities, etc. This will allow us to accurately determine the building parameters.

Schematic / Preliminary Design and Project Cost Estimates

During our first meeting, a preliminary budget for construction and fees will be discussed to allow the Thrasher team to "hit the drawing board" immediately to develop schematic designs that suit the needs outlined in the initial meetings. A preliminary cost estimate can be determined on the particular designs along with presenting a list of alternatives that could cut costs if it is initially too high.

Once we have finalized the schematic design we will begin the "design development" phase. At this point, we will begin to incorporate structural & MEP concepts as well as reach agreement on the building site amenities and landscape concepts. This design development phase will also include all evaluation reports regarding utilities for the site. We prefer to have more than one review session with the owner before we complete the documents, plans and design data which may be required for governmental agencies and authorities and permitting agencies. We will sit down with all local and State Code officials (if possible) and have a preliminary review of the plans. This will allow us to catch any problems that there may be with the design early to avoid any delays later on in the final submittal

Final Design Phase

Once the final schematic design is approved and regulatory approvals are secured, we will then begin developing bid / construction documents. We consistently provide unmatched quality construction documents that detail every aspect of the building which will guarantee more competitive and comparable bids. This will minimize change orders and provide you with a better finished product. We will provide the Board and its representatives with a review set of documents at the 25% complete point to make any changes that you desire

At the 50% construction document level we will sit down with all local and State Code officials again (if necessary) and have an additional review of the plans. This will allow us to catch any problems that there may be with the design early to avoid any delays later on in the final submittal. We will also provide you with another review set at this time.

As a matter of quality control, we will once again provide you with another review set that is approximately 90% complete. Once the construction documents are 100% complete we will submit the plans to the necessary agencies for their final review. If there are any comments we will make the necessary changes and have all documents ready for bidding. We will work with the County's Purchasing Department to assemble the bid documents, including all applicable local, state, and federal requirements. We will obtain all final regulatory and permitting approvals and provide the Purchasing Department with 25 copies of final plans, specifications, and contract / bid documents. We will use our large database of unit bid prices, along with our local knowledge and expertise in office building construction projects to provide a detailed, thorough final construction cost estimate.

Bidding Phase

Thrasher Engineering, Inc. has completed numerous projects throughout West Virginia. We will use that experience to ensure that the appropriate documents are included in the contract documents.

We will attend & participate in the pre-bid, bid opening and pre-construction conferences. We pride ourselves on the fact that our projects typically have more bidders than our competitors, leading to more competitive pricing. This can be attributed to our depth of understanding of how to bid publicly funded projects. Contractors like fairness and don't like risk. We take extensive measures to make sure that bidding issues and the construction plans are detailed and clearly defined, providing a fair bidding environment and minimized risk to contractors. Upon receipt of bids, we will evaluate the bids and consult & advise the county on the quality of the bids and the acceptability of the contractor.

Construction Phase

Throughout the construction phase, we will serve as the National Guard's representative. Although daily on-site inspection is not required in the scope of services for this project, we will keep a "watchful eye" approach utilizing our Charleston, West Virginia office personnel. The architect will make periodic site visits. The frequency will be dependent on the construction schedule, but will be no less than once a week. Since we are local we will be able to respond to issues that come up on site immediately as opposed to two or three days late. This will allow us to keep the project on schedule for substantial completion. We will guarantee that the building will be built as designed.

A monthly project meeting will be held on site to discuss progress, issues, and schedule. We will also handle all shop drawing review, and provide monthly inspection (progress) reports to the Board and its representatives. If necessary

we will prepare and review all change orders and also review all payment applications during our monthly inspection.

As construction is completed we will complete a final walk through to insure that the building is acceptable and will issue the certificate of substantial completion. We will also handle any other close out services that you request. Once construction is complete we will provide you with as-built drawings that are based on the final finished product, along with a manual of all shop drawings & equipment literature for your records.

We will have exceeded your expectations and guarantee that you will hire us again for future work!