



# Statement of Qualifications

Architectural and Engineering Services

Hawks Nest State Park

Twin Falls State Resort Park

Pipestem Resort State Park

Prepared for:



**Division of Natural Resources**  
**Parks and Recreation Section**

**December 1, 2010**

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WV PURCHASING  
DIVISION



**SUMMIT ARCHITECTURAL SERVICES**

Architectural and Engineering



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SUMMIT ENGINEERING, INC.  
SUMMIT ARCHITECTURAL SERVICES

*Since 1977*

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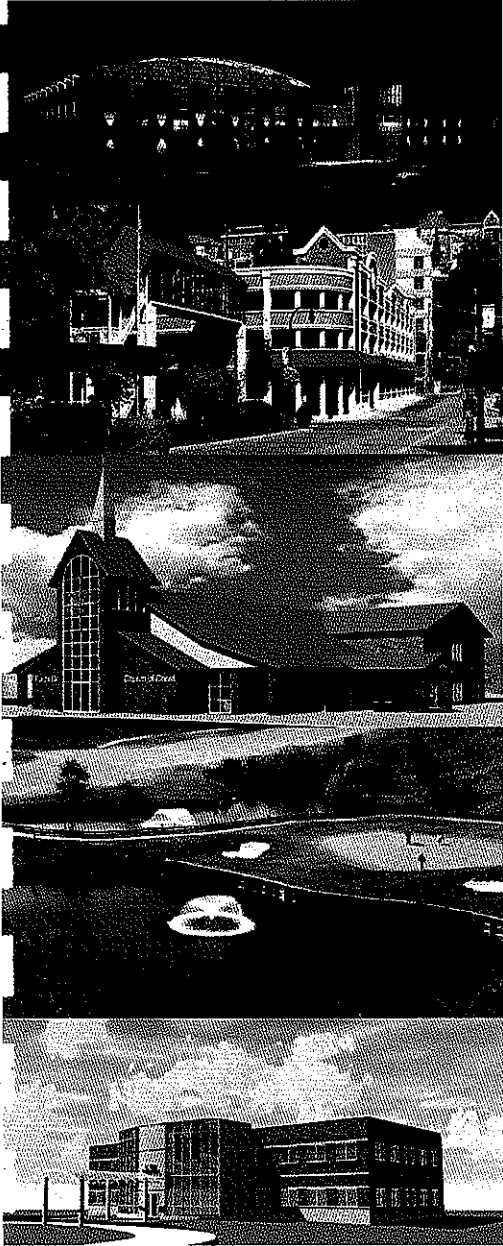
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State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER:  
 DNRB11044

PAGE:  
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ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 FRANK WHITTAKER  
 304-558-2316

RFQ COPY  
 TYPE NAME/ADDRESS HERE

PURCHASING

DIVISION OF NATURAL RESOURCES

DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 324 4TH AVENUE  
 SOUTH CHARLESTON, WV  
 25303-1228 304-558-3397

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
10/27/2010				

BID OPENING DATE: 12/01/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL  EXPRESSION OF INTEREST (EOI)  THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF NATURAL RESOURCES, IS SOLICITING EXPRESSIONS OF INTEREST TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR DESIGN, CONSTRUCT OR SPECIFY IMPROVEMENTS TO CERTAIN BUILDINGS AT HAWKS NEST, TWIN FALLS, AND PIPESTEM STATE PARKS PER THE ATTACHED.  ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WV PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OR VIA FAX AT 304-558-4115. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 11/08/10 AT 4:00 PM. THE TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.  EXHIBIT 10  REQUISITION NO.: .....  ADDENDUM ACKNOWLEDGEMENT  I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN 61-0991104	ADDRESS CHANGES TO BE NOTED ABOVE
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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

## GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
  2. The State may accept or reject in part, or in whole, any bid.
  3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
  4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
  5. Payment may only be made after the delivery and acceptance of goods or services.
  6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
  7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
  8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
  9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
  10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
  11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
  12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
  13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.htm](http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
  14. **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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentially.pdf>.
  15. **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, and the West Virginia Insurance Commission. 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.
  16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.
- I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

### INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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

# Request for Quotation

RFO NUMBER  
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DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 324 4TH AVENUE  
 SOUTH CHARLESTON, WV  
 25303-1228 304-558-3397

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10/27/2010				

BID OPENING DATE: 12/01/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOF	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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ADDENDUM NO. S:

- NO. 1 .....
- NO. 2 .....
- NO. 3 .....
- NO. 4 .....
- NO. 5 .....

I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.

VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.

*Melinda Mathy*  
 SIGNATURE  
 Summit Engineering, Inc.  
 COMPANY  
 11/30/10  
 DATE

NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE BID.

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>REV. 09/21/2009            BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:            DEPARTMENT OF ADMINISTRATION            PURCHASING DIVISION            BUILDING 15            2019 WASHINGTON STREET, EAST            CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:            SEALED BID</p> <p>BUYER: 44            RFQ. NO.: DNRB11044            BID OPENING DATE: 12/01/10            BID OPENING TIME: 1:30 PM</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE \_\_\_\_\_ TELEPHONE \_\_\_\_\_ DATE \_\_\_\_\_

TITLE \_\_\_\_\_ FEIN \_\_\_\_\_ ADDRESS CHANGES TO BE NOTED ABOVE

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State of West Virginia  
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PROPOSED

RFQ COPY  
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SHIP TO

DIVISION OF NATURAL RESOURCES  
 PARKS & RECREATION SECTION  
 324 4TH AVENUE  
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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: <p style="text-align: center;">----- 304-848-0892 -----</p> CONTACT PERSON (PLEASE PRINT CLEARLY): <p style="text-align: center;">----- Melissa Matheny -----</p>						
***** THIS IS THE END OF RFQ DNRB11044 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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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 exceed 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.

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

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: Summit Engineering, Inc.

Authorized Signature: [Signature] Date: 11/30/10

State of West Virginia

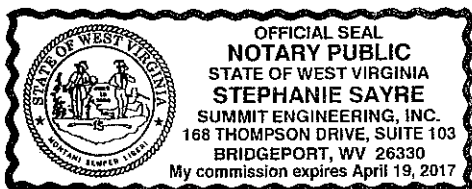
County of Harrison, to-wit:

Taken, subscribed, and sworn to before me this 30<sup>th</sup> day of November, 2010.

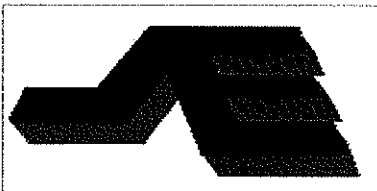
My Commission expires April 19, 2017.

**AFFIX SEAL HERE**

NOTARY PUBLIC [Signature]



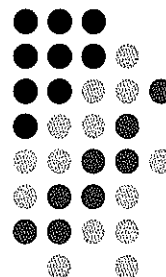




SUMMIT ENGINEERING, INC.  
SUMMIT ARCHITECTURAL SERVICES

*Since 1977*

400 Allen Drive  
Suite 100  
Charleston, WV 25302  
(304) 342-1342



# Section I



## WHY CHOOSE SUMMIT ENGINEERING, INC.?

Summit Engineering, Inc.  
400 Allen Drive  
Suite 100  
Charleston, WV 25302  
Tel: 304 | 342-1342  
Fax: 304 | 342-1379

### ***Firm Highlights***

- Founded in 1977
- Over 30 years experience in engineering and architectural services
- Combined experience of more than 135 highly trained employees
- Professionals registered in multiple states:

<i>Kentucky</i>	<i>Virginia</i>
<i>West Virginia</i>	<i>Indiana</i>
<i>Tennessee</i>	<i>Ohio</i>
<i>Pennsylvania</i>	<i>Arkansas</i>

### ***FIRM HISTORY***

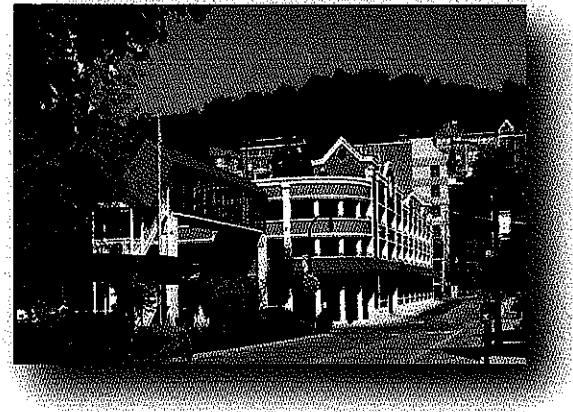
Since its founding in 1977, Summit Engineering, Inc. has rapidly expanded to meet the growing civil, architectural, mining engineering and environmental engineering needs of Kentucky, western Virginia and West Virginia. Summit's first office, located in Pikeville, Kentucky, has now expanded into seven branch offices, which are Chapmanville, WV, Charleston, WV, and Bridgeport, WV Lexington, KY, Hazard, KY, Big Rock, VA, Wise, VA.

### ***ARCHITECTURAL SERVICES***

*"Under the management of Summit Engineering, the City has designed projects that impact the Community and the environment. The company has proven consistently that as a customer, our need and budgets are not mutually exclusive"—Donovan Blackburn, Pikeville City Manager, Pikeville, Kentucky*

Our firm has decades of combined experience in design and architectural projects. Summit is proud to have accumulated an enormous amount of experience, which ensures our clients of high quality services at very competitive fees. Projects include:

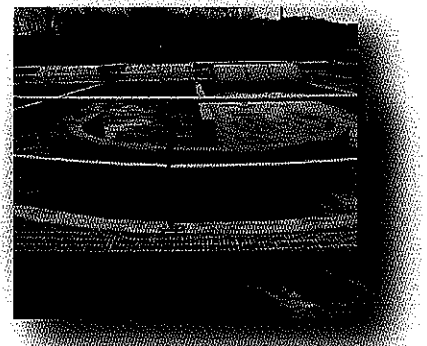
Summit's most valuable asset is the experience of our staff. Our staff has over of 50 years of cumulative experience in the design industry. The experience, knowledge, and skills of our staff enable us to assist our clients' needs in order to overcome the obstacles faced in today's market.



### ***CIVIL ENGINEERING SERVICES***

*"Your designs, cost estimates, bid documents, funding assistance and progress meeting notes are of the highest quality. Your team and the organizational skill utilized on this project have kept us totally informed and cognizant of the project progress...Your work with this regional city/county has assured that we can continue to move toward a brighter economic future for all of us who work and live in the area"—Bill W. May, former Magoffin County Judge/Executive, Magoffin County, Kentucky*

For over 30 years, Summit's staff of experienced civil engineers has provided wastewater collection and treatment design services for several municipalities and utility districts. It is Summit's mission to provide cost-effective solutions to meet the infrastructure needs of our clients. Summit's services range from project design and

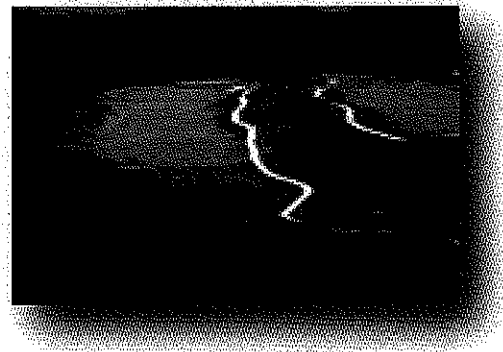


management, to bidding and construction administration services. As municipal engineers for various communities and projects, Summit has worked extensively with local, state and federal regulations that may be encountered during project development.

Services provided by our Civil Engineering division include:

- ➔ Water supply systems
- ➔ Sanitary and storm sewer systems
- ➔ Utilities/Infrastructure Needs Studies
- ➔ Regional Facilities Planning
- ➔ Industrial & Commercial site development
- ➔ Sanitary landfills
- ➔ Urban planning
- ➔ Roadways and Bridges
- ➔ Residential communities

It is our goal to be a full-service provider for your project. Summit also provides additional services to our civil engineering clients, including project administration, construction inspection and funding assistance.

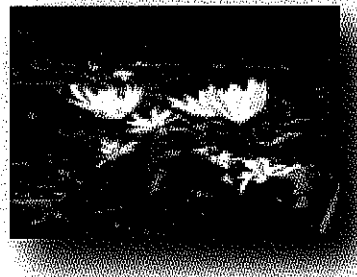


## ***ENVIRONMENTAL SERVICES***

*“Summit’s involvement in the development of this project; from master plan, through design, and construction inspection, ensured that our project was completed successfully.”—Mike Duncan, Chairman, Big Sandy Regional Industrial Development Authority, Prestonsburg, Kentucky*

Our staff of highly trained and experienced environmental personnel enables Summit to provide quality, efficient results on projects ranging in size and sensitivity. Project owners have utilized Summit’s services for both mining and civil engineering projects requiring:

- ➔ Environmental site assessments
- ➔ Reclamation liability studies
- ➔ Aquatic biologic surveys
- ➔ Stream and wetland mitigation
- ➔ Wetland delineation
- ➔ Corps of Engineers permits
- ➔ Toxic release inventory reporting
- ➔ Water quality studies
- ➔ Land reclamation cost analysis
- ➔ Stream benthic surveys
- ➔ KPDES permit applications
- ➔ Air quality permits and reporting
- ➔ Spill prevention control and countermeasures plans
- ➔ EPA underground injection permits



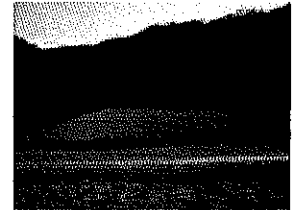
## ***SURVEYING***

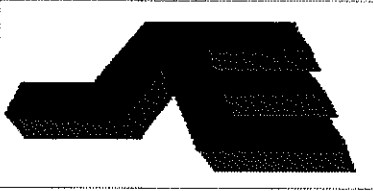
*“Summit Engineering has always provided professional service and brings a genuine desire to improve the communities it serves. The city of Salyersville hopes to team with Summit on future projects in the years to come.”—Stanley Howard, Mayor, City of Salyersville, Salyersville, Kentucky*

Summit Engineering's survey team offers conventional and global positioning (GPS) survey methods. Our survey staff is comprised of six qualified field personnel who have accumulated an impressive depth of experience on jobs, both large and small, the majority of which are in challenging terrain.

Our projects deliver the highest standards of accuracy through utilization of state of the art equipment, software and support vehicles. Summit's experience has been gained on a wide array of survey projects including:

- Planimetric
- Reconnaissance
- Terrain
- Boundary
- Property and subdivision
- Roadway surveys
- Cross-sections
- Construction staking
- Control surveys for aerial photography
- Mine Surveys
- Underground
- Quarries
- Stockpiles
- GPS Capability
- ALTA Plat Standards

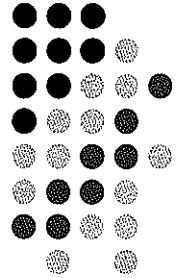




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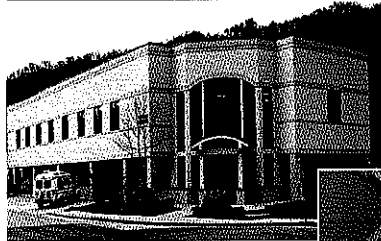
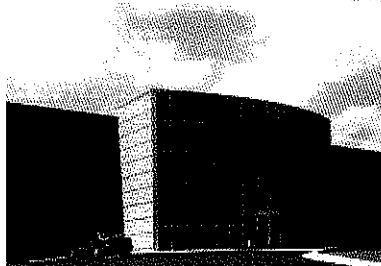
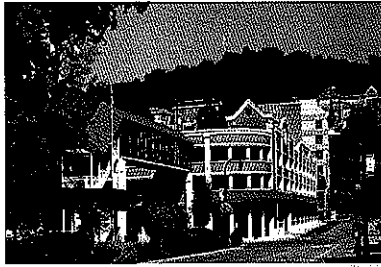


# Section II



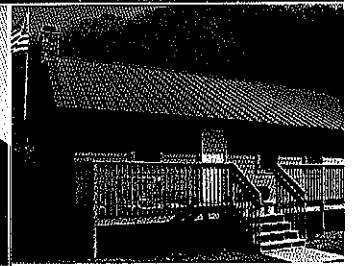
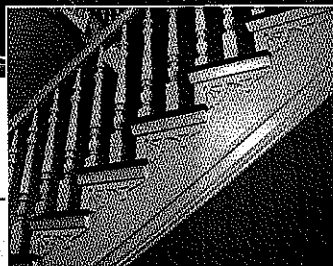
# ARCHITECTURE

SUMMIT ENGINEERING OPENED SUMMIT ARCHITECTURE IN 1995, TO EXPAND ITS PROFESSIONAL SERVICE CAPABILITIES FOR THE GROWING DEVELOPMENT OF THE REGION. BASED OUT OF OUR PIKEVILLE, KY OFFICE, WE APPROACH EVERY PROJECT WITH DETAIL AND CREATIVITY SIMPLY AS A CONDUIT FOR THE OWNER'S NEEDS AND VISION.



**SUMMIT PROVIDES A BROAD ARRAY OF ARCHITECTURAL SERVICES**

- Accessibility Reviews**
- Architectural Design**
- Bidding Review & Analysis**
- Construction Inspection**
- Construction Contract Negotiation**
- Contract Administration**
- Contract Documents**
- Design Development**
- Due Diligence Inspections**
- Funding Assistance**
- Programming**
- Project Management**
- Renderings**
- Renovation Assessment Studies**
- Schematic Design**
- Specifications**



**SUMMIT PROVIDES A BROAD ARRAY OF ARCHITECTURAL PROJECTS INCLUDING:**

- COMMERCIAL & RETAIL SPACE
- GOLF COURSE DESIGN
- LARGE MULTI-FLOOR OFFICE BUILDINGS
- MASTER PLANNING
- MEDICAL & RESEARCH FACILITIES
- PARKS & RECREATIONAL AREAS
- RESIDENTIAL BUILDINGS
- SCHOOLS & EDUCATIONAL FACILITIES
- SMALL & MEDIUM SIZED OFFICE BUILDINGS
- STREETSCAPE & GATEWAY ELEMENTS



## *Relevant Project Experience*

A partial list of related projects designed and administered by Summit Architectural Services in renovations, recreational, additions and public sector work include:

### **RENOVATIONS**

- Citizens National Bank - Harold Branch Bank Renovation
- Gary C. Johnson Law Office Renovation
- Johns Creek Elementary Renovations and Addition\*\*
- Paintsville City Hall Renovation
- Pike County Health Department Renovation
- Pikeville College – Condit Hall Renovation
- Pikeville College – Derriana Hall Renovation
- Pikeville College - Page Hall Renovation
- Pikeville Downtown Revitalization
- Pikeville Elementary School Renovation
- Pikeville Hall of Justice Renovation
- Pikeville High School Renovation
- Pikeville Independent Schools - Locker Room Renovation
- Walters Ford Dealership Renovation
- Wells, Porter, Schmitt & Jones Office Renovation

### **RECREATIONAL**

- Blizzards Roost Gymnasium
- Breaks Interstate Park Improvements
- Jenny Wiley Theatre - Practice Building
- Long Fork Community Center
- Pikeville Area YMCA Addition
- Pikeville Elementary School Play Ground
- Pikeville Independent Schools - Hambley Athletic Complex
- Pikeville Independent Schools - Locker Room Renovation
- Raven Rock Golf Course
- Stone Crest Golf Course and Pro Shop





## *Architectural Project Experience*

A partial list of projects designed and administered by Summit Architectural Services include:

- Breaks Interstate Park Improvements
- Mouthcard Community Center
- Dorton Community Center
- Clay County Community Center
- Pikeville Area YMCA Addition
- Raven Rock Golf Course and Pro Shop
- Pikeville Independent Schools - Hambly Athletic Complex
- Pikeville Independent Schools - Locker Room Renovation
- Pikeville Elementary School Play Ground
- Letcher County Cooperative Extension Service\*\*
- Letcher County Recreational Center
- Pike County Cooperative Extension Service
- Long Fork Community Center
- Pikeville Police Station
- Pikeville High School Renovation Phase II
- Pikeville Elementary School Roof Replacement
- Pikeville High School Renovation
- Shelby Valley Clinic
- Community Trust Bank - Somerset Branch Bank
- Shelby Valley Plaza
- Community Trust Bank - Berea Branch Bank
- Pikeville City Park Improvements
- Pike County Health Department Renovation
- Coal Run Medical Building Office Complex
- City of Pikeville - Kentucky Avenue Multi-Housing
- Pikeville Parking Garage & Transit Facility
- Governor and Mrs. Patton's Office
- Kentucky Transportation Cabinet District 12 Office Building
- Highlands Regional Medical Center - Medical Records Unit
- City of Pikeville River Fill Parking & Pedestrian Walk Way
- Pikeville Downtown Revitalization
- Anthony Hotel Apartments
- Community Trust Bank - Frankfort Branch Bank
- Elkhorn City Library
- Teays Branch Industrial Building
- Pikeville College - Page Hall Renovation
- Highlands Regional Medical Center - Laboratory Relocation
- Elkhorn City Baptist Church
- Community Trust Bank - Weddington Plaza Branch Bank
- Gateway Industrial Park Spec Building



## *Architectural Project Experience*

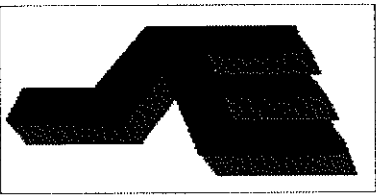
- Mountain Heart Center
- Pikeville Elementary School Renovation
- Community Trust Bank - Mount Sterling Branch Bank
- Citizens National Bank - Harold Branch Bank Renovation
- Citizens National Bank - Center Point Branch Bank
- L.J. Miller Facility – Mossy Bottom Industrial Park
- Paintsville City Hall Renovation
- Stone Crest Golf Course and Pro Shop
- Community Trust Bank - Higdon Branch Bank
- Community Trust Bank - Williamson Branch Bank
- Community Trust Bank - Greensburg Branch Bank
- Walters Toyota
- The Station Restaurant
- Citizens National Bank - Salyersville Branch Bank
- Martin County Health Facility
- Jenny Wiley Theatre - Practice Building
- Pikeville College - Condit Hall Renovation
- Summit Engineering, Inc. Office Addition
- Citizens National Bank – Prestonsburg Branch
- Pikeville Presbyterian Church
- Lucas and Hall Funeral Home Addition
- McDowell ARH Office Building
- Billy Ray's Restaurant
- Pikeville Fire Station Expansion
- Dollar General Stores (8 Stores)
- City of Pikeville - High Street Housing Project
- Adams Construction Office Building #1
- Adams Construction Office Building #2
- US Bank - South Mayo Branch Bank
- Fitzpatrick First Baptist Church
- Pikeville Uniplex Building
- Innishbrook Farm
- Danby Farm Barn
- Gary C. Johnson Law Office Renovation
- Highlands Regional Medical Center Dialysis Room
- Hall of Justice Renovation
- Massey Energy Regional Office Building
- Blizzards Roost Gymnasium
- East Kentucky Medical Group Office Fit-Up
- Magoffin County Enterprises Office Fit-Up
- Mountain Enterprises Office Building
- Elkhorn City Senior Citizens Center
- Belfry Court House



## *Architectural Project Experience*

- Paintsville Condominiums
- Compton Housing
- West Liberty Housing
- Brown Company Office Building
- Cynthiana Retail Center
- Pelphrey Retail Center
- McDowell ARH Hospital CD Unit
- Wells Property Development
- Walters Ford Dealership Renovation
- Wells, Porter, Schmitt & Jones Office Renovation
- Pikeville College - Marvin Learning Resource Ctr. Expansion
- Pikeville College - Spillman Apartments
- Pikeville College - Campus Signage Program
- Pikeville Methodist Church Master Plan/Conceptual Design
- Pleasant Ridge Retail Development
- Pike County Housing Authority Douglas 4-Plex
- Pikeville Elementary School Addition
- Pikeville College - Campus Master Plan
- Damon's Restaurant – Lexington, Kentucky
- Office Depot, Lexington, Kentucky
- Thacker Memorial Funeral Home
- Big Sandy CTCS – Campus Master Plan
- St. Francis Catholic Church Addition
- Belfry High School\*\*
- East Ridge High School\*\*
- Johns Creek Elementary Renovations and Addition\*\*
- Southside Elementary School\*\*
- Feds Creek Elementary School\*\*
- Prestonsburg Elementary School\*\*
- Gearhart Communications\*\*

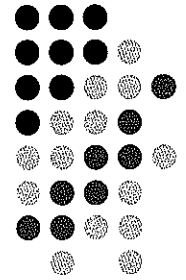
**\*\*Note:** *These projects were designed and/or administered by Summit personnel while employed with another firm.*



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# Section III



## *Project Familiarity*

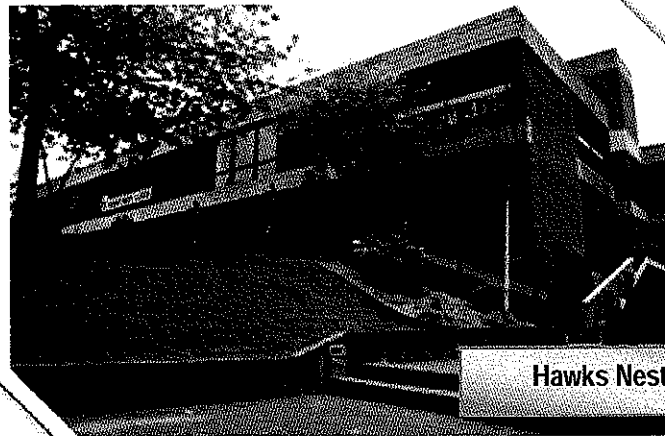
SUMMIT ENGINEERING, INC.  
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We understand the proposed scope of work for this project to include the design of improvements and repairs to the following structures:

- Hawks Nest State Resort Park:
  - Hawks Nest Lodge
  - Recreation Building
- Twin Falls Resort State Park:
  - Lodge
  - Recreation Building
- Pipestem State Park:
  - Recreation Building

**Lodge at  
Twin Falls State Resort Park**



**Hawks Nest Lodge**



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## *Project Approach*

### *Planning/Design*

- Meet regularly with the Staff and Board during the planning and design phase to address project opportunities and limitations
- Understand and develop the needs and wants of Wolfe County as expressed by all sources of input
- Assist the Board with any public information meetings and general publicity efforts
- Review of any assessment material and previous planning ideas

### *Design/Construction Documents*

- Prepare project base maps from available sources and site surveys.
- Complete project design, construction drawings and specifications
- Submit final plans to both local and state agencies and secure required permits and approvals.

### *Bidding*

- Complete the bid documents and submit said documents to the Board for approval prior to advertisement for bids.
- Prepare the legal advertisement for Contractors' bids
- Attend the bid opening, prepare and submit a tabulation of the bids
- Check bidder references and render an opinion to the Board regarding the lowest and best bid received

### *Project Administration*

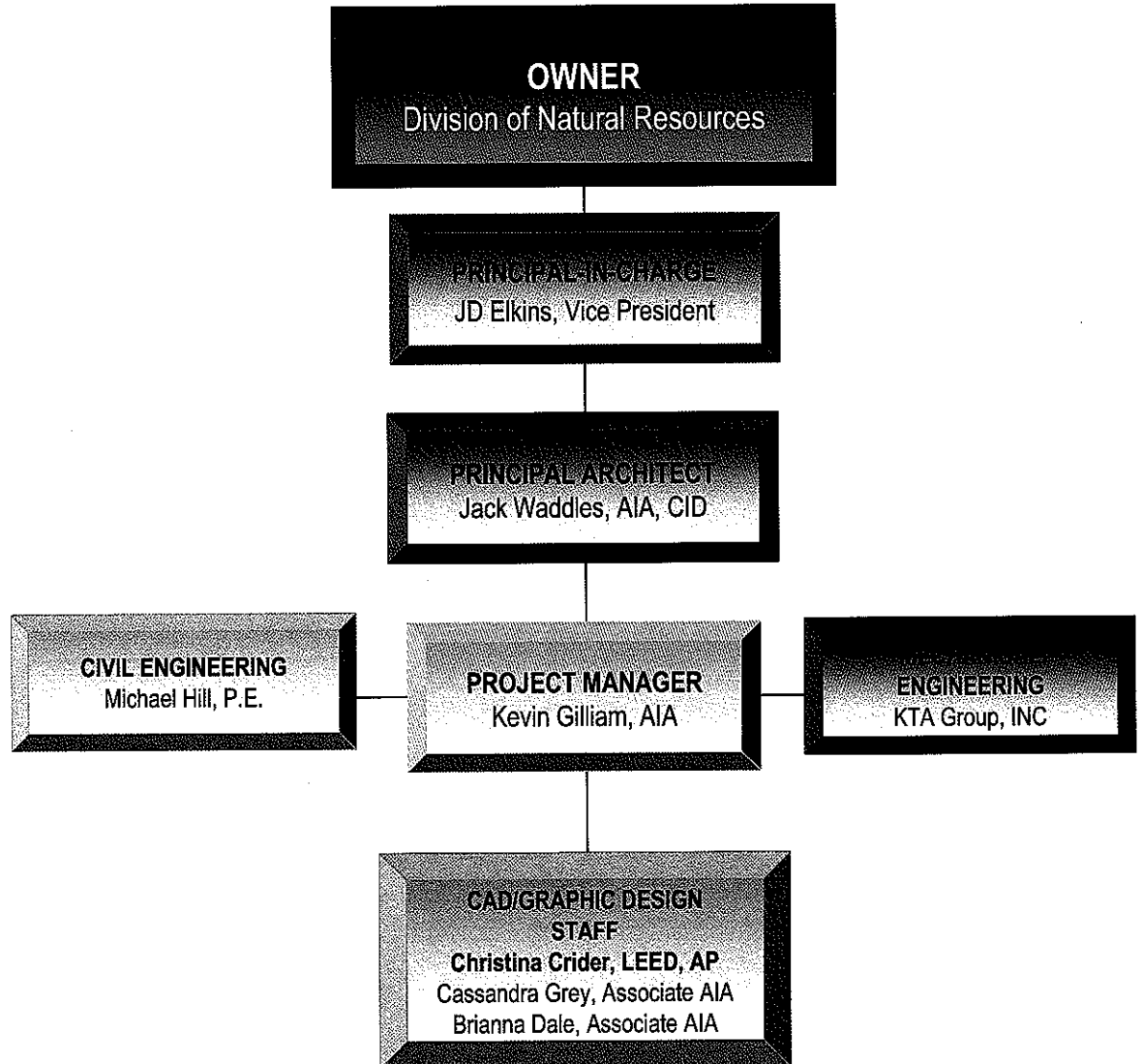
### *Construction Inspection*

### *Other Services*

- Funding Application Work
- Surveying
- Environmental Review
- Community Awareness
- Funding Agency Liaison



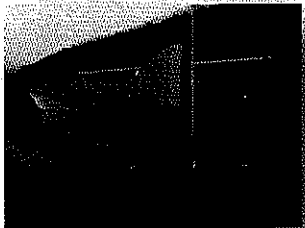
*Division of Natural Resources  
Architectural and Engineering Services  
Team Chart*







## Key Personnel



### Project Team

Summit Engineering and Summit Architectural Services have a depth of services between our architectural division and engineering department providing the client with an efficiently developed project. A professional team has been assembled to provide services on the Wolfe County Community Center project. This team has worked together on numerous community center projects and will apply the same high level of coordination to your project. We have extensive experience with historical restoration and interior renovations.

The following details the responsibilities of key team members. Further details on team member qualifications can be found in their resume in the appendix.

#### Mr. J.D. Elkins, Vice President, Principal-In-Charge

The Principal-in-Charge will ultimately be responsible for the entire scope of the project. J.D. Elkins, who will serve as the Principal-in-Charge and is a legally authorized official of our firm, is authorized to sign all contractual documents related to the project work. Mr. Elkins has over ten years experience in the layout, design, and implementation of surface and underground mining and reclamation projects. Experience includes mine planning; reserve/depletion studies; design of dams, roadways, and fill areas; reclamation plans; re-vegetation/reforestation schedules; feasibility/forecast studies; construction and reclamation supervision; and property management. Mr. Elkins' duties include supervision of a complete office staff of project engineers, technicians, draftsmen, and clerical personnel.

#### Mr. Jack Waddles, AIA, CID, Principal Architect

Mr. Waddles is a registered architect with over 30 years experience. Prior to joining Summit Engineering, Mr. Waddles served as Senior Design Architect for Richardson Associates Architects PSC. As project manager, Mr. Waddles will be responsible for the day-to-day activity on the project and will coordinate all the elements required for completion of the project. He will also do all the architectural design and work closely with the engineers and production staff in the preparation of the construction drawings and specifications.

#### Mr. Kevin Gilliam, Project Manager

Mr. Gilliam has nearly 14 years experience in the oversight and management of various types of architectural projects. Mr. Gilliam will be responsible for the day-to-day oversight of this project. His experience includes the preparation of project specifications, contract documents, site development drawings, presentation drawings, schematic mechanical design, and shop drawings. Other skills include site inspections, conducting progress meetings, and processing of pay requests.



**Mr. Michael Hill, P.E., Civil Engineer**

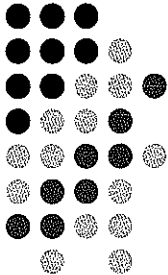
Mr. Hill Mr. Hill joined Summit in January 1998 as Project Engineer / Project Manager and was named as a partner in the firm in 2005. Mr. Hill is responsible for the majority of Summit Engineering's site development and transportation projects. Mr. Hill has served as Project Manager responsible for overall design and project administration for many of Summit's site civil project during his tenure with the company.



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# Section IV



## ***JERRY D. ELKINS, II***

### **SUMMIT ENGINEERING, INC.**

#### **VICE PRESIDENT**

#### **EDUCATION**

Bachelor of Science Degree in  
Industrial Engineering Technology  
West Virginia State College,  
Institute, WV  
1990

Undergraduate Courses in Mining  
Engineering  
West Virginia University  
Morgantown, WV  
1986-1987

Graduate of Madison Scott High  
School  
West Madison, WV  
1986

#### **AWARDS**

Academic Scholarship, Island  
Creek Coal Company, 1987  
Work Scholarship, Island Creek  
Coal Company, 1987  
Academic Scholarship, Penn-  
Virginia Resources, 1986  
Work Scholarship, Penn-Virginia  
Resources, 1986

### **PROFESSIONAL EXPERIENCE**

Mr. Elkins has over twenty years experience in the layout, design, and implementation of stream restoration, enhancement, and stabilization projects, surface and underground mining and reclamation projects. Experience includes supervising reclamation / construction staff; mine planning; reserve/depletion studies; design of dams, roadways, and fill areas; reclamation plans; re-vegetation/reforestation schedules; feasibility/forecast studies; construction and reclamation supervision; and property management. Mr. Elkins' duties have also included supervision of multiple complete office staffs of project engineers, geologists, biologists, environmental scientists, technicians, draftsmen, and clerical personnel.

*Summit Engineering, Inc., Pikeville, KY* (1990 – Present)

**Vice President / Director** Bridgeport and Chapmanville Branch Offices (2005-Present)

- Partner responsible for executive duties of Summit Engineering, Inc.

**Office Manager** Chapmanville, WV Branch Office (1996)

- Senior Permit Manager responsible for the overall operation of the Logan Office of Summit Engineering, Inc. Management responsibilities include the supervision of a staff of project engineers, technicians, draftsmen, and clerical personnel. This staff is dedicated to the successful completion of mine related projects for numerous clients in the southern region of West Virginia. Duties include preparation of projects as well as routine contact with clients, and state/federal regulatory agencies to ensure projects are accurate and will be approved in the timeliest manner. Routinely generates detailed mine plans which permit the most environmental conscience and cost effective manner in which to recover merchantable coal while using suitable overburden to establish the final or A post-mining@ configuration that supports vegetation. Prepare re-vegetation schedules, which promote and enhance wildlife habitat on previously mined areas. Supervise the reclamation of approximately 4,000 acres which include plant/load out dismantling, backfilling/reggrading surface and deep mines, the construction of drainage control, the establishment of vegetation, as well as serve as the primary liaison with state and federal regulatory agencies. Instrumental in providing the necessary engineering and supervising expertise required by several of Summit Engineering's clients.

**Senior Permit Manager** Charleston, WV Branch Office (1996)

- Successfully managed a new branch office of Summit Engineering, Inc. Assisted the owners in the choice of office location, the hiring of a complete staff, and pursue new clients for the branch to serve in central and northern regions of West Virginia. Responsibilities included preparing cost estimates for providing engineering services to clients as well as preparation of permits for large surface mine operations.



## ***JERRY D. ELKINS, II***

---

**Project Manager** Logan, WV Branch Office (1990-1996)

- Responsible for the preparation of plans, specifications, and permit applications for surface and underground mining operations. The designs required strict environmental compliance relative to protection of ground/surface water, and post-mining re-vegetation. Design of roadways, drainage control structures, and excess material fills. Managed a project support staff of technicians, draftsmen, and clerical personnel

*Island Creek Coal Company, Holden, WV (1987)*

**Engineer Assistant**

- Assisted a staff of engineers and geologists. Completed basic engineering tasks such as planimetric design, topographic layout, volume calculation, log geologic drill hole data, obtain water and soil samples.

*Penn-Virginia Resources, Duffield, VA (1986)*

**Land Agent Assistant**

- Assisted Land Agent in coal reserve depletion studies, mapping, and surveying. Recorded species types and quantities of trees being harvested as part of timbering operations.



# JACK WADDLES, AIA, CID

**SUMMIT ENGINEERING, INC.**

**PRINCIPAL ARCHITECT**

**SUMMIT ARCHITECTURAL SERVICES**

## EDUCATION

Kent State University  
Bachelor of Architecture (1980)

## REGISTRATIONS

Architect- Kentucky Registration #3633

National Certificate and  
Registration Board  
NCARB Certification #38,917

CID – Certified Interior Designer #0166

## PROFESSIONAL EXPERIENCE

*Principal Architect – Summit Engineering Inc. (2007-Present)*

As Director of Architectural Services, Mr. Waddles' responsibilities include overseeing all design and construction documents including approvals from state and federal facilities. Mr. Waddles oversees environmental analysis, cost analysis, design development, material research and document coordination. Responsibilities also include budget requirements, bidding, contractor contacts, progress meetings and inspection services.

*Senior Project Architect – Richardson Associates Architects, P.S.C. (1989-2007)*

Whitesburg, Kentucky

*Design Architect – Richardson Associates Architects, P.S.C. (1980-1989)*

Whitesburg, Kentucky

## PROJECTS

- Appalshop – Center for Arts, Education & Production, *Whitesburg, KY*
- Knott County Human Services Center, Hindman, Kentucky
- Community Trust Bank – Five New Branches Pikeville, Kentucky
- Major Hospital Renovations & Additions
  - Pikeville Methodist Hospital – Pikeville, Kentucky
  - Appalachian Regional Hospital – Whitesburg, Kentucky
  - Norton Community Hospital – Norton, Virginia
  - Kentucky River Medical Center – Jackson, Kentucky
- Pikeville City Hall – Historic Renovations, Pikeville, Kentucky
- Letcher County Court House & Jail – Renovations & Additions - Whitesburg, Kentucky
- Alumni Office Park – Class "A", High Tech, New Major Office Park - Lexington, Kentucky – SITE, Inc.
- Public School Projects for:
 

<i>Letcher County Schools</i>	<i>Pike County Schools</i>
<i>Knott County Schools</i>	<i>Harlan County Schools</i>
<i>Floyd County Schools</i>	<i>Harlan City Schools</i>

## PERFORMANCE SKILLS

Mr. Waddles' has extensive experience with bidding and construction administration, analysis of building programming, design, cost, materials research and document coordination.

Mr. Waddles has working experience with nearly every general and subcontractor active in this region. His detail knowledge of each project and the construction industry contracts and standards make him a very tough manager.

Mr. Waddles has extraordinary ability to represent the Owner during construction to get the job done right, on time and at the least possible cost to the Owner. An example of his abilities was demonstrated when East Ridge High School was bid under budget, completed on time and the net amount of change orders was a credit of \$45,000 to the board.



## ***KEVIN GILLIAM, AIA***

**SUMMIT ENGINEERING, INC.**

**PROJECT COORDINATOR**

**SUMMIT ARCHITECTURAL  
SERVICES**

### **EDUCATION**

University of Kentucky  
College of Architecture  
Bachelor of Architecture (1994)

### **REGISTRATIONS**

Architect- Kentucky Registration #6567

### **PROFESSIONAL EXPERIENCE**

*Summit Engineering, Inc.   Pikeville, KY   (January 2000 – Present)*

Since joining Summit Architectural Services, Mr. Gilliam has performed services for several ongoing projects.

*Richardson and Associates Pikeville and Whitesburg, KY   (1994 – 2000)*

Mr. Gilliam worked as a Project Coordinator and Office Manager. His responsibilities included coordinating and supervising Architectural Projects in eastern Kentucky.

### **PROJECTS**

- Pikeville High School Outdoor Classroom
- Pikeville Elementary School Science Trail
- Hatfield – McCoy Tourism Trail
- Pikeville College Condit Hall Renovations
- Elkhorn City High School Roof Renovations
- Millard Elementary School Roof Renovations
- Pikeville College Locker Room Addition
- Pikeville Elementary School Renovations
- Anthony Hotel Historic Renovations
- Pikeville College Page Hall Renovations

### **PERFORMANCE SKILLS**

- Mr. Gilliam has acquired many job skills including preparation of project specifications, contract documents, site development drawings, presentation drawings, schematic mechanical design, and shop drawings. Other skills include site inspections, conducting progress meetings, and processing of pay requests.
- 
- Drafting skills include perspective drawings, isometric drawings, and hand drafting in both lead and ink.
- 
- Computer skills include Auto CAD, 3D Home Architect, Microsoft Office, and Microsoft Excel.





## ***MICHAEL HILL, PE, LSIT***

### **SUMMIT ENGINEERING, INC.**

*VICE PRESIDENT  
PROJECT MANAGER*

#### **EDUCATION**

University of Kentucky, M.S. Civil  
Engineering 1997  
University of Kentucky, B.S. Civil  
Engineering 1996  
Cincinnati Technical College, A.A.S.  
Land Surveying 1992

#### **REGISTRATION**

Professional Engineer, Kentucky  
No. 22,041

Land Surveyor-In-Training,  
Kentucky No. 1,478

#### **AFFILIATIONS**

National Society  
of Professional Engineers

Kentucky Society  
of Professional Engineers

Chi Epsilon,  
Civil Engineering Honor Society

Mr. Hill joined Summit in January 1998 as Project Engineer / Project Manager and became a partner in the firm in 2005. He is responsible for the majority of Summit Engineering's transportation and land development projects. Mr. Hill has served as Project Manager responsible for overall design and project administration for the following projects.

#### **SITE DEVELOPMENT PROJECTS**

- Eastern Kentucky Exposition Center; Pikeville, KY
- Sidewalk Restoration & Gateway Elements Project; Lancaster, KY
- Phase 1 – Augusta County Commercial Center, Augusta County, VA
- Pilot Travel Center No. 396; Augusta County, VA
- Master Plan - Augusta County Commercial Center; Augusta County, VA
- East Maple Street Revitalization Project; Lancaster, KY

#### **GENERAL PROJECTS**

- Cedar Creek Block 4B Plat Revision; Pikeville, KY
- Capital Improvements Study – City Utilities; Pikeville, KY
- Culvert Replacement Study; Butler, KY

#### **TRANSPORTATION PROJECTS**

- Coal Hollow / Hambley Blvd. Intersection Improvements; Pikeville, KY
- Kentucky Avenue Roadway & Utilities Project – Contracts 1A & 1B; Pikeville, KY
- Redfox Resort Access Road at Carr Fork Lake; Knott County, KY
- Paintsville Main Post Office; Paintsville, KY
- Bryan Avenue Extension; Pikeville, Kentucky
- Honey Branch Industrial Park Road; Martin County, Kentucky
- Potter Flats Bridge; Pike County, Kentucky
- Bridge over Pigeon Creek, Delbarton, West Virginia
- East Maple Street; Pikeville, Kentucky
- Pedestrian Bridge over Licking River, Salyersville, Kentucky
- Lancaster Sidewalk; Lancaster, Kentucky
- Harold's Branch; Pikeville, Kentucky
- Traffic Signal Study for Pikeville Methodist Hospital

#### **SEWER PROJECTS**

- Big Creek Wastewater Treatment Plant; Pike County, KY.
- Mossy Bottom Industrial Park Sewer & Water Project; Pike County, KY



## **CHRISTINA L. CRIDER, LEED AP**

**SUMMIT ENGINEERING, INC.**

**ARCHITECT INTERN**

**SUMMIT ARCHITECTURAL  
SERVICES**

**EDUCATION**

University of Kentucky  
College of Architecture  
Bachelor of Architecture (2003)

**REGISTRATIONS**

LEED Accredited Professional

### **PROFESSIONAL EXPERIENCE**

*Architect Intern – Summit Engineering Inc. (2010-Present)*  
Pikeville, Kentucky

*Architect Intern – CDS Associates, Inc. (2007-2010)*  
Cincinnati, Ohio

*Architect Intern – Sherman Carter Barnhart (2005-2007)*  
Lexington, Kentucky

*Architect Intern – Central Design Group (2003-2005)*  
Eustis, Florida

### **PROJECT EXPERIENCE**

- Southern Maryland Electric Cooperative- Maryland (Registering for LEED)
- Sharonville Convention Center Expansion (Registering for LEED)
- Mary H. Wright School Renovation-Spartanburg, South Carolina
- Fire Protection District Five Fire Station-Walton, Kentucky
- Best Sanitizer Inc. Expansion
- Central Bank-Richmond, Kentucky
- Central Bank-Berea, Kentucky
- Central Bank-Fort Mitchell, Kentucky
- Central Bank Pioneer Branch-Winchester, Kentucky
- Central Bank-Nicholasville, Kentucky
- Palomar Centre Rite Aid Development-Lexington, Kentucky
- Various Residential Housing Projects-Florida

### **INTERIOR FIT-UP EXPERIENCE:**

- Waterfront Plaza-Louisville, Kentucky
- Turfway Ridge Office Park

### **SCHEMATIC DESIGN EXPERIENCE:**

- Ft. Thomas Park Amphitheater-Fort Thomas, Kentucky
- Florence Kentucky Senior Center-Florence, Kentucky

### **SOFTWARE EXPERIENCE**

- Revit 2010
- Photoshop
- SketchUp
- AutoCad 2005, 2005, 2010



## **CASSANDRA GREY, Associate AIA**

### **SUMMIT ENGINEERING, INC.**

#### **ARCHITECTURAL INTERNSHIP**

#### **EDUCATION**

Southern Illinois University  
Carbondale, Illinois  
Concentration.....Architectural Studies;  
August, 2004 - May, 2008

#### **ORGANIZATIONS**

American Institute of Architecture Students  
(AIAS), American  
Institute of Steel Construction (AISC)

#### **PROFESSIONAL EXPERIENCE**

**Summit Engineering, Inc...Pikeville, Kentucky**  
*Architectural Intern; February, 2009 – Present*

**i5 Design Group, Inc...Paducah, Kentucky**  
*Architectural & Interior Design Intern; May, 2007 - September, 2008*

**J.H. Petty & Associates, Architects, LTD...Springfield, Illinois**  
*Architectural Intern; June, 2004 - August, 2004*

**Jackson County Country Club...Murphysboro, Illinois**  
*Waitress & Bartender; August, 2005 - January, 2007*

#### **SOFTWARE EXPERIENCE**

- AutoCAD
- AutoDESK Architectural Desktop
- Sketch-Up
- Revit Architecture
- Photoshop
- Microsoft Office
- AIA Contract Documents
- BSD Speclink

#### **PROJECTS**

- Chestnut Mountain Golf Facility
- Letcher County Recreation Center
- Pike County Animal Shelter
- Pike County Housing Authority – Elkhorn City
- Pike County Housing Authority – Office Addition
- Pikeville Housing Authority – Myers Tower
- Thomas Ratliff Residence
- WestCare Foundation



## ***BRIANNA C. DALE, Associate AIA***

**SUMMIT ENGINEERING, INC.**

**INTERIOR DESIGN  
ASSOCIATE**

**EDUCATION**

University of Kentucky  
Bachelor of Interior Design  
2006

### **PROFESSIONAL EXPERIENCE**

***Summit Engineering, Inc./Summit Architectural Services*** ***2008 – present***  
*Interior Design Associate*

***Projects:***

- *McDonald's Headquarters/Historic Farmhouse, Paintsville, Kentucky*
- *Thomas Ratliff Residence (Historic Bowles residence)*
- *Grant's Branch Park – Caretaker's Cabin*
- *Hartssock Residence – Porch Addition*
- *Belfry Wastewater Treatment Plant, Belfry, Kentucky*
- *Chestnut Mountain Project, Knott County, Kentucky*

***East Towne Designs*** ***1/2008- 7/2008***  
*Junior Interior Designer*  
Specializing in high end design for residential and commercial clientele.

***Projects:***

- *The new Science Center at The University of the Cumberlands; specifying all materials, furniture, flooring, lighting, etc. The inspiration for the project is Monticello.*
- *Big Sandy Technical School's Jobsight- reconfiguration of existing office furniture for their new office location. The project will require additional office systems furniture as well.*
- *Several Residential Projects in Pikeville*

***Earthwood Furniture*** ***6/2007- 12/2007***  
*Sales Associate*  
Top Seller of Home furnishings that are eco-friendly and stylish. Specializing in custom office and entertainment units, offering reclaimed and plantation grown furniture, and custom upholstery.

***Norwalk Furniture*** ***May 2007***  
*Interior Design Consultant*  
Trained with one of the top salespeople in America for Norwalk Furniture. Learned several crucial selling techniques that enhanced my personal sales growth at Earthwood Furniture.

### **SOFTWARE EXPERIENCE**

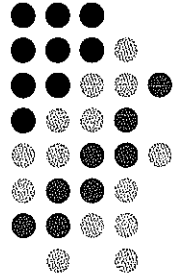
- AutoCAD 2009
- Revit Architecture
- Photoshop
- Microsoft Office
- SurvCAD
- SedCAD
- Speclink



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# Section V



## *Long-Term Clients*

- **Pikeville College**  
Contact: President of the College, Paul Patton, 606-218-5262  
Projects Include:
  - Derriana Hall, Historic Restoration
  - School of Osteopathic Medicine
  
- **Pike County Fiscal Court System**  
Contact: County Judge Executive, Wayne T. Rutherford, 606-437-6247  
Projects Include:
  - Dorton Community Center
  - Longfork Community Center
  - Mouthcard Community Center
  
- **City of Pikeville, KY**  
Contact: City Manager, Donovan Blackburn, 606-437-5104  
Projects Include:
  - City Hall Historic Restoration
  - Downtown Revitalization Project
  - Pikeville Parking Garage
  - Pikeville Soccer Complex
  
- **Ratliff Residence of the Historic Bowles Addition in Pikeville, KY**  
Contact: Property Owner, Thomas Ratliff, 606-432-5374  
Projects Include:
  - Renovation of Historic Residence
  - Addition of a Sunroom
  
- **Letcher County Fiscal Court**  
Contact: County Judge Executive, Jim Ward, (606) 633-2129  
Projects Include:
  - Letcher County Recreation Center
  
- **Clay County Fiscal Court**  
Contact: County Judge Executive, Carl "Crawdad" Sizemore, 606-598-3832  
Projects Include:
  - Clay County Community Center
  - Clay County Recreation Park Master Plan
  
- **Knott County Fiscal Court**  
Contact: County Judge Executive, Randy Thompson, 606-785-5592  
Projects Include:
  - Chestnut Mountain Master Plan
  - Chestnut Mountain Golf Facility



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## *Maintaining Customer Satisfaction*

*How we prepare to maintain long term customer satisfaction:*

- We have found that our best advertising is word of mouth and repeat business from recent clients. The best way to have this happen is to make sure our long term customers are happy. We want to make sure that projects are completed on time so that clients can move into the new construction when they need to.
- Our projects are all done in Revit, which is a BIM (Building Information Modeling) System. This means that every piece of the building is drawn in 3D so that we can deal with conflicts between architecture, MEP, and structural engineering before we start building in the field.
- We also keep a close watch on the construction schedule from the start of the project so that the project close out will be easier.
- The post project review will involved the owner, MEP Sub and the Architect reviewing the building for system efficiency and problem solving during warranty period.





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## *Managing Different Environments*

*Our approach to a client's project is actually very straightforward. We want to get the best we can from the budgeted money on a project. That philosophy does not change if the budget is \$50,000 or \$50 million. Our approach for managing different environments is as follows:*

- The Division of Natural Resources' standards will be our starting point for building requirements. We want all building requirements to be consistent throughout the Fiscal Court system. The best way to do that is to follow the KY standards.
- The building priorities will be set by the state of WV, and we will follow those priorities.
- We will also build a list of requirements by working directly with the end user to find out what works and what does not work in the actual workplace. This helps use the resources we are allotted more efficiently.
- We will work with the state of WV to create cost savings through the LEED Program.
- We will identify possibilities such as Geo-Thermal Heating and Cooling that have a 7 year payback and long-term energy savings.
- With our experienced team, we will be able to find out what the owners needs are, and provide a way to make them happen.
- We will provide projects that are in on-time and within budget, as our team has a record of doing so.



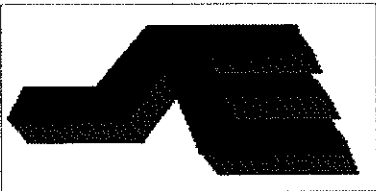
## *Coordination of Other Sub-Consultants*

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*How we are prepared to manage our coordination of other sub-consultants:*

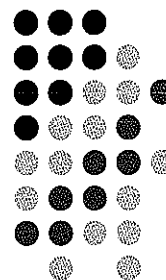
- The MEP drawings will be part of the BIM Program Development so that conflicts with equipment, ducts and pipes can be identified in 3D and solved on the computer. The lighting layout can also be checked for lighting levels and adjusted before bidding.
- The Division of Natural Resources' Standards and Construction Standards will be issued to all sub-consultants. These guidelines will become the standard for all construction projects. The only time these will be deviated from will be if directed by the owner or if there is a conflict with the building code.
- Operation and maintenance issues will be discussed at the beginning of a project so that they can be incorporated into the initial design of the project. The Maintenance Director for the state of WV will be consulted during design; the Director's requirements/suggestions will be taken into consideration.



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# Appendix

# Architectural Services

## BREAKS PARK IMPROVEMENTS

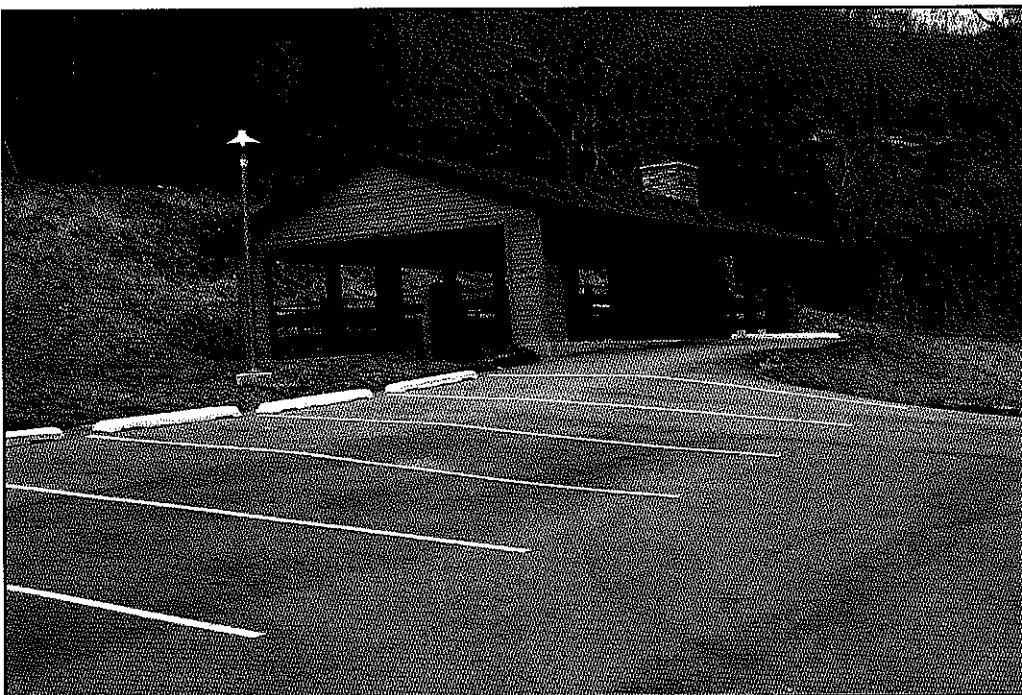
Key elements of this project include:

- Acquisition of adverse property
- New bathroom/shower facilities at kayak take-out
- New picnic shelters
- Enhancement of "Unknown Soldier Grave" historic site
- Enhancement of Gorge viewing facility
- Security lighting, parking and improved access



Summit provided all required professional services including

- Design
- Construction Specification
- Construction Administration
- Surveying
- Funding Procurement



Location: Kentucky / Virginia  
State Line  
Client: Breaks Interstate Park  
Commission  
Type of Project:  
Park, Improvements

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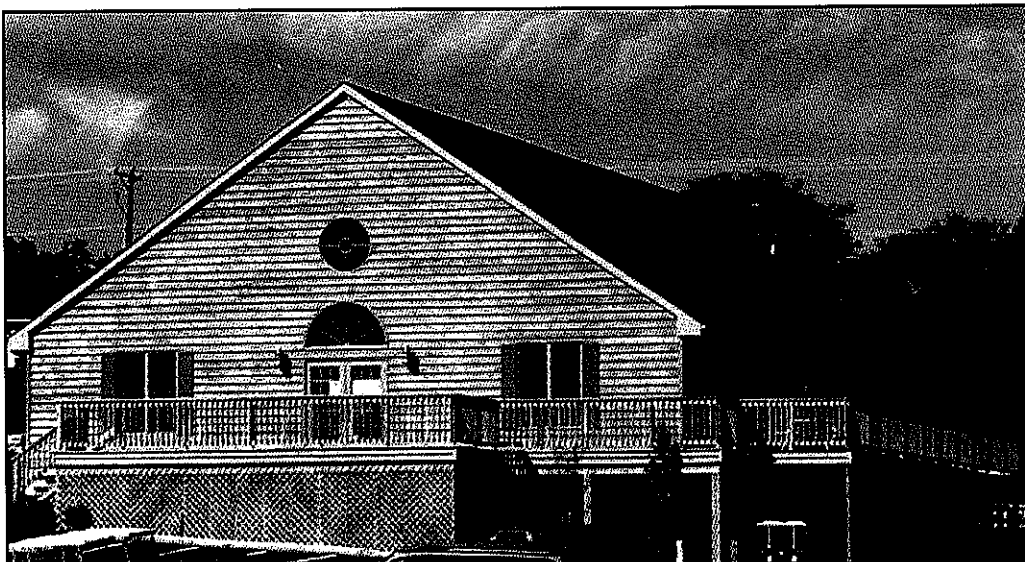
# Architectural Services

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## CLEAR CREEK GOLF CLUB PRO SHOP & CART STORAGE

The operational center for the Clear Creek Golf Club is a 10,000 ft<sup>2</sup> pro shop and cart storage facility. The pro shop is on the upper level of this two story structure and contains retail space for merchandise, a short order kitchen and snack bar, pro shop and real estate offices, and a loft apartment for the assistant pro. The lower level houses 65 carts for re-charging as well as equipment and work area for cart maintenance. This level, which is partially below grade, is constructed of reinforced concrete walls. The upper level is frame construction with beveled cedar siding, and a treated wood deck around two sides of the building. The interior features a high, vaulted ceiling over the entire pro shop and snack bar area.

Location: Bristol, VA  
Client: Clear Creek Development Corporation  
& City of Bristol Virginia  
Type of Project: Recreational



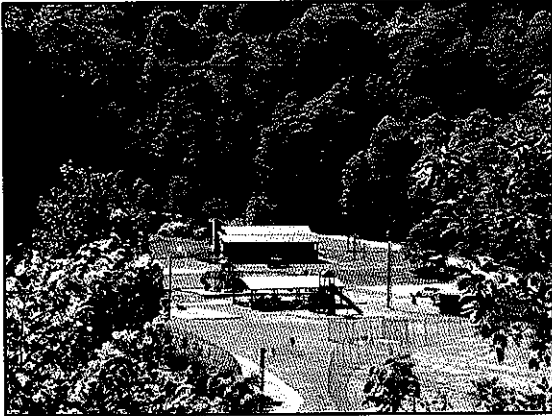
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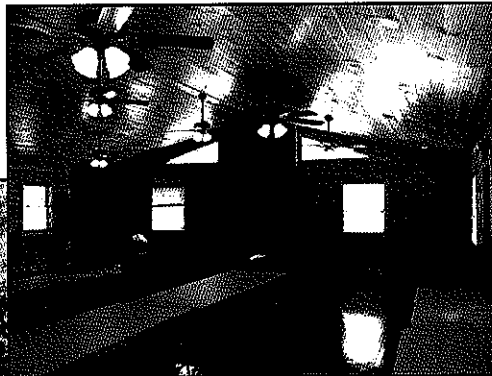
## DORTON COMMUNITY CENTER AT DORTON PARK



The project is a multipurpose facility that was constructed to serve the community of Dorton, KY. The construction cost totaled \$232,000.00 with a competition time of 4 months.

Key elements of this project include:

- Multipurpose Meeting Facility as part of a Community Park
- Seating for 100 People
- Log Building Package
- Stone Fireplace
- Vaulted Wood Ceiling
- Parking for 50 Vehicles
- ADA Compliant Building with Ramping and Handrails
- Outdoor Covered Porch and Back Deck for Gathering Space



Location: Dorton, KY  
Client: Pike County Fiscal Court  
Type of Project:  
Community Center  
1,860 SF, One Level

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# Architectural Services

## KNOTT COUNTY ATV TRAINING CENTER

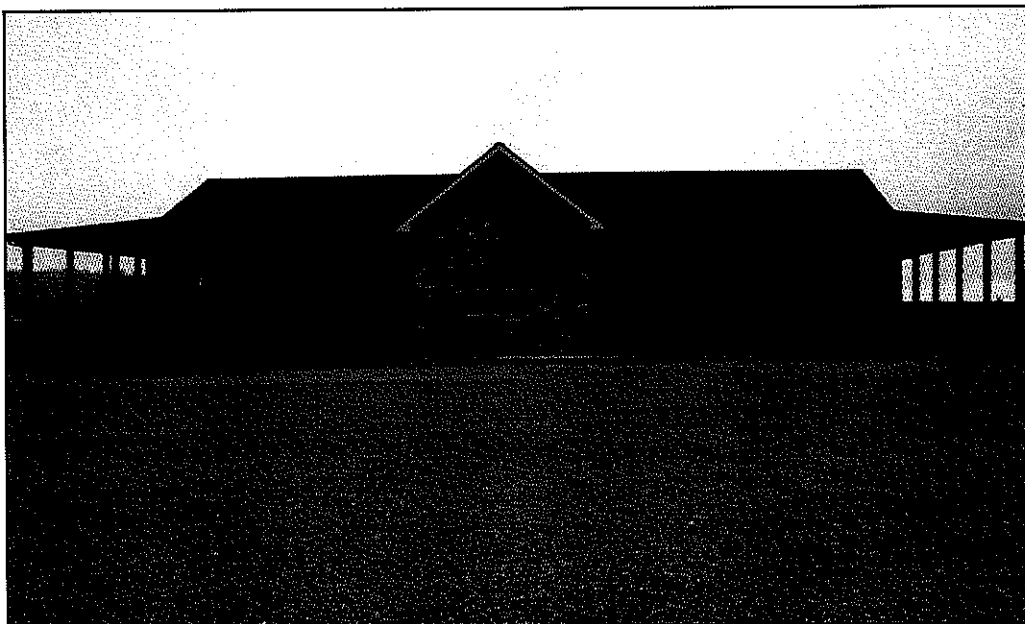
The project includes development of an ATV Training Facility and trails to serve beginners, intermediate and experienced users. Phase I developed a master plan for the entire initiative. Phase II will identify, create and maintain trails within Knott County to



accommodate motorized and non-motorized vehicles. Along with elk-viewing areas, campgrounds and rental cabins the trails will serve as a direct and indirect revenue source for the County as part of a countywide Adventure Trails System.

The Training Center will offer:

- ▶ Classroom Instruction
  - Safety Class
  - Training Seminars
  - Group Lectures
- ▶ Technical Garage
  - Technical Training Class
  - Technical Do-It-Yourself Class
  - Demonstration Class



Location: Knott County, KY  
Client: Knott County Fiscal Court  
Type of Project:  
Training Center

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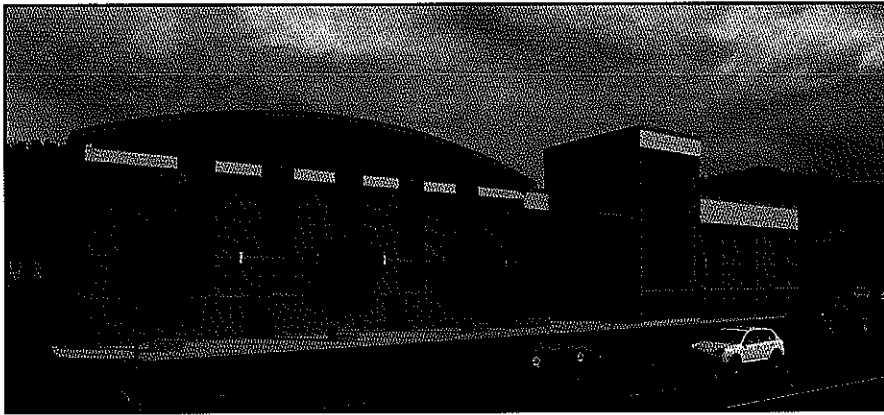
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# Architectural Services

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## LETCHER COUNTY RECREATION CENTER



The project proposal consists of a 43,000 SF design for a Recreation Center in Letcher County, KY of Whitesburg. This two-story structure consists of basketball courts, a bowling alley, a climbing wall, golf simulators, party rooms, a play zone, a fitness area, a walking track, a stage with 200+ seat bleachers, multi-purpose rooms, batting cages, and an office wing. Many of these amenities will also feature large two-story or larger areas and open structure.



Location: Whitesburg, KY  
Client: Letcher County Fiscal Court  
Type of Project:  
Recreation Center

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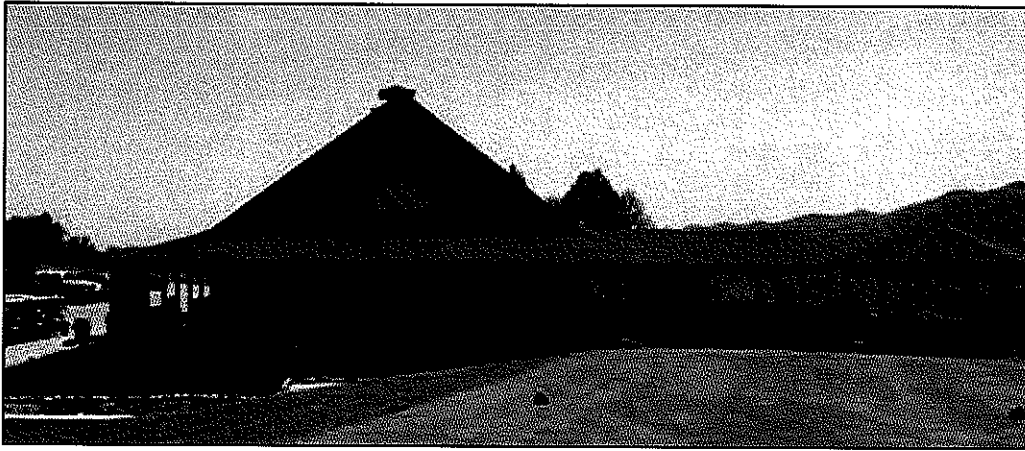




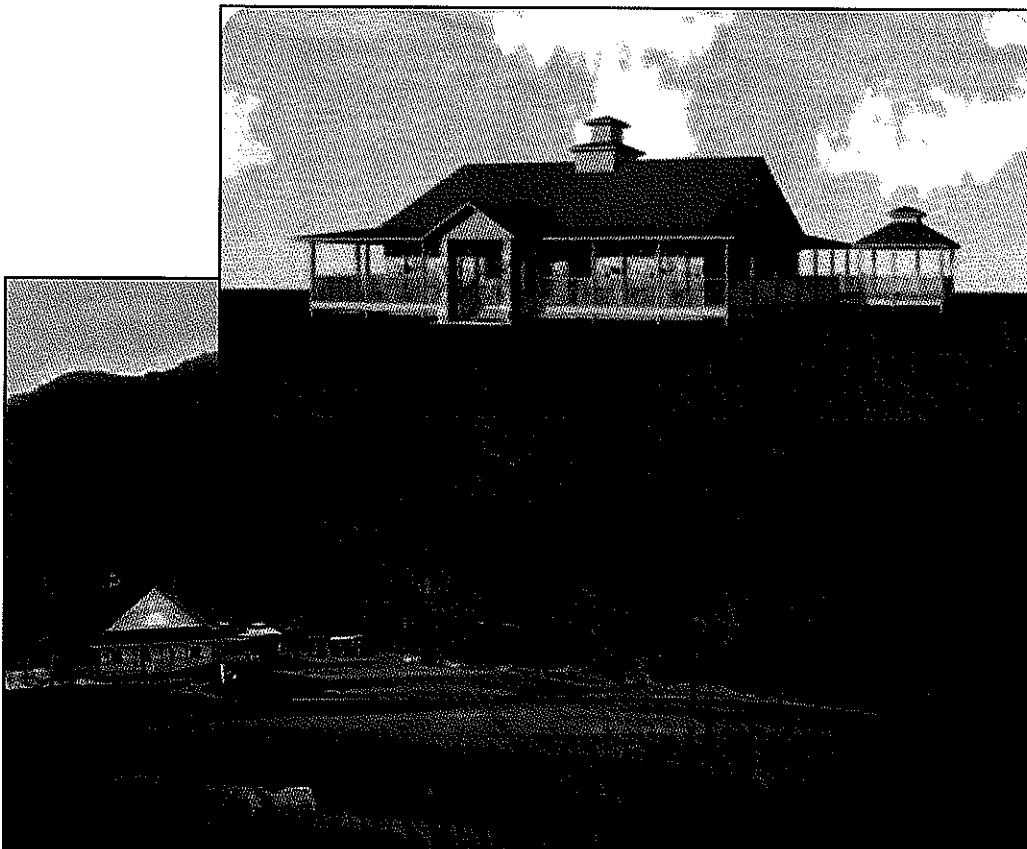
# Architectural Services

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## RAVEN ROCK GOLF COURSE PRO-SHOP



Project involves the design of a 2,400 sq. ft. Pro Shop. Located at the Raven Rock Golf Course in Jenkins, Kentucky, the new Pro Shop offers a commanding view of the course and features both indoor and outdoor dining facilities.



Location: Jenkins, KY  
Client: Raven Rock Golf Course  
Type of Project:  
Recreational

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