J. DAN SNEAD AND ASSOCIATES, INC.
ARCHITECTS PLANNERS

May 9, 2014

State of West Virginia
Department of Administration
Purchasing Division
Ms. Tara Lyle
2019 Washington Street East
Charleston, WV 25305-0130

Re: DEFK14026

Dear Ms. Lyle:

It is with enthusiasm that I submit this letter of interest and qualifications for Architectural Services for Window Renovations at Five (5) West Virginia State Armories.

J. Dan Snead & Associates, Inc. is an Architectural/Engineering firm committed to maintaining the highest levels of professional and ethical standards. Our comprehensive services encompass a wide background of experience provided by a competent staff dedicated to the pursuit of excellence.

Our experience, which is typically general commercial construction, includes a broad range of projects. Our design history includes primary, secondary and higher education facilities, municipal and governmental buildings, administrative offices, industrial projects, hospitality projects and various medical related programs.

Additionally, we have extensive experience with numerous renovation, rehabilitation and adaptive reuse projects. This, of course, requires an acute understanding of the funding process, budget design considerations and the necessity to comply with all applicable regulations, guidelines and codes.

Previous relevant work includes numerous window replacement projects for various educational, commercial and municipal facilities. Our brochure itemizes several projects of this type. Window replacement work often requires a sensitivity to historic integrity and to energy conservation.

Current relevant work includes the replacement and repair of historic windows in the 110 year old Barbour County Courthouse in Philippi, West Virginia.

05/12/14 09:51:54AM
West Virginia Purchasing Division

101 NORTH KANAWHA STREET
SUITE 203
BECKLEY, WEST VIRGINIA 25801

PHONE: (304) 252-6630
FAX: (304) 252-4856

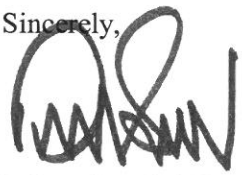
Our experience over time has proven that the overall positive outcome of a project is directly related to the amount of time the design professional spends at the construction site. Our history of project management includes frequent site visits.

Clients listed as references will attest to our understanding of clients' needs, budgets and time schedules, and perhaps more importantly, our unwavering commitment to project management and to our client's best interest.

J. Dan Snead & Associates, Inc. is a competent firm with proven ability to produce quality construction within budget limitations. We are very interested in discussing the proposed program with you and should we be selected to assist in your efforts, we pledge sensitivity to your needs, attention to detail, and the performance of our work in a professional and practical manner.

We appreciate the opportunity to submit our expression of interest and look forward to hearing from you in the near future.

Sincerely,



J. Dan Snead, AIA

JDS/pcf

p499

TABLE OF CONTENTS

Corporate Background

Evaluative Criteria

Resumes

References

Relevant Projects

Project Case Studies

J. DAN SNEAD & ASSOCIATES

Architects
Planners

CORPORATE BACKGROUND

CORPORATE BACKGROUND

J. Dan Snead & Associates, Inc. is an Architectural firm founded on February 2, 1998, with the formation of a partnership including J. Dan Snead, AIA, Raymond E. Fink, Jr. and Steven D. Stone.

Dan Snead has thirty-nine years of experience in architectural practice and was a principal and partner in a previous practice for ten years prior to organizing the firm.

Mr. Snead has a broad background in architectural design experience including educational and healthcare facilities, public housing, judicial, residential and general commercial design.

Dan is currently a licensed architect in West Virginia and in response to the growing practice is seeking certification in other states. He is a member of the AIA and the West Virginia Society of Architects and is certified by the National Council of Architectural Registration Boards. Dan has become recognized as one of the leading architects in the state of West Virginia.

J. Dan Snead & Associates, Inc. has vast experience with a variety of projects and fully believes that each project requires a completely coordinated development from concept through design and construction. We focus our expertise on designing projects that are sensitive to our client's needs and projects that utilize the client's investment dollars to the greatest advantage. Our entire organization is dedicated to the achievement of project designs that are aesthetically pleasing, functional, and consistent with available funds.

The strengths of our firm lie in our talented staff, experience, and the ability to perform architectural services efficiently from inception to completion. We have but one simple goal - provide each client with the project they envisioned in an attentive, professional manner and to bring each project to a positive and successful conclusion.

J. DAN SNEAD & ASSOCIATES

Architects
Planners

EVALUATIVE CRITERIA

EVALUATIVE CRITERIA

J. Dan Snead & Associates, Inc. has extensive experience in the design of primary, secondary and higher education facilities, municipal and governmental buildings, administrative offices, industrial projects, hospitality projects and various medical facilities.

With a combined total of over 74 years of experience in the fields of Architecture and Engineering, the firm's principals, J. Dan Snead, AIA, and Raymond E. Fink, Jr., PS, actively participate and supervise all aspects of design and construction administration for each project.

Our staff employs a wealth of knowledge amassed through many dedicated years of experience. We are committed to the team concept of design and production. We recognize the value of establishing quality communications with the design committee as a means of thoroughly understanding the design objectives, program requirements and project budget. Through utilization of this concept, project owners are valued as a member of our team from the schematic phase through the completion of the project.

Dan Snead, AIA, has a history of providing aesthetically pleasing designs within budget limitations by avoiding trendy design issues and by steadfastly adhering to the "elegance of simplicity." His projects are applauded for their design and for their high value/cost ratio.

Through many years of experience, the firm's principals have refined the ability to evaluate the probable construction costs in the project programming stage to assess the appropriateness of the project budget related to the proposed scope of work.

J. Dan Snead & Associates uses the latest computer and software technology, ARRIS Version 9.4 and AutoCAD to produce all of our design documents. Combined with the gifted architectural designers in our firm, our computers provide precise, accurate drawings, which translate into lower bid costs from contractors and fewer change orders. Our record regarding change orders is one of the industry's best and our goal is to have few, if any, change orders on all projects.

J. Dan Snead & Associates is enthusiastic about the prospect of working with you. We pledge sensitivity to your needs, attention to detail, and the relentless pursuit of excellence.

J. DAN SNEAD & ASSOCIATES

Architects
Planners

RESUMES

J. DAN SNEAD, AIA

EDUCATIONAL BACKGROUND

West Virginia Institute of Technology, 1965

REGISTRATIONS & MEMBERSHIPS

National Council of Architectural Registration Boards
The Board of Architects, State of West Virginia, 1608
American Institute of Architects
West Virginia Society of Architects

PROFESSIONAL EXPERIENCE

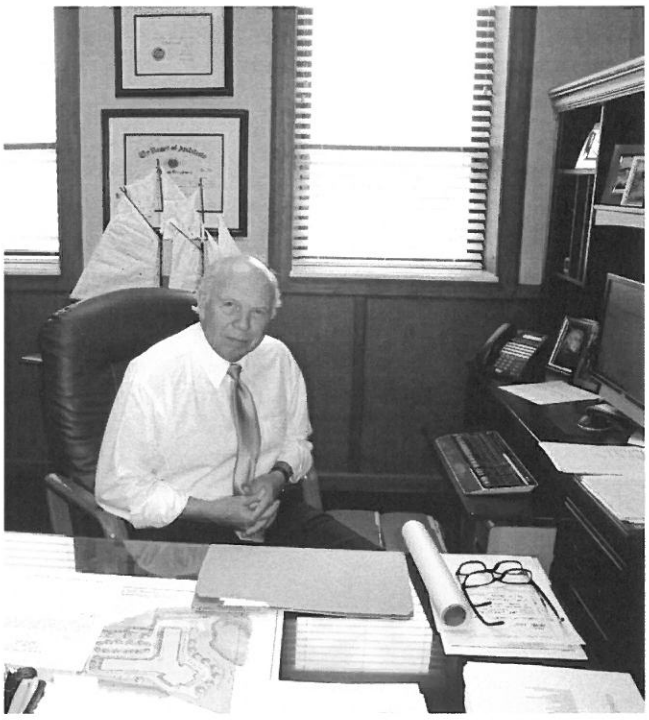
J. Dan Snead & Associates, Inc., Beckley, West Virginia
1998 - Present

Computects, Inc. - Beckley, West Virginia
1988 - 1998

Donald H. Stark Architects, Inc.
1973 - 1988

SUMMARY

Mr. Snead is a licensed architect in West Virginia and a member of the American Institute of Architects; the West Virginia Society of Architects; and is certified by the National Council of Architectural Registration Boards.



With over thirty-nine years of experience in Architectural design and construction administration, Dan has developed a well known, excellent reputation within West Virginia for providing functional, aesthetically pleasing designs within budget limitations. His innovative designs and understanding of design objectives have rewarded him with a long list of satisfied, repeat clients.

His experience is extensive and varied and includes primary, secondary and higher education facilities; municipal and government facilities; administrative offices; industrial and commercial projects; as well as numerous renovation, rehabilitation and adaptive reuse projects. Many of the designs Dan has developed require significant sensitivity to historic issues, local codes, life safety and current ADA thinking.

Dan is dedicated to maintaining the highest levels of both professional and ethical standards and to the coordination of teamwork both with the Owner and construction professionals to bring to each project a positive and successful conclusion.

RAYMOND E. FINK, JR.

EDUCATIONAL BACKGROUND

Bluefield State College - A.S. Civil Engineering Technology, 1972 - 1974

Mercer County Vocational Technical School - Civil Engineering Technology, 1971 - 1972

REGISTRATIONS

Licensed Land Surveyor, West Virginia, 1989
Certified Surface Mine Foreman, West Virginia, 1977

PROFESSIONAL EXPERIENCE

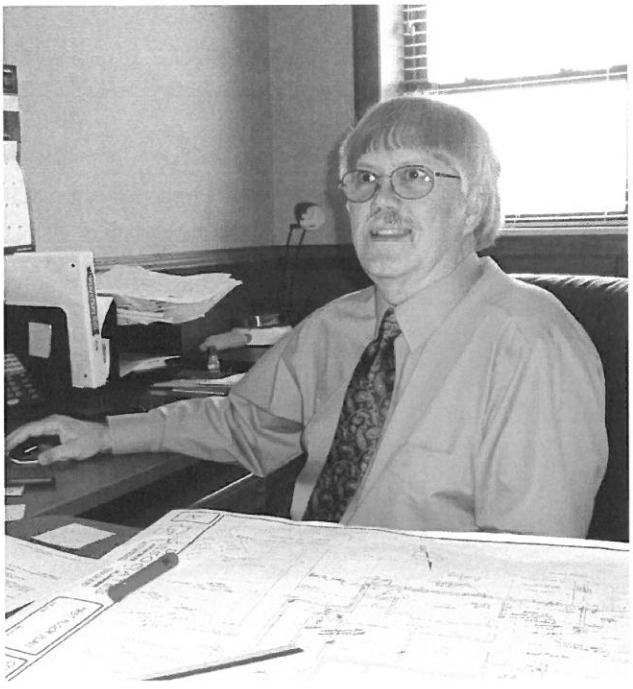
J. Dan Snead & Associates, Inc., Beckley, West Virginia
1998 - Present

Almes & Associates, Inc., Beaver, West Virginia
1997 - 1998

Computects, Inc., Beckley, West Virginia
1984 - 1997

Oscar Vecellio, Inc., Beckley, West Virginia
1976 - 1983

SUMMARY



Raymond has more than thirty-six years of experience in the fields of Civil Engineering and Architecture. He has worked as Party Chief and Chief of Surveys directing boundary and topographic field surveys as well as construction layout. He has also served as foreman and cost estimator for various site construction projects spanning a period of nine years.

For more than twenty years, Raymond has worked in construction administration for various architectural projects including site inspections and review of submittals. He has been responsible for the preparation of all architectural drawings for residential, educational and commercial facilities.

As well as his unique surveying, engineering and architectural background, Raymond commands a wealth of computer knowledge. He has served as the Systems Administrator for computer operations and is proficient in the use of AutoCAD 2007 and ARRIS Version 9.0.

DONALD H. NORMAN, II

EDUCATIONAL BACKGROUND

Bluefield State College - B.S. Mining Engineering Technology, 1986

PROFESSIONAL EXPERIENCE

J. Dan Snead & Associates, Inc., Beckley, West Virginia
2001 - Present

Pentree, Inc., Princeton, West Virginia
1994 - 2001

Computects, Inc., Beckley, West Virginia
1987 - 1993

SUMMARY

Don has more than twenty-five years of experience in the fields of Architecture and Civil Engineering. This experience is primarily in the design and detailing of bidding documents and project administration with some civil engineering experience in the field as well.

Don has served as an architectural designer for various construction projects during the last six years and has served as an engineering technician for construction projects spanning a period of seven years.

He has been responsible for the preparation of architectural drawings for residential, educational and commercial facilities. He has also been responsible for the preparation of engineering drawings for water and sanitary sewer projects as well as West Virginia Department of Transportation projects.

REFERENCES

J. Dan Snead & Associates, Inc.
References

Debbie Berry, County Administrator
Fayette County Commission
(304) 574-4290

David Neal, E-911 Coordinator/Deputy OES Director
Fayette County OES/E-911 Center
(304) 574-3590

Bill Lightner, President
Summers County Commission
(304) 466-7100

Vicki Hinerman, Superintendent
Summers County Schools
(304) 466-6000

David Quisenberry, Director of Services
Summers County Board of Education
(304) 466-6007

Mr. Phillip Jarrell, Director of Purchasing
Raleigh County Board of Education
(304) 256-4651

Jeff Brewer, Supervisor of Buildings and Grounds
Wyoming County Board of Education
(304) 732-6262

Mr. James Sizemore, President CEO
Pioneer Community Bank
(304) 938-5365

Dan Bickey, Owner
Mine Power Systems
(304) 252-2509

J. DAN SNEAD & ASSOCIATES

Architects
Planners

RELEVANT PROJECTS

Before

After

Former W.T. Grant Building

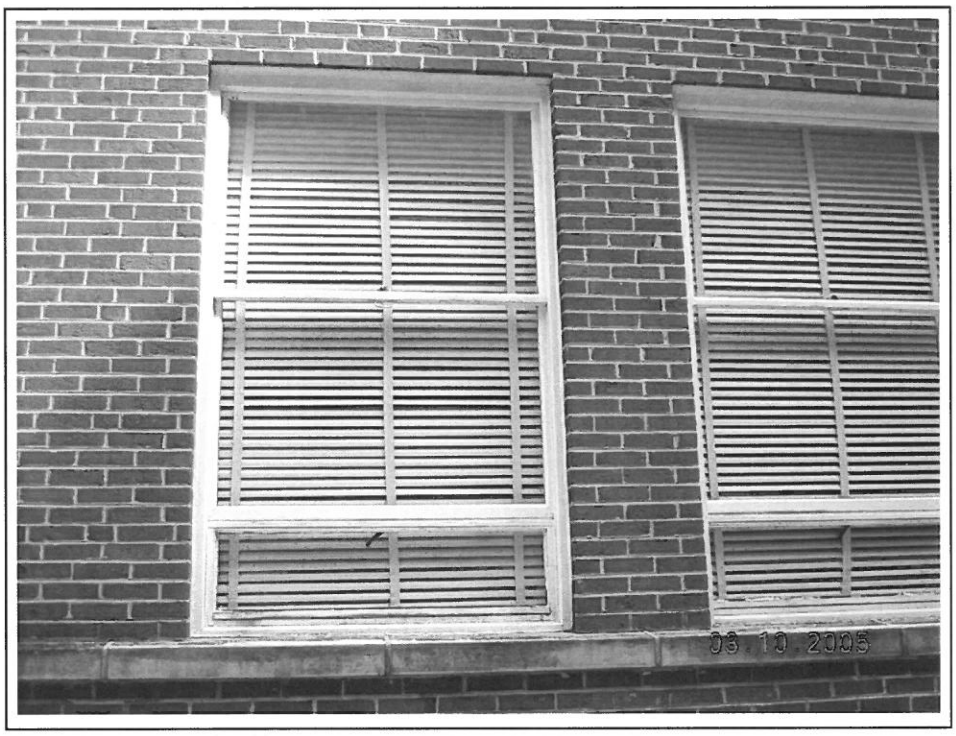
Beckley, West Virginia

Before

After

Concord College Science Building

Athens, West Virginia



Before

After

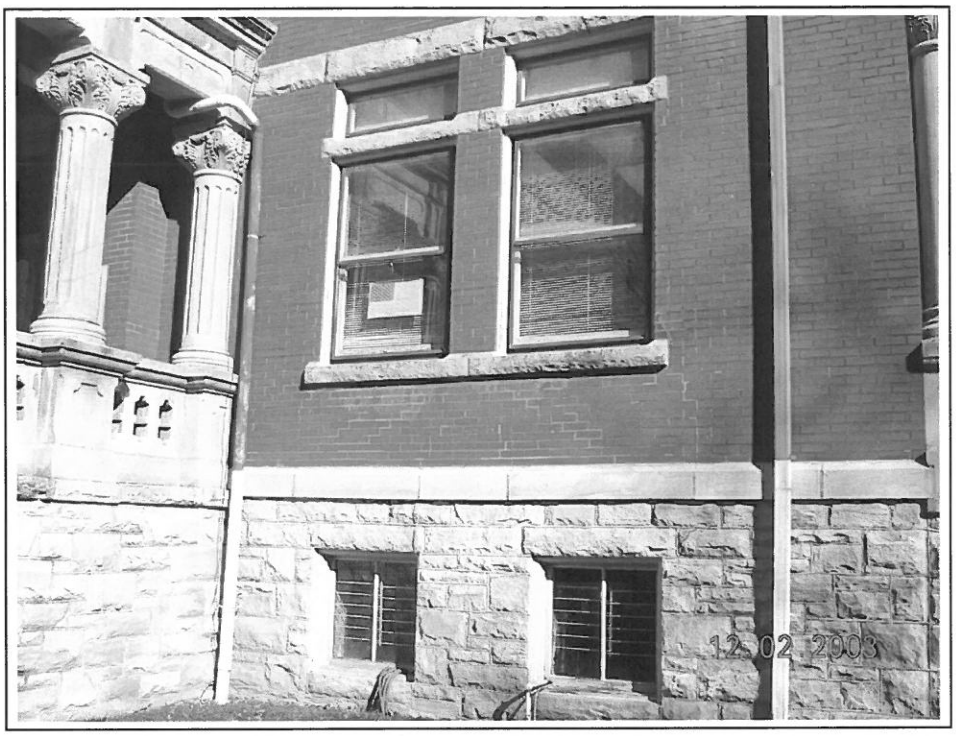
Concord College Science Building

Athens, West Virginia

Before and After

Fayette County Courthouse

Fayetteville, West Virginia

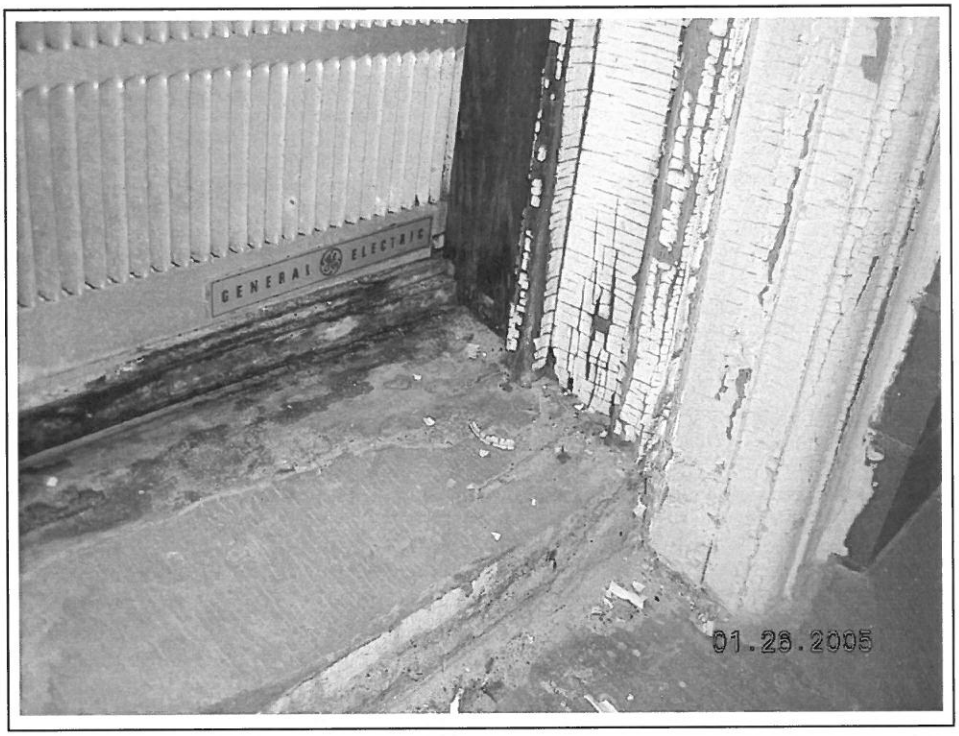


Before

After

Fayette County Courthouse

Fayetteville, West Virginia



Before

After

Fayette County Courthouse

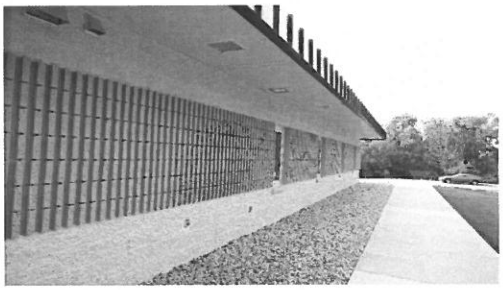
Fayetteville, West Virginia

J. DAN SNEAD & ASSOCIATES

Architects
Planners

PROJECT CASE STUDIES

FAYETTE COUNTY EOC/911 CENTER

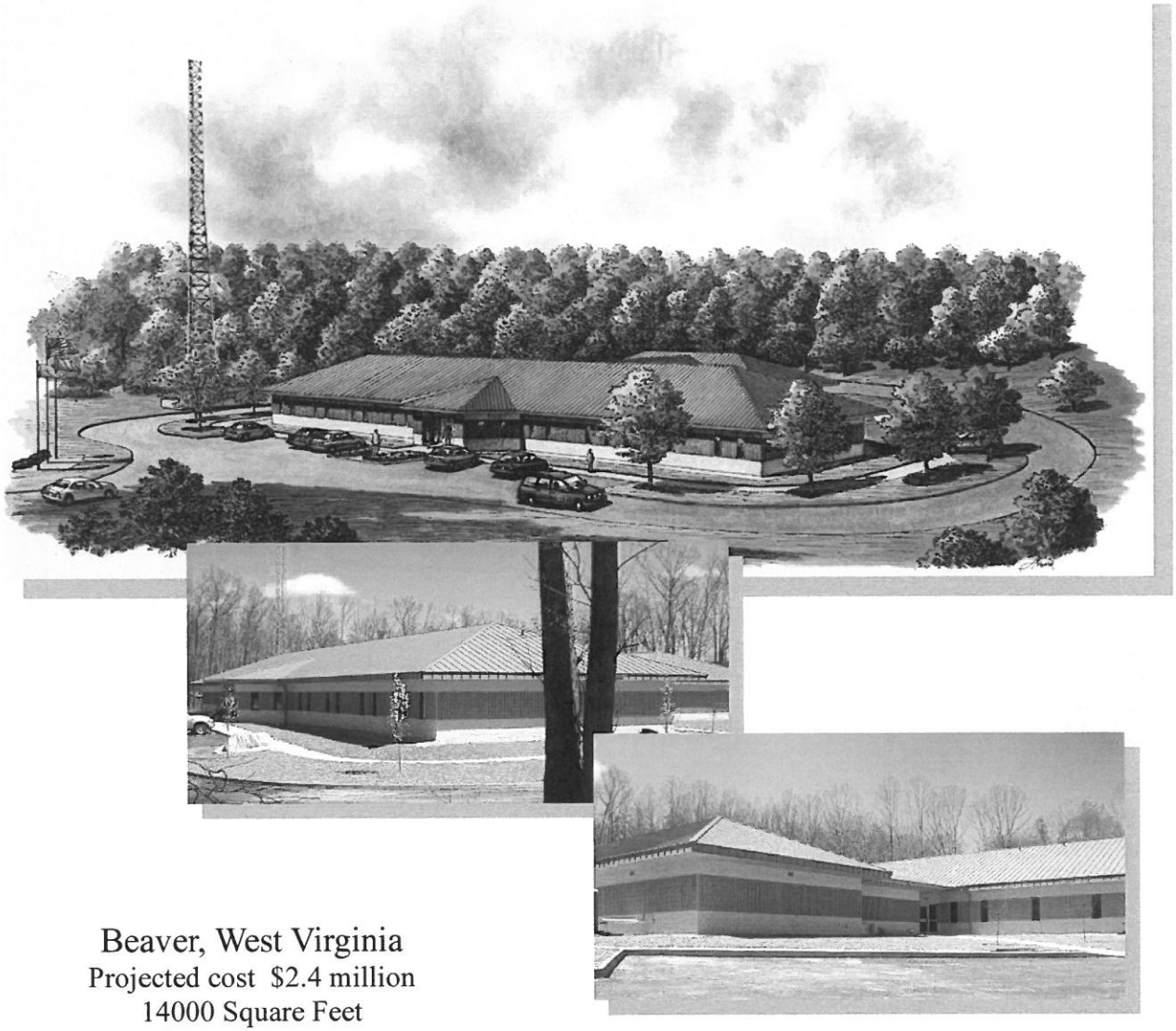


Fayette County, West Virginia
Projected cost $2.4 million
8000 Square Feet
$300 per sq. ft.

The new Fayette County EOC/911 Center is located on a wooded four-acre site in an industrial park near Fayetteville, West Virginia. The new facility is designed to accommodate normal 911 activity and is intended to act as a command center for emergency services during times of need. The new center features a secure, internal dispatch area, state-of-the-art communication and data systems, a large command center/training room, administrative offices, redundant mechanical and electrical systems and overnight accommodations for emergency staff. Additional features include masonry structure, a standing seam metal roof for low maintenance and a 300' communication tower.

J. Dan Snead & Associates, Inc.

RALEIGH COUNTY EOC/911 CENTER



Beaver, West Virginia
Projected cost $2.4 million
14000 Square Feet
$172 per sq. ft.

The new Raleigh County EOC/911 Center is located on a wooded four-acre site in an industrial park near Beckley, West Virginia. The new facility is designed to accommodate normal 911 activity and is intended to act as a regional command center for emergency services during times of need. The new center features a secure, internal dispatch area, state-of-the-art communication and data systems, a large command center/board room, administrative wing, 3,000 square feet of emergency equipment storage and overnight accommodations for emergency staff. Additional features include masonry structure and a standing seam metal roof for low maintenance.

J. Dan Snead & Associates, Inc.

BURLINGTON UNITED METHODIST CHAPEL

Beckley, WV

Total Project Budget: $819,000
Total Square Feet: 4,860

The Burlington United Methodist Chapel is located in a park-like wooded setting on the campus of Burlington's Child Care Center near Beckley, West Virginia.

The building contains a small chapel for devotional and other assembly purposes and an adjacent wing containing offices, a conference room, work room and a kitchenette.

The chapel features laminated arched wood structural members and exposed wood ceiling decking.

The exterior is brick with gothic arched windows and an fiberglass steeple.

J. Dan Snead & Associates, Inc.

Pioneer Community Bank

Iaeger, West Virginia

Total Project Budget: $1,600,000

The Pioneer Community main bank at Iaeger is modeled after a smaller branch bank that was designed by J. Dan Snead & Associates, Inc. in 1999.

The new bank contains 8,500 square feet and was constructed for $188.00 per square foot.

The structure is steel frame with concrete floor slabs and metal stud partitions. The exterior is finished with brick and stucco and the roof is standing seam metal.

Interior finishes include ceramic tile lobby floor, cut pile plush carpet, dark stained wood wainscot, doors and trim and solid vinyl tile in utility areas.

J. Dan Snead & Associates, Inc.

PIONEER COMMUNITY BANK

The Pioneer Community Bank is a new branch facility located at the Lester Square Shopping Center. The facility is constructed with wood frame, EIFS exterior, metal roof, aluminum entry and clad windows providing a maintenance free exterior.

The exterior design is somewhat monumental and employs fluted, oversized columns to produce a sense of solidity and tradition.

Interior finishes are of high quality and were selected for durability and quiet elegance.

Design features include a vaulted entry canopy, which extends from the exterior through the lobby and terminates at the teller stations. A partial second floor allows a Board Room with dormer windows and a large storage space.

Sophia, WV

Total Project Cost: $420,400

J. Dan Snead & Associates, Inc.

RALEIGH REGIONAL CANCER TREATMENT CENTER

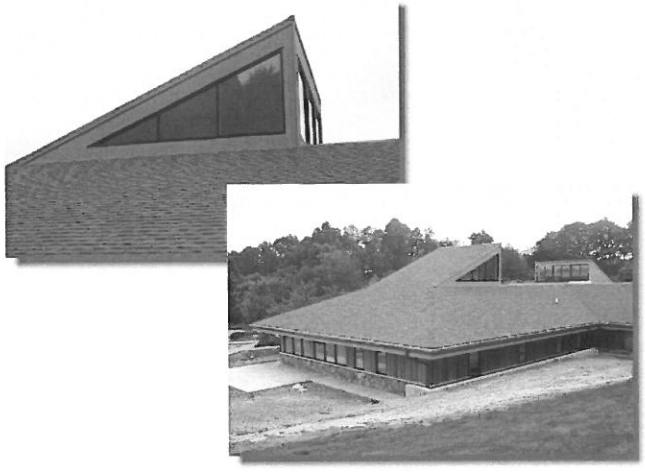
Chemotherapy Outpatient Addition

The new addition was designed to harmonize with the original building design and to significantly increase patient capacity.

The 2,600 square feet addition includes a large treatment room with vaulted ceiling and clerestory, doctor's offices, exam rooms, nurse's station and laboratory.

Design and construction problems included matching original building materials and maintaining patient caseload during normal construction activities.

The project was completed on time and under budget



Beckley, WV

Total Project Cost: $360,000

J. Dan Snead & Associates, Inc.

RALEIGH COUNTY SOLID WASTE AUTHORITY

Lanark, WV

New Construction

Total Project Cost: $357,525

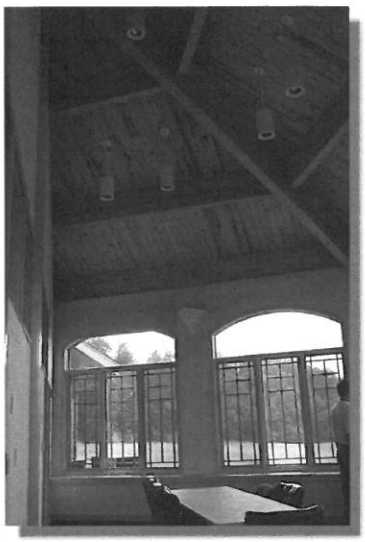
The Raleigh County Solid Waste Authority requested that their new administrative office be designed to reflect the progressive and highly professional philosophies of the Authority and its staff.

The design accommodates anticipated future space needs of the Authority as well as a technology infrastructure which insures the efficient operation of the facility.

Exterior and interior materials were selected for durability and to be low maintenance over an extended period of time.

The location of the building on the site considered ease of public access and a very attractive view from the Board Room overlooking active and completed landfill cells.

Building features include a hexagonal vaulted center section divided into a Board Room and Entry Lobby. The vaulted ceiling is formed by laminated wood beams and decking. Large windows with curved overpanels provide abundant visual access to the view beyond.



J. Dan Snead & Associates, Inc.

Mountain State University
Health Science Building

The recently completed Heath Science Building on the campus of Mountain State University was constructed with a grant from the U.S. Government

The building contains five science laboratories, a nursing education center, two elevated lecture rooms, a large testing center, administrative offices and various support facilities. Total building area is 26,000 sf.

The budget of $4,300,000 included construction costs and A/E fees, produced a unit cost of $165.00 per square foot.

A unique feature of construction includes a three story tinted glass entry with concentric brick arches.

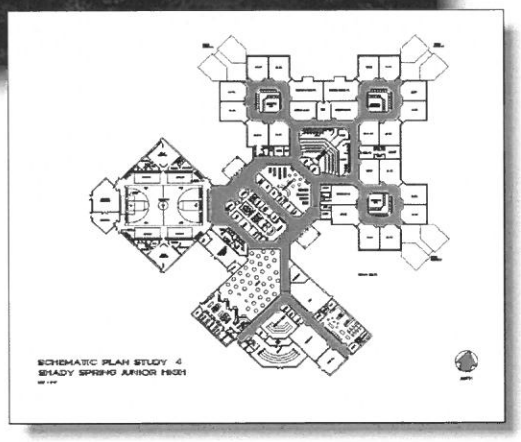
The new science facility includes the latest information technology.

Beckley, West Virginia

Total Project Budget: $4,300,000

J. Dan Snead & Associates, Inc.

SHADY SPRING MIDDLE SCHOOL



The recently completed Shady Spring Middle School project is part of a $20,000,000 construction program undertaken by Raleigh County.

The new Shady Spring Middle School had a budget of over nine million dollars and was partially funded by a School Building Authority grant.

The new facility houses 600 students in three academic pods. It contains 78,000 square feet and features a unique design facilitating the middle school concept. Incorporated into the design is a centrally located administrative suite, media center, and commons area.

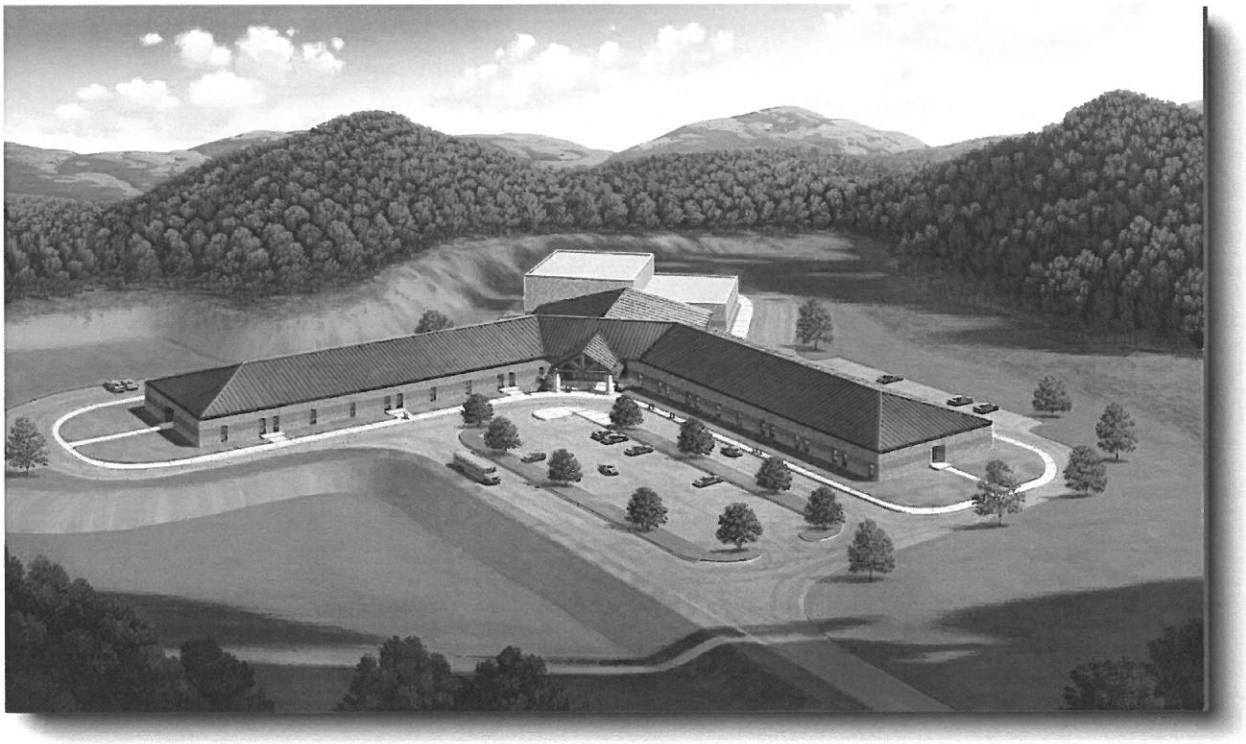
Additional features include three computer labs and an isolated, but easily accessible gymnasium.

Shady Spring, WV
Raleigh County

Total Project Budget: $9,500,000

J. Dan Snead & Associates, Inc.

Fairdale Elementary School



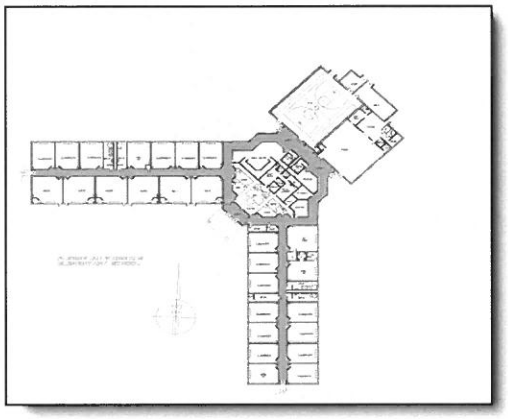
The recently completed Fairdale Elementary School is funded in part by a School Building Authority Grant.

The school population is approximately 500 and the building footprint contains 52,000 square feet.

The budget of $8,422,000 which includes construction costs and A/E fees, produces a unit cost of $162.00 per square foot.

Unique features of construction include a gymnasium, sloping roof, ceramic tile in all corridors and a media center with a two tier computer lab.

The new Fairdale Elementary includes the latest technology in classroom security.



Fairdale, WV
Raleigh County

Total Project Budget: $8,422,000

J. Dan Snead & Associates, Inc.

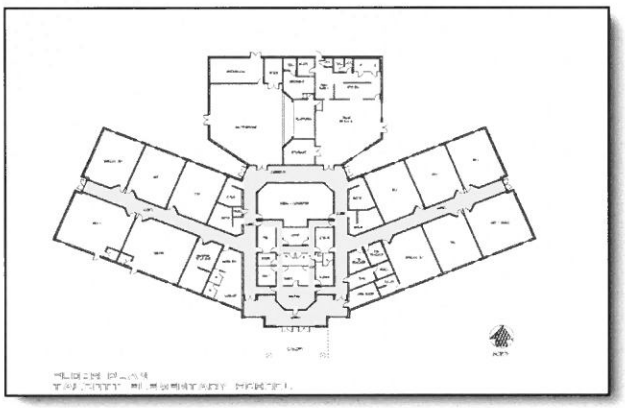
Talcott
Elementary School

The recently completed Talcott Elementary School completes the construction programs of Summers County Schools by replacing the 72 year old existing building.

The new elementary school had a five million, three hundred thirty thousand dollar budget and was funded by a School Building Authority Grant. The student population is approximately 200 and the building area is 26,000 square feet.

The plan features a central Administration Area, Media Center, Multipurpose Room and Dining Hall flanked on both sides by classroom wings.

Additional features include an isolated bus loop and the latest technology in school security.



Talcott, WV
Summers County

Total Project Budget: $5,330,000

J. Dan Snead & Associates, Inc.

MOOREFIELD MIDDLE SCHOOL

Moorefield, WV

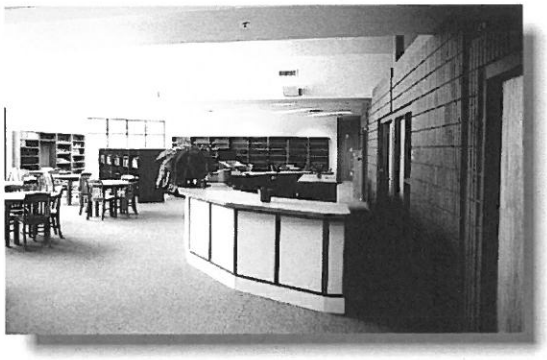
New Construction

Total Project Cost: $6.4 Million

The Moorefield Middle School design concept was based on the desire of Hardy County Administrators to create a true middle school. The facility drew fifth and sixth grade students from Moorefield Elementary and seventh and eighth grade students from Moorefield High.

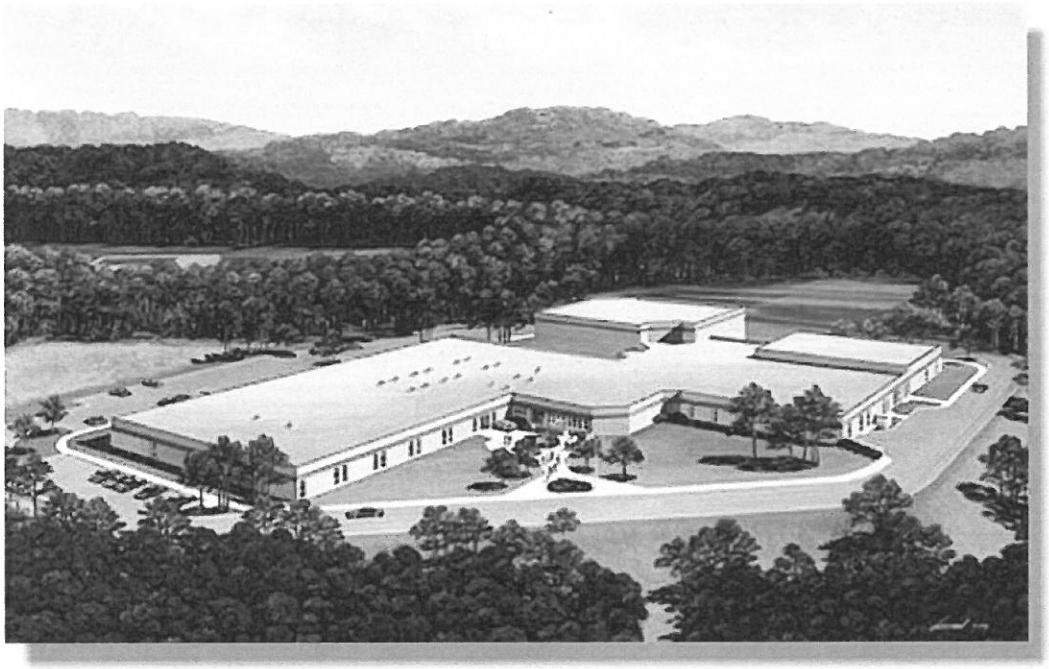
The new school is located on gently sloping farm land with vistas of the nearby mountains of the Potomac Highlands.

Innovations included separate bus and public circulation routes providing maximum student safety, a spacious library equally accessible from both education pods, a computer lab with all monitors visible from a central location, and a unique gymnasium which is fully air conditioned.



J. Dan Snead & Associates, Inc.

INDEPENDENCE JUNIOR HIGH



Sophia, WV

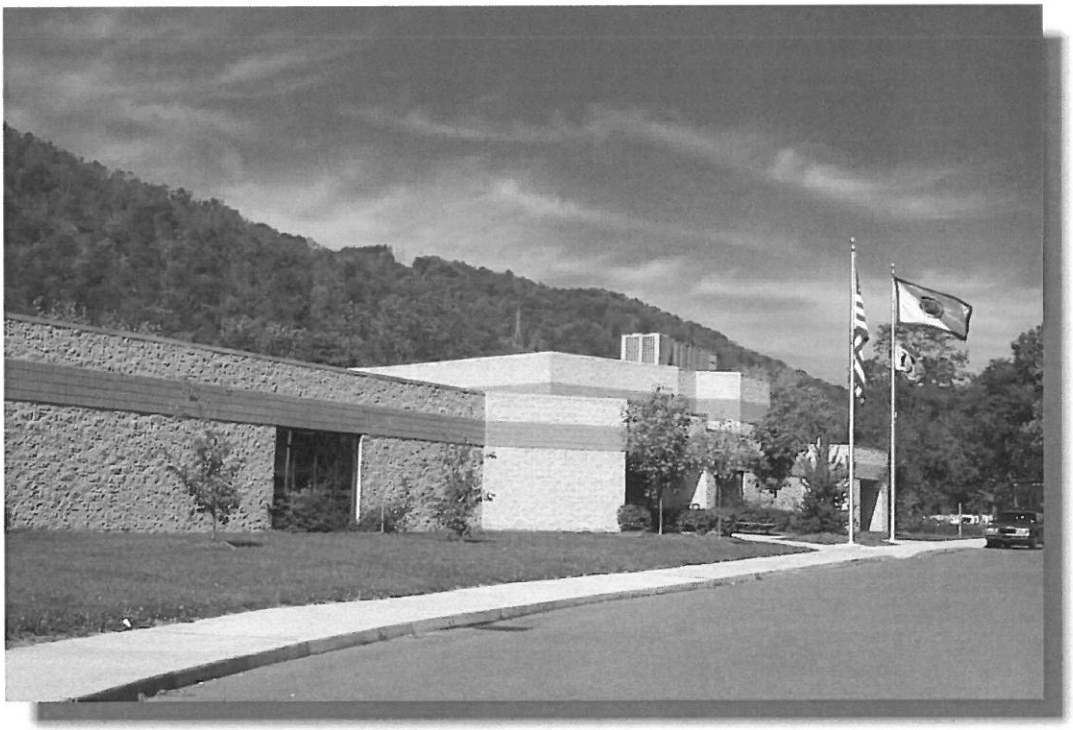
New Construction

Total Project Cost: $6 Million

Independence Junior High School was designed to provide the Owners a functional and attractive facility on a predetermined budget and area. The school was designed for the inclusion of the Creative Learning Systems, Inc., "Lab 2000". With this system, students can integrate today's technology with the classroom. Computers provide the students the opportunity to study manufacturing, communication, transportation, and construction technologies in their own environment. Innovative gymnasium design provided an additional 3,000 square feet at little, if any, cost to the Owner and produced a gymnasium that complemented the layout of the school. The combination of all the special ingredients in Independence Junior High School has provided Raleigh County with a unique educational facility to be utilized by students and faculty for many generations.

J. Dan Snead & Associates, Inc.

SUMMERS COUNTY HIGH SCHOOL



Hinton, WV

New Construction

Total Project Cost: $6 Million

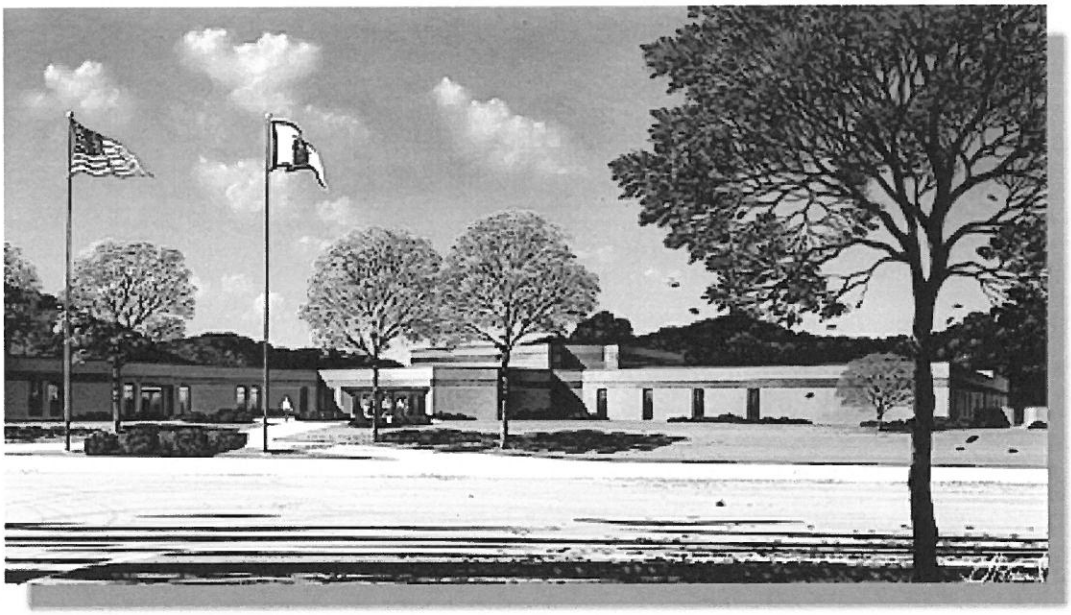
Summers County High School is a comprehensive facility which includes the Summers County Career Center.

Unusual design considerations involved an extremely linear site bounded by a river, a railroad, a stadium and a recreation park. Additional site considerations included the three existing buildings of the Career Center and circulation access to the county football stadium. Additionally, there was a desire to limit the new construction to a single story.

The school includes a competition gymnasium, a centrally located library and an auditorium.

J. Dan Snead & Associates, Inc.

SUMMERSVILLE JUNIOR HIGH SCHOOL



Summersville, WV

New Construction

Total Project Cost: $5.2 Million

The Summersville Junior High School was constructed as part of a $9,000,000.00 bond program supported by the residents of Nicholas county.

The total project cost of 5.2 million dollars constructed a school of 92,000 square feet and includes a unique gymnasium, band music suite, kitchen, cafeteria, high-tech science facilities and a library.

The school, which is the result of a sensitive design approach coupled with the dedicated efforts of an involved administration, has produced an exemplary facility representing a high value to cost ratio.

J. Dan Snead & Associates, Inc.

Raleigh Playhouse Theater

Beckley, West Virginia
Raleigh County

Estimated Project Budget: $1,500.000

The Raleigh Playhouse Theater project is an adaptive reuse of an existing downtown Beckley building.

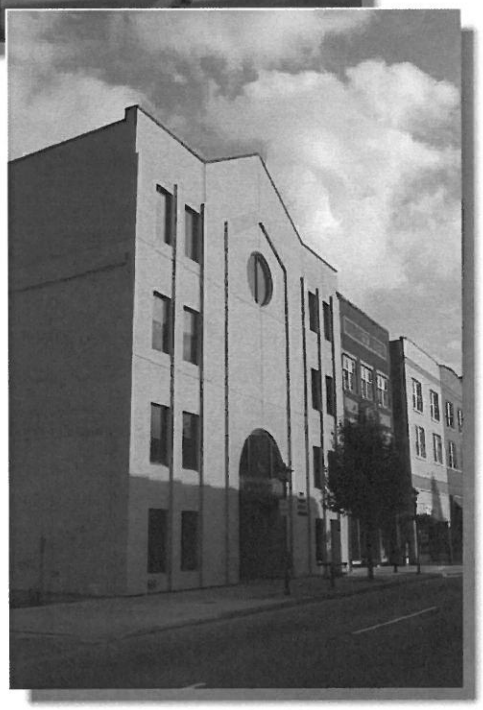
The original building contained a retail store and doctor's office. The renovated building contains a small, intimate theater with a projection stage and fly gallery, offices, rehearsal room and dressing rooms. Additionally, an upscale lounge is located on the lower floor below the theater.

The new facility is expected to support small theater stage productions, musical groups, classic cinema, art films and perhaps film festivals.

The cost of development is anticipated to be approximately $1,500.000.00.

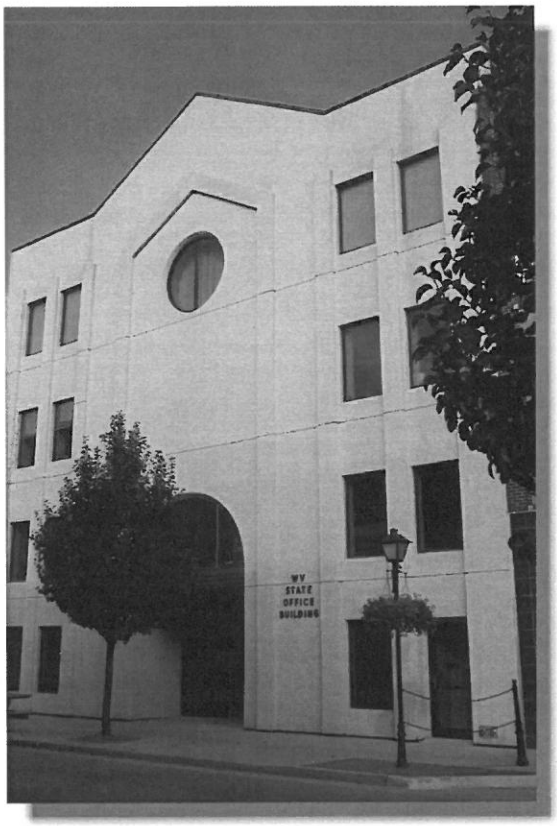
J. Dan Snead & Associates, Inc.

WV STATE OFFICE BUILDING



Beckley, WV

Total Project Cost: $3.2 Million



The State Office Building, located in Beckley, West Virginia, was developed as a downtown revitalization project.

The original building was abandoned and previously housed a J.C. Penney retail store. The five story facility was completely renovated to contain various state agencies.

A five story addition containing 20,000 square feet was added to the back of the building bringing the total developed space to 46,000 square feet.

Design challenges included giving the original building a totally new look, while maintaining existing openings and structural elements. Additionally, it was important to provide a design that was in harmony with the existing downtown environment.

This project was completed on time, within budget, and with no change orders.

J. Dan Snead & Associates, Inc.

What is the recipe for successful achievement? To my mind there are just four essential ingredients: Choose a career you love, give it the best there is in you, seize your opportunities, and be a member of the team.

Benjamin F. Fairless

J. DAN SNEAD AND ASSOCIATES, INC.

J. Dan Snead, AIA
Email: dsnead8@frontier.com

Raymond E. Fink
Email: rfink5@frontier.com

Donald Norman, II
Email: dhnorman1@frontier.com

101 NORTH KANAWHA STREET
SUITE 203
BECKLEY, WEST VIRGINIA 25801

PHONE: (304) 252-6630
FAX: (304) 252-4856