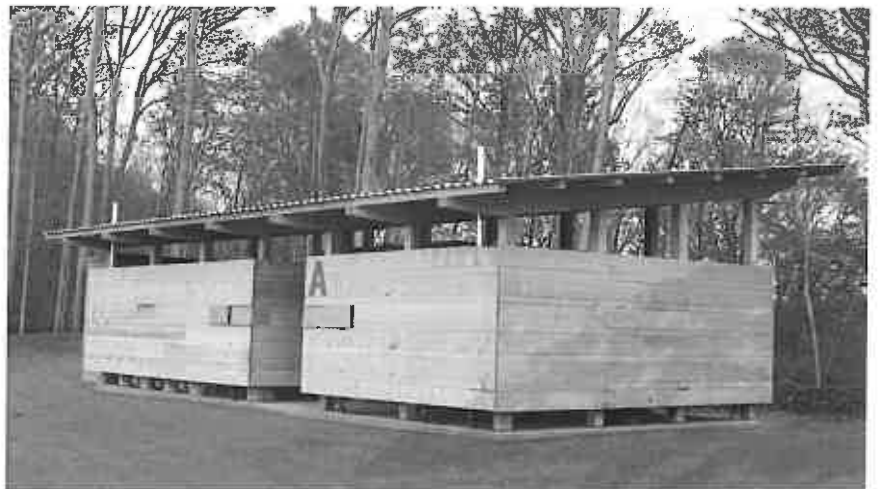
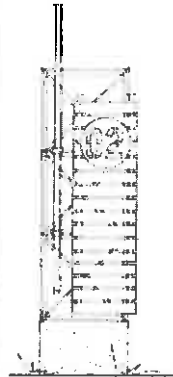
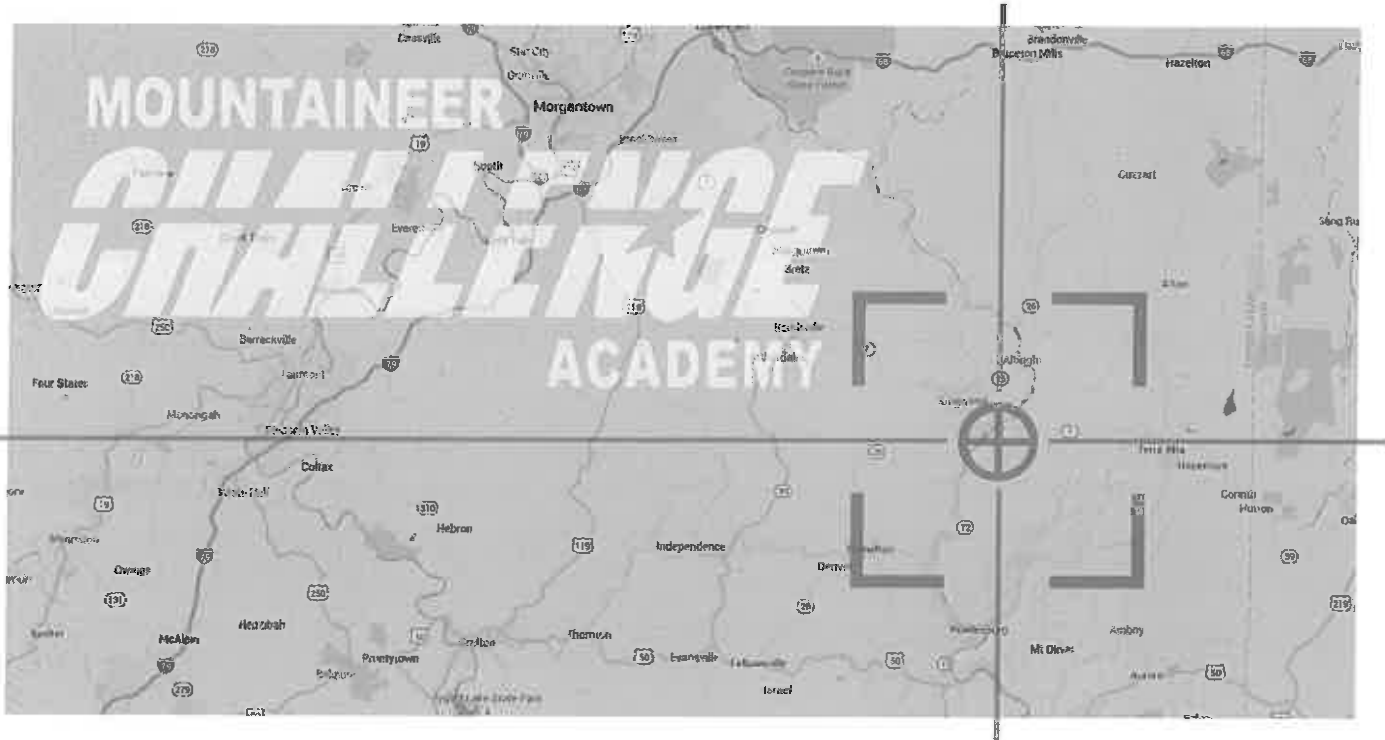


# WEST VIRGINIA ARMY NATIONAL GUARD

## MCA Bathhouse Addition / Dorm Renovation

ADJ150000008



06/02/15 09:42:06  
WV Purchasing Division





Ms. Tara Lyle  
Department of Administration  
Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305

June 2, 2015

**REF: ADJ1500000008**

Dear Ms. Lyle:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess, Architect, Inc. team is pleased to submit information regarding our experience and specialized expertise. Our team is comprised of highly qualified firms versed in:

- Architectural Design Services
- Construction Documentation
- Construction Administration
- MEP Engineering
- Structural Engineering
- Graphics/Imagery Production

I will be your architect and will be the person-in-charge for all aspects of the project. Our team is very familiar with governmental and educational facilities, as well as dormitories and bathhouses. The ETB/CMA team was responsible for the design of 330 bathhouses for the National Boy Scout Jamboree in 2013 and they were all completed on time for the arrival of 45,000 scouts. The Mountaineer challenge Academy is a wonderful program and believe we offer the service, knowledge and experience you will need to successfully accomplish the renovations and addition for these cadets.

The ETB team emphasizes a client-centered design approach, incorporating mutually defined project objectives. Through this focus, we can assure the State of West Virginia and the WVARNG that needs and project issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and passion towards project success. We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Boggess', is written over a printed name and title.

Todd Boggess, AIA, NCARB  
President

# Table of Contents

---

Cover Letter

Qualifications & Technical Expertise - 1

Firm Profiles - 2

Projects - 3

Scope of Services – 4

High Performance / Sustainable Design - 5

Staffing and Resumes – 6

WV Forms - 7



# Table of Contents

---

Cover Letter

Qualifications & Technical Expertise - 1

Firm Profiles - 2

Projects - 3

Scope of Services – 4

High Performance / Sustainable Design - 5

Staffing and Resumes – 6

WV Forms - 7



# Qualifications & Technical Expertise

## MCA Bathhouse Addition/Dorm Renovation

Over the years, ETB has been involved in a variety of projects that have had a positive impact on the lives of young people. These projects have included schools, both private and public, as well as recreational facilities. We designed both the boys' dorm and the girls' dorm at Mountain Mission School in Grundy, Virginia. We understand the importance of helping our children feel safe and secure as they go about their daily activities. The voluntary youth who attend the Mountaineer Challenge Academy have made a commitment to improve their lives and the improvements being planned at Camp Dawson will confirm to these cadets that we are concerned about them, their living conditions, and their future.

ETB has probably designed more bathhouses than any other architectural firm in the state – 330 to be exact – and all for The Summit Bechtel Family National Scout Reserve. These bathhouses were utilized during the National Jamboree in 2013 which was attended by over 45,000 boy scouts. The buildings were grouped into 110 separate 3-unit polygons and were spread throughout six different villages. Functionality was the primary focus considering the large number of everyday users. Since these facilities were not intended to be used year-round, our design specifications included instructions for temporarily closing down during the winter months and re-opening each spring. We have also designed bathhouses for the Consolidated Coal Company in Grundy, Virginia.



*Bathhouses designed for The Summit Bechtel Family National Scout Reserve*

We have assembled an excellent team to provide you with all the A/E services you will need to accomplish these projects. CMA Engineering will be providing all the Mechanical (HVAC)/Electrical/Plumbing services required to accomplish the addition and renovations. ETB has worked with CMA on numerous governmental, educational, and private projects, including the bathhouses at The Summit. Our team has a reputation for producing quality designs that can save energy, money, and valuable resources over time, as well as comply with the ICC International Energy Conservation Code.

## Philosophy

*Communication, collaboration, and consensus* are the three elements we feel are essential to the planning, design and building process. The architect is responsible for the finished product, but the design process must include guidance and review by you and representatives from the WVARNG. Our goal is to develop a "*partnership*" with our clients – a relationship that includes a long-term commitment, trust, and shared vision.



# Qualifications & Technical Expertise

---

ETB believes architectural design should be an *interactive process*. We work closely with you to identify and define all your project goals, objectives, functions, responsibilities, and relationships. This interactive approach enables us to develop facilities that meet your requirements, as well as being aesthetically distinctive. Design cannot be mass produced or provided in a "cookie cutter" fashion, it must be developed from scratch with the unique attributes of each individual project in mind. Our approach is not about us and our ideas . . . it is about *you and your ideas*. We strive to help you realize your dreams.

## Methods

**The Integrated Design Process** is our process of design in which the users, owners, the ETB team (architects and engineers) and project participants are all integral team members. This integrated process and the implementation of high performance design requires both efficiency and innovation. In our role with this team as the design leader and project organizer, ETB will be responsible for coordinating and orchestrating the work of the many disciplines and users involved throughout the design, documentation, and administrative functions of the project.

Utilizing the interactive design approach will best serve the needs of the State of West Virginia and the WVARNG by allowing us to better identify your objectives and produce long-term solutions. Your project will be completed by emphasizing the following activities:

- **Understanding goals.** We develop a plan for identifying and prioritizing individual goals as a means for addressing the overall project.
- **Brainstorming ideas.** We investigate opportunities for greater service through value engineering, strategic partnering, or an alternative delivery method.
- **Assuring timelines.** We generate a management plan to fulfill deliverables and meet milestones on schedule. All team members participate in and monitor this plan.
- **Maintaining client contact.** We are accessible, convenient, and committed to success from the beginning through the design process, and after completion.
- **Inviting performance feedback.** We involve all team members and clients in project evaluation at closeout and determine how well time, cost, and design goals were met.

**Project Management** - Our project managers provide extraordinary leadership managing the team dynamics, budget, schedule, and the flow of information. The project manager's role also includes assisting the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination. The effective implementation of your goals and objectives will be realized thru early and consistent collaboration among all the design disciplines. This will result in opportunities and challenges being discussed and addressed as we proceed thru the design process.

**Cost Management** - We believe that the management of cost and/or risk begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions which support the different services that will be offered at maintenance complex. We also believe that the evaluation of cost must extend beyond the cost of construction, and consider the costs of operations, human resources, energy and sustainability.



# Qualifications & Technical Expertise

---

**Project Schedule Management** - Completing projects on time requires effective schedule management and a commitment of the entire project team including the WVARNG, representatives from the state, and the design team. The process begins with the development of the project schedule with input from each stakeholder engaged in the process. Accelerated schedules require even more dedication to benchmarks and deadlines, identifying production problems early and making the necessary adjustments before issues become too great to be effectively managed.

**Construction Administration** – Contract administration services are important in order to ensure construction conforms to the design intent of the construction documents; to lessen project risks; and to identify and resolve construction problems early. We also strive to assist you in understanding the construction process. The architect, serving as a construction administrator, observes construction for conformity to construction drawings and specifications.

Services/tasks we provide include . . .

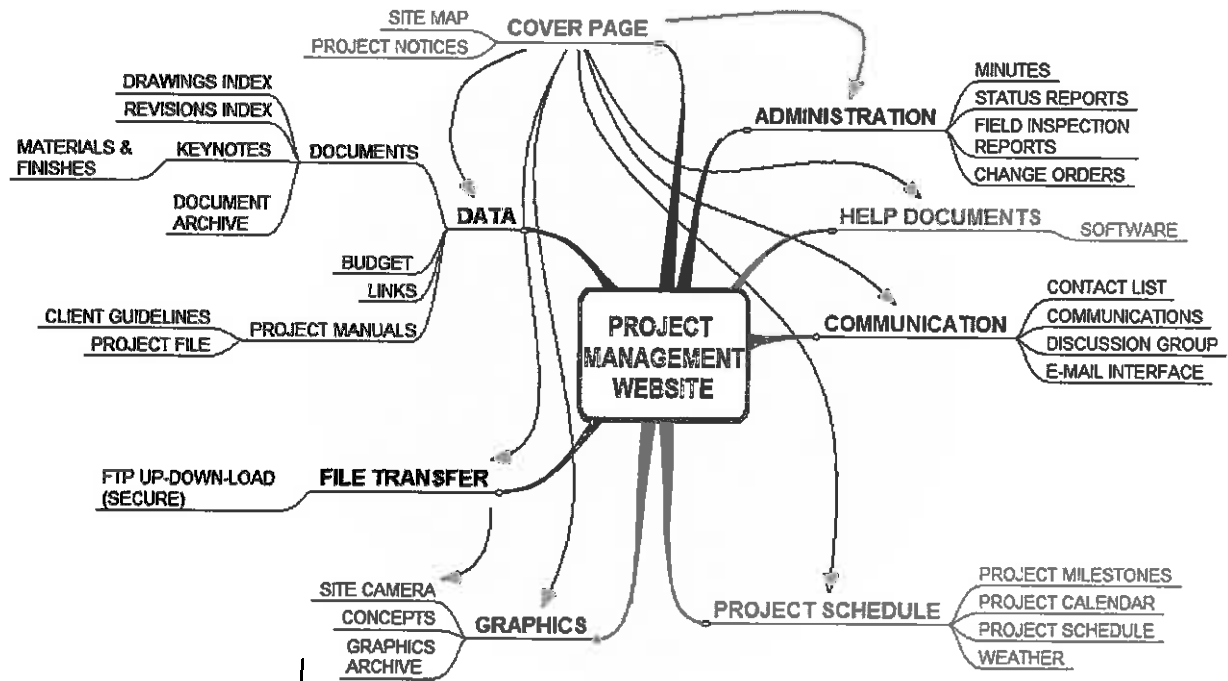
- Establish lines of communication.
- Maintain and distribute paperwork/records.
- Respond to contractor's requests for information.
- Track changes in construction documents.
- Review contractor's requests for payment.
- Review shop drawings and product information.
- Prepare field reports and records.
- Supervise completion and closeout.
- Assist with any post-occupancy issues.

## **Technical Expertise - Information Management and Website Development**

As mentioned previously, project coordination is ETB's responsibility. As a service to the client and for the sake of efficiency, ETB creates an online (secured and password protected) website for each project which functions as a project management tool. The site gives the project team direct access to project information, including design plans, imagery, construction documents, submittals, logs, field reports, and meeting minutes. This method has proven very successful by keeping the client and the team members well informed and insuring that the latest information is always readily available. This has been a valuable tool to further ensure quality control/assurance standards are being maintained.



# Qualifications & Technical Expertise



WEBSITE MAP - As developed and managed by ETB architects

We maintain the site after the project is complete and this can provide the client with a valuable resource for ongoing Facilities Management.

The site has the following main information areas which may be expanded or adapted to meet the particular needs of the project:

## Home Page

General information such as project description site location and site information.

## Navigation Map

An outline of the Site Navigation structure.

## Administration

All the latest administration documentation will be kept here, such as:

- Site Minutes
- Status Reports
- Field Inspection Reports
- Change Orders





# Qualifications & Technical Expertise

---

## Documents-Drawings

This is the working area of the Web-Site and will include an interface for Transfer of documents via FTP. The sections include:

- Drawings Index & Revisions
- Specifications & Keynotes
- LEED Documentation (if applicable)
- Drawings (CAD and PDF format)

## Graphics

The Graphics page will provide an interface to view to Concept Models etc.

- Concept Graphics.
- Site Images.
- Job Camera
- Rendered Images.

## Project Schedule

The latest version of the following will be kept here:

- Project Schedule
- Project Milestones
- Project Meetings/ Calendar
- Current Site Weather conditions

## Communication

This page provides all the latest contact details of the parties involved in this Project. The sub-sections include:

- Contact List
- Communications
- Discussion Group
- E-mail interface

## Help Documents

This page provides assistance on any issue related to the Project and the Web-Site. Software required for the use of this site (such as drawing viewers) can also be downloaded here.



# Qualifications & Technical Expertise

## TYPICAL PROJECT WEBSITE – by ETB architects



**E. T. BOGESS ARCHITECT INC**  
 PO Box 727 101 Rockledge Ave. Princeton WV 24740-0727  
 Ph 304 425 4491 Fax 304 425 2028  
<http://www.etbarchitects.com>



West Virginia Army National Guard / U. S. Army Reserve  
**ARMED FORCES RESERVE CENTER (AFRC)**  
 Randolph County, Elkins, West Virginia.



### PROJECT ADMINISTRATION MANAGEMENT HOME PAGE

WORKING PROJECT WEBSITE FOR CONSTRUCTION  
PHASE. AUTHORIZED ACCESS ONLY ALLOWED

**DISCLAIMER:** THIS WEBSITE IS MAINTAINED FOR CONVENIENCE, AND EASE OF COMMUNICATION ONLY. NO INSTRUCTION, COMMUNICATION, OR OTHER DOCUMENT CONTAINED HEREIN WILL BE CONSIDERED VALID IN TERMS OF THE CONTRACT. ALL DATA & INFORMATION MUST BE VERIFIED AGAINST THE CONTENTS OF THE ORIGINAL AUTHORIZED DOCUMENT. INFORMATION CONTAINED HEREIN WILL NOT RELIEVE THE CONTRACTOR OF HIS RESPONSIBILITY FOR MAINTAINING PROPER DOCUMENTATION AND ADMINISTRATIVE OR OTHER DUTY WITHIN THE CONTRACTUAL OBLIGATIONS.

[CONTACTS](#) | [CONSTR-ADMIN](#) | [KEYNOTES](#) | [DWG INDEX](#) | [DWG FILES](#) | [PROCEDURES & DATA](#)

PROJECT NOTICES	PROJECT DESCRIPTION												
<p><b>Preliminary bid dates proposed</b>  <b><u>Elkins AFRC - Utility Extension</u></b>  <b><u>Contract</u></b></p> <table border="0"> <tr> <td>ADVERTISEMENT AND 16ND</td> <td>JULY FRI. 9TH</td> </tr> <tr> <td>PRE-BID MEETING</td> <td>JULY TUE. 20TH</td> </tr> <tr> <td>ADDENDUM #1</td> <td>JULY FRI. 23RD</td> </tr> <tr> <td>LAST DAY FOR QUESTIONS</td> <td>JULY.WED.28TH</td> </tr> <tr> <td>ADDENDUM #2</td> <td>JULY FRI. 30TH</td> </tr> <tr> <td>BID OPENING</td> <td>AUG. THU. 5TH</td> </tr> </table>	ADVERTISEMENT AND 16ND	JULY FRI. 9TH	PRE-BID MEETING	JULY TUE. 20TH	ADDENDUM #1	JULY FRI. 23RD	LAST DAY FOR QUESTIONS	JULY.WED.28TH	ADDENDUM #2	JULY FRI. 30TH	BID OPENING	AUG. THU. 5TH	<p>The proposed Readiness Center will consist of the primary facility, military equipment parking (MEP), and privately owned vehicle (POV) parking. The primary facility will be housed in an a 54,200 square-foot, single-story building with a drill hall.</p> <p>The site is located approximately 8 miles west of Elkins, West Virginia and borders on U.S. Route 33 (Corridor H), a four-lane highway with limited access control. A new two-lane access road will be required up the hill to the usable area of the property.</p> <p>The proposed site is approximately 112 acres and site occupies 14 hill in a large bend of the Tygart Valley River, with a large, mildly sloping hilltop and moderately steep -- to steep slopes down to the river. Approximately 90 of the 112 acres are wooded with another 22 acres of unreclaimed strip mine covered by pine trees and grasses. The site drains directly into the Tygart Valley</p>
ADVERTISEMENT AND 16ND	JULY FRI. 9TH												
PRE-BID MEETING	JULY TUE. 20TH												
ADDENDUM #1	JULY FRI. 23RD												
LAST DAY FOR QUESTIONS	JULY.WED.28TH												
ADDENDUM #2	JULY FRI. 30TH												
BID OPENING	AUG. THU. 5TH												



# Table of Contents

---

**Cover Letter**

Qualifications & Technical Expertise - 1

**Firm Profiles - 2**

Projects - 3

Scope of Services - 4

High Performance / Sustainable Design - 5

Staffing and Resumes - 6

WV Forms - 7



## History

E. T. Boggess Architect, Inc., is a 11 person architectural firm located in Princeton, West Virginia. Our firm was established in 1966 by Ted Boggess and has been successful because of a team approach and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/apprentice and, now, partners is both exciting and rewarding as the practice continues to flourish and evolve.

## Reputation

Our firm lives or dies by its reputation. We work for "Pride in Product" and are confirmed by the amount of repeat business we can truthfully claim.

The architects at ETB are well-respected for their high ethical standards, as well as professional and civic activities. They have been asked to serve as expert witnesses and arbitrators in legal disputes. They have also been selected to serve on various local, state and national committees. These committees cover areas from determining local zoning ordinances to reviewing and developing educational requirements for future architects, to preserving West Virginia's historic architecture. Todd has recently been appointed to the WV Board of Architects by Governor Tomblin. The Board of Architects protects the life, health, and property of the people of the State of West Virginia by ensuring that proper architecture practices are used in the state.

## Attitude

Bigger is not always better. ETB has purposely controlled size in order to maintain personal involvement and quality control. We feel that it is important to maintain close client contact and availability to respond to your needs and address any situations that may arise. Your project will not get lost in the shuffle. We are, however, of sufficient size and capabilities to accommodate the needs of your project, as well as ensuring the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

## Teamwork

Our projects and design services are dependent on both our abilities as architects and our commitment to perform and implement a set of standards in order to create a design that responds to the needs of our client. In house, ETB actually functions as a team of consultants with individual strengths and abilities emphasized by each employee's role within the team. In addition to being a strong design oriented firm, we offer expertise in communication and information management, construction documentation, project administration, and quality control.

Throughout West Virginia, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the State Fire Marshal's Office in Charleston at regular intervals during the design process, as well as on-site inspections during construction.



## Experience

Over the past 49 years, ETB has accomplished many different types of buildings in 12 different states and 1 foreign country. We have not limited ourselves by focusing on one particular type of project or a single location. Instead, we choose to maintain a diverse practice which allows us to begin each project with renewed enthusiasm. Our strength is in the delivery of appropriate and analytical solutions for complex buildings and doing so within restricted budgets and time constraints.

ETB was one of the first architectural firms in the state to implement the use of computer-aided design and drafting into the everyday practice of architecture more than thirty years ago. Today we continue to lead the industry as we utilize photorealistic imagery through computer modeling and digital photography. The building 3-D model and associated imagery can be developed early in the design process for your presentations. This helps everyone better understand design approaches and project contextual relationships within a setting.

Since 2007, the majority of ETB's projects have revolved around all types of educational and governmental facilities, including multiple projects for the WVARNG, WVDOH, WV Higher Education Policy Commission and the WV Community & Technical College System. These projects have included both new construction and renovation design services for offices, classrooms, multi-use spaces, maintenance and storage.

## Quality Assurance

We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client's needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction. To that end, we have set the following goals for ourselves:

- Promote teamwork
  - within the office
  - with outside consultants
  - with regulatory officials
  - with representatives from the WVARNG and Camp Dawson
  - with representatives from Mountaineer Challenge Academy
- Quality management throughout entire project – *Website*
- Prompt response to client's requests – *Availability*
- Creation of quality construction documents – *Purpose Driven*
- Error *prevention*, not error catching – *Standard Practices*
- Personal pride in our work - *Motivation*
- Education and Training in-house (staff mentoring) – *Continuing Education*
- Go the extra mile whenever necessary – *Service Oriented*



## Quality Control

Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled through a third-party agency. Quality control should flow seamlessly from one phase to another. The "partnership" we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project's best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality. ETB normally follows the plan as outlined below:

- Keep the lines of communication open and consistent between all team members
  - Regular/scheduled project meetings
- Share lessons learned from recent similar projects, include value engineering
  - Up-to-date detailing
- In-house reviews to address issues with constructability and budget restraints
- Utilize past experiences related to construction administration
  - Address before issue or occurrence
- Provide post construction administration services to be utilized on future projects
  - Every project or opportunity can be a learning experience for continued growth to better serve clients



Clingenpeel/McBrayer & Associates, Inc.

## Firm Profile



824 Cross Lanes Dr. Charleston, WV



5 Riddle Court, Morgantown, WV

### *Services*

**CMA Engineering** is a West Virginia based small business firm, providing services in the areas of HVAC, plumbing, fire protection and electrical engineering. Incorporated in 1986, our firm has always believed that a successful project requires a comprehensive approach. This includes all facets of project development, starting with master planning, working closely with the client, developing the completed construction documents, and working with contractors during the bidding and construction administration phases. However, our depth of expertise goes far beyond the traditional design/bid/build service. CMA Engineering is a proven leader in the design/build delivery method. From developing the performance design criteria for owners to designing the mechanical, electrical and plumbing systems for contractors, CMA has an impressive portfolio of design/build experience.

CMA Engineering maintains its reputation of design and service quality by keeping informed of the latest innovations and technical trends regarding energy-efficiency and sustainability in mechanical, electrical and plumbing design. CMA is the engineer on record for the design/build team for the new West Virginia Consolidated DEP Office Building, the first LEED certified building in the State. Our staff includes an accredited professional for the Leadership in Environmental and Energy Design (LEED) and we incorporate the most efficient and sustainable "green" designs in all of our projects.

### *History*

CMA Engineering has provided engineering design services on numerous projects of varying size and complexity. Clients include architects, industrial companies, governmental agencies, contractors, engineers, developers and private organizations. With offices strategically located in Charleston and Morgantown, our professional staff can provide clients with exceptional hands-on services for planning, meetings, site visits and construction administration without effecting the project's budget.

### *WVARNG Experience*

For over 28 years, CMA has provided electrical and mechanical design and contract administration services to various WVARNG facilities covering the State. These facilities and projects range from the smallest renovations of existing armories and readiness centers to construction of new reserve centers and even combination facilities like 911 centers and maintenance garages. Many times, special site-related issues have complicated design due to remote locations, poor water quality or pressure, unreliable local power systems, etc. Many new armories we have designed include distance learning auditoriums, secure telecommunications rooms, firing ranges, weapon simulations rooms, firearm vaults, drill halls, large kitchens, equipment storage, bunk rooms, and expandable classrooms. CMA has consistently met the challenges and exceeded expectations by customizing design to address all concerns while staying within project schedules and budgets. We are proud of our service to the West Virginia Army National Guard.

Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313  
(304) 343-0316 phone (304) 343-5146 fax

5 Riddle Court Morgantown, WV 26505  
(304) 598-2558 phone (304) 598-2472 fax

## M E C H A N I C A L

CMA Engineering experience includes:

Constant Volume Air Handling Systems

Variable Volume Air Handling Systems

Demand Control Ventilation Systems

Natorium Dehumidification Systems

Building Energy and Management Control Systems

Industrial Ventilation and Exhaust Systems

Steam and Condensate Systems

Cooling Plants and Distribution

Heating Plants and Distribution

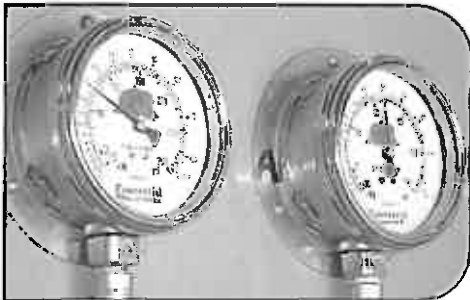
Energy Recovery Systems

Water Source Heat Pump Systems

Low, Medium and High Pressure Air Distribution Systems

Direct Digital, Pneumatic and Hybrid Control Systems

Kitchen Ventilation and Exhaust Systems



*(top)* Ruby Memorial Hospital—Morgantown, WV  
HVAC Exhaust System

*(middle)* Memorial Ice Rink—South Charleston, WV  
Refrigerant Pressure Gages

*(bottom)* Alderson Federal Correctional Facility—Alderson, WV  
Steam Plant



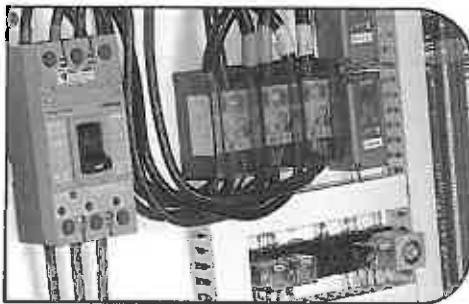
Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive  
Charleston, West Virginia 25313  
(304) 343-0316 tel  
(304) 343-5146 fax

5 Riddle Court  
Morgantown, West Virginia 26505  
(304) 598-2558 tel  
(304) 598-2472 fax

[www.cma.wv.com](http://www.cma.wv.com)





(above) Split Rock Pools—Snowshoe, WV  
Indirect Lighting System

(below) Memorial Ice Rink—South Charleston, WV  
Chiller Power and Control Panel

## E L E C T R I C A L

CMA Engineering experience includes:

Underground Ducts and Utility Structures  
Intrusion Detection  
Closed Circuit Television  
Cable and Master Antenna Television  
Medium Voltage Distribution and Substations  
Secondary Voltage Distribution  
Engine Generators and Battery Inverters  
Transient Voltage Suppression  
Interior Lighting  
Exterior Lighting  
Sports Lighting  
Theatrical Lighting  
Lighting Control  
Uninterruptible Power Supply Systems  
Lightning Protection  
Intercommunications Systems  
Nurse Call  
Voice and Data Systems  
Fire Detection Systems



Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive  
Charleston, West Virginia 25313  
(304) 343-0316 tel  
(304) 343-5146 fax

5 Riddle Court  
Morgantown, West Virginia 26505  
(304) 598-2558 tel  
(304) 598-2472 fax

[www.cma.wv.com](http://www.cma.wv.com)

## PLUMBING & PIPING

CMA Engineering experience includes:

Sanitary Sewer Systems

Storm Sewer Systems

Natural Gas Distribution

LP Gas Distribution

Fuel-Oil Distribution

Compressed Air Systems

Vacuum Systems

Chemical Waste Systems

Process Water Systems

Deionized Water Systems

Domestic Water Systems

Helium Distribution Systems

Domestic Water Pumping Systems

Sewage Pumping Systems

Water Heating

Automatic Fire Sprinkler Systems

Standpipe Systems

Fire Pumps, Storage Tanks, Service Mains

Medical Gas Systems



*(top)* Split Rock Pools—Snowshoe, WV  
Piping & Pump Room

*(middle)* Memorial Ice Rink—South Charleston, WV  
Piping & Chilling

*(bottom)* Alderson Federal Correctional Facility—Alderson, WV  
Steam Piping



Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive  
Charleston, West Virginia 25313  
(304) 343-0316 tel  
(304) 343-5146 fax

5 Riddle Court  
Morgantown, West Virginia 26505  
(304) 598-2558 tel  
(304) 598-2472 fax

[www.cma.wv.com](http://www.cma.wv.com)

# Table of Contents

---

**Cover Letter**

Qualifications & Technical Expertise - 1

Firm Profiles - 2

**Projects - 3**

Scope of Services - 4

High Performance / Sustainable Design - 5

Staffing and Resumes - 6

WV Forms - 7



# Project Information

E.T. Boggess, Architect, Inc.

<b>Project</b>	<b>Type</b>	<b>Goals</b>	<b>Size</b>	<b>Cost</b>	<b>Comp.</b>
<p><b>WVARNG Readiness Center</b></p> <p>Location: Elkins</p> <p>Project Manager for the WVARNG: Dan Clevenger - 304-561-6451</p>	<b>New</b>	<p><i>Provide offices, classrooms, kitchens, showers for local armed forces to train &amp; prepare.</i></p> <p><i>Serve as base of operations in emergency.</i></p>	56,000 sf	\$15.5 mil	2012
<p><b>WVARNG Exterior Renovations</b></p> <p>Location: Charleston - Coonskin</p> <p>Project Manager for the WVARNG: Charles Bowman - 304-561-6654</p>	<b>Reno.</b>	<p><i>Upgrade exterior of Joint Forces HQ, including restoration of existing metal fascia, metal accent areas, and replacement or restoration of windows.</i></p>		\$700,000	2015
<p><b>Greenbrier West High School Addition</b></p> <p>Location: Charmco</p> <p>Purchasing Director: Dave McClure - 304-647-6460</p>	<b>Add. and Reno.</b>	<p><i>Provide new admin wing, auditorium, aux. gym, classroom &amp; connecting corridors, and roof replacement. Upgrades to MEP, fire alarm &amp; security/access systems.</i></p>	150,000 sf	\$20 mil	2012
<p><b>Bathhouses for The Summit</b></p> <p>Location: Mt. Hope</p> <p>Current Contact: Rob Seiter - 304-575-3988</p>	<b>New</b>	<p><i>Provide rustic bathhouses for almost 50,000 scouts at the new home for the Boy Scout Jamboree.</i></p> <p><i>Completion on-schedule a MUST.</i></p>	330 units	\$14 mil	2013
<p><b>Princeton Public Library</b></p> <p>Location: Princeton</p> <p>Project Manager - then City Librarian Connie Shumate - 304-384-5366</p> <p><i>Winner: WVAIA Honor Award for Renovation Design 2012</i></p>	<b>Reno.</b>	<p><i>Renovate former historic USPO to accommodate needs of public library including book stacks, offices, storage, conference rooms, computer lab area, and improved access.</i></p>	14,000 sf	\$3.8 mil	2010

# WV ARMY NATIONAL GUARD READINESS CENTER

Elkins, West Virginia



## PROJECT DETAILS

owner/district:  
WV Army National Guard

year:  
2011

size:  
50,000 sf

The Readiness Center has two main entrances; the front into the lobby and the rear into the assembly hall. The circular central core of the entrance leads to the administrative wing (east) and classroom wing (west). The facility contains a learning center library, storage areas, locker rooms, kitchen, break-room, and Telcon spaces. Areas within the lobby will be used for recruiting, family support and distance learning.

The project also included the design and construction of a separate structure for secure storage maintenance/ workshop/ office structure.



MAINTENANCE BUILDING

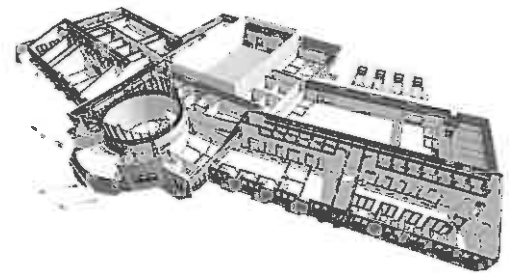


COMPUTER VISUALIZATION

# WV ARMY NATIONAL GUARD READINESS CENTER

Elkins, West Virginia

## PROJECT DETAILS



# WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, West Virginia

## PROJECT DETAILS



owner/district:  
WV Army National Guard

year:  
2015

type:  
Exterior Renovations

The exterior renovations ETB designed for the Joint Forces Headquarters include general facade updates, new window systems, and restoring the original metal cornice. The imagery shown here depicts the options that were considered. The project is currently out for bid.



Existing Metal Facade



Painted Metal Facade  
Work Package 02 - Base Bid



New Perforated Image Metal Panel System  
Work Package 05 - Alternate A  
CONCEPT STUDY

# BATHHOUSE DESIGN & CONSTRUCTION SUMMIT BECHTEL FAMILY NATIONAL SCOUT RESERVE

Mt. Hope, WV

## PROJECT DETAILS

owner/district:  
Boy Scouts of America

year:  
2013

size:  
330 units



ETB provided design, graphic imagery construction documentation and administration for 330 bathhouses which were located throughout the national scout reserve. The bathhouses were spread throughout the six villages.

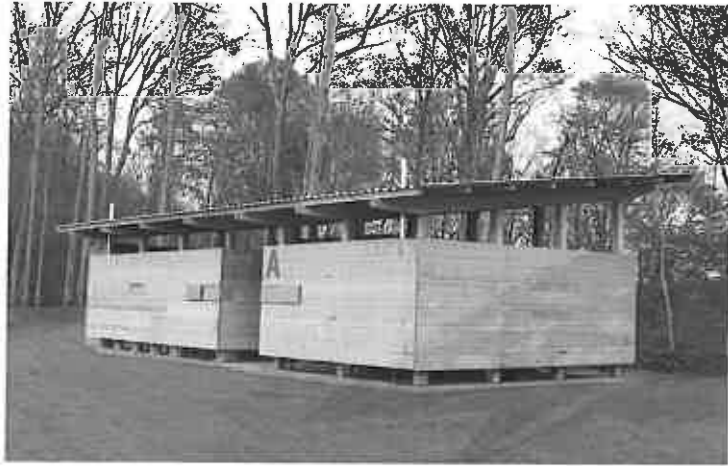




# BATHHOUSE DESIGN & CONSTRUCTION

## SUMMIT BECHTEL FAMILY NATIONAL SCOUT RESERVE

Mt. Hope, WV



# RESIDENCE HALL / DORMITORY

TBD

## PROJECT DETAILS

owner/district:

N/A

year:

N/A

size:

350 bed

The graphics/imagery shown here was developed as part of a response to a request for proposals.

The 3-story design allows for one-, two-, or three-person dormitory units. Facility was designed to include a laundromat and multi-purpose rooms/student commons areas.



# MOUNTAIN MISSION SCHOOL

Grundy, Virginia

## PROJECT DETAILS

owner/district:  
Private

year:  
1975 on

size:  
multiple

ETB has worked on the campus of Mountain Mission School since 1975 and was responsible for master planning all new buildings and renovation work. The privately financed boarding school provides a home for children from infancy through high school who are in need of short or long-term love, care, and education.

The budgets for these projects have totaled more than 15 million dollars, and include the following:

Girl's Dorm (120 bed) &  
Dining Hall (for 450)

Boy's Dorm (120 bed)

Fine Arts Building

Administration Building

Classroom Building

Faculty Housing/Visitor's Dorm

Master Planning

Library

Chapel (Remodeling)

Soccer/Track Field Complex



BOY'S DORM



GIRL'S DORM AND DINING HALL



PROPOSED SITE WITH FACULTY HOUSING



# GREENBRIER WEST HIGH SCHOOL ADDITION

Charmco, West Virginia

## PROJECT DETAILS

owner/district:  
Greenbrier Co. Board of Education

year:  
2012

size:  
150,000 sf (3-Story)



The addition and renovations designed for Greenbrier West High School will allow students to access all school facilities without having to exit the buildings. Previously, the three buildings were on separate levels and students were exposed to the elements when traveling between classes.

New construction included an Administration wing, Auditorium, Auxilliary Gymnasium, Media Center, Classrooms and connecting Corridors. Renovations included Mechanical, Electrical, Plumbing, Fire Alarm and security/access system upgrades, site and sidewalk improvements, and existing roof replacement.

Improvements included a complete update of an old welding lab with new ventilation and mechanical systems, new welding booths, lighting and finishes.



# PRINCETON PUBLIC LIBRARY

Princeton, West Virginia



## PROJECT DETAILS

owner/district:  
City of Princeton

year:  
2010

size:  
13,331 sf, (Two Story)

This renovation/adaptive re-use project involved a total interior renovation that transformed the abandoned former USPO building into a new focal point for Mercer Street. In addition to providing much needed space for books, this design enabled the library to have designated spaces for audio/visual, as well as an exclusive West Virginia Room. Activities associated with the operation of the library are easily maintained from the custom designed control desk. The basement offers rooms dedicated to three specific age groups, and an open computer area. Public meeting /conference rooms with state-of-the-art technology equipment are also located in the basement.

Exterior work involved the restoration of the cut stone and brick, total roof replacement and improved access.



## Educational – Public and Private Schools:

- PikeView Middle School, Gardner, WV
- Greenbrier County Schools
  - Greenbrier West High (*Additions & Renovations*)
  - Lewisburg Elementary (*New*)
  - Rainelle Elementary (*New*)
  - Eastern Greenbrier Middle Gym (*Addition*)
  - Ronceverte Elementary Gym (*Addition*)
  - Smoot Elementary Site Improvements
  - Frankford Elementary - (*SBA Submission Request*)
- Panther/laeger Elementary School, Panther, WV
- Oakvale Elementary (*Addition/Renovations/Demolition*), Oakvale, WV
- Straley School Multi-purpose/ Gymnasium, Princeton, WV
- Mercer School Multi-purpose/ Gymnasium, Princeton, WV
- Bluefield High School Performing Arts Center (*Addition*), Bluefield, WV
- Mountain Mission School, Grundy, VA
  - Master Planning
  - Gymnasium (Renovation)
  - Vocational/Arts Center
  - Administration Building
  - Chapel (Remodeling)
  - Computer Lab
  - Classroom Building
  - Library
  - Faculty Housing/Visitor's Dorm
  - Girl's Dorm and Dining Facility for 450
  - Boy's Dorm
  - Soccer/Track Field Complex

## Dormitory Housing:

- Bluefield State College Dorms (*Schematic Design*), Bluefield, WV
- Mt. Mission School
  - Faculty Housing/Visitor's Dorm
  - Girl's Dorm and Dining Facility for 450
  - Boy's Dorm
- Warner Southern College Girl's Dorm, Lake Wales, FL
- Bluefield College Dormitory (*Remodeling*), Bluefield, VA
- West Virginia State University (*Schematic Design for Proposal*), Institute, WV

## **Governmental – New Construction**

- WV Army National Guard Readiness Center, Elkins, WV
- WVDOH District 10 HQ Complex, Gardner, WV
  - Office Building
  - Maintenance Building
  - Bridge/Sign Shop
  - Lab Building
- WVDOH District 6 HQ Complex, Moundsville, WV
  - Office Building
  - Maintenance Building
  - Bridge/Sign Shop
- WVDOH District 9 Office Building, Lewisburg, WV
- WVDOH District 1 Office Building, Charleston, WV
- WVDOH District 8 Equipment Shop, Elkins, WV
- WV Tourist Information Center, Princeton, WV
- Mercer County Courthouse Annex, Princeton, WV
- WV Community & Technical College System / Higher Education Policy Commission
  - Advantage Valley Advanced Technology Center, So. Charleston, WV
  - North Central Advanced Technology Center, Fairmont, WV
  - New River Community & Technical College Headquarters, Beaver, WV

## **Governmental – Additions and Renovations**

- WV Army National Guard Joint Forces Headquarters (Exterior Renovations), Coonskin Park, Charleston, WV
- Princeton Public Library, Princeton, WV
- City Hall/Municipal Building, Princeton, WV
- Pipestem State Park Conference Center and Connecting Bridge, Pipestem, WV
- Mercer County Courtroom for the new judge, Princeton, WV
- Mercer County Memorial Building, Princeton, WV
- Mercer County Courthouse Energy Upgrade, Princeton, WV



Clingenpeel/McBrayer & Associates, Inc.

### **Concord Residence Halls-Fire Sprinkler Upgrades**

In 2008, CMA provided mechanical, electrical and plumbing design services for the replacement of the fire sprinkler systems for Towers, Wilson and Woodell Residence Halls. Project also included a new fire pump system.



### **Boreman Hall Dormitory-West Virginia University**

CMA provided mechanical, electrical and plumbing engineering services for the upgrade of the fire sprinkler, fire alarm and HVAC systems. CMA had previously provided design services for the upgrade to the plumbing system.



### **Women's Soccer Facility-West Virginia University**

CMA provided mechanical, electrical and plumbing engineering services for the modifications and upgrade of existing natatorium spaces for new locker and shower spaces.



### **Coliseum-West Virginia University**

CMA provided mechanical, electrical and plumbing engineering services for the renovations to the court level restrooms, lockers and associated spaces, as well as, providing a new laundry, weight room and new club suite level spaces and interconnecting walkways.



### **Football Swim X-West Virginia University**

CMA provided mechanical, electrical and plumbing engineering services for the modifications and upgrade to accommodate new specialized swim training equipment. Extensive HVAC modifications were required as well as a new heating system to suit new space requirements.



Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313

(304) 343-0316 phone (304) 343-5146 fax

5 Riddle Court Morgantown, WV 26505

(304) 598-2558 phone (304) 598-2472 fax



Clingenpeel/McBrayer & Associates, Inc.

### Residence Halls-University of Charleston

CMA Engineering provided mechanical, electrical, plumbing and fire protection design services for the design/build of two new four-story Dormitories, constructed during the summers of 2004 and 2005. In 2005 CMA provided design for the addition of a wing to the second dormitory.



### Fairfield Inn, Morgantown, WV

CMA Engineering provided HVAC, fire sprinkler, fire alarm, plumbing, electrical lighting/power and communications design for new 95 room facility of approximately 50,000sf with a 10,000sf open 3 commons area.



### Silver Tree Suites, Deep Creek, MD

CMA provided mechanical, electrical, plumbing, fire protection and fire detection design services for new 30,000sf residential complex consisting of four floors.



### Jefferson Place, Charleston, WV

CMA Engineering provided mechanical, electrical, plumbing and fire protection design services for new medical apartment complex consisting of 24 units of one, two and three bedroom apartments.



### Camp 4, Snowshoe, WV

CMA Engineering provided mechanical, electrical, plumbing and fire protection design services for town-house complex consisting of four buildings with four 1,600sf units per building.



Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313  
(304) 343-0316 phone (304) 343-5146 fax

5 Riddle Court Morgantown, WV 26505  
(304) 598-2558 phone (304) 598-2472 fax

Clingenpeel/McBrayer & Associates, Inc.

### Greenbank NRAO Visitors Dormitory

CMA Engineering provided mechanical, electrical, plumbing and fire sprinkler design services for the new visitors dormitory at Greenbank. CMA also provided design services for the new visitors science center.



### Bed Suite Housing Residence Hall

CMA provided mechanical, electrical, plumbing and fire sprinkler design services for developing the design build criteria for the new 110,000sf bed-suite housing residence hall.



### Tri-County YMCA Pool Addition

CMA provided design of HVAC, plumbing, electrical and communication systems for new 19,500sf addition to existing YMCA in Scott Depot, WV, which houses a full size swimming pool, a children's swim area, bleachers, locker rooms and showers.



### Beech Fork State Park

CMA Engineering providing mechanical, electrical and plumbing design services for 8 new cabins, a new bathhouse, 237 camping sites and sewage treatment system.



Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313

5 Riddle Court Morgantown, WV 26505

(304) 343-0316 phone (304) 343-5146 fax

(304) 598-2558 phone (304) 598-2472 fax

**Clingenpeel/McBrayer & Associates, Inc.**

Mylan Pharmaceuticals  
P.O. Box 4310  
Morgantown, WV 26505  
Contact: Mr. J. J. Dotson  
(304) 599-2595

Concord University  
P.O. Box 1000  
Athens, WV 24712  
Contact: Mr. John Ferguson  
(304) 384-5233

Yeager Airport  
100 Airport Road  
Charleston, WV 25311  
Contact: Mr. Rick Atkinson  
(304) 344-8033

West Virginia University  
P.O. Box 0877  
Morgantown, WV 26505  
Contact: Mr. John Thompson  
(304) 293-3625

Davis Memorial Hospital  
P.O. Box 1484  
Elkins, WV 26241  
Contact: Steve Johnson  
(304) 637-3129

Kanawha County Schools  
3300 Pennsylvania Avenue  
Charleston, WV 25302  
Contact: Mr. Charles Wilson  
(304) 348-6148

State of West Virginia  
1900 Kanawha Blvd, East  
Bldg. 1, Room MB-60  
Charleston, WV 25305  
Contact: Mr. Robert Kilpatrick  
(304) 558-0250

Harrison County Schools  
P.O. Box 1370  
Clarksburg, WV 26302  
Contact: Mr. Neil Quinn

Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313  
(304) 343-0316 phone (304) 343-5146 fax

5 Riddle Court Morgantown, WV 26505  
(304) 598-2558 phone (304) 598-2472 fax

# Table of Contents

---

**Cover Letter**

Qualifications & Technical Expertise - 1

Firm Profiles - 2

Projects - 3

**Scope of Services – 4**

High Performance / Sustainable Design - 5

Staffing and Resumes – 6

WV Forms - 7



# Scope of Services

---

## RENOVATIONS

The ETB team of professional consultants can provide the WVARNG with all of the services required for the renovation to the dormitories and addition of a bathhouse for the Mountaineer Challenge Academy at Camp Dawson. In order to successfully accomplish your objectives, we will approach the project by emphasizing the following procedure:

- Establish goals and objectives
- Review building condition and uses and evaluate space needs
- Recommendation concerning phasing of building areas to be renovated
- List of improvements to utilities, telecommunications, and infrastructure
- Estimate the timing and projected costs for the project
- Establish project priorities for recommended changes
- Project schedule and final plan

## SPECIFIC TASKS

The services listed above will be accomplished in steps. As mentioned previously, we utilize an interactive design approach. We will therefore be involving your designated representatives in order to understand and address your specific needs.

Typically, ETB renovation projects involve 4 phases:

- Investigation, evaluation and report preparation for existing systems and structure.
- Preparation of Preliminary Design Documentation and Preliminary Estimate of Probable Construction Costs.
- Preparation of Construction Documents and Final Estimate of Probable Construction Costs.
- Bidding and Construction Administration Services.

### Investigation and Evaluation Phase:

- Upon receipt of Notice to Proceed, ETB will review all available original plans, specifications and other relevant data documenting existing systems and structures.
- Conduct a thorough evaluation and inspection of the interior and exterior of the building
- Perform engineering analysis to establish specific mechanical (HVAC), electrical and plumbing needs/requirements.
- Meet with your representatives or committee to present and discuss preliminary findings, including preliminary budget amounts for renovation and equipment replacements.



# Scope of Services

---

## Schematic and Design Development Phase:

- Prepare preliminary design drawings including plans and typical sections and details.
- Prepare Outline Specifications and Preliminary Estimate of Probable Construction Costs.
- Meet with your representatives or committee to review preliminary design drawings, proposed scope of work, proposed system product selections and alternatives, and Preliminary Estimate of Probable Construction Cost. Review/establish budget and contingency and establish Final Construction Phase Schedule (bidding and award).

## Construction Document Phase:

- Prepare Construction Documents including detailed drawings and specifications commensurate with established scope of work.
- Prepare Final Estimate of Probable Construction Costs.
- Assist with coordination/preparation of non-technical provisions of the contract documents. (Bid Advertisement, safety/security compliance, temporary facilities, utility access, etc.)
- Meet with your representatives or committee as necessary to review progress, discuss proposed design and budget refinements, value engineering proposals and other general coordination issues.
- Assist you with review, selection and pre-approval of Contractors

## Bidding and Construction Phase:

- ETB can provide general administrative assistance to the WVARNG, State of WV and the contractor(s) during the Bidding and Construction Phases including:
  - Reproduction and distribution of Construction Documents
  - Attendance at pre-bid and pre-construction meetings
  - Preparation of addenda
  - Review of bids
  - Review of contractor submittals/shop drawings
  - Review/approval of contractor's applications for payment
  - Review/response to RFI and construction change order requests.
  - Regular on-site Construction observation and reporting
  - Preparation of project punch list and sign-off
  - Review of project close-out documents/ compliance



# Table of Contents

---

Cover Letter

Qualifications & Technical Expertise - 1

Firm Profiles - 2

Projects - 3

Scope of Services - 4

**High Performance / Sustainable Design - 5**

Staffing and Resumes - 6

WV Forms - 7



# High Performance / Sustainable Design

---

## High Performance Design

High Performance Buildings – those that incorporate the very best design strategies and building technologies – are long-term, critical investments in the future of our state. They simultaneously provide better learning environments for students, cost less to operate, and help protect the environment. High Performance Buildings are healthier (superior indoor air quality); thermally, visually, and acoustically comfortable (day-lighting); energy, water and material efficient (life cycle cost analysis); safe and secure, adaptable, and easy to operate and maintain. They also incorporate environmentally responsible site planning, stimulating architecture, foster a sense of pride and accountability, and provide a resource for the entire state.

Our team of professionals will help the students at Mountaineer ChalleNGe Academy maintain a higher level of performance, as well as help the WVARNG retain quality instructors and staff, reduce operating costs, and reduce liability, all in an environmentally friendly and economical manner by utilizing High Performance Educational Facilities design. We are committed to providing facilities that incorporate both High Performance and Sustainable Design features so that our state's natural resources and finances are best utilized.

## Sustainable Design

Sustainable Design is a direction in architecture that we have been practicing for many years. ETB currently has three employees who are LEED Certified, as well as additional members of our team. We feel this direction in designing and constructing buildings is necessary to achieve the minimal impact on our world's natural resources. We must learn to use these natural resources in conjunction with our technology to achieve the quality and standards of life that do not destroy future generations' environments. These directions are very cost effective when properly approached. The architect and the client need to recognize and understand that cost is measured in many ways. We must approach solutions that provide the comforts we seek and do so within restricted budgets. It truly is a team effort to make it work to everyone's satisfaction.

Sustainable design recognizes the interdependence of the built and natural environments; it wants to harness natural energy flows and biological processes, eliminate reliance on fossil fuels and use of toxic materials, while improving resource efficiency.

The following information contains ideas and recommendations that we reference on all of our projects.

### *Site, Water, Energy, Materials and Indoor Environmental Quality*

These are the five impact categories the LEED credits are organized under. These areas are related and interconnected. For this reason, some credits will impact more than one category. This LEED approach will be utilized to describe our design approach that is sustainable, cost effective, and compliant to state requirements, scope, and applicable codes.

#### Sustainable Sites

- Site selection should take advantage of the East-West linear axis to expose much of the building to North/South light – Passive Solar.
- The site should not harm the surrounding environment, but make improvement on water, soil, and habitat.





# High Performance / Sustainable Design

---

- Limit disruption to existing vegetated terrain. Natural forested areas should remain as is, thus reducing direct site impact.
- When designing the overall building and the structure, prevailing wind direction and building orientation to minimize heating/cooling costs.
- Buffer zones should be left as undisturbed as possible.
- Landscape strategy should slow down, retain and bioremediate stormwater run-off. Indigenous plantings of grasses, low shrubs, and trees, create more porous, diverse, and shaded sites.

## Water Efficiency

- We often take for granted the precious nature of water as a resource. Strategies for reducing consumption of potable water should be practiced where practical. This kind of conservation based on practicality and wise use has no sacrifice on our quality of life.
- The overall site development lay-out and design should make use of existing site terrain slopes and drainage patterns.
- By recapturing site water, the use of potable water can be entirely eliminated for landscape and maintenance purposes.
- One of the facets of a building that can consume enormous quantities of water is the landscape. Landscaping should be accomplished using native plants that are adapted to their environment without much need of irrigation, pest control, or maintenance.
- Efficient fixtures range from low flow flush valve toilets to waterless urinals that can dramatically reduce consumption rates. Waterless urinals also require less plumbing and less maintenance, which can reduce first cost and life cycle costs. Sensor faucets and gray water plumbing systems can reduce consumption as well.
- Installation of watersaving and automatic shut off, sensor activated, plumbing fixtures.

## Energy and Atmosphere

- Improve energy efficiency while ensuring thermal comfort thru the development of passive solar strategies to improve comfort and reduce energy demands first; then optimize the efficiency of the HVAC system.
- Energy efficiency is one of our team's top priorities because of the broad range of impacts that energy production has on the environment and economy. LEED promotes not only reducing a building's dependence on energy, but in improving the sources of what energy it does consume.
- Design strategies that are effective in reducing the energy consumption have an important relationship on the ones that will be effective in improving the indoor environmental quality.



# High Performance / Sustainable Design

---

- Explore opportunities to reduce reliance on fossil fuels and to use cleaner sources of power.
- The building orientation and design should maximize the South and North light, and minimize the harsh, harder to control, low sun at sunrise and sunset.
- The use of exterior shade devices and interior light shelves should reflect the direct rays, diffusing daylighting and bringing it further into the interior.
- HVAC strategies that reduce energy use of mechanical systems can be passive – using building envelope design natural ventilation strategies in the design of spaces, as well as active-relying on technologies like displacement ventilation. This stack effect of rising hot air pulling cool air upward can potentially serve as a light source throughout a building.
- Daylighting is a passive strategy that improves the indoor environmental quality of a space.
- The utilization of a daylight and occupancy sensors could be used to control the lights in day lit spaces.
- Using photosensors in daylit spaces to control dimmable ballasts allows a system to work without being actively operated. Without dimming the lights would cycle on and off in response to changes in daylight levels. With dimming lights, the change would still be in response to ambient light levels but it would be subtle and not distracting to the occupants, as well as consuming less energy while lessening the overall cooling load of the building.
- The utilization of a trombe wall could be explored as an effective indirect-gain passive solar technique on the south elevation of the building. These tall 12'-18' foot high, 12-16" thick masonry walls would be covered with a double layer of glass 1" in front of the walls surface. Solar heat is absorbed by the walls' dark colored outside surface and stored in the wall's mass where it radiates into the space over a period of several hours. Heat travels thru a masonry wall at an average rate of 1 hour per inch. So heat absorbed on the outside of an 8 inch thick concrete wall at noon will enter the interior around 8:00 p.m.
- Vents can also be added to the top and bottom of the air gap between the glazing and thermal mass. The vents have one-way flaps which prevent convection at night, making heat flow directional. This is an isolated passive thermal collector. The vents to the interior are closed in the summer months when the heat gain is not wanted.

## Materials and Resources

Our team practices Simplification of Systems and Reduction of Use as a means to reduce the cost and impact on our environment.

- With every material that can be simply reused, the impact associated with its extraction, manufacture, delivery, installation, and eventual disposal are eliminated.
- For example, poured concrete slabs could utilize stained or sealed concrete floor being an acceptable finish, rather than adding the various materials associated with a carpet or tile system.



# High Performance / Sustainable Design

---

- There are a number of different lists of criteria that help define whether a building material or product may be preferable environmentally.
- LEED gives credit to projects that show that they have reduced the resource consumption of the building by specifying products that are renewable, recycled, salvaged, certified wood, or that are low-emitting materials.
- Implementation of appropriate waste management during construction and operation of the building. By putting an advanced plan into place for the effective recycling and salvage of building materials during construction can reduce landfill burdens.
- Some aspects of a product's environmental performance we consider are:
  - products that are natural and biodegradable, that do not contain hazardous or toxic materials
  - energy efficient
  - made of renewable materials and/or recycled materials
  - made of certified wood
  - healthy for indoor air – low voc
  - healthy for the atmosphere
  - non-toxic in use, production, or at end of useful life
  - recyclable at the end of useful life
  - made near to the building site – low transportation impacts (i.e. masonry plant)
- For building exteriors, using thermal and moisture-barrier systems that reduce heating and cooling loads.

## Indoor Environmental Quality

- Effective delivery of fresh air is a priority to our design team.
- Use natural ventilation and/or HVAC systems that promote ventilation effectiveness.
- Locate building intake and exhaust locations carefully to avoid contamination.
- Protect indoor air quality through careful selection of building materials with attention given to methods of installation, finishing and maintaining.
- Good building ventilation is required during building construction as well as the life of its use.

## Daylighting

- Advanced daylighting systems and control strategies can be developed for different parts of the building depending on use, orientation, location, etc.
- The building façade designs, interior finishes, structural expression, the selection and integration of systems and services are all related to the buildings daylighting plan.



# High Performance / Sustainable Design

---

- Daylighting design should influence the basic decisions about the building's shape and orientation.
- Treat the building as a luminaire.
- Separate the vision and daylight glazings.
- Position the daylighting apertures to create mood and visual focus.
- Address the requirements of the visual task.
- Integrate the daylighting system with the architecture and other building systems.

## Integrated Design Team Approach - Design Process and Innovation

In an attempt for a more sustainable practice, our team is looking to deepen our partnerships, emphasizing early, open, communication lines, ensuring that all in the end product have the opportunity to influence the project. We want all team members partnering together in the solution.

Design developed with flexibility in mind, simple circulation patterns eases expansion possibilities reconfiguration for adaptive reuse. This enhances building longevity. Flexible building infrastructures for HVAC, power and communications will be adaptable for future needs and changing functions. The use of fixed cabling, ductwork and chases that are embedded into the building structure should be avoided. The need for longevity and flexibility calls for a design to ease periodic refurbishment and selective replacement of building systems.

## Code Compliance

ETB's designs will comply with all applicable codes, including the ICC International Energy Conservation Code and the ANSI/ASHRAE/IESNA Standard 90.1-2007.



# Table of Contents

---

Cover Letter

Qualifications & Technical Expertise - 1

Firm Profiles - 2

Projects - 3

Scope of Services – 4

High Performance / Sustainable Design - 5

Staffing and Resumes – 6

WV Forms - 7





**Todd Boggess**

AIA, NCARB, Architect, President

Design/  
Production  
& Proj. Mgt.

Steve  
Mackey

Nathan  
Turner

Technology/  
Information  
& Proj. Mgt.

Roy  
Morum

Imagery/  
Documentation  
& Production

Dale  
East

Chris  
Clark

Construction  
Administration

Chris  
Canterbury

Eric  
Gatchell

CMA Engineering  
M/E/P  
Consultant

Timothy Cox, PE  
Daniel Ellars, PE  
Matt Corathers, PE  
Larry Weese

**Todd Boggess, AIA, NCARB, Architect**  
*President*



## EDUCATION

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture

## RESPONSIBILITIES

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President.

Todd is responsible for . . .

- architectural design and development
- project management and coordination
- computer aided design and visualization
- interior design
- site planning

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

## PROJECTS

Todd's design for the WVARNG Readiness Center in Elkins included the main 50,000 sf single-story facility to serve the Army Reserve and National Guard, along with a separate structure for secure storage, maintenance/ workshop and office space. The needs of the WVARNG were reflected in the design, which includes the following areas:

- assembly hall
- lobby
- administrative wing
- classroom wing
- learning center
- library
- storage areas
- locker rooms
- kitchen/break-room
- Telecon spaces



## PROJECTS – Public Buildings

### New Construction:

- WVARNG Readiness Center, Elkins, WV
- Mercer County Courthouse Annex, Princeton, WV
- WDOH District 10 Headquarters Complex
- WDOH District 6 Headquarters Complex
- WDOH District 9 Headquarters Complex - *Office Building*
- WDOH District 1 Headquarters Complex - *Office Building (under construction)*

### Renovations:

- WVARNG Joint Forces Headquarters, Coonskin Park, Charleston, WV
- Princeton Public Library, Princeton, WV
- Princeton City Hall, Princeton, WV
- Greenbrier County Convention and Visitors Center, Lewisburg, WV
- Mercer County Courthouse Improvements and Energy Upgrades, Princeton, WV
- U.S. Social Security Offices for the GSA, Bluefield, WV
- Pipestem State Park Conference Center Addition & Renovations, Pipestem, WV
- Mercer County War Memorial Building Improvements, Princeton, WV

## AWARDS

- WVAIA "Honor Award" for Renovation Design of the Princeton Public Library – April 2012
- Princeton/Mercer County Chamber of Commerce "Excel Award" – January, 2011
- *West Virginia Executive Magazine's* "Young Guns" - Fall, 2003
- Princeton/Mercer County Chamber of Commerce "Citizen of the Year - 2000"
- Princeton Elks Club "Citizen of the Year - 2000"





**Stephen Mackey**  
*Planning & Design*



## EDUCATION

- Bachelor of Arts Degree in Design, Clemson University School of Architecture
- Master of Architecture, Clemson University School of Architecture

## RESPONSIBILITIES

With over 29 years of experience in all phases of design and construction, Mr. Mackey brings strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of a number of large government projects. Specific project responsibilities include:

- code review and analysis
- program development
- conceptual design
- design visualization
- project coordination
- construction specifications

## PROJECTS

Mr. Mackey rejoined ETB Architects in 2009. One of his first projects was design and component studies for the bathhouses designed for The Summit. He has also been involved with the majority of our educational projects.

- Bathhouses (330) for The Summit Bechtel Family National Scout Reserve, Mt. Hope
- North Central Advanced Technology Center for the WVC&TCS and Allied Health, Fairmont
- Advantage Valley Advanced Technology Center for the WVC&TCS, South Charleston
- New River Community and Technical College Headquarters and Allied Health Building, Beckley
- Greenbrier County Schools
  - Greenbrier West High School Renovations/Addition (SBA funded)
  - Lewisburg Elementary School
  - Rainelle Elementary School



**Roy Morum, LEED G.A.**  
*Project Manager*

## EDUCATION

- Bachelor of Architecture, University of the Orange Free State, South Africa
- Master of Design Management, UNITEC, Auckland, New Zealand



## RESPONSIBILITIES

Roy joined ETB in 2004 as a project architect. His area of expertise is in design, documentation, and information management. He will be responsible for the ftp site that we will create to share project information. Before joining ETB, Roy completed major works in South Africa and New Zealand. His work in the USA includes government facilities for the West Virginia Army National Guard and other public buildings.

Roy's Master's Dissertation, "*A Model for Knowledge Management in an Architectural Enterprise*" deals with effective communication and creative project / information / data management. He has developed processes and skills in this field that contribute much to the successful outcome of a project – and the continued facilities maintenance of a building.

Roy is responsible for . . .

- planning/programming
- construction documentation
- coordination of other disciplines
- ftp site design and implementation
- information management

## PROJECTS

Roy's expertise in project management and communication is reflected in his use of technology to enhance the delivery process via the internet and FTP. His mastery of information management systems will ensure that team members, contractors, and your representatives will be able to share ideas efficiently and cost effectively.

- WVARNG Readiness Center, Elkins, WV
- Bathhouses (330) for The Summit Bechtel Family National Scout Reserve, Mt. Hope
- Panther/laeger Elementary School, McDowell County, WV
- Mathena Cultural Arts Center, Princeton, WV
- Mercer County Health Center, Green Valley, WV



**Nathan Turner, LEED G.A.**  
*Project Manager*



## EDUCATION

- Bachelor of Science, Engineering – Architecture, Fairmont State University
- Master of Architecture (May, 2009), Boston Architectural College

## RESPONSIBILITIES

Mr. Turner joined ETB in 2009 and brought with him a wealth of experience in architectural design, as well as construction methods and practices. His prior experience with educational facilities has already proven extremely valuable as we have several elementary, middle, and high school projects at various stages of completion. Nathan has obtained LEED certification and will assist in our efforts to provide a “green” approach to as many projects as possible.

Specific project responsibilities include:

- architectural programming
- construction documentation
- project management
- project coordination
- construction specifications
- construction administration

## PROJECTS – Public Buildings

- Advantage Valley Advanced Technology Center for the WVC&TCS, So. Charleston
- North Central Advanced Technology Center for the WVC&TCS and Allied Health, Fairmont
- New River Community and Technical College Headquarters & Allied Health Building, Beckley
- New River Community and Technical College Arts & Sciences (*Renovation*), Lewisburg
- WV Council for Community and Technical College Education - Facility Programming
- Rainelle Elementary School for Greenbrier County
- Lewisburg Elementary School for Greenbrier County
- Bathhouses (330) for The Summit Bechtel Family National Scout Reserve, Mt. Hope



**Chris Canterbury, Associate AIA**  
*Construction Admin Manager*



## EDUCATION

- Bachelor of Science Engineering Technology/Architecture, Fairmont State University

## RESPONSIBILITIES

Chris joined ETB in 2000 as a CADD Technician. His focus in recent years has been project administration and his current position of Construction Administration Manager reflects that area of expertise. Your project will benefit from his superb organizational skills. He attends meetings and keeps track of your needs and wishes through notes and minutes. His timely response to submittals will ensure that your project stays on its construction schedule.

Chris is responsible for . . .

- construction administration
- organizing and attending meetings
- contacting material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/observations

## PROJECTS – Public Buildings

During the construction of the Mercer County Courthouse Annex, Chris monitored the budget very closely. He distributed updated amounts at the monthly meetings with the building commission and was instrumental in keeping the project under-budget. Chris was also very involved in the renovations at the Princeton Library, again closely monitoring the budget and keeping change orders to a minimum.

- Princeton Public Library (*Renovations/Adaptive Re-use*), Princeton (USDA Funded)
- WVDOH District 6 Equipment Shop, Moundsville
- WVDOH District 8 Equipment Shop, Elkins
- WVDOH District 9 Office Building, Lewisburg
- Mercer County Courthouse Annex, Princeton
- Greenbrier County Schools
  - Greenbrier West High School Renovations/Addition (SBA funded)
  - Lewisburg Elementary School
  - Rainelle Elementary School





## Timothy L. Cox, P. E., CBCP

President  
Mechanical Engineer  
(304) 598-2558  
tcox@cmawv.com

### Education

University of Colorado  
Boulder, Colorado  
Bachelor of Science in Mechanical Engineering

### Registrations/Professional Affiliations

Registered Professional Engineer in WV, VA, MD, KY  
Association of Energy Engineers-CBCP  
CPD (Certified in Plumbing Engineering)  
Member of ASHRAE  
American Society of Plumbing Engineers  
National Association of Fire Protection Engineers  
WV Society of Healthcare Engineers  
WV Chapter of A.I.A.

### Experience

Timothy Cox, President and Senior Mechanical Engineer of CMA Engineering, brings 32 years of mechanical and plumbing design experience to our clients. Timothy is a Certified Building Commissioning Professional through Association of Energy Engineers.

### Project Experience

#### Design/Build-Criteria Development

Morgantown Events Center  
West Virginia University Intermodal Parking  
Marshall University Parking Facility  
Yeager Airport Facility

#### Educational Facilities K-12

New Rainelle Elementary School  
Salem Middle School Classroom Addition  
South Harrison High School HVAC Replacement  
South Harrison Middle School HVAC Upgrades

#### West Virginia University-Open End Contract since 1999

Coliseum Life Safety Renovations  
New Soccer Stadium  
New Wrestling Training Facility

#### Military Experience

New Moorefield Readiness Center  
New Elkins Readiness Center  
Gassaway Armory Addition & Renovations  
St. Albans Armory Addition  
Clarksburg/Weston Armory Renovations

#### Mylan Pharmaceuticals, Morgantown, WV

Various projects including HVAC plumbing, fire sprinkler and controls for new North Plant expansion, office building, fluid bed addition, parking garage and weighing and packaging

Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313  
(304) 343-0316 phone (304) 343-5146 fax

5 Riddle Court Morgantown, WV 26505  
(304) 598-2558 phone (304) 598-2472 fax



## Daniel L. Ellars, P. E., AP BD+C

Principal  
Electrical Engineer  
(304) 343-0316  
dellars@cmawv.com

### Education

West Virginia University Institute of Technology  
Montgomery, WV

Bachelor of Science in Electrical Engineering

West Virginia State University  
Institute, WV

Bachelor of Science in Business Administration

### Registrations/Professional Affiliations

Registered Professional Engineer in WV, PA

Leadership in Energy & Environmental Design-

Accredited Professional-Building Design and  
Construction

U..S. Green Building Council

Member of ASHRAE

National Fire Protection Association

Institute of Electrical & Electronics Engineers

WV Chapter of A.I.A.

### Experience

Daniel Ellars, senior electrical engineer, brings 25 years of electrical design and project management experience to our clients. Mr. Ellars had 17 years of experience with American Electric Power providing advice and coordination for new construction, additions, renovations and energy audits. Dan also served as the project manager for AEP's prime and emergency power systems program to provide on-site power generation to small and large, commercial and industrial customers across AEP's seven state territory.

### Project Experience

#### Military Experience

New Moorefield Readiness Center

New Elkins Readiness Center

St. Albans Armory-Addition and Renovations

Gassaway Armory-Addition and Renovations

Welch Armory-Electrical Upgrades

Bluefield Armory-Electrical Upgrades

Dunbar Armory-Electrical Upgrades

#### Mylan Pharmaceuticals

New Office Building

North Plan Expansion

#### Recreational Facilities

Summit Bechtel National Scout Reserve

Canaan Valley Ski Resort

#### WV Department of Transportation

New District 1 Administration Building

New District 8 Administration Building

Interstate Lighting Upgrades

WVDOH-Utility Study for all 10 Districts

#### Educational Experience

New Talcott Elementary School

New Fairdale Middle School

Chamberlain Elementary-Elevator Addition

Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313

(304) 343-0316 phone (304) 343-5146 fax

5 Riddle Court Morgantown, WV 26505

(304) 598-2558 phone (304) 598-2472 fax



## **Matthew C. Corathers, P.E.**

Mechanical Engineer  
(304) 598-2558  
mcorathers@cmawv.com

### **Education**

West Virginia University  
Morgantown, WV  
Bachelor of Science in Mechanical Engineering

### **Registrations/Professional Affiliations**

Registered Professional Engineer in WV  
Member of ASHRAE  
WV Society of Healthcare Engineers

### **Experience**

Matthew Corathers, mechanical engineer, joined CMA's professional staff in 2008. He has since become registered as a mechanical engineer and has been involved in numerous projects starting from development of fees, design, bidding and construction administration services developing as a complete engineer. He is also cross training between disciplines of plumbing, electrical, and fire sprinkler to provide more complete services to our clients.

### **Project Experience**

**West Virginia University**  
New Daycare and Nursery Facilities  
Engineering Science Building- Laboratory Renovations

### **Hospital Experience**

Davis Memorial Hospital-New Addition  
Monongalia General Hospital-Renovations to IT Workroom Cooling  
United Hospital Center-New MRI facility  
VA Hospital, Clarksburg, WV-Renovations to Dental Lab  
Mercer County Nursing Home-Addition

### **Court Houses**

Randolph County Courthouse-Mechanical design for completion of two-story addition and modifications of the existing second floor to be used by the Family Court  
Monongalia County Family Court-Renovations

### **Educational Facilities**

Harrison County Schools-Fire Alarm replacement at Robert C. Byrd High School, Nutter Fort Elementary and Lost Creek Elementary  
University High School-HVAC Upgrades for use as a middle school  
New Rainelle Elementary School-HVAC Design  
Aurora Elementary School Addition-Mechanical Design

### **Military Experience**

Elkins Armed Forces Reserve Center  
Clarksburg/Weston Armory Renovations

Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313      5 Riddle Court Morgantown, WV 26505  
(304) 343-0316 phone (304) 343-5146 fax      (304) 598-2558 phone (304) 598-2472 fax



## Larry A. Weese

Plumbing Designer  
(304) 343-0316  
lweese@cmawv.com

### Education

West Virginia University  
Morgantown, WV  
Master of Science, Bachelor of Science-  
Division of Forestry

### Professional Development

Various seminars and technical sessions

### Experience

Larry Weese brings 25 years of mechanical and plumbing design and project management experience to our clients. Larry brings cross training between electrical, mechanical and plumbing/fire sprinkler systems to provide a more complete and thorough representation to each of our clients' projects.

### Project Experience

#### Military Experience

Elkins Armed Forces Reserve Center  
Moorefield Readiness Center  
St. Albans Armory Renovations & Additions  
Gassaway Armory Renovations & Additions

#### Emergency Response Facilities

Randolph County 911-New Facility  
Mason County 911-New Facility  
Raleigh County 911-New Facility  
Orchard Manor Fire Station-New Facility

#### Industrial Experience

Standard Laboratories-Laboratory Addition  
Dow Process Control-New Facility  
Diamond Electric-Expansion

#### Commercial Experience

Bobcat of Advantage Valley-New Facility  
Allegheny Springs Restaurant

#### Educational Facilities K-12

New Sissonville Middle School  
New Lewisburg Elementary School  
New Talcott Elementary School  
New Fairdale Elementary School  
Nitro High School Toilet Renovations

Clingenpeel/McBrayer & Associates, Inc.

824 Cross Lanes Drive Charleston WV, 25313      5 Riddle Court Morgantown, WV 26505  
(304) 343-0316 phone (304) 343-5146 fax      (304) 598-2558 phone (304) 598-2472 fax



# Table of Contents

---

**Cover Letter**

Qualifications & Technical Expertise - 1

Firm Profiles - 2

Projects - 3

Scope of Services – 4

High Performance / Sustainable Design - 5

Staffing and Resumes –6

**WV Forms - 7**





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

State of West Virginia  
Centralized Expression of Interest  
02 - Architect/Engr

Proc Folder: 102412

Doc Description: MCA Bathhouse Addition/Dorm Renovation EOI Design Services

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2015-05-04	2015-06-02 13:30:00	CEOI 0603 ADJ1500000008	1

**BID RECEIVING LOCATION**

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

**VENDOR**

Vendor Name, Address and Telephone Number:

E.T. Boggess, Architect, Inc.  
PO Box 727 101 Rockledge Avenue  
Princeton, WV 24740 304-425-4491

**FOR INFORMATION CONTACT THE BUYER**

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

Signature 

FEIN # 55-0515917

DATE June 1, 2015

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

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

E.T. Boggess, Architect, Inc.

(Company)

 Todd Boggess, President

(Authorized Signature) (Representative Name, Title)

304-425-4491 / 304-425-2028 / June 1, 2015

(Phone Number) (Fax Number) (Date)



# Letter of Transmittal

6/1/2015

**TO:** Dept of Administration, Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305

**Project:**  
ADJ1500000008

**Atten:** Tara L. Lyle

**Sending Via:**  
UPS

**Subj:** Expression of Interest

<b>CODE LEGEND</b>	<input type="checkbox"/> 1. For payment	<input type="checkbox"/> 4. For your signature	<input type="checkbox"/> 7. Send 1 to Contractor
	<input checked="" type="checkbox"/> 2. For review	<input type="checkbox"/> 5. As requested	<input type="checkbox"/> 8. Return 1 to ETB
	<input type="checkbox"/> 3. For your files/use	<input type="checkbox"/> 6. Owner keeps 1	<input type="checkbox"/> 9. Office Copy

# of copies	DATE	DESCRIPTION	CODE
6		Expression of Interest	2

**REMARKS:**

**Thank you for this opportunity and we look forward to hearing from you.**

Signed: Todd Boggess, AIA, NCARB, Architect

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"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.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: E.T. Boggess Architect, Inc.

Authorized Signature: *E.T. Boggess* Date: June 1, 2015

State of West Virginia

County of Mercer, to-wit:

Taken, subscribed, and sworn to before me this 1 day of June, 2015.

My Commission expires March 11, 2018.

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

*Donna R. East*

*Purchasing Affidavit (Revised 07/01/2012)*

