



West Virginia Army National Guard

CEOI- ADJ1500000009

Marshall County Readiness Center EOI Design Services

Interior Design and Mechanical-HVAC-Electrical Renovation

05/27/15 10:46:00
WV Purchasing Division



26 May 2015

Tara Lyle
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

Dear Ms. Lyle and Member of the Selection Committee;

We are pleased to provide the West Virginia Army National Guard with our expression of interest to provide professional architectural and engineering design services required for the development of construction documents for an interior renovation, including all mechanical, HVAC systems and electrical as needed at the Marshall County Readiness Center in Moundsville, West Virginia. As you review this submission, we emphasize the following strengths of McKinley & Associates with respect to your project:

McKinley & Associates was founded in and is headquartered in **Wheeling**, which is **15 minutes (11.55 miles)** away from the **Marshall County Readiness Center** located on State Route 2, 1600 Lafayette Avenue, in Moundsville. As our practice is and remains an Ohio Valley practice, we are dedicated more than ever to the community in which we live. This means that all of your project will be designed by a McKinley Employee - **many who are from Moundsville and Marshall County** - and not a consultant located hours away. We have designed hundreds of projects in the local area, including dozens of projects in Moundsville. Furthermore, your project manager is **Patrick Rymer, AIA, CEFP**, whom is an Architect who resides in Glen Dale in Marshall County; **5 minutes** away from the **Marshall County Readiness Center in Moundsville**. Patrick has vast West Virginia Army National Guard experience while at previous firm, including Camp Dawson/Fueling Canopies, Parkersburg Army Aviation Support Facility / Taxiway Repair, Glen Jean WVANG-AFRC-MEPS Facility, Parkersburg AASF Apron Rehabilitation, Williamson Armory WVANG Wash Pad & Military Parking, Summersville Readiness Center, and Lewisburg Readiness Center.

McKinley & Associates has been providing design services since 1981, and became a 100% ESOP Company (Employee Stock Ownership Plan) in 2007, so our employees now own 100% of our corporation! We support a professional staff that includes **Architects; mechanical, electrical, plumbing / fire protection Engineers (MEP Engineers); an Interior Designer; Construction Administrators; LEED Accredited Professionals with a Building Design and Construction specialty (LEED AP BD+C)s; and more**. We have a **Qualified Commissioning Process Provider (QCxP)** who was formally trained to fully understand how integrated HVAC systems function and how systems interface with others to run your building efficiently. As your **Architects/Engineers and single point of responsibility**, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state.

McKinley & Associates has been honored to be a partner with the West Virginia Army National Guard for multiple projects, and we wish to continue our service with you on this project as well. **Most recently**, we just finished up the design of an **HVAC and electrical upgrade** at the AASF#1 hangar in Williamstown. We also recently designed all the **MEP Systems** for the West Virginia Army National Guard on both the Multipurpose Building and the ChalleNGe Learning Center at Camp Dawson in Kingwood; both of these buildings have been recognized and been awarded either merit or honor award from the West Virginia AIA.

Over the years, McKinley & Associates has designed hundreds of projects involving **interior design and renovations, including mechanical, HVAC, and electrical systems**. During this time our expertise has been called upon many times to evaluate existing building openings for **compliance with current building codes, to insure building security**, as well as for energy efficiency. This security experience has included projects that involved **force protection** of the building, such as multiple 911 facilities across the state, WVU's University Police Station, Orrick's Global Operations Center, and more. We have experience with various high security architectural and engineering projects, which you will see throughout our proposal.

We have created designs to help provide first responders at all levels the necessary tools to effectively mitigate, plan for and respond to all types of hazards that have the potential of occurring at various facilities; both man-made and natural. Some of our various architectural and engineering projects have involved governmental, homeland security, emergency services, public safety, and other sensitive materials. From these projects, we now have employees with various levels of Security Training and Background, such as FBI background clearance, PCII (Protected Critical Infrastructure Information) "Authorized User Certification," and are certified and have loaded documents into ACAMS (Automated Critical Asset Management System). We now have a great understanding of the information required by First Responders - which we utilize in our designs!

With experience in renovation projects for multiple building types, we have gained the knowledge and insight to evaluate these projects, which helps us anticipate unforeseen existing elements that may occur in a renovation project. This knowledge will help save you time and valuable resources because we have been successful with many similar projects. Our philosophy regarding this type of work requires an intimate knowledge of the building so we can determine how to most effectively use the existing resources. Early activity includes carefully mapping out the building and formulating a plan of action for repairs. This process targets the areas of greatest need and helps to control cost. We find this approach is often the most effective. It is with this experience that we are able to bring insight to the design of spaces that will retain long term value.

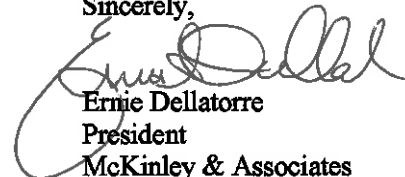
Deb Blakeman, NCIDQ #015070 is our Interior Designer. She has interior renovation/remodel experience with West Virginia State Police; WV State Office Complexes; USPS; Governor Wise, Governor Underwood, and Governor Caperton Staff Offices; Treasurer John D. Perdue Office; Unclaimed Properties Division; as well as multiple office buildings among others.

For mechanical, HVAC and electrical engineering, our in-house staff is known for innovative solutions, and has recently had special opportunities and experience related to various typical and atypical building types. For some recent clients, McKinley & Associates designed the first Chilled Beam HVAC System in the State of West Virginia, one of the first Variable Refrigerant Volume / Air-Cooled DX Multi-Zone System in the State, and one of the first buildings in West Virginia designed for all LED lighting. We know the technology and we know how to apply it effectively.

McKinley & Associates has a great working relationship with our State Fire Marshal and we will design to the States Fire and Life Safety codes. We have worked with owners in many different sectors of business and have been able to comply with their various requirements and standards. We are able to respond to their needs, and we are certain that we are able to respond to all of your needs as well.

We are ready to begin immediately and will meet all your Goals and Objectives. Thank you for reviewing our submission and considering McKinley & Associates for your proposed project. We are very excited about the possibility of working with you again.

Sincerely,



Ernie Dellatorre
President
McKinley & Associates
304-233-0140



McKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

"Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ...

First and foremost, McKinley & Associates can state that our large professional staff of Architects and MEP Engineers will devote whatever time is necessary to provide the West Virginia Army National Guard with a successful renovation project. If our project team is chosen for this project; they are available to start immediately upon our being selected, and will provide the necessary hours to complete your projects on time. In addition to those key team members whose resumes are on the following pages; we can also attribute more professionals from our various trades. Not only do we have 6 licensed Architects on staff, we also have 2 licensed Engineers, 1 licensed Interior Designer, Construction Administrators, as well as architectural and engineering designers among others. Our "in-house" registered professional architects and engineers work together everyday and have done most of the projects here as a group, which gives us the ability to develop quality construction documents that an exclusively architectural firm (or exclusively engineering firm) cannot match.

McKinley & Associates is now a 100% ESOP Company (Employee Stock Ownership Plan); from this, our employees now own 100% of our corporation! We believe our strength lies in the quality of the people we employ. Our seasoned staff has an unsurpassed knowledge of the business and the dedication it takes to make each project a success. And we're structured for efficiency; our Engineers, Architects, and technicians are all in-house, creating optimum communication and collaboration, which results in outstanding service to our clients. All of our project managers, Engineers and Architects, write their own specifications for a project. By doing so, the specifications are written for - and pertinent to - only your project. Our portfolio includes multiple relevant projects; examples of which you will see later in our proposal. No project is too large or small; we have designed projects ranging from a few thousand dollars to multi-million dollar projects.

In addition to architects and engineers, we also have an **Interior Design** department. Basic interior services begin with a strategy session designed to determine the owner's project requirements, timetable and budget. The interviews will include analyzing space requirements, operating procedures, communication relationships and future needs. Inventory of existing conditions are used to develop accurate drawings and plans. Application of current ADA and building codes will be applied to the developed plans for way finding, furnishings and finishes. Attention to budget and maintenance is given in relationship to owner needs. Construction documents required to detail the project include schedules, elevations, plans, presentation boards and specifications.

Our **Construction Administrators (CA)** have an extra responsibility than what most firms' CAs have; our CAs are a part of the design process from Day 1 (they are not thrown into the project only when construction starts; they are involved from the beginning), so they know the ins-and-outs of the project. Your CA has an important role as being the liaison between the Owner, Contractor, and Engineer/Architect. The primary objective of this service is to ensure completion of work the way the client wants it - as scheduled and as budgeted. The CA will evaluate the quality of the work to verify that it meets the level required by clients; in addition, he will monitor the contractor's progress to ensure that they are following the Construction Documents. He will observe the construction progress, is responsible for all construction meetings and minutes, and will verify pay application and change orders.

Information on the Key members of your design team, including Architect and Engineers, are found on their resumes in the upcoming pages.

(continued) "Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ..."

Patrick J. Rymer, AIA, CEFP

Architect

EDUCATION:

University of Tennessee
Bachelor of Architecture - 1999

Memphis Center for Design - 1998

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Architect in:
West Virginia

Member:
The American Institute of Architects (AIA)
Certified Educational Facility Professional (CEFP)

NCARB

IDP

ArchNet

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Wheeling, WV (2005 to present)

Capitol Engineering
Charleston, WV (2003-2005)

United Brotherhood of Carpenters & Joiners
(2000-2003)

SUMMARY OF EXPERIENCE:

Mr. Rymer brings over 15 years experience in the building design and construction industry, which includes multiple West Virginia Army National Guard projects involving Project Management, Project Design & Construction Administration. He is in the inaugural class of Certified Educational Facility Planner (CEFP) as designated by the CEFPI. His recent relevant experience includes the project management of several projects, as well as the lead design and construction administration of various Federal, State, County Government and private projects. Bringing a diverse background from the hands on experience of an apprenticeship in the construction trades to project management of multi-million dollar facilities, Mr. Rymer has an intimate understanding of building and design on a holistic level.

NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Army National Guard:

- Camp Dawson/Fueling Canopies*
- Parkersburg Army Aviation Support Facility / Taxiway Repair*
- Glen Jean WVANG-AFRC-MEPS Facility*
- Parkersburg AASF Apron Rehabilitation*
- Williamson Armory, WVANG Wash Pad & Military Parking*
- Summersville Readiness Center*
- Lewisburg Readiness Center*

West Virginia State Police:

- Jackson County Detachment renovations
- Kanawha County Troop 4 Headquarters renovations
- Berkeley County Detachment renovations

Wellsburg City Hall Building renovations

Regional Economic Development Office, Wheeling - Adaptive Reuse Warehouse Study

Comprehensive Educational Facilities Plans for Brooke, Hancock, Ohio, Ritchie, Tyler, & Wetzel Counties

Hancock County Schools - multiple renovations

Marshall County Schools:

- NEW Cameron Middle/High School (LEED Registered)
- Cameron Elementary School Addition & Renovations
- Cameron Fieldhouse
- Cameron High School
- Center McMechen Elementary School Renovation
- John Marshall High School Stadium Renovation

Wetzel County Schools - multiple renovation projects, including a County-Wide Safety/Security Window Replacement Project

Tyler County Schools multiple renovation projects, including a County-Wide Security / School Access Safety Project

** previous WARNG work experience with a firm other than McKinley & Associates*

(continued) "Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ...

Tim E. Mizer, PE, RA, QCxP

Architectural Engineer / Architect / Qualified Commissioning Process Provider

Director of Operations

EDUCATION:

Kansas State University
B.S. Architectural Engineering - 1983

University of Cincinnati
Architecture

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Engineering in:
West Virginia
Ohio

Registered Architect In:
Ohio

Qualified Commissioning Process Provider

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Director of Operations
Architect / Engineer / Commissioning
Wheeling, WV (1995 to present)

M.C.C. Engineering
Director of Design
Columbus, Ohio (1988-1995)

Schooley Caldwell and Associates
Electrical & Mechanical Design
Columbus, Ohio (1986-1988)

Mizer Design
Free Lance Architectural Engineering Design
Columbus, Ohio (1985-1986)

Envirotek, Inc.
Drafting and Electrical & Mechanical Design
Raleigh, NC (1984-1985)

SUMMARY OF EXPERIENCE:

The engineering will be led by Tim E. Mizer, PE, RA, QCxP, our **Director of Operations** who is an **Architectural Engineer**, an **Architect**, and a **Qualified Commissioning Process Provider**. He joined McKinley & Associates in 1995, and has over 30 years of experience. Mizer's background as both an Architect and Engineer has provided him with a total understanding of the engineering components and the process necessary for integrating architectural design and building systems. **Furthermore, as a qualified commissioning process provider, he has been formally trained to fully understand how integrated HVAC systems function and how systems interface with others to run your building efficiently.** As the Director of Operations, Mr. Mizer's presence is a key to the design procedures required to coordinate the functionality of the engineering systems into the aesthetics of a building space. He has worked on many relevant projects, such as building assessments, office buildings, tenant fit-outs, energy efficient projects, and more.

NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Army National Guard - multiple projects

West Virginia State Police - multiple projects state-wide

WVU University Police Department fit-out

Wheeling Island Fire Station fit-out

WVDHHR's new Ohio County office fit-out

Orrick's Global Operations Center office building fit-out

Maxwell Centre office building fit-outs

Bennett Square office building fit-outs

Wagner Building office building fit-outs

United States Postal Service - statewide post offices

Building 55: WV State Office Building Complex in Logan (LEED Certified)

Building 34: West Virginia State Office Complex in Weirton

Marshall County Schools - Hilltop Elementary (LEED Certified)

Marshall County Justice Center

Ohio County Justice Center renovations

VAMC multiple renovations

Wheeling Island Hotel•Casino•Racetrack multiple renovation projects

Raleigh County Emergency Services Authority's 911 Center and Emergency Operations Center renovations

Multiple West Virginia School Counties' District-Wide Construction Programs, involving major renovations, and multiple County-Wide Security / School Access Safety Projects

(continued) "Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ..."

Darren S. Duskey, PE

Electrical Engineer

EDUCATION:

The Ohio State University
B.S. Electrical Engineer - 1993

Marshall University
Graduate courses in Engineering

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Professional Engineer in:
West Virginia
Ohio
Pennsylvania

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Wheeling, WV (2002 to present)

Pickering Associates
Parkersburg, WV (1997-2002)

Magnetic Specialty, Inc.
Marietta, OH (1995-1997)

Inland Products, Inc.
Columbus, OH (1993-1995)

SUMMARY OF EXPERIENCE:

The electrical design will be completed by Darren S. Duskey, PE, an **Electrical Engineer** who has over 20 years of experience in commercial, industrial, institutional, and educational markets with projects ranging from electrical design of commercial properties, higher educational projects, PK-12 schools, State Police detachments, health care facilities, large and small industrial projects, and more. He is the **Director of Engineering** at McKinley & Associates. He has extensive knowledge with the National Electrical Code, state building codes, building industry standards and practices, and has demonstrated the ability to design qualitative and economic solutions to a myriad of challenges. He has designed the electrical on many relevant projects, including multiple office tenant fit-outs around the state.

NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Army National Guard - multiple projects
West Virginia State Police - multiple projects across West Virginia
WVU University Police Department fit-out
Raleigh County Emergency Services Authority's 911 Center and Emergency Operations Center renovations
Wheeling Island Fire Station renovations
Building 55: WV State Office Building Complex in Logan (LEED Certified)
Building 34: West Virginia State Office Complex in Weirton
WVDRS Wheeling District's new office space fit-out
WVDHHR's new Ohio County office fit-out
Bennett Square multiple office fit-outs
Wagner Building multiple office fit-outs
Panhandle Cleaning & Restoration office building and warehouse
Ohio Valley Towers renovations
Wheeling Island Hotel•Casino•Racetrack multiple renovation projects
Marshall County Schools - Hilltop Elementary (LEED Certified)
Marshall County Schools - Cameron High (\$32 million / LEED Registered)
McKinley & Associates Charleston Area Office renovations (2009 WV AIA Design Award winner - energy efficient "green" design)
United States Postal Service - multiple projects across WV
Cabela's Eastern Distribution Center (\$40 million / 1.2 million SF)
Fairmont State University - College Apartments
West Virginia University - Colson Hall office fit-out
WVU's Institute of Technology - Maclin Hall renovations
West Virginia Northern Community College B. & O. Building office fit-out

... references ...

We feel that the best way to demonstrate our strengths and leadership in design is by referring to our past and present clients. McKinley & Associates have an ever-growing list of repeat clients, which include having multiple open-end contracts; many of these are in the governmental sector. We have multiple open-ended contracts with organizations such as the United States Postal Service in the Appalachian Area, the United States Postal Service in the Erie/Pittsburgh District in Pennsylvania, and the West Virginia State Police to name a few. We are able to respond to their needs, and we are certain that we are able to respond to all of your needs as well. So that you don't only have to take our word for it; here is a list of references that we encourage you to call:

Colonel C. R. "Jay" Smithers
Superintendent
West Virginia State Police
725 Jefferson Road
South Charleston, WV 25309
304/746-2115

Mr. Will Turani
Orrick, Herrington & Sutcliffe LLP
2121 Main Street
Wheeling, WV 26003
304/231-2629

Mr. Robert P. Krause, PE, AIA
State of West Virginia
General Services Division
1900 Kanawha Boulevard East
Charleston, WV 25305
304/558-9018

Mr. Don Mackey
United States Postal Service
27497 Albert Pick Road
Greensboro, NC 27498
304/665-2894

Mr. Rick Boccetti
Cabela's
1 Cabela's Drive
Sidney, Nebraska 69160
860/290-6251

... (continued) references ...



West Virginia State Police
725 Jefferson Road
South Charleston, West Virginia 25309-1698
Executive Office

Earl Ray Comblin
Governor

Colonel C. R. "Jay" Smithers
Superintendent

September 8, 2011

Subject: Reference for McKinley & Associates

To Whom It May Concern:

The West Virginia State Police have had a professional relationship with McKinley & Associates since 1996. Not only do their Architects and Engineers listen to the needs of our law enforcers; they have gone beyond the call of duty to ensure our projects are top quality, run smoothly, and are completed on time.

Sincerely,

A handwritten signature in cursive script that reads "Colonel C.R. 'Jay' Smithers".

Col. C.R. "Jay" Smithers,
Superintendent

Equal Opportunity Employer

... copies of any staff certifications or degrees applicable to this project ...

Included on this page are:

- Patrick Rymer's (*your project manager / Architect*) Registration & Authorization Certificate to provide Architectural Services in West Virginia (Certificate Number 4354)
- Tim Mizer's (*your lead Engineer*) West Virginia State Board of Registration for Professional Engineers license number is WV PE # 013169.
- Darren Duskey's (*your Electrical Engineer*) West Virginia State Board of Registration for Professional Engineers license number is WV PE # 015507.

The degrees these professionals have earned are listed on their resumes. We can also provide more copies of certifications/licenses of other Professionals if you wish to see them.

In addition, copies of McKinley & Associates's various licenses are found on the following pages.

The West Virginia Board of Architects

certifies that

PATRICK JASON RYMER

is registered and authorized to practice
Architecture in the State of West Virginia.

In testimony whereof this certificate has been issued
by the authority of this board.

Certificate Number [REDACTED]

The registration is in good standing until June 30, 2015.



Leah C. Lewis
Board Administrator



**West Virginia State Board of Registration
for Professional Engineers**

TIM E MIZER
WV PE # [REDACTED]

This is to certify that the above named PROFESSIONAL ENGINEER
has met the requirements of the law, is duly registered and is
entitled to practice engineering in the State of West Virginia.

EXPIRES June 30, 2015



**West Virginia State Board of Registration
for Professional Engineers**

DARREN S DUSKEY
WV PE # [REDACTED]

This is to certify that the above named PROFESSIONAL ENGINEER
has met the requirements of the law, is duly registered and is
entitled to practice engineering in the State of West Virginia.

EXPIRES June 30, 2015



CERTIFICATE

I, Ken Hechler, Secretary of State of the State of West Virginia, hereby certify that

by the provisions of Chapter 31, Article 1, Sections 27 and 28 of the West Virginia Code, the Articles of Incorporation of

McKINLEY & ASSOCIATES, INC.

conform to law and are filed in my office. I therefore declare the organization to be a Corporation for the purposes set forth in its Articles, with the right of perpetual existence, and I issue this

CERTIFICATE OF INCORPORATION

to which I have attached a duplicate original of the Articles of Incorporation.

Given under my hand and the Great Seal of the State of West Virginia, on this



FIFTEENTH day of
DECEMBER 19 89

Ken Hechler

Secretary of State.

**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**MCKINLEY & ASSOCIATES INC
32 20TH ST
WHEELING, WV 26003-3750**

BUSINESS REGISTRATION ACCOUNT NUMBER: **1040-9524**

This certificate is issued on: **06/28/2011**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.
This certificate shall be permanent until cessation of the business for which the certificate of registration
was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new
certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of
this certificate displayed at every job site within West Virginia.

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CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

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

MCKINLEY & ASSOCIATES, INC.

C00366-00

Engineer in Responsible Charge: TIM MIZER - WV PE 013169

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

July 1, 2014 - June 30, 2015

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

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



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

BOARD PRESIDENT



MCKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

... proposed staffing plan ...

The work to be performed by your design team is very clear; to evaluate, prioritize and design within budget and schedule to meet the needs of the West Virginia Army National Guard. We know our team possesses the required expertise to address all facets of your included project; such as interior design and renovations, MEP engineering, building security, compliance with current building codes, force protection, and other relevant services such as building fit-outs, energy efficiency, cost estimates, etc. In the past 33 years we have extensive experience with similar projects.

With our "in-house" registered professional architects and engineers, we have the ability to make your projects a success. The technical depth of our professional staff indicates that this project can be accomplished without overloading our group or computer graphics systems. We are available to start immediately upon our being selected, and our project team is available to dedicate the necessary effort and hours to complete your projects on time. Also, as your Architects and Engineers and single point of responsibility, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state.

The most important element of the entire process becomes **communication from you** to our designers. We use and welcome your input throughout the project. We continually achieve success in projects by maintaining time and cost management, quality control and excellent communication amongst the client and contractors. We can and will perform for you on time and within your budget. The way that we have historically achieved success with ANY construction project is by understanding fully the needs pertinent to the project by reviewing with the building Owner as early on as possible. Initial meetings with the users and staff will incorporate references to the standard with the object goal of determining budget, design and logistical priorities for the project.



... (continued) proposed staffing plan ...

We are here to meet your Project Goals and Objectives, which are:

- 4.1. Develop drawings and specifications for renovating/updating the existing building(s) for the purpose of advertising and awarding construction contract(s).
- 4.2. Provide drawings and specifications for interior design/renovations, including mechanical, HVAC systems and electrical as needed and as directed by the owner for the Marshall County Readiness Center, located in Moundsville, West Virginia.

Your project begins with not only an existing plan review, but we will begin with initial team meetings to open up a dialogue. The Architectural/Engineering Professionals will sit down with your Administrative Staff and Marshall County Readiness Center personnel assigned to the project to establish a scope of work, schedule, budget and program. Building investigation, testing, and research usually occur before the renovation's design phases start. Once clearly defined, a project moves into design. McKinley's Project Manager and support staff document discussions and design decisions. The Project Manager coordinates project related tasks, code reviews or product demonstrations. McKinley can encourage project participants in the directions necessary for meeting schedule, budget, and program goals and objectives established. Often the steps and phases over-lap or can be deleted depending on the scope of work, the timing of the project, or the needs of the Client. Establishing that a particular step is not needed keeps the project moving and on budget too.

During the design phases all needed personnel become fully versed in the Client's program, project requirements and design standards. The design team is responsible for identifying for the Client any potential conflicts between program criteria and design standards and resolving those conflicts to the client's satisfaction.

As the schematic/concept plans are developed, your Project Manager (Patrick Rymer) will present the plans for review and comments to a plan group depending on the nature of the work; e.g. architects critiquing the architecture and engineers commenting on the engineering. Once a consensus is reached, the plans advance in the process.

Prior to the completion of each phase, a set of project documents is issued to each discipline for coordination, cross-checking and review. The following items are checked at that time: Drawings and specifications for program compliance; Drawings and specifications for internal coordination; Cost effectiveness of the design; Drawing accuracy; and Compliance with appropriate codes and client standards.

After coordination check corrections are completed, Mr. Rymer will review the documents and compare the completed documents with check prints to verify that corrections have been made in accordance with the project design criteria.



During the subsequent phases of design, all items are checked by persons other than those performing the daily design work in order to provide fresh insight. Prior to the final release of the documents, revisions are checked by the Project Manager and appropriately referenced on the drawings. Copies of the final documents will be distributed to you for final review and approval. All comments will then be incorporated into the documents prior to issuance for bidding and construction.

... (continued) proposed staffing plan ...

At this point, McKinley & Associates will submit these final approved construction documents to all of the pertaining code review agencies for their approval and permitting of the construction project. McKinley & Associates has a great working relationship with our State Fire Marshal and we will design to the State Fire and Life Safety Codes. This drawing submission code review will not be the first time communicating with these code officials, as it is our common practice to engage these personnel with any questions we may have during the design process. We have found over the years that this early communication (during design stage) is a lot more cost and time effective while any needed changes can occur on paper not reconstruction. We have worked with owners in many different sectors of business and have been able to comply with all of their various requirements and standards, including all Federal and State Agencies. We are able to respond to their needs, and we are certain that we are able to respond to your needs as well.

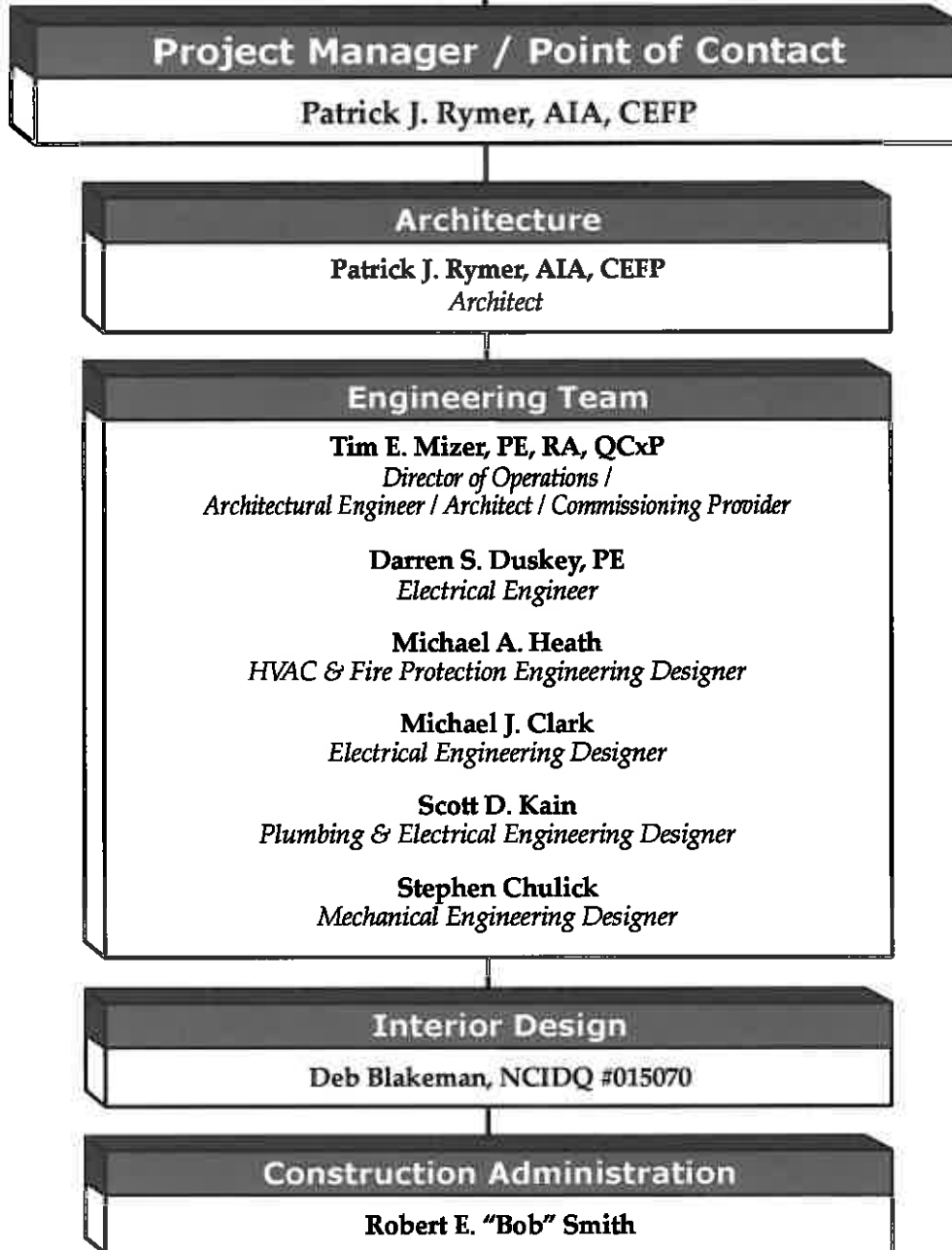
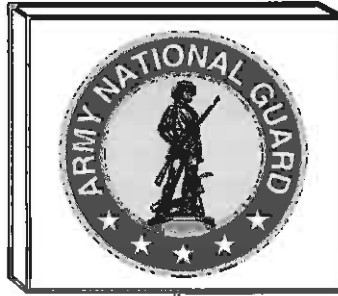
After all reviews are completed and permits retained, the bid documents are issued after a final check to verify that all bid packages have current revisions included and are appropriately identified. Bid sets are numbered and registered to bidders so that each bidder may be kept informed of clarifications and addenda.

Our Eleven Month Walk-Through is a process where our professionals return to your facility eleven months after the project is completed. At that time they review all the work that was completed and check all warranties. We are making sure all of the covered work is in order and that the warranties do not expire with equipment or product not working properly. We have been doing this for 18 years which has now been adopted as an AIA 101 Standard. We also routinely conduct Post Occupancy Evaluations with the Owner to find out how well we matched the Owners' needs on all of our projects

We are confident we can meet your program requirements, goals, and objectives. We have worked with owners in many different sectors of business, including State and Federal Agencies, and have been able to comply with their various requirements and standards. This includes multiple projects for you, the West Virginia Army National Guard. We are able to respond to all these various Agencies' needs, and we are certain that we are able to respond to all of your needs again, as well. You appropriately recognize how codes, and state / federal regulations are important to a successful project. Our professional's design within these codes daily, as our practice is and remains a West Virginia practice and we are dedicated more than ever to the state in which we live. All documents will be prepared with the current WV State Building Code and WV State Fire Code as well as all State and Federal Codes, Regulations, and Ordinances. We are members of many organizations, and follow their standards, such as NFPA, CEFPI, AWI, WVEDC, AIA, NCARB, ASCE, ASPE, BOCA, ASHRAE, and ACI International.

McKinley & Associates can also research energy efficient options and cost effective options. Our engineering staff will re-assess your existing MEP plans and specifications to determine best option for the entity. Our engineering staff has had special opportunities and experience related to various typical and atypical building types. Our engineering department has designed the first Chilled Beam HVAC System in the State of West Virginia, one of the first Variable Refrigerant Volume / Air-Cooled DX Multizone System in the State, and just finished designing one of the first buildings designed for all LED lighting. We know the technology and we know how to apply it effectively.

... (continued) proposed staffing plan ...



* McKinley & Associates is willing to dedicate more professionals if they are needed; including Architects and Designers, Construction Administrators, LEED Accredited Professionals, and more.

... Descriptions of past projects completed entailing the location of the project, project manager name and contact information, type of project, and what the project goals and objectives were and how they were met.

Orrick's Global Operations Center renovation

Location: Wheeling, West Virginia

Contact: Mr. Will Turani

Orrick, Herrington & Sutcliffe LLP
2121 Main Street
Wheeling, WV 26003
304/231-2629



Type of Project: High-Tech "Back Office" Building renovation

Project Description, Goals, and Objectives: This 100 year old warehouse was renovated to create some of the most creative office space in the State. This four-story, 88,000 SF former historic warehouse is now a high tech "back office" for a major multinational company. The greatest challenge was to convert the 100 year old once very industrial wood-framed building into a modern "Class A" office facility while retaining the historical heritage of the structure and district itself. This \$8 million dollar project won a West Virginia AIA Merit Award.

Extensive renovation and restoration of the exterior was needed first. The entire exterior shell was designed and constructed in 6 months to attract a new tenant, and included considerable brick repointing, construction of a new public entrance, reconstructing 120 dilapidated steel windows and glazing, roof replacement, parking lot and more. This quickly became the home to the international law firm Orrick. This building soon became the company's Global Operations Center; no other firm has a 24/7 facility that rivals it. It provides the firm and its clients with a central business infrastructure that delivers comprehensive and reliable support services around the world, and around the clock; therefore, security was a major concern. Security for the facility was to be comparable to the rest of the firm's nation-wide facilities; however, one of the challenges we had to overcome was creating a design which did not appear to be fortress-like. The security system features we had to incorporate, understand, and design by included: a card access system that allows single card with multiple-levels of access programmed into that card, with card readers at the front door, server rooms and network operations center, elevators, loading dock, stairs, and other sections; glass break and motion detectors on the ground level; an intercom at the front door; security cameras are placed at the doors; and more.

The building was partially occupied while renovations continued. Architecture & engineering design was completed in-house and included a completely new mechanical/HVAC system, electrical, structural, civil, and fire suppression systems. On the interior, the original facility was almost void of the vertical circulation needed a modern day, team oriented work environment. An exposed steel atrium/elevator/stair core connects the four floors while introducing the industrial metals into the interior. Perforated columns, beams, and wire meshes allow daylight to filter in through usually solid steel construction. The stainless steel and galvanized finishes of the exposed spiral ductwork, electrical conduits and cable trays, sprinkler piping, and perforated metal light fixtures further enhance the industrial concept of the design.

Two exposed glass passenger elevators with stainless steel interior finishes now traverse the floors allowing passengers a dynamic view through the atrium and walkways out to Main Street.



WV Department of Health & Human Resources' new Ohio County office renovation / fit-out

Location: Wheeling, West Virginia

Contact: State Representative:

Mr. David J. Hildreth
WV Department of Administration
1409 Greenbrier Street
Charleston, WV 25311
304/558-1295

Contact: Developer:

Mr. Michael D. Ferns, Sr.
Michael D. Ferns, Inc.
100 Marshall Street
Benwood, WV 26303
304/280-4048

Type of Project: Governmental Office Building renovation

Project Description, Goals, and Objectives: We were asked by our client to **renovate a car showroom and service area into an office building** (now called the Mary Margaret Laipple Professional Building). **The first fit-out includes space for the Department of Health and Human Resources (DHHR).** The 56,783 SF building was concrete and designed for cars; not people. The first challenge was to remove a large ramp that connected two floors of the building and level the concrete floors. **We worked with our client to fit the DHHR's program into the space and maximize the use of the space.** We had to work around the existing structural walls and columns and provide fire escapes at the different floor levels of the floor structure.

The **initial \$2 million fit-out project** was built in **three phases:** the exterior was completed first (including new security doors, windows, skin, etc.), next the interior design and renovations including mechanical and electrical systems to provide a state of the art facility for the DHHR's use, and then the parking lot so the project could be fast tracked to meet the Owner's 2013 move-in requirements. **We worked with the local and state code officials to bring the building into compliance with the current building and fire codes and provide access to all of the occupied areas of the building.** The fit-out was divided into three distinct spaces: secure office space, Client space, and training areas. The Office space is secured from the client area by an access control system. The training space was designed to be stand alone for use by other State staff training. **There are multiple secure entryways and doors, both interior and exterior.** The showroom windows were mostly in-filled because of the sensitive nature of the materials in the DHHR's office, but windows high on the wall provide natural daylighting.



and AFTER



and AFTER



West Virginia State Police Academy renovations (and WVSP Open-End Contract)

Location: Dunbar, WV (and State-Wide, West Virginia)

Contact: Colonel C. R. "Jay" Smithers
West Virginia State Police
725 Jefferson Road
South Charleston, WV 25309
304/746-2115

Type of Project: Governmental

Project Description, Goals, and Objectives:

For over the past 18 years, McKinley & Associates has been honored to have been selected for 3 consecutive West Virginia State Police open-ended contracts for all architectural and engineering services throughout West Virginia. **Many of our projects are just like your proposed projects, and include interior design and renovations, as well as mechanical, HVAC, and electrical systems design. Also, these include building security, compliance with code, as well as force protection.** McKinley & Associates have completed numerous renovations as well as additions on police detachments throughout the State, such as in Moundsville, Martinsburg, Clarksburg, Franklin, Jackson County, Lewisburg, and Romney to name a few. Various detachments have E911 Centers with separate secure entries, such as in Berkeley, Doddridge, Mason, Monongalia and Pendleton Counties. McKinley & Associates is proud to showcase continuous work for the West Virginia State Police throughout our region, and we are pleased to say that we have also surveyed, reviewed, projected, budgeted, and documented 72 police facilities throughout the state.

By virtue of our experience having worked on dozens of State Police Detachments, we understand the need for security where the public enters the detachment. Typically we use block for force and bullet protection; but in an existing building where we have to use gypsum board partitions we would use fiberglass ballistic panels and expanded metal mesh behind the gypsum board, and on the inside of the wall we would use plywood under for extra blast protection. Providing security below the access floor can be addressed by using expanded metal mesh; allowing the wiring to pass through, but limiting access to the space above. We have extensive experience designing secure interior and exterior doors and associated access control systems on dozens of detachments.

For one example: The \$4.5 million West Virginia State Police Academy included renovation of 3 existing buildings, the demo of a shooting range and replacing that building with a brand new upgraded shooting range control center, and the new training & assembly Multi-Purpose Building. This Academy project was completed in phases, on a building-by-building basis, were fully occupied during construction, and the 5 buildings were all completed between June 2010 thru July 2012. The Academy's 27,708 SF Building A renovation project included upgraded HVAC, new boiler and chiller, electrical, interior design, interior finishes and furnishings, new built-in furniture, security system, ADA compliance, security windows and doors, and more. The 8,985 SF Building B renovation project included interior finishes including flooring, walls, and ceiling tile, as well as security windows and doors, ADA compliance, and more. The 21,966 SF Building C renovation project included HVAC, interior finishes, security windows and doors, new security vestibule, security system, ADA compliance, and much more. The new Building D included security glass, a secure armament room, a bunker that is a controlled environment with alarm system that has storage for ammunition, and much more. Finally, the new 12,500 SF Multi-Purpose Building was designed with energy efficiency in mind, including the electrical and mechanical systems, with the use of occupancy sensors in every room, natural daylighting, skylights, kalwalls, and more.

Academy Detachment Buildings A, B, & C Renovations



Wagner Building - Multiple renovation projects

Location: Wheeling, West Virginia

Contact: Mr. Dennis Kozicki

The Maxwell Partners

32-20th Street / Maxwell Centre #300

Wheeling, WV 26003

304/232-2280

Type of Project: Office/Bank Building renovation

Project Description, Goals, and Objectives: Located in the midst of the renaissance of downtown Wheeling, the historic Wagner Building is listed on the National Register of Historic Places and is the centerpiece of the new 10-acre Celoron Plaza Office Park. The Wagner Building was an old sugar warehouse built in the 1930s. After being vacant for over 30 years, McKinley & Associates completed this \$6.2 million (*original renovation project cost*) adaptive reuse project by **totally renovating this 7-story brick and concrete structure in phases (on a floor-to-floor basis), and turned it into a corporate center that includes beautiful Class "A" office suites (including law offices) as well as a new bank.** This office tower dominates the waterfront skyline and affords tenants incredible and unsurpassed panoramic views of the majestic Ohio River. The original fit-out of the tenant spaces on the first, fifth, sixth, and seventh floors was completed in 2000, and the fit-out of the tenant space on the second, third, and fourth floors was completed in 2004. **We planned for flex space; many of the floors are "open floor plans" where we help customize the suites to meet a new businesses' needs; hence, we have worked on multiple renovations over the years, and are currently working on a new office build-out on the 5th floor for a new client.**

Work on this 60,000 square-foot structure included **total design of all architectural components, mechanical, HVAC, electrical, plumbing, fire suppression systems, and more. This involved a total gut of the interior, ADA compliance design, security, exterior renovations, doors, and much more.** Two elevator replacements were also a major part of the original project; after they were completed, and when new construction is on-going, the contractor has the ability to return one of the two elevators into temporary service as a construction lift. Our firm also worked within the Standards of the Department of Interior for this historic structure renovation. For example, we designed the window renovations to match a close profile with the original windows built around 1926.

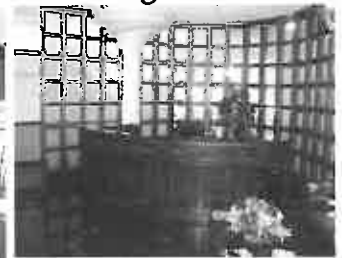


BEFORE

& AFTER



& AFTER



Bennett Square - Multiple renovation projects

Location: Wheeling, West Virginia

Contact: Mr. David H. McKinley
McKinley Properties, LLC
10 Kenwood Place
Wheeling, WV 26003
304/230-2400

Type of Project: Office Building renovation

Project Description, Goals, and Objectives: Bennett Square is a historic 3-story, 22,000 SF renovation/rehabilitation project of the old Ohio County Public Library Building. The building was neglected and vandalized for over 30 years. The finished \$7.5 million project houses "Class A" professional and medical office space in beautifully restored surroundings. The building is located in the Centre Market Square Historic District in the National Register of Historic Places; therefore, a successful review submission to the Secretary of the Interior was necessary. We are also experienced with the Section 106 process required by SHPO and the Federal Department of the Interior. Documentation for state and federal tax credits is also a part of this project. The project was completed in multiple phases beginning in 2007 and the final phase completed in 2013.

Bennett Square has quickly become a cornerstone of the Wheeling business community with several key businesses occupying the space including: McKinley Carter Wealth Services headquarters, Dinsmore and Shohl LLC Law office, Dr. Don Chapman's Keep Smiling Family Dentistry office, and Omni Strategic Technologies office.

Phase I included "Class A" office fit-out for the first and second floors, including preserved-in-place and salvaged architectural elements, as well as major electrical and mechanical/HVAC systems designs.



Renovations included both restored and new windows, doors, a new roof with multiple skylights, terra cotta restoration, exterior masonry pointing, paint, stairwell upgrades, and a new elevator.

Phase II completed the "Class A" office fit-out for the second floor, including new lobby. This phase also includes a major front facade restoration including terra cotta banding, cornice, main entrance pediment and window trim, exterior brick masonry pointing and brick unit replacement to match existing.

Finally, Dr. Chapman's dental office is a fit-out on the third floor. Planning included business offices, exam/operatory rooms, hygienist room, lab, custom casework, track lighting, specialty HVAC, special electrical and data, special plumbing for gases, a central dental dry vacuum system, and much more. All of these spaces were integrated into an existing interior historic building context. We were able to highlight important architectural features while also providing a sensitive atmosphere for the patients.

Maxwell Centre - Multiple renovation projects

Location: Wheeling, West Virginia

Contact: Mr. Dennis Kozicki

The Maxwell Partners

32-20th Street / Maxwell Centre #300

Wheeling, WV 26003

304/232-2280

Type of Project: Office Building renovation

Project Description, Goals, and Objectives: Dedicated to saving the past and long known as one of the state's leading historic preservation firms, McKinley & Associates led the way for this **total renovation** and restoration of a 1908 structure. The **\$2.3 million Maxwell Centre multiple office fit-out project** represents the firm's effort in protecting the historic fabric of Wheeling. The Maxwell Centre is now Wheeling's premier business address. **In just over a year's time, this former YMCA facility became the home for over 100 professionals in two law firms (Schrader, Byrd & Companion, PLLC and Burns White LLC), an accounting company (Wilson, Kozicki & Gwynn, PLLC), and McKinley & Associates. The various companies had various program/space requirements we had to design. Each of the tenants had selected various interior design renovations and upgrades, including parabolic light fixtures, chair rail, cove molding, ceramic tile, built-in bookcases, and wall coverings. Some of the other interior finishes and furnishings included a chandelier, fireplaces, casework, cabinets, reception desks, decorative ceiling upgrades, cornice, window sills, oriental carpeting, and signage among others. Work on this five story office building included researching the architectural past as well as all new systems, including: mechanical, HVAC, electrical, plumbing and fire and life safety, data and communication, etc. All design work and construction administration was completed by our firm. The 51,000 SF building is found in the Centre Market Square Historic District in the National Register of Historic Places. We saved and restored multiple architectural elements, such as the main foyer tile, wooden floors, columns, windows, and more. We also helped the owner receive historic tax credits. The Maxwell Centre was recognized and awarded a West Virginia AIA Honor Award, a Governors Award for Historic Preservation, a Friends of Wheeling - Architectural Preservation Award, a Wheeling Victorian Society - Property Improvement Award for Adaptive Reuse, a Civitans Award - Grand Victorian Property Improvement Award, a City Council & Mayor's Award for Preservation, and a City of Hope Preservation Award.**



BEFORE



& AFTER



Charleston Enterprise Center office renovation / fit-out

Besides the paint, what makes this office "green"?

McKinley & Associates has been practicing "green" for years and has won multiple state and national awards for energy efficient design. We recently won a West Virginia Chapter of the American Institute of Architects 2009 Merit Award for our fourth floor office renovation in the Charleston Area Alliance's Charleston Enterprise Center. This included complete interior design and renovations, as well as mechanical, HVAC, and electrical systems design. One of the best ways to build green is to adapt an existing building; twenty percent of a building's energy consumption is embodied in the building's physical structure itself. The first thing you will notice is we left most of the existing structure exposed; this minimizes the amount of new materials required to define the space and allowed us to utilize some special features. For example, our centrally located conference room "Lantern" glows all day long from natural sunlight from above. This room's ceiling acts as a reflector, bouncing natural light throughout the space. In addition to reusing the space, we also reused doors to make all of the desks, workstations and conference table. The top of the dividers is made from "Homosote", a board made from 100% recycled newspapers and covered with a fabric made from 100% recycled polyester. An office full of unique, durable office furniture for less than 1/10th of the cost of standard modular furniture is another advantage. The office chairs are new, but the "Zody" chair by Haworth is the first chair to be Cradle to Cradle Gold Certified. This certification means that the manufacturer will take back the chair at the end of its useful life to disassemble and make a new chair, completing the cycle. Yes, the paint on the walls is green, but it also has very low volatile organic compounds (VOC's) which keeps the air we breathe cleaner, and contains an anti-microbial which inhibits the growth of mold and mildew. Most of the floor we chose to clean and seal with water based polyurethane, leaving the natural distressed state of the floor. The remainder of the space, we used a carpet tile by LEES which minimizes waste, has 35% recycled content and is Green Label Certified, meaning it meets stringent indoor air quality requirements. The window blinds allow the control of glare while maintaining the view and minimizing heat gain. The direct/indirect lights are controllable so we can adjust the amount of electric lighting dependant on the amount of natural light coming in from the windows and the skylight.



and the skylight. Even the bowl on the conference room table is recycled from the original fire bell that used to be on the exterior of the building.



Building 55: West Virginia State Office Building Complex

Location: Logan, West Virginia

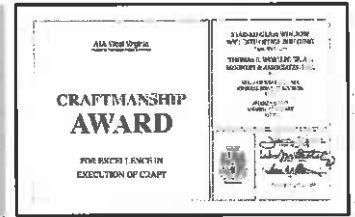
Contact: Mr. Robert P. Krause, PE, AIA

State of West Virginia, General Services Division

1900 Kanawha Boulevard East

Charleston, WV 25305

304/558-9018



Type of Project: Governmental Office Building

Project Description, Goals, and Objectives: City leaders were searching for a catalyst to stimulate community efforts to revitalize downtown Logan, West Virginia. This recently completed office building - dedicated on August 16, 2013 - has become that inspiration. **In March 2014, this project became LEED Certified.** The building is designed to reflect the history and culture of the area while incorporating **current technology and safety elements**, thus empowering the community leaders to create a vibrant connected urban core. This new five story building underscores its major role in the development and revitalization of downtown Logan by **uniting office space for 127 employees for 6 state agencies under one roof, whom were once scattered throughout the city.** The 53,200 SF building provides **current technology, flexibility for future growth, and security features for existing and future tenants.** At the request of the Owner, the building was designed to be **energy efficient and meet sustainable design goals.** To help achieve this, a **tight building envelope** was created with closed cell foam insulation and thermal efficient windows. One of the unique features of the building is the daylight system. The open offices were placed around the exterior of the building and the enclosed offices along the interior wall so more of the tenants receive quality light. In addition, interior windows allow the daylight to pass to the center offices.

For security features, the building has access controls with proximity cards, employee-only access areas at the rear hall of the building, 2 outside perimeter closed-circuit security cameras and CCTV's throughout the public areas, 2 magnetometer metal detectors at the main entrance, and an intrusion system. There is a complete building automation system which incorporates the entire security system, automated temperature control, and lighting. There are also secure storage areas with mesh reinforced gypsum board walls.



Building 34: West Virginia State Office Building Complex

Location: Weirton, West Virginia

Contact: Mr. David Oliverio

State of West Virginia

General Services Division

1900 Kanawha Boulevard East

Charleston, WV 25305

304/558-2317



Type of Project: Governmental Office Building

Project Description, Goals, and Objectives: To better serve the citizens of the Northern Panhandle of the State, the State of West Virginia established an office building in the City of Weirton. This Weirton State Office Complex (also known as Building 34) is a \$4 million state-of-the-art building that houses offices for multiple state agencies along with storage and other spaces. This State Office Building was completed in 2006, and accommodates the Bureau of Employment Programs, the Department of Health and Human Resources, the Division of Motor Vehicles, the Lottery Commission, Rehabilitation Services and the Work Force Investment Board. This two-story, 39,500 SF office building was constructed with a structural steel frame and concrete foundations, cast concrete floors, precast concrete panel system, EPDM roof, two elevators, rooftop HVAC System, and building automation system. For parking, there was a large main lot and separate smaller lots to accommodate every client and/or building in the complex; this includes 14 handicapped parking spaces. Also included was site work. For security, the entire building has swipe-card access, CCTV video monitoring and other surveillance equipment, an x-ray machine, metal detector, employee-only entrances, uninterruptible power supply, bullet-proof glazing and tinted/reflective glazing. There are various interior design and finishes and furnishing, such as bulletproof transaction windows, various door styles and swipe-access, desks, work stations, kitchen finishes, laminated countertops, adjustable shelving, different floor materials (carpet, carpet tile, vinyl composite tile, unglazed ceramic tile, solid vinyl tile, and sealed concrete), painted or glazed ceramic tile walls, and more.

The first and second floor building common spaces includes entry, security, lobby, restrooms, elevators, stairs, break room, conference room, and more. DMV spaces on the first floor includes a large waiting area, work stations, license center, driver's testing room, photo area, offices, data, plate/storage room, break room, employee-only entrances, and more. Lottery spaces on the first floor includes an open office, separate entrance/lobby, security, conference, office, supply room, and data room. Rehab spaces on the first floor includes 7 offices, waiting room, clerical, conference room, employee-only entrance, copy/fax, server room, and 2 storage rooms. BEP spaces on the first floor includes a large waiting room, hearing room/conference, training room, 2 "open" work station rooms, manager offices, counselor office, server room, and storage. The DHHR spaces on the second floor includes waiting room, reception, 14 offices, "open" office east and west, work rooms, classroom/conference, regular conference room, resource room, interview room, family visitation room, multiple swipe-card access doors, employee-only entrance, server rooms, storage rooms, and more.



On the following pages, you will see copies of our various Insurance Coverages, including General Liability, Automobile Liability, and Workers Comp with WV Statutory requirement - WV Code §23-4-2 Madolidis (on this page), as well as Professional Liability on the following page.

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/27/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Paul Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123	CONTACT NAME: John Clark PHONE (A/C, No, Ext): 304.233.3303 FAX (A/C, No): 304.233.3333 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:
	INSURER(S) AFFORDING COVERAGE
INSURED McKinley & Associates, Inc. The Maxwell Centre 32-20th Street Wheeling, WV 26003	INSURER A: Cincinnati Insurance Co. NAIC # 10677
	INSURER B: BrickStreet Insurance
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 14/15 Liability REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER (W/O)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		EPP0146335	06/15/2012	06/15/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
						\$
A	AUTOMOBILE LIABILITY		EPP0146335	06/15/2012	06/15/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> Hired Autos					PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS					\$
						\$
						\$
A	UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	EPP0146335	06/15/2012	06/15/2015	EACH OCCURRENCE \$ 1,000,000
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$ 1,000,000
	DEDUCTIBLE					\$
	RETENTION \$					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	WCB1018014	12/30/2014	12/30/2015	WV STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A	WV DELIBERATE INTENT COVERAGE INCLUDED "MANDOLITIS"			E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 WORK AS DIRECTED

CERTIFICATE HOLDER SPECIMEN	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/26/2014

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PRODUCER The James B. Oswald Company 1100 Superior Avenue, Suite 1500 Cleveland OH 44114	CONTACT NAME: Patricia Cholewa PHONE (A/C No. In): 216-839-2807 FAX (A/C No.): E-MAIL ADDRESS: PCholewa@oswaldcompanies.com
	INSURER(S) AFFORDING COVERAGE
INSURED McKinley & Associates, Inc. 32 20th Street #100 Wheeling WV 26003	INSURER A: Market Insurance Company NAIC # 38970 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 1943724287 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Claims Made Retro Date: 9/10/1991	N Y	AE829836	9/10/2014	9/10/2015	Each Claim \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Waiver of Subrogation as designated above is provided when required of the Named Insured by written contract or agreement.

CERTIFICATE HOLDER Specimen For Purposes of Evidencing Coverage Only WV 26003	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Patricia A Cholewa</i>
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ACORD 25 (2010/05)

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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: 102615

Doc Description: Marshall County Readiness Center 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 ADJ1500000009	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:

*000000206862

McKinley & Associates, Inc.

32 20th Street - Suite 100

Wheeling, WV 26003

304-233-0140

FOR INFORMATION CONTACT THE BUYER

Tara Lyle

(304) 558-2544

tara.l.lyle@wv.gov

Signature X

FEIN # 55-0696478

DATE 26 May 2015

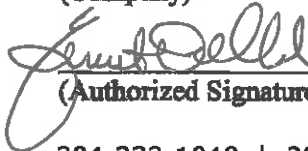
All offers subject to all terms and conditions contained in this solicitation

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.

McKinley & Associates

(Company)

 Ernest Dellatorre, President
(Authorized Signature) (Representative Name, Title)

304-233-1040 | 304-233-4613 | 2015-05-26
(Phone Number) (Fax Number) (Date)

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 exceeds 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: McKinley & Associates

Authorized Signature: *[Signature]* Date: 26 May 2015

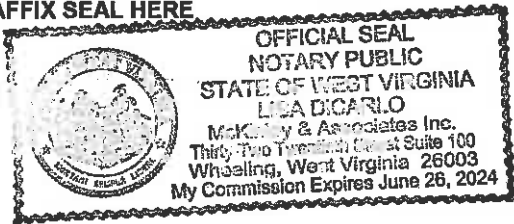
State of West Virginia

County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 26 day of May, 2015.

My Commission expires June 26, 2024.

AFFIX SEAL HERE



NOTARY PUBLIC *[Signature]*